

بوليتكنيك البحرين
BAHRAIN POLYTECHNIC



Student Handbook

2025/2026

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Message from the CEO



I am delighted to welcome you to Bahrain Polytechnic! We are delighted that you have chosen us as your place of study, and we look forward to supporting you on your academic journey.

We take great pride in our commitment to quality education. We have a multicultural faculty who are highly qualified and dedicated to providing our students with an excellent learning experience. Our teaching methods emphasize creativity and critical thinking, so that you can develop the skills needed for successful careers in your chosen fields.

Our aim is to ensure you leave the Polytechnic equipped with 21st century skills which meet labor market requirements. This is done by working closely with our industry partners who provide us with constant feedback on how we can further develop you to be a work-ready graduate.

As you commence your journey as a Polytechnic student, we want to ensure that you are set up for success. To help you with this, we urge all students

to read through the Bahrain Polytechnic student handbook which contains valuable information about the Polytechnic’s regulations and policies, your rights and responsibilities, and academic procedures. We also encourage everyone to familiarize themselves with our facilities and services available in order for you to make the most out of your time here.

Our student council works very closely with our Student Affairs Directorate to ensure you have a pleasant learning and engaging experience at the Polytechnic. Please feel free to drop by their offices at any time to ask any questions or share your concerns.

On behalf of the management and staff, I wish you a very successful academic journey.

Professor Ciarán Ó Catháin
CEO

Message from the Deputy CEO: Academic Affairs & Registrar



This document is intended to give you an overview of life at Bahrain Polytechnic, useful information on where and how to access resources and help, how you can get involved in campus life and it will give you an understanding of your rights and responsibilities as a learner. You can find the rules governing your qualification in our Academic Regulations and all information on our academic policies.

Our vision and mission at the Polytechnic are both centred on you as a learner and the future impact you will have on the world. We have huge aspirations for you and what you can achieve as a learner and later as our alumni. The structures we have put in place around the social and academic life at the Polytechnic are aimed at supporting you on your journey and ensuring that you have the best opportunity for success while you study with us and beyond.

On your journey, you will develop what we call ‘employability skills’ that will strengthen all the great attributes you already possess. These employability skills are highly sought after in existing workplaces and will be needed in the workplaces that you will

create in the future. Our qualifications are structured to help you build and stack these skills as you progress in your academic journey. There are also many formal and informal opportunities for you to further enhance these skills through volunteering, competitions, clubs, student representation in governance, the PASS leader Programmeme and many others. I would strongly urge you to take full advantage of all these wonderful opportunities while you study with us. Your skillset will grow, your enjoyment of your time with us will increase, and your talent and experience will enhance campus life for us all at Bahrain Polytechnic.

I wish you every success in your academic journey and look forward to seeing your impact on the future world of work.

Dr. Louise O’Nolan
Deputy CEO: Academic Affairs & Registrar

About Bahrain Polytechnic

Our role as the Polytechnic is to work with stakeholders – our learners, staff, communities, industry, and government to deliver on our employability mandate by responding to the needs of the economy, creating more opportunities for Bahrainis, whilst contributing to economic diversification, with the ambition of becoming a regional leader of applied higher education. Polytechnic 2.0 is a modern, technological, and applied research educational institution and was founded to accelerate the nation’s technological transformation.

Our campuses are open, with creative spaces for multi-disciplinary collaboration and innovation, recreational centers for learner communities, home to an applied research centre, and industry-funded

spaces for an authentic work-life experience. The Polytechnic is driven by a shared value of lifelong learning, that encourages education pathways and progression at all stages of life. With ingenuity and drive, our graduates will invent new technologies, and create new industries and high-value jobs.

Our solid reputation and innovative spirit attract talent from around the world. Through teaching, research, and innovation, our exceptional community pursues its mission of developing impactful graduates and learners that will make positive changes to the economy and the communities they live in.



Vision, Mission & Values

Vision

To positively disrupt future ways of living, learning & working, to build new partnerships that strengthen innovation and mobility, to create new and exciting opportunities for our students, industries, and communities.

Values

Our core values are :

- 1. Excellence
- 2. Learning
- 3. Innovation

Mission

The Polytechnic is an applied, learner centred institute that produces new knowledge, innovations, and is at the heart of local and regional communities to promote education, innovation, well-being, and enterprise. Our mission is to make the Polytechnic accessible to everyone, through our distributive campuses, in a physical, blended, and online form, in full-time and part-time modes.

Useful Contacts

If you need to make an appointment with a member of staff or SMT, email them or contact Student Information Centre for advice on who is the best person to contact.

Department/Role	Email	Phone
Chief Executive Officer	ceo.office@polytechnic.bh	1789 7331 / 7303
DCEO Academic Affairs and Registrar	dceo.academic@polytechnic.bh	1789 7165
Academic & Student Affairs	Registration@Polytechnic.bh Admissions@Polytechnic.bh	1789 7471 1789 7472
Coordinator: Scholarship	Heyam.Juma@polytechnic.bh	1789 7071
Student Resources Directorate	Student.Resources@polytechnic.bh	N/A
Activities & Student Support	support.activities@polytechnic.bh	Support: 1789 7374 Activities: 1789 7349
Bahrain Polytechnic Student Council	bpsc@student.polytechnic.bh	N/A
Careers & Alumni	Career@polytechnic.bh Alumni@polytechnic.bh	1789 7141 / 7484 1789 7186 / 7492
Fitness & Wellness Center	health.&wellnesscentre@polytechnic.bh	1789 7453 / 7632
Medical care	Fatima.alkhayal@polytechnic.bh	1789 7121
Library Learning Centre	llc@polytechnic.bh	1789 7543
ICT Helpdesk	helpdesk@polytechnic.bh	1789 7111
Financial Resources	finance.directorate@polytechnic.bh	1789 7062
Safety & Health	safety.health@polytechnic.bh	1789 7198
Security	Security@polytechnic.bh	1789 7447 Emergency Security Hotline 32046686
Quality & Academic Development	Quality.Measurement&Analysis@polytechnic.bh classroomsupport@polytechnic.bh	1789 7330
Marketing & communication Department	communications@polytechnic.bh	N/A

Academic Contacts

Professional Development			
Maitham AlMuharraqi	Dean, Professional Development	Maitham.AlMuharraqi@polytechnic.bh	
Leena Al.Sarraf	Admin Office	Leena.AISarraf@polytechnic.bh	1789 7521
Fadhel Shamlan		Fadhel.Shamlan@polytechnic.bh	1790 7475
School of Foundation			
Sara Al Hammadi	PM, English	Sara.Alhammadi@polytechnic.bh	
Mohamed Al Musalli	PM, Math	Mohamed.AIMusalli@polytechnic.bh	
Mohamed Ghazwan	PM, National Requirements	Mohammed.Ghazwan@polytechnic.bh	
School of Apprenticeship, Skills & Training			
Ahmed Alsaffar	Head of School, Apprenticeship. Training & Technical Skills	Ahmed.Alsaffar@polytechnic.bh	
Dr. Basil Naser	PM, Apprenticeship (Electrical Engineering)	Basel.Naser@polytechnic.bh	
School of Lifelong Learning			
Huda Al Halwachi	Head of School, Lifelong Learning	Huda.Alhalwachi@polytechnic.bh	
Carlo Castino	PM, Skill Development & Capacity Building	Carlo.Casinto@polytechnic.bh	
Business & Logistics Studies Faculty			
Prof. Tunku Salha Ahmad	Dean, Business & Logistics Studies	Salha.Ahmad@polytechnic.bh	
Sameera Hassan	Admin Office	Sameera.Hasan@polytechnic.bh	1789 7046
Asma Al.Balushi		Asma.Albalushi@polytechnic.bh	1789 7177
School of Logistics and Maritime Studies			
Head of School, Logistics & Supply Chain Studies		Lorraine.Cowley@polytechnic.bh	
PM, Logistics Studies		Sara.AINajjar@polytechnic.bh	
PM, Supply Chain Studies		Amani.Alabbas@polytechnic.bh	
School of Business			

