



أكاديمية التعليم المتطور
Advanced Learning Academy

NCUK
THE UNIVERSITY CONSORTIUM

JUMP-START YOUR EDUCATION JOURNEY
FROM SAUDI TO UNIVERSITIES WORLDWIDE



International Foundation Year Enrollment Guide

Admission & Registration

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NCUK's International Foundation Year (IFY) Enrollment Guide



Welcome to Advanced Learning Academy (ALA); the passion hub for education enthusiasts! This guide provides important guidelines, instructions, & dates to facilitate your enrollment in **NCUK's International Foundation Year (IFY)** program starting **September 22, 2024**, & ending on **May 8, 2025**. The following information provides instructions using the [ala.sa](https://www.ala.sa) admission system. We strongly encourage you to go through it attentively. To explore all the fields of study

offered by the IFY program, please visit <https://www.ala.sa>, navigate to the "Programs" section, & select 'International Foundation Year'.

Please note that the International Foundation Year program at Advanced learning Academy is conducted in collaboration with **The Northern Consortium of UK Universities (NCUK)**. NCUK is a consortium of leading universities dedicated to giving international students guaranteed entry to universities worldwide and helping them succeed when they get there. NCUK's main office is located in Manchester, UK.

With a diverse set of qualifications available, NCUK supports thousands of students each year on their academic journeys. As NCUK qualifications are recognised by universities from within the NCUK Global Network and beyond, NCUK is able to give students the best start and guarantee access to an NCUK university upon successful completion of their studies at Advanced learning Academy.



Registration Requirements

Age Requirements:

Applicants must normally be 17 years old by the 31st of December, the year that they start the IFY. Applicants who are 16 may be accepted in exceptional cases.

English Language Requirements:

Student applicants must pass an English language proficiency test before enrolling in the IFY program, such as IELTS or TOEFL.

- Minimum IELTS score: 5
- Minimum TOEFL score: 35

In case the student is enrolling with no English proficiency test, they can take the IFY English placement test instead on campus to complete their enrollment process.

Residency in Saudi Arabia:

Prospective students who want to register in the IFY program must be Saudi citizens or residents in Saudi Arabia with a valid Saudi ID or Saudi residency (Iqama) card.

Secondary Education Requirement:

Prospective students can register for the IFY program if they have completed high-school (12th grade) and achieve a grade of 60% in their final overall grade 12 report card.



Important Dates

MARCH 3 2024	Early Registration Opens (2000 SAR off tuition fees-early bird discount)
AUGUST 18 2024	Deadline to Pay registration fee (500 SAR)
September 22 2024	First Day of IFY Semester Classes / Deadline to pay first installment of tuition fees.
January 19 2025	First day of IFY Semester 2 classes/ Deadline to pay final installment of tuition fees
May 15 2025	End of IFY Semester 2

For more information & a full calendar of IFY events, please refer to the academic calendar provided at the end of this guide.



Registration Instructions

1. Visit our Website:

Go to our website at Ala.sa.

2. Navigate to Registration:

Click on the registration link on the website, or you can directly access the IFY registration form by visiting <https://ala.sa/en/registration-form>.

3. Enter Mandatory Information:

Fill in the following mandatory information in the designated spaces on the registration form:

- Enter your first name.
- Enter your family name or surname.
- Provide your email address.
- Enter your phone number, including the country code if applicable.

4. Upload Required Documents:

Upload the following additional documents:

- A scanned or clear photo of your personal identification document (e.g., ID card).
- A recent & clear passport-sized personal photo.
- If required, upload any documents or certificates that demonstrate your English proficiency.

5. Pay Registration Fee:

Click on the registration link on the website, or you can directly access the IFY registration form by visiting <https://ala.sa/en/registration-form>.

6. Review & Submit:

Once you have filled in all the required fields & uploaded the necessary documents, review the information for accuracy.

After ensuring all details are correct, submit the form.

7. Confirmation & Follow-up:

After submission, you will receive confirmation of your registration.

Our team may contact you for any missing information or additional details.

Note: The mandatory fields (First Name, Family Name, Email, Phone Number) are required for initial submission. You can leave optional sections blank initially & fill them later. However, ensure that the entire form is completed before the specified deadline. You will be contacted for any missing information.



Programme Structure

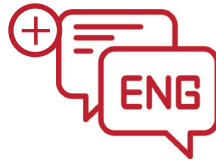
Program Structure

The NCUK IFY consists of 1200 hours of study in total (600 guided learning hours, 600 independent study) and is generally delivered over one academic year (other teaching patterns are also possible).