Head of School, Business		Latifa.AIFadhel@polytechnic.bh	
PM, Accounting		Huda.Najjar@polytechnic.bh	
PM, Human Resources		Ameera.Alhejair@polytechnic.bh	
PM, Marketing		Amir.Zaidan@polytechnic.bh	
PM, Finance		Qasim.Albaqali@polytechnic.bh	
Engineering Faculty			
Prof. Christina Georgantapoulou	Dean Engineering	Christina@polytechnic.bh	
Rehab Mohsen	Admin Office	Rehab.Mohsen@polytechnic.bh	1789 7045
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School of Engineering			
Dr. Wajid Khan	Head of School, Engineering	Wajid.Khan@polytechnic.bh	
Dr. Abdulla Desmal	Head of School, Systems Engineering	Abdulla.Desmal@polytechnic.bh	
Dr. Ahmed Abdelrahman	PM, Mechanical Engineering	Ahmed.Abdelrhman@polytechnic.bh	
Dr. Saam Najat	PM, Electronics & Mechatronics Engineering	Saam.Najat@polytechnic.bh	
Dr. Zakareya Hasan	PM, Electrical Engineering	Zakareya.Hasan@polytechnic.bh	
Shaikha Ebrahim	PM, Chemical Engineering	Shaikha.Ebrahim@polytechnic.bh	
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Dr. Rani Jabbar	PM, Industry	Rani.Jabbar@polytechnic.bh	
Information Technology & Design Faculty			
Dr. Christos Gatzoulis	Dean, Information Technology & Design	Christos.Gatzoulis@polytechnic.bh	
Abdulla Isa	Admin Office	Abdulla.Isa@polytechnic.bh	1789 7093
Balqees Saeed		Balqees.Saeed@polytechnic.bh	1789 7468
School of IT			
Dr. Shomona Jacob	Head of School, Information Technology	shomona.jacob@polytechnic.bh	
Sini Raj Pulari	PM, Database	sini.raj@polytechnic.bh	
Mohammed Tariq	PM, Networking	Muhammad.Tariq@polytechnic.bh	

Cyril Anthony	PM, Information System	Cyril.Anthoni@polytechnic.bh	
Mohamed ElKanzi	PM, Programming	Mohamed.Elkanzi@polytechnic.bh	
Omar Fayyad	PM, Cybersecurity	Omar.Fayyad@polytechnic.bh	
School of Design			
Dr. Owen Gallagher	Head of School, Creative Media	Owen.Gallagher@polytechnic.bh	
Anand Omanakuttan	PM, Web Media	Anand.Omanakuttan@polytechnic.bh	
Marwa Isa	PM, Visual Design	Marwa.Isa@polytechnic.bh	
Zainab Al Aradi	PM, Film & Animation	zainab.alaradi@polytechnic.bh	
Applied Research & Innovation			
Dr. Philippe Pringuet	Dean, Applied Research & Innovation	Philippe.Pringuet@polytechnic.bh	
Aysha Saleh	Admin Office	Aysha.Saleh@polytechnic.bh	1789 7028
Dr. Shahnawaz Khan	Head, Research Center	shahnawaz.khan@polytechnic.bh	
International Relations			
Dr. Wesley Lee	Dean, International Relations	Wesley.Lee@polytechnic.bh	1789 1102

Bahrain Polytechnic Qualifications

Bahrain needs skilled people to achieve its Economic Vision 2030. Cognizant of such need, Bahrain Polytechnic has designed and delivered programmes to meet the needs and demands of potential employers and individual learners.

The internationally reputable qualifications offered by the Polytechnic are vocationally focused to prepare work-ready graduates, and reflect key stakeholder needs and priorities. Because most companies in Bahrain employ a diversity of employees and have international business connections, English is the medium of instruction at the Polytechnic.

Bahrain Polytechnic emphasises Work Integrated Learning (WIL) as a key curriculum element in preparing learners for the world of work. WIL integrates academic and work-related activities through a Problem Based Learning (PBL) approach that stimulates learning to ensure that students develop technical knowledge and skills, as well as the Employability Skills identified by industry as necessary attributes of a ‘work ready’ graduate. The Employability Skills Framework was developed by Bahrain Polytechnic from an international survey of previous work and consultation with Bahrain companies. These Employability Skills are generic skills identified as being critical to gaining and maintaining employment, as well as in operating effectively in personal and community contexts. They are not taught as specific

subjects but integrated across the curriculum. Work experience, cooperative projects with industry, and other Work Integrated Learning experiences accord lecturers and clients/employers with the opportunity to provide feedback on the development of learners’ Employability Skills. On graduation, you will be provided with feedback on your achievement in developing Employability Skills as well as with an Academic Transcript that summarises your achievements in gaining the technical skills and knowledge specific to the graduate profile of the programme you have been enrolled in.

The qualifications awarded by Bahrain Polytechnic are classified by levels consistent with internationally recognized Qualifications Frameworks and Bahrain National Qualifications Framework. Achievement of learning is recognised by the awarding of credits that are gained by meeting specified Learning Outcomes. One credit equates approximately to 10 learning hours, so one year of full-time study (2 Semesters) is usually needed to gain 120 credits. Bachelor degrees normally take a minimum of four years to complete as they require 480 Credits, of which at least 75 credits must be at or above Level 7 and no more than 60 credits can be at Level 4 or below. Each course within a programme has a credit value and level.

Every learner will have their own Individual Study Plan that will cover the duration of their programme. Your Study Plan will be discussed with you and approved as part of the Academic Advising processes. Please contact the relevant Programme Manager for more information about this. In approving programmes leading to the award of qualifications, the Academic Council ensures that consultation with relevant employers and other stakeholders has occurred. In addition, the programme of study meets the Programme Regulations Specific to that Award. You will be made aware of the specific requirements of the programme that you are enrolled in during your introduction and orientation briefing to that area, as well as through the Academic Advising processes. For more information, visit Bahrain Polytechnic’s website or talk with your Programme Manager.



Definitions of Employability Skills at Bahrain Polytechnic

Communication: Communicate effectively in ways that contribute to productive and harmonious relationships across stakeholders.

Teamwork: Work effectively with independence and in collaboration with others through a common approach towards a common goal.

Problem Solving: Analyse a problem critically and respond appropriately to organisational and societal needs.

Planning and Organisation: Efficiently and effectively plan and manage work commitments.

Learning: Understand the need for and engage in life-long learning.

Initiative and Enterprise: Apply resourcefulness, innovation, and strategic thinking in an organisational context.

Self-Management: Demonstrate self-discipline, resilience, and adaptability to achieve personal and professional goals.

Technology: Utilise technology effectively and ethically.

Approved Academic Qualifications

Use [this link](#) to see more details regarding the qualifications listed below.

No.	Code	Naming of Qualification
Quality and Academic Development Directorate		
1	PHE9000	Post-Graduate Certificate in Teaching and Learning for Higher Education
2	CTT6010	Certificate in Tertiary Teaching and Learning
Allied Health Directorate		
1	IPC6000	Certificate in Infection Prevention and Control
School of Logistics and Maritime Studies		
1	SCM8000	Bachelor of Supply Chain Management
2	ILM8000	Bachelor of International Logistics Management
3	ILM6000	Diploma in Logistics and Transport
4	ITS9000	Master’s in international Trade and Strategy
5	SCM9000	Master of Science in Supply Chain Management
School of Business		
1	DMK8014	Bachelor of Digital and Social Media Marketing
2	BFT8100	Bachelor of Science in Financial Technology (FinTech)
3	BBS8000	Bachelor of Business (General)
4	BBS8010	Bachelor of Business (Marketing Major)
5	BBS8020	Bachelor of Business (Management Major)
6	BBS8030	Bachelor of Business (Banking and Finance Major)
7	BBS8040	Bachelor of Business (Accounting Major)
8	BBS8070	Bachelor of Business (Human Resources Management Major)
9	BBS6010	Diploma in Business
10	BBS6011	Diploma in Business (Accounting)
11	BBS6012	Diploma in Business (Human Resources)
12	BBS6013	Diploma in Business (Office Management)
13	BBS9070	Master of Human Resources Management and Organisational Design
14	BBS9040	Master of Science in Sustainability Accounting and Finance (MSc SAF)
School of Creative Media		
1	CMD9000	Master of Arts in Creative Media and Design
2	BWM7000	Associate Degree in Web Media
3	BFA8800	Bachelor of Film and Animation
4	BFA6000	Diploma in Film and Animation
5	IDS6000	Diploma in Interactive Design
6	DSM6001	Diploma in Social Media Marketing
7	DES6000	Diploma in Visual Design

8	BWM6000	Diploma in Web Media
9	DES8000	Bachelor of Visual Design
10	BWM8000	Bachelor of Web Media
11	BFA8801	Bachelor of Arts in Digital Filmmaking
12	BFA8802	Bachelor of Arts in Animation and Visual Effects
School of Engineering		
1	ENT7090	Associate Degree in Industrial Instrumentation and Automatic Control
2	ENT7031	Associate Degree in Engineering (Electronics)
3	ENT7040	Associate Degree in Engineering (Electrical)
4	ENT7020	Associate Degree in Engineering (Mechanical)
5	ENT8040	Bachelor of Engineering (Electrical Major)
6	ENT8090	Bachelor of Engineering (Industrial Instrumentation and Automatic Control)
7	ENT8070	Bachelor of Engineering (Chemical and Industrial Processes Engineering)
8	ENT8080	Bachelor of Engineering (Civil)
9	ENT8020	Bachelor of Engineering (Mechanical Major)
10	ENT8031	Bachelor of Engineering (Electronics Major)
11	ENT8050	Bachelor of Engineering (Electromechanical Major)
12	ENT8060	Bachelor of Engineering (Communications and Networks Major)
13	ENT6080	Diploma in Engineering Technology (Civil)
14	ENT6090	Diploma in Industrial Instrumentation and Automatic Control
15	ENT6070	Diploma in Engineering (Chemical and Industrial Processes Engineering)
16	ENT6060	Diploma of Engineering (Communications and Networks)
17	ENT6050	Diploma in Engineering (Electromechanical)
18	ENT6020	Diploma in Engineering (Mechanical)
19	DET6005	Diploma in Petroleum and Process Plant Operations
20	ENT6040	Diploma in Engineering (Electrical)
21	ENT8035	Bachelor of Engineering (Renewable and Clean Energy)
22	ENT8025	Bachelor of Engineering (Industrial Design and Process)
23	ENT7035	Associate degree in Engineering (Renewable and Clean Energy)
24	ENT7025	Associate degree in Engineering (Industrial Design and Process)
25	ENT6035	Diploma in Engineering (Renewable and Clean Energy)
26	ENT6025	Diploma in Engineering (Industrial Design and Process)
27	ENT9010	Master of Science in Engineering (Applied) in Sustainable Energy Systems
28	ENT9020	Master of Science in Reliability and Maintenance Management

School of ICT		
1	ICT8051	Bachelor of Information and Communications Technology (Cyber Security Major)
2	ICT8041	Bachelor of Information and Communications Technology (Database Systems Major)
3	ICT8022	Bachelor of Information and Communications Technology (Information Systems Major)
4	ICT8031	Bachelor of Information and Communications Technology (Networking Major)
5	ICT8011	Bachelor of Information and Communications Technology (Programming Major)
6	ICT8000	Bachelor of Information and Communications Technology
7	ICT8020	Bachelor of Information and Communications Technology (Management Information Systems Major)
8	ICT6021	Diploma of Information and Communications Technology (Cloud Computing)
9	ICT6041	Diploma of Information and Communications Technology (Web Development)
10	ICT6010	Diploma in Information and Communications Technology
11	ICT8042	Bachelor of Science in Data Analytics
12	ICT8023	Bachelor of Science in Cloud Computing and Information Systems
13	ICT9010	Master of Science in Artificial Intelligence
School of Foundation		
1	AP5000	Foundation Program
School of Apprenticeship		
1	DAP6600	Diploma Apprenticeship in Automotive Body and Paint
2	DAP6800	Diploma Apprenticeship in ICT Associate
3	DAP6700	Diploma Apprenticeship in Retail
4	DAP6100	Diploma Apprenticeship in Automotive Technology
5	DAP6300	Diploma Apprenticeship in Building Services (Air Conditioning)
6	DAP6500	Diploma Apprenticeship in Building Services (Plumbing)
7	DAP6200	Diploma Apprenticeship in Electrical
8	DAP6400	Diploma Apprenticeship in Mechanical (Welding)

Campus Services and Facilities

As a learner at the Polytechnic, you will be beginning a journey that will be fulfilling and inspirational. With inclusivity and creativity at the core of everything we do, we can provide a rich educational experience on each of our campus locations. When you enroll with us, you will join a diverse community of learners. Here, you'll experience a welcoming environment at every turn. You'll easily and quickly get to know your classmates and lecturers in a laid-back setting, thanks to our learner-centered approach. Regardless of the campus, you will thrive in a supportive academic environment that will advance your chances of finding a fulfilling profession.

Academic Facilities and Resources

The Polytechnic provides a range of instructional materials, academic support services, and lab spaces. For more information, refer to the Polytechnic website.

Undergraduate learners who struggle academically are supported by the Academic Support Centre (ASC) - Building 19 ground floor. ASC works with learners who are having academic difficulties, specifically with English Language and Math. Learners receive the extra help and skill-development training they need to advance academically. Additionally, the ASC offers peer support, as well as a variety of student success workshops such as communication skills, entrepreneurial skills, and presentation skills.





Copy Centre

On the first ground floor of Building 36, is where you'll find the Polytechnic's Copy Centre.

Dining

Many restaurants, coffee shops, and snack services are located across the campus. Most of these outlets offer a delivery service. In Campus A you will find Starbucks, Bu'Ali Restaurant, and Dose Café in Building 19, while Al Bushayer Canteen in cabin H26 and Derby Café next to building 28. Where in Campus B, you will find Trolley next to building 20, Bushayer Cafeteria in Building 10, The B Café and Derby Café in Building 25.

Mini-Mart

Al Bushayer Canteen has a mini-market in Building 26A at Campus A and in Building 10 at Campus B. The canteen offers a wide selection of household goods, stationery, fresh fruits, and supermarket items. Trolley is also available next to Building 20 in Campus B.

Mosque

The Mosque behind Building 18 at Campus A is available for prayer and is open during working hours. Prayer rooms are likewise allocated in Building 20 at Campus B. The male prayer room is situated in Room 302 and the female prayer room is found in Room 350.

Security

Polytechnic security staff are available to support and serve learners and the public in the best way possible. Security staff patrol the campus to protect and promote a safe environment. They are available to help you with inquiries. The Security Office is open from 8:00 to 16:00, Sunday to Thursday (Building C8 - Campus A). Contact Security for help with inquiries.