- Dependent on English language level on entry students will study one of:



English for Academic Purposes (EAP)



EAP for Proficient users (EAPPU)



Research & Communication Skills

- In addition, students will study any 3 of the following subjects modules:



Sociology



Biology



Business Studies



Chemistry



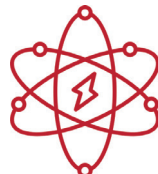
Economics



Physics



Mathematics (Engineering)



Mathematics (Science)



Mathematics (Business)



Global Studies

5. Programme Structure

English Language Options :

The IFY programme offers three different modules that support English Language development. Study Centres must offer at least one of these to students and should choose the most appropriate for their cohort.

The English for Academic Purposes (EAP) module is designed for students who are not native English speakers and do not have a Secure English Language Test (SELT) that is acceptable for entry to NCUK Universities.

The EAP for Proficient Users (EAPPU) module is designed for students who have either previously studied in English throughout their education but have an English language qualification that is not accepted for visa purposes in their university destination country, or who have a very good level of English but no SELT to prove this.

The Research and Communication Skills (RCS) module is designed for students who already possess a SELT at an acceptable level for UK visa purposes and the requirements of NCUK Universities. Typically, these students will hold an acceptable qualification at IELTS 6.0 level or better (with a minimum of 5.5 in individual skills), or IGCSE English at grade C or better, that was completed within 1 year of entry to the IFY.





Subject Offerings

Many of the undergraduate progression options at NCUK Universities have no prerequisites and thus students may study any three subjects during the IFY programme. Some guidance is provided below on combinations which align well with related degree areas and are likely to meet both students' interests and university requirements

Business Route:



EAP/EAPPU/RCS



Economics



Math (Business)



Business Studies OR
Sociology OR Global Studies

This set of modules ensures that students are able to progress to all Accounting & Finance and Economics related courses as Maths has been studied. General Business and Management courses will also be applicable. This set of modules offers the greatest number of progression routes available.

Science & Engineering Route:

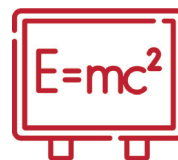
For students focusing on progression to Science and Engineering degrees, the best set of modules would be:



EAP/EAPPU/RCS



Chemistry



Physics



Maths (Engineering)

This set of modules ensures that students can progress to all types of Engineering degrees (including Chemical Engineering as Chemistry has been studied). This will also give progression to some science-related programmes (that do not require Biology). Maths (Science) may also be substituted for Maths (Engineering) if the focus is on Natural Sciences.

6. Subject Offerings

Medicine and Health Sciences Route:

For students focusing on progression to Medicine or Health science related degrees, the best set of modules would be:



EAP/EAPPU/RCS



Biology



Chemistry



Mathematics
(Science)

Most medical routes will require students to have completed at least one of Chemistry or Biology plus Maths. The combination above ensures full coverage and should mean that a wide range of options are open to students.

Law Route:

Students wishing to progress to a Law degree are able to take any combination of subjects. It should be noted though that university admissions tutors will want to see evidence that students have studied essay-based subjects and have developed their research and report writing skills, so modules such as Sociology, Global Studies, Economics and Business Studies will be preferred. These modules are taken in addition to an English course (EAP/EAPPU/RCS)

Humanities / Liberal Arts Route:

- **EAP/EAPPU/RCS**

In addition, students in the humanities/ liberal arts route can choose any three subjects from:



Economics



Business Studies



Global Studies



Sociology

This set of modules, whilst limited in progression to Accounting & Finance and Economics programmes still offers progression to a wide range of business, management and humanities courses.



Programme Delivery

All modules will be delivered in-person by a qualified academic team of instructors. Students are expected to attend all classes in-person with in-class instructors.

The IFY programme is specified to be delivered over a single academic year. The programme is divided into two semesters of 15 weeks' duration, comprising 14 teaching weeks and a final assessment week. Normally teaching weeks will have a timetabled class contact time of at least 20 hours per week. ALA may apply higher than minimum contact times to meet the learning needs of students.