ID card

Learners must always have their IDs on them and be prepared to show them when asked. To utilise several campus amenities and services like the library, health centre, copy centre, and Academic Skills Centre, you will need to present your ID. Please notify the security office right away if your ID card is lost, stolen, damaged, or otherwise compromised. Charges apply for the replacement of lost ID cards.

Parking

Free on-campus parking is available for learners. You will need to get a parking sticker from Campus Security if you want to park on-campus. Charges apply for the replacement of lost car stickers.

Lockers

Lockers are available for lease for the safekeeping of your books and personal belongings. Please note that the Polytechnic is not responsible for lost items. Contact Campus Security to be allocated a locker and collect your key. A charge applies for the replacement of lost locker keys.

Lost and Found

The Lost and Found Department of the Security Office in Building C8 receives all lost items. If you lost anything, come to our office. Get in touch with a security officer or bring any found item to us. We make every effort to locate the owners of the missing property and identify them. To make things simpler to return to you, it is a good idea to label your goods, especially valuable property, with your name and student ID number.

Fitness and Wellness Centre

The Fitness and Wellness Centre at Bahrain Polytechnic is a facility that is dedicated to promoting the physical well-being of learners, faculty, and staff. The Centre offers a range of services and resources that are designed to support healthy lifestyles and help individuals achieve their wellness goals.

- **Gymnasium:**

The gym is equipped with modern sports equipment, an indoor multipurpose court, a strength and conditioning room, a ladies' gym, lockers, and shower facilities. The gym's hours are from Sunday to Thursday, 7 am to 6 pm.

You can join the gym (membership) through the following link <https://forms.polytechnic.bh/hwc-gym/>, and once you join, please use [this link](#) to book your training sessions.

And once you join, please use the following link to book your training sessions:
<https://outlook.office365.com/owa/calendar/StudentAffairs@polytechnic.bh/bookings/>

For more details about the gym, you can contact our Fitness Instructor Hussain Ebrahim on 17897362 or drop by his office at 16.002 regarding special personal programs such as weight loss, bodybuilding, and nutrition.

- **Sports Centre and Sports Teams:**

The Sports Centre forms Bahrain Polytechnic sports teams to participate in tournaments within Bahrain Polytechnic and compete in other universities' tournaments.

If you are interested in participating in one of the Bahrain Polytechnic sports teams (male and female), you can contact our Fitness and Wellness Head, Musab AlShaer, on 17897453 or visit him at 16.002.

- **Healthcare Unit (Clinic):**

The Health Care Unit provides care and support for learners and staff with illness or injury. It provides follow-up of medical conditions, general medical examinations, first aid, and referral to hospitals when necessary.

In case of an emergency, please call our General Nurse Specialist Fatima AlKhayal on 17897121 or visit her at 16.015.



Learner Experience

Student Information Centre

ICT Services

A culture of academic success is fostered through our learner-centered educational experience. At the heart of our nurturing learning environment, where learner well-being is nurtured and prioritized, is a warm and welcoming ethos. Our collaborative learning environment, which promotes diversity, inclusion, and social integration, is centered on the learners.

To support your learning experience, we offer a wide range of learner services. Learner success is a top priority, thanks to our commitment to excellent learning experience. Whether you are in an advanced year of study or a new student who needs assistance getting started, rest assured that there is a friendly, competent team waiting to assist you.

The Student Information Centre is a part of Registry. If you require any general information or assistance with academic procedures, then it's the place to be. Here, you can learn anything related to your studies, such as:

- Polytechnic Application
- The courses and programmes you have enrolled in (including changes)
- Costs and methods of payment
- IDs
- Absences, withdrawals, and appeals
- Document requests for official purposes (e.g., transcripts)
- Self-Service Banner plus many other things! We're here to assist

Computers are available for you across the campus. Computers in empty classrooms and the open-access lab in Building 19 at Campus A as well as computers in the Library Learning Centre at Campus A (Building 19) and Campus B (20.338) are all available for your use. On campus, wireless access is available almost everywhere. Your Polytechnic email address will be used by staff members to send you vital information while you are a student there.

If you can't remember your password or username, call the IT Help Desk on 1789 7111. Keep in mind that it is your responsibility to protect your password.



Library Services

The Bahrain Polytechnic Library Learning Centre supports and promotes teaching, learning, and research practices through extensive collaboration with faculty to provide quality resources and services that meet the needs of a dynamic and innovative world.

Library Resources

- **Books & Textbooks:** The library offers a wide collection of books, DVDs, and CDs that you can borrow. They are arranged by subjects into 14 sections.

You can check the available resources in the library by searching the [catalogue](#).

- **Electronic Resources:** As registered learners of the Polytechnic, you have access to 8 databases covering the needed subjects. You can search for any electronic resources by using the [catalogue](#) or from the shared [poster](#), and ask the librarian for access.
- **Study Rooms:** 8 quiet study rooms are located in the food court area in Building 19 (Campus A) while 2 are found in 20.338 at Campus B. These study rooms can be booked through [this link](#).
- **Computers:** The library offers computer workstations to be used by learners, faculty, and staff. Most software applications on the library workstations are available to library users.

- **Borrowing Policies:**
 - **Loan Periods:** Maximum of 5 books for 30 days (renewable if not on hold)
 - **Renewals & Holds:** you can renew the borrowed items, or place holds through the library information desk or via [email](#).
 - **Fines:**
 - o If you return a book late, you are required to pay BD0.100 per book per day (not exceeding BD9).
 - o If you lose a book, you are required to pay BD5 plus the original cost of the book OR you are required to buy the book for the LLC (same or new edition) without paying BD5.

Library Conduct

- Respect others by maintaining silence in designated areas.
- Food and drink are not allowed in the library in all areas (except the water)!
- Treat all library materials and equipment with care.

Contact Information

- **Email:** llc@polytechnic.bh
- **Phone:** 17897543
- **Website:** www.elibrary.polytechnic.bh
- **Location:** Campus A: Building 19 – 2nd Floor
Campus B: Building 20 – 2nd Floor



LLC Resources & Services

Encore	Sign in using your Moodle user name and password
Proquest	Request your log in from : LLC@polytechnic.bh
EBSCO	Username: ns145891 Password: Mainpass2020!
Emerald	Sign in and create your own account (use polytechnic email)
LinkedIn	Request your log in from: LLC@polytechnic.bh
Science Direct	Sign in and create your own account (use polytechnic email)
Euro Monitor	Sign in and create your own account (use polytechnic email)
IEEE Xplore	Accessible on-campus only, and you don't need to login
Scopusresearch	Accessible on-campus only, and you don't need to login
Study Room	Book a study room, for a maximum of 2 hours a day.



Learning Support (Building 19 – Ground floor)

- The Polytechnic offers a range of learning support services for learners.
- Learners can meet the PASS (Peer Assisted Study Schemes) leaders in one-to-one sessions, where support and help can be given for individual learning needs. PASS Leaders are students who have been nominated by tutors and Programme Managers from different departments to enhance learning outside the classroom. They are available in the Library Learning Centre to assist learners on an individual or group basis to facilitate discussion and explanation of course concepts and assessments. For their availability and times, please refer to [this link](#) for the PASS leaders' timetable for each semester.
- Learners with learning disabilities or challenges can get help and support from the learning support specialist. This can include a range of support and help to ensure learners are ready to learn and succeed. If you have any learning disability or learning challenges, need assessment accommodations, or have other learning needs or concerns, you can refer to [this link](#) to see a Learning Support Specialist.
- To improve your academic skills, you can book a session at the Academic Skill Centre through [this link](#).
- Book an appointment for support services (learning support, PASS leaders, and Academic Skill Centre). Please

allow 24-hour notice to arrange for an appointment. On the day of your appointment:

1. Arrive on time.
2. Late arrivals to appointments (15 min or later) will result in the cancellation of your appointment.
3. Bring a notebook and pen/ pencil.