Total Number of modules	3 subject modules plus one of EAP/EAPPU/RCS
Total number of weeks	30 weeks in total 28 weeks of directed study over 2 semesters 1 week is dedicated to End of Semester 1 Tests 1 week is dedicated to Examinations
Directed Study Hours per module per week	4 hours per module = 12 hours 8 hours for EAP (or 6 hours for EAPPU/RCS) Total = 20 hours (or 18 hours if studying EAPPU/RCS)
Directed Study Hours per week	4 hours x 3 modules = 12 hours 8 hours for EAP (or 6 hours for EAPPU/RCS) Total = 20 hours (or 18 hours if studying EAPPU/RCS)
Total Directed Study Hours	20 hours per week x 30 weeks = 600 hours
Independent Study Hours	Approximately 20 hours per week (Assuming 4 hours a day for 5 days) Total = 20 hours x 30 = 600 hours
Total Learning Activity	600 directed study hours + 600 independent study hours = 1200 hours



Grading

- Assessment for each module will be via a combination of coursework and examination.
- Each subject module is graded using the table given below. Each grade has an associated number of 'NCUK points'.
- Completing students will be presented with individual module grades and 'NCUK Points' total.

Grade	% Mark	NCUK Points
A*	≥ 80%	56 points
A	70-79%	48 points
B	60-69%	40 points
C	50-59%	32 points
D	40-49%	24 points
E	35-39%	16 points
U	Less than 35%	



8. Grading

The EAP and EAPPU modules assess four different language skills – Reading, Writing, Speaking and Listening. Students receive an overall grade for the module and a grade for each individual skill based on the table above. Students do not receive NCUK points for the EAP, EAPPU or RCS modules.

Benchmark Statements

NCUK IFY is intended to provide outcomes in subject modules which are comparable to GCE A level (NQF1 Level 3) and in English language at a minimum of CEFR2 level B2. The programme was benchmarked by UK NARIC3 (now UK ENIC) in 2019 and the conclusion was that these outcomes are met.

- National Qualifications Framework for England, Wales and Northern Ireland.
- Common European Framework of Reference for Languages.
- The National Recognition Information Centre for the United Kingdom. This organisation assesses a wide range of qualifications and equates them to standard UK and international qualifications.





Fees & Payment Guide

For Inquiries & Payment by Installments:

Title	ALA Finance Department
Time	9:00 AM to 5:00 PM
Phone	+966 530714361
Email	randa.bassam@advanced-learning.sa

Payment of ALA Tuition Fees:

Deadlines & Tuition fees	
Date	Payment in Saudi Riyals (SAR)
18th Of August 2024	500*
22nd Of September 2024	64,500 minus (Amount of Scholarship Entitlement**)

- * An amount of 500 SAR will be charged per student as a registration fee in order to enroll them in the IFY program.
- ** Scholarship percentage will only be applied to the second semester tuition fees. ALA's finance team will assist in calculating the final tuition fees needed to be paid per student.

9. Fees & Payment Guide

Payment by Installment:

If full fees cannot be paid immediately, installments can be arranged with ALA's Finance Department as follows:

Due Dates	Payment in Saudi Riyals (SAR)
18th Of August 2024, by 4 p.m.	SAR 500
22nd Of September 2024, by 4 p.m.	SAR 32,500
19th Of January 2025, by 4 p.m.	SAR 32,000 minus (Amount of Scholarship Entitlement*)

- * Scholarship percentage will only be applied to the second semester tuition fees. ALA's finance team will assist in calculating the final tuition fees needed to be paid per student for the second semester.

Withdrawals & Refunds

Withdrawal from the academy is subject to the following refund policy :

Due Dates	Payment in Saudi Riyals (SAR)
Before 4 p.m. on September 22nd, 2024	Full tuition refund less SAR 500 registration fee
After 4 p.m. on September 22nd, 2024	50% of the tuition fee
After 4 p.m. on October 6, 2024 onwards	No Refunds

Payment Methods

E-Payment

Students can log in into the ALA registration & complete the following steps:

1. Login into ALA registration website. We recommend using desktop/laptop & Google Chrome as browser
2. Select Student Services
3. Student records
4. E-payment
5. Make payment
6. Enter the amount you want to pay in the box of (press on add), then continue.
7. Put your card details & complete the payment

This system accepts both debit & credit card

Direct Bank Transfer

Bank: Alinma Bank
Account Name: 1010595335
Account Number: 68202497623000
Branch: Alinma bank main branch
Branch number: 1100
IBAN: SA5605000068202497623000

- The student's name, phone number, & ID number must be mentioned on the transfer instructions.
- Scan the transfer confirmation & email to randa.bassam@advanced-learning.sa indicating your name & ID number.