Notes:

- Follow-up appointments are to be made by the learner.
- Missed appointment times (with or without notification) will be given to other learners.
- It is the responsibility of the learner to reschedule missed appointments.

Workshops

- **Referencing**
Learn about [Quick Guide to APA Referencing 7th edition](#) information from various sources and writing in-text citations for assignments. Understand the consequences of plagiarism and ways to avoid it.
- **Time Management**
Maximize your productivity by creating a realistic schedule. In this workshop, learn techniques to overcome procrastination and keep focused.
- **Assistive Technology Tools**
Learn more about tools built in Office 365 and Windows 10 that will help learners with learning differences access their education alongside their peers.

For a complete list of workshops you may be interested in, please refer to this link.

Scholarships and Fees

A number of scholarships are available to learners through the Ministry of Education, the Tamkeen Labour Fund, charitable organisations, and employers in government and private companies. On occasion, there will be campus advertising for new scholarships. Visit the Scholarship Coordinator at 8.007 for assistance if you want to learn more about them.

Career Centre

The Careers & Alumni Section, located in (Building 8 – Campus A) assists you in achieving your career objectives. Our advanced career development resources and services enable and motivate our students and graduates to unlock their greatest potential. Our goal is to help you interact with experts in the field and develop corporate and alumni networks. To compete in today's job market, we develop a passion for learning and professional progress in our students and alumni. We provide an array of services to create an active and motivating environment that promotes growth, creativity, and professional success.

• First – Career services:

The careers unit helps students achieve their career goals. We provide resources, support, and direction to help students and graduates succeed in the changing work market. Career counseling, job search support, career workshops and events, internships, and other services are offered. You may contact us by email career@polytechnic.bh or via our CSM portal.

Symplicity CSM Career Portal

Our Symplicity CSM career portal connects students and graduates with employers through job postings, internship opportunities, and many other services. You can create and update your profile, book appointments for career services, and receive personalised job alerts. This portal is your go-to resource for managing your career development all in one place.

Annual Career Fair

Each year, we host a comprehensive Career Fair that brings together top employers from various industries. This event offers you the chance to network directly with recruiters, learn about job openings, internships, and graduate programmes, and gain valuable insights into the hiring process. It's an excellent opportunity to make connections that can launch your career.

CV Review

Our CV review service provides personalised feedback to help you craft a professional and impactful resume. Whether you're applying for internships or full-time positions, our career advisors will guide you on formatting, content, and how to highlight your strengths effectively to stand out to employers. Sessions can be booked via the CSM portal.

Career Counseling

Career counseling sessions offer one-on-one support tailored to your individual needs. Our experienced counselors assist you in exploring career options, setting goals, overcoming challenges, and developing strategies for job searching and professional growth. These confidential sessions, which can be booked via the CSM portal, are designed to empower you throughout your career journey.

Career Voyage Online Tool

The Career Voyage online tool is designed to help you explore various career paths based on your interests, skills, and values. By using this interactive platform, you can discover potential professions, understand job market trends, and plan your career journey with confidence. It's a great

starting point for making informed decisions about your future.

Professional Skill Workshops

We regularly conduct workshops focused on building essential professional skills such as communication, teamwork, leadership, interview techniques, and time management. These interactive sessions equip you with practical tools that enhance your employability and prepare you for success in the workplace.

Workshops by Professionals

Through our workshops, you can connect with experienced professionals who are hosted on campus from various fields who provide guidance, advice, and industry insights. Industry experts help you navigate your career path, expand your network, and develop skills that are crucial for your professional development.

Internships

Our internship services facilitate valuable work experiences by connecting you with organisations relevant to your field of study. Internships allow you to apply academic knowledge in real-world settings, build professional networks, and improve your job prospects after graduation.

• **Second – Alumni Services:**

The alumni unit at Polytechnic is dedicated to maintaining strong connections between Polytechnic and its graduates. It provides support, resources, and opportunities for alumni to stay engaged with its community through networking events, mentorship programmes, and social activities. The alumni unit also celebrates alumni achievements and fosters lifelong relationships that benefit both graduates and current students. You may contact us by email alumni@polytechnic.bh

Alumni Events

Throughout the year, we organise a variety of alumni events including workshops, networking sessions, guest lectures, and social gatherings. These events are designed to keep alumni connected, promote lifelong learning, and create opportunities for professional and personal growth.

Alumni Pop-Up Markets

Our Alumni Pop-Up Markets showcase the entrepreneurial spirit of our graduates by providing a platform for alumni to display and sell their products or services. These markets encourage community support, foster networking among alumni entrepreneurs, and highlight the diverse talents within our alumni network.

Alumni Mentors Programme

Our Alumni Mentors Programme connects current students and recent graduates with experienced alumni who provide valuable career guidance, industry insights, and professional support. This mentorship fosters meaningful relationships that help mentees navigate their career paths, develop skills, and expand their professional networks.

Alumni Reunion

The Alumni Reunion is an annual gathering that brings together graduates from all years to reconnect, celebrate achievements, and strengthen the Polytechnic community. This event offers a wonderful opportunity to catch up with old friends, network with fellow alumni, and engage with the Polytechnic’s ongoing initiatives.

Alumni Success Stories

We proudly share Alumni success stories through Polytechnic’s social platforms to celebrate the achievements of our graduates across different fields. These inspiring stories highlight career milestones, entrepreneurial ventures, and community contributions, serving as motivation for current students and fellow alumni alike.



Counseling

The Polytechnic Counseling Services offers psychological services that are intended to assist learners in reaching their educational objectives, learning the process of problem solving and decision making, developing the capacity for fulfilling relationships, and learning to fully utilise their potential for continued growth beyond their academic experience. Our counselors assist you in exploring any issues you may be having with your studies or your personal lives. You may seek help for problems related to transitioning to university life, time management, unclear life or career objectives, identity concerns, interpersonal disputes, eating disorders, anxiety, depression, or coping with loss and bereavement.

Our counselors assist you to set personal goals, support you in developing coping mechanisms, and help you come up with solutions to immediate problems. They are equipped to handle a wide range of issues or concerns. You can get assistance with any social, emotional, academic, or career-related problems.

Counseling is strictly confidential. Any information provided won't be shared with another person or group. All learners currently enrolled at Bahrain Polytechnic are eligible for free counseling services.

Academic Advising and Mentoring

Academic Advising service is an integral part of a learner's life at Bahrain Polytechnic. Advisors support and encourage learners in their academic and personal growth.

You are assigned an advisor/mentor at the start of the academic year. They will meet with you regularly to monitor your attendance, review your progress, and assist you with decision-making in your academic journey.

For more information, please visit our page in Moodle [Student Support: Academic Advising \(polytechnic.bh\)](#)

Learner Conduct and Policies

Each culture has its own set of laws and rules that shape interpersonal interactions by educating people about their rights and the obligations they must uphold. As a learner at Bahrain Polytechnic, you are given full privileges as soon as you enroll, and as a result, you also have obligations to the Polytechnic that must be met. These rights and obligations form the foundation for outstanding circumstances and a culture of respect, which will help the Polytechnic achieve its educational goals while also benefiting learners.

Learner Rights and Responsibilities

The following statement of your rights and responsibilities is intended to reflect the Polytechnic principles to offer high-quality teaching and learning. It lists your rights and responsibilities to maximise your learning experience.

Learners' Rights

- Full access to the campus, services, and privileges offered by the Polytechnic

- Enjoy the learning opportunities the Polytechnic offers without discrimination due to social status, gender, religion, creed, or disability
- Freedom of expression and inquiry
- Access to your own academic records
- Privacy and protection of academic records and personal data
- Knowing all requirements of the curriculum and the programme at the beginning of each semester
- Be notified of any changes approved by any Polytechnic Committees or Boards which affect the above information
- Have a study plan with clearly defined links between its components, other sources of knowledge, and their intended career path, to achieve harmony between the study process and its objectives
- Request and receive grades from academic staff in a timely manner
- A drug-and-alcohol-free Polytechnic environment and atmosphere
- The provision of accurate information about the Polytechnic services, regulations, policies, and procedures in published formats
- The provision of accurate information on academic systems and academic programmes, the sequencing of courses, and graduation requirements
- The provision of all information about financial assistance and related systems
- The provision of information on classes, programmes, courses, and requirements is all published clearly, accurately, and timely.
- Report, as soon as any problems occur, to the Directorate of Student Resources. They are empowered to investigate the

incident or problem in a timely manner according to established policies and procedures.

Learners' Responsibilities

- Respect the Polytechnic and its members as an educational institution.
- Commitment to success and academic excellence and to take advantage of both teaching and learning and learner services opportunities
- To comply with Polytechnic rules, policies, and regulations and to recognise the latest updates
- To always wear your student ID card, to keep it well-maintained, and to show it upon request by Polytechnic officials
- Commitment to providing correct information and data to the concerned authorities in Academic and Student Affairs, members of Faculties, and the other Polytechnic staff members
- Commitment to a decent appearance, as per regulations and customs of the Polytechnic community
- Commitment to decent behaviour and dealing with others in a civilised and appropriate manner, whether spoken or written
- Obligation to maintain buildings and property of the Polytechnic from any act of sabotage or theft
- Completely abstain from alcohol and drugs or promote them in any way, by word or action, on campus
- Completely abstain from cigarette smoking in all buildings of the Polytechnic
- To refrain from gambling in any place inside the campus
- To avoid any behaviour that might harm or adversely affect learners enrolled at the Polytechnic, which in turn affects the task entrusted to the Polytechnic
- Responsiveness and compliance with official instructions issued

by the Polytechnic, which come from administrative officials during the performance of their duties at work

- Not to carry any weapons that could result in harm to others, for example, firearms, knives of all kinds, explosives, or any other tool that may be used as a weapon
- Adherence to regulations and instructions of the exam period, and not to be involved in any attempt to cheat
- Adherence to regulations and instructions of the library to benefit from services and information provided
- Commitment to attending lectures as scheduled and without prejudice to its system

Attendance

Attendance at all classes is required. Attendance is important as classroom activities are designed to develop a range of effective skills that are required by employers. Attendance and punctuality are highly desirable employability skills. You are expected to arrive on time and participate in all activities. Lecturers record attendance daily for all programmes.

Examinations and Assessment

This section describes the academic regulations that relate to assessment. It covers the conduct of assessments, assessment submissions, late submissions, resubmissions, and resits.

Assessment Information
Course Information is available in either printed or electronic form no later than the first officially scheduled class. It includes details

of the assessment tasks you are required to undertake to achieve and demonstrate your learning. It may specify:

- Course aims and learning outcomes
- Assessment criteria and standards against which individual assessment tasks are judged
- Required style of academic referencing and acknowledgments such as footnotes and bibliographies
- Relative weightings of each assessment task
- Due dates of assessment tasks and modes of submission
- Penalties for late submission
- Documentation required in support of an extension request
- Relevant characteristics, such as length of written tasks or duration of examinations
- Form and timing of feedback that students will receive; and
- The ways in which judgments of individual assessment tasks will be combined to give an overall grade.

Conduct of Assessment

Learners must observe all published controlled assessment procedures.

In the case of controlled assessments lasting one hour or longer:

- No learner is permitted to enter the room later than ten minutes after the start of the test or examination.
- No learner is permitted to leave the room until one hour has elapsed from the time the assessment began.
- No learner is permitted to leave a test or examination during the last fifteen minutes of the time allowed.

Any exceptions to the above



procedures must be clearly indicated in the course information provided to you and in the assessment instructions.

Assessment Submission Extensions

Extensions may not be available for controlled assessments (e.g., end-of-semester examination) or other forms of assessment where scheduling concerns make it impracticable (e.g., workplace assessments). On application, course coordinators may approve extensions to deadlines for other forms of assessment (such as projects and assignments) up to a maximum of 2 working days. Applications must be made before the stated deadline.

Late Submissions, Resubmissions, and Resits

An assessment submitted, without approval, after the stated deadline is a late submission. For circumstances not covered under the provisions of the extenuating circumstances relating to assessment, decisions to allow a resit because of absence of examination is made by the Faculty Board. In case of late submissions and resubmissions of continuous assessment, the maximum mark achievable will be the minimum pass mark or grade for that assessment. Learner may apply for an extension of the time allocated for the completion of an assignment where there are extenuating circumstances which prevents their ability to complete the assignment by the date originally specified. Decision on this is made by the relevant lecturer or the Programme Manager.

Academic Misconduct

This section describes academic regulations that relate to academic integrity and honesty. Learners must maintain the highest standards of academic integrity in their work and ensure they appropriately acknowledge the ideas, interpretations, words, or creative works of others.

Learners must refrain from the following acts:

- Cheating and behaving deceitfully or dishonestly in examinations and in-class tests
- Collusion, which is presenting work as independent work when it has, in fact, been produced in whole or in part with others, including persons external to the Polytechnic, unless prior permission for joint or collaborative work has been given as specified in the course outline
- Fabrication which is the intentional and unauthorised falsification or invention of any information or citation in an academic exercise
- Fraud which is a deceitful behaviour by which it is sought to gain some unfair or dishonest advantage
- Presenting data or information incorrectly, improperly, or falsely
- Obstructions or interference, which is to behave in any way that obstructs or interferes in limiting the academic opportunities of other learners by improperly impeding their work or their access to educational resources
- Plagiarism is the act of misrepresenting as one's original work the ideas, interpretations, words, or creative works of another, either

intentionally or unintentionally. These include published and unpublished documents, designs, music, sounds, images, photographs, computer codes, and ideas gained through working in a group. These ideas, interpretations, words, or works may be found in print and/or electronic media.

- Research Misconduct that includes but is not limited to conduct in, or in connection with, research that is dishonest, reckless, or persistently negligent; and/or seriously deviates from accepted standards within the research and scholarly community for proposing, conducting, or reporting research.

Learner Academic Appeal

This section relates to the academic regulations concerning academic appeal. It covers types of academic appeals, appeals to faculty, and appeals to the CEO.

Academic Appeals

- In synchrony with its approach of providing all learners a fair, safe, and productive learning environment, Bahrain Polytechnic acknowledges learner academic appeals and responds to them with fairness, consistency, promptness, and sensitivity through the duly formed Faculty Appeal Committees and CEO Appeal Committee.
- Appeals for a review of decisions on learner dismissal from Bahrain Polytechnic due to grades and appeals for a review of decisions on academic matters are handled by respective Faculty Appeal



Committees. Grade-related grounds for appeal involve extenuating circumstances previously undisclosed, computational or administrative errors, procedural lapses, prejudice, and others.

- Appeals against dismissal or exclusion from Bahrain Polytechnic due to Faculty Appeal Committee decisions or due to other reasons independent of grades shall be dealt with by the CEO Appeal Committee.
- Learner requests for re-marking assessments within the semester prior to the release of approved overall final results are not considered academic appeals.
- Results of academic appeals are final and not subject to re-appeal, except for Faculty Appeal Committee decisions which culminate in learners' exclusion or dismissal from Bahrain Polytechnic.

- All claims for appeals must be submitted with supporting evidence within approved and published deadlines (except during exceptional circumstances) upon payment of corresponding fees, which are subject to refund if appeals are upheld.

Appeals to Faculty Appeal Committee

- Learners who are eligible for academic appeal, upon consultation with Student Information Centre (SIC) representatives, shall fill out the [Appeal Form](#) available at SIC and pay the corresponding fees at the Finance Unit.
- SIC shall check and receive the stamped application, which will be forwarded to the Faculty Administrators for the respective Dean's review and action within one working day.

- Faculty Administrators shall advise learners in writing of the results of the appeal after due discussion by the Faculty Appeal Committee and approval of the Academic Council.
- The Enrolment Manager shall advise learners on any grade changes made by the Registry based on official documents, which include approved Academic Council meeting minutes, the original Appeal Form, and a copy of the Faculty Administrator's letter issued to learners.

Appeals to CEO Appeal Committee

- Learners who are eligible for academic appeal, upon consultation with Student Information Centre (SIC) representatives, shall fill out the [Appeal Form](#) available at SIC and pay the corresponding fees

at the Finance Unit.

- SIC shall check and receive the stamped application, which will be forwarded to the CEO Appeal Committee Chair and Secretary.
- After due review and discussion by the CEO Appeal Committee, the Chair shall advise the Registry on the outcomes of the appeal for necessary learner record updates. Such appeal results shall also be communicated to the learners by the committee Secretary through a formal letter signed by the CEO.

Disability Car Park/ Campus Access

We have a limited number of car parks on campus for learners with severe or acute health issues. If you need a car park due to your health condition, please see the Nurse in Building 16 (Campus A) for advice, help, and support in this area, or raise a ticket via the [Student Assist Portal](#). For more information, please visit our page on [Moodle](#).





Pastoral Support

The Polytechnic offers a range of support services, giving a learner the opportunity to interact with Polytechnic staff members who can help shape their experience positively at Bahrain Polytechnic.

The **Student Recourses** team is trained and available to help and support learners with a range of concerns and questions, as well as to help and advice on administration and policy matters. You can reach out to **Student Recourses staff**, and share any issues, concerns, and ideas to improve and build on their learning experience. For any concerns or suggestions, please submit it through the Student Assist Portal, using [this link](#).

Fee Exemption and Payment Extension

Bahrain Polytechnic offers learners with financial difficulties fee exemption opportunities. It also offers fee payment extension to allow you more time to complete your payment. You can refer to [this link](#) for more details.

Learner Conduct and Policies

As learner of the Polytechnic, you are expected to abide by the [Professional Conduct](#) and [Dress Code](#) Regulations.

Learner Engagement

There are many opportunities for you to join different societies to support your fellow learners and interact with staff and the wider

community. These experiences will help you develop your employability skills further as well as help you grow your social network. You can refer to [this link](#) to learn more about students' bodies at Polytechnic.

- **Student Council:**

The Bahrain Polytechnic Student Council (BPSC) works as an advocate for the learner body alongside the Polytechnic's staff to ensure a well-balanced learner life. For more details, you can refer to [BPSC](#).

- **Student Clubs:**

Participating in clubs, conferences, and competitions

adds to your leadership development, creates lasting relationships, and helps you network with professionals and alumni in your field of interest. For more details, please refer to [Student Clubs](#).

- **Student Representatives:**

Some Bahrain Polytechnic committees have learner representatives who act as a liaison between learners and academic faculty, to provide feedback and updates to learners regarding issues and concerns that have been raised in previous meetings. For more details, you can refer to [Student Representatives](#).

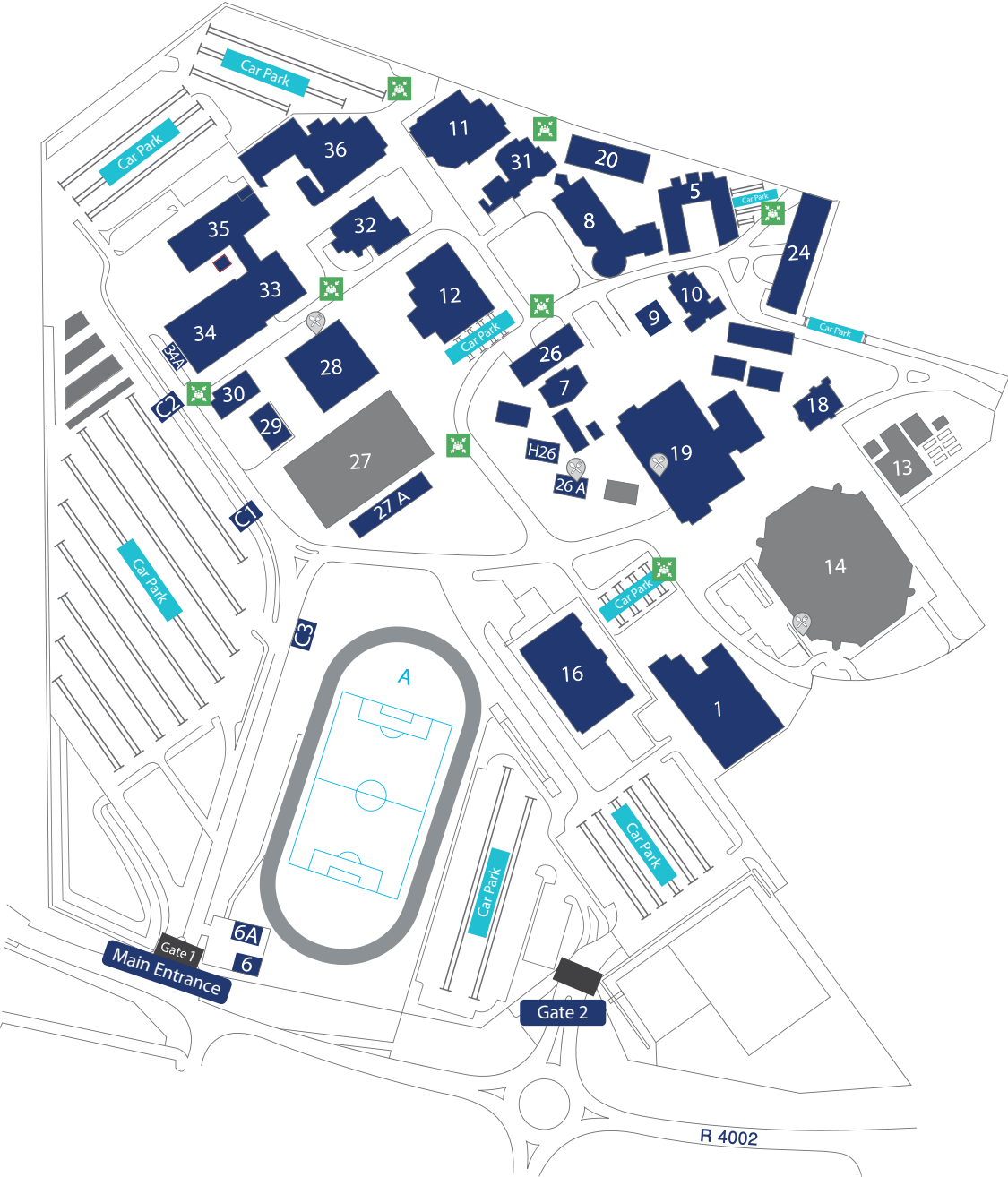
- **Peer Assisted Study Scheme (PASS) leaders:**
PASS leaders are learners who make themselves available to assist other students to master course concepts, study, and cognitive skills. For more details [Peer Assisted Study Scheme](#).

Concerns & Complaints

Your concerns and complaints are important to us. Some we can fix immediately; some will take a couple of days, and some others may be harder to fix - but please be aware that we do not take them lightly. The Student Recourses team supports learners with their concerns and issues, either through the Students Assist Portal or by dropping by their offices at Building 8 (1st Floor). Please feel free to raise any concerns, issues, complaints, or inquiries. For more details, please read the Student Concerns and Complaints Policy. Your concerns can be submitted online, using [this link](#).

SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER		JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE		JULY		AUGUST	
1 Mon		1 Wed		1 Sat		1 Mon		1 Thu	New year's day	1 Sun	Appeal starts	1 Sun		1 Wed		1 Fri	Labour day	1 Mon		1 Wed		1 Sat	
2 Tue		2 Thu		2 Sun	Assessment week	2 Tue		2 Fri		2 Mon		2 Mon		2 Thu	Last day to W without academic penalty	2 Sat		2 Tue		2 Thu	AC Results meetings	2 Sun	
3 Wed	Academic preparation	3 Fri		3 Mon		3 Wed		3 Sat		3 Tue		3 Tue	Results of appeals	3 Fri		3 Sun	Compensation day	3 Wed		3 Fri		3 Mon	
4 Thu	Prophet's birth day*	4 Sat		4 Tue		4 Thu		4 Sun	Assessment week	4 Wed	Appeal ends	4 Wed		4 Sat		4 Mon		4 Thu		4 Sat		4 Tue	
5 Fri		5 Sun		5 Wed		5 Fri		5 Mon		5 Thu		5 Thu	Withdraw with refund ends	5 Sun	Mid-semester break	5 Tue		5 Fri		5 Sun		5 Wed	
6 Sat		6 Mon		6 Thu		6 Sat		6 Tue		6 Fri		6 Fri		6 Mon		6 Wed		6 Sat		6 Mon		6 Thu	
7 Sun	Repeats & appeals results	7 Tue	BPSC	7 Fri		7 Sun		7 Wed		7 Sat		7 Sat		7 Tue		7 Thu		7 Sun	Assessment week	7 Tue	Results released	7 Fri	
8 Mon		8 Wed		8 Sat		8 Mon		8 Thu	Semester ends	8 Sun		8 Sun		8 Wed		8 Fri		8 Mon		8 Wed		8 Sat	
9 Tue		9 Thu		9 Sun		9 Tue		9 Fri		9 Mon		9 Mon		9 Thu		9 Sat		9 Tue		9 Thu		9 Sun	
10 Wed		10 Fri		10 Mon		10 Wed		10 Sat		10 Tue		10 Tue	BPSC	10 Fri		10 Sun		10 Wed		10 Fri		10 Mon	
11 Thu		11 Sat		11 Tue		11 Thu		11 Sun	Marking/ entering results	11 Wed		11 Wed		11 Sat		11 Mon		11 Thu	Semester ends	11 Sat		11 Tue	
12 Fri		12 Sun		12 Wed		12 Fri		12 Mon		12 Thu		12 Thu		12 Sun	Assessment week	12 Tue		12 Fri		12 Sun	Appeal starts	12 Wed	
13 Sat		13 Mon		13 Thu		13 Sat		13 Tue		13 Fri		13 Fri		13 Mon		13 Wed		13 Sat		13 Mon		13 Thu	
14 Sun	Classes commence	14 Tue		14 Fri		14 Sun		14 Wed		14 Sat		14 Sat		14 Tue		14 Thu		14 Sun	Marking/ Entering results	14 Tue		14 Fri	
15 Mon		15 Wed		15 Sat		15 Mon		15 Thu		15 Sun	All faculty return to campus	15 Sun		15 Wed		15 Fri		15 Mon		15 Wed	Appeal ends	15 Sat	
16 Tue		16 Thu		16 Sun		16 Tue	National day	16 Fri		16 Mon		16 Mon		16 Thu		16 Sat		16 Tue	Hijri New Year	16 Thu		16 Sun	Repeat exams period
17 Wed		17 Fri		17 Mon		17 Wed	Ascension day	17 Sat		17 Tue		17 Tue		17 Fri		17 Sun		17 Wed		17 Fri		17 Mon	
18 Thu		18 Sat		18 Tue		18 Thu		18 Sun		18 Wed	Ramadan*	18 Wed		18 Sat		18 Mon		18 Thu		18 Sat		18 Tue	
19 Fri		19 Sun		19 Wed		19 Fri		19 Mon		19 Thu		19 Thu		19 Sun		19 Tue		19 Fri		19 Sun		19 Wed	
20 Sat		20 Mon		20 Thu		20 Sat		20 Tue		20 Fri		20 Fri	Eid AL-Fitr *	20 Mon		20 Wed		20 Sat		20 Mon		20 Thu	
21 Sun		21 Tue		21 Fri		21 Sun		21 Wed	Last day result entry	21 Sat		21 Sat	Eid AL-Fitr *	21 Tue		21 Thu		21 Sun		21 Tue		21 Fri	
22 Mon		22 Wed		22 Sat		22 Mon		22 Thu		22 Sun	Classes commence	22 Sun	Eid AL-Fitr*	22 Wed		22 Fri		22 Mon	Last for result entry	22 Wed		22 Sat	
23 Tue		23 Thu		23 Sun		23 Tue		23 Fri		23 Mon		23 Mon	Compensation day	23 Thu		23 Sat		23 Tue		23 Thu		23 Sun	All faculty return to campus
24 Wed		24 Fri		24 Mon		24 Wed		24 Sat		24 Tue		24 Tue	Compensation day	24 Fri		24 Sun		24 Wed		24 Fri		24 Mon	
25 Thu	Withdraw with refund ends	25 Sat		25 Tue		25 Thu		25 Sun	PC Meeting	25 Wed		25 Wed		25 Sat		25 Mon		25 Thu	Ashoora*	25 Sat		25 Tue	Prophet's birth day*
26 Fri		26 Sun	Mid-Sem break	2 Wed		26 Fri		26 Mon	FB Meeting	26 Thu		26 Thu		26 Sun		26 Tue	Arafa*	26 Fri	Ashoora*	26 Sun		26 Wed	
27 Sat		27 Mon		27 Thu		27 Sat		27 Tue		27 Fri		27 Fri		27 Mon		27 Wed	Eid Al Adha*	27 Sat		27 Mon		27 Thu	Repeat Ends
28 Sun		28 Tue		28 Fri		28 Sun		28 Wed	AC Meeting	28 Sat		28 Sat		28 Tue		28 Thu	Eid Al Adha*	28 Sun	Compensation day	28 Tue		28 Fri	
29 Mon		29 Wed		29 Sat		29 Mon		29 Thu	Results released			29 Sun		29 Wed		29 Fri	Eid Al Adha*	29 Mon	PC Meeting	29 Wed		29 Sat	
30 Tue		30 Thu	Last day to W without academic penalty	30 Sun		30 Tue		30 Fri				30 Mon		30 Thu		30 Sat		30 Tue	FB Meeting	30 Thu		30 Sun	
		31 Fri				31 Wed		31 Sat				31 Tue				31 Sun	Compensation day			31 Fri		31 Mon	

Campus A Map



 Bahrain Polytechnic Buildings  Car Park  Assembly Point

Campus B Map



 Bahrain Polytechnic Buildings  Car Park  Assembly Point



www.polytechnic.bh