Bank Deposits

Bank: Alinma Bank
Account Name: 1010595335
Account Number: 68202497623000
IBAN: SA5605000068202497623000

- Deposits can be made at any Alinma Bank Branch.
- Scan the deposit confirmation & email to randa.bassam@advanced-learning.sa indicating your name, phone number & ID number.



Scholarships

The following scholarships will be available for the 2024/2025 Academic year. Students are only eligible to apply for two scholarships per semester. It is a pre-requisite for a student to be enrolled in the ALA registration system in order to apply for any scholarship. Applications are due by 5:00 p.m. on August 18, 2024.

ACTIVE STUDENT SCHOLARSHIP	5%
ATHLETIC SCHOLARSHIP	5%
PERFORMING ARTS SCHOLARSHIP	5%
INFORMATION TECHNOLOGY (IT) SCHOLARSHIP	5%
CREATIVE ARTS & DESIGN SCHOLARSHIP	5%
ACADEMIC EXCELLENCE SCHOLARSHIP	5%

SCHOLARSHIP APENDIX

ACTIVE STUDENT SCHOLARSHIP:

The IFY Active Student Scholarship offered by the Advanced Learning Academy is aimed at providing scholarships to outstanding active students who demonstrate excellence in extracurricular activities & whose efforts yield exceptional results & inspire other students to become high achievers.

Criteria:

- Achievements in school extracurricular activities. Students who have been actively involved in interest-oriented & cultural clubs, community service volunteers, leadership groups, Student Council, academic associations & societies, & athletics & recreation are encouraged to apply.
- Good moral character with no disciplinary action on record

Condition:

- The scholarship entitles the recipient to an award of up to five percent tuition remission for one semester.
- Scholarship recipients must pay the registration fee & be in the enrolled status during the semester they are receiving the scholarship.

10. Scholarships

ATHLETIC SCHOLARSHIP:

The IFY Athletic Scholarship offered by the Advanced Learning Academy is awarded to talented student-athletes who excel in sports, exhibit good sportsmanship & dedication & establish a record of consistent participation. The athletic scholarship aims to encourage student participation, develop sports in their communities & promote the role of athletics in higher education

Criteria:

- Remarkable achievements & record of active participation in school sports teams & in sport clubs.
- Good sportsmanship & good moral character with no disciplinary action on record.

Condition:

- The scholarship entitles the recipient to an award of up to five percent tuition remission for one semester.
- Scholarship recipients must pay the registration fee & be in the enrolled status during the semester they are receiving the scholarship.

PERFORMING ARTS SCHOLARSHIP:

The IFY Performing Arts Scholarship offered by the Advanced Learning Academy is awarded to talented students in the performing arts who excel in disciplines such as acting, music poetry & story writing & establish a record of consistent participation. The performing arts scholarship aims to encourage student participation, develop performing art appreciation in their communities & promote the role of creative thinking in higher education.

Criteria:

- Remarkable achievements & record of active participation in performing arts programs in schools, clubs, & cultural associations.
- Cultural tolerance & good moral character with no disciplinary action on record.

Condition:

- The scholarship entitles the recipient to an award of up to five percent tuition remission for one semester.
- Scholarship recipients must pay the registration fee & be in the enrolled status during the semester they are receiving the scholarship.

10. Scholarships

INFORMATION TECHNOLOGY (IT) SCHOLARSHIP:

The IFY Information Technology Scholarship offered by the Advanced Learning Academy is awarded to talented students in technological sciences who excel in disciplines such as programming, robotics, computer systems & cyber security. The IT scholarship aims to encourage student participation, develop digital literacy skills in their communities & promote the role of computer science & engineering in higher education.

Criteria:

- Remarkable achievements & record of active participation in IT & programming camps, & school programs.
- Good moral character with no disciplinary action on record.

Condition:

- The scholarship entitles the recipient to an award of up to five percent tuition remission for one semester.
- Scholarship recipients must pay the registration fee & be in the enrolled status during the semester they are receiving the scholarship.

CREATIVE ARTS & DESIGN SCHOLARSHIP:

The IFY Creative arts & design Scholarship offered by the Advanced Learning Academy is awarded to talented students in artistic expressions & excel in disciplines such as drawing, painting, photography, & calligraphy. The Creative Arts & Design scholarship aims to encourage student participation, develop critical thinking skills & emotional intelligence in their communities & promote the role of art in higher education.

Criteria:

- Remarkable achievements & record of active participation in performing arts programs in schools, clubs, & cultural associations.
- Cultural tolerance & good moral character with no disciplinary action on record.

Condition:

- The scholarship entitles the recipient to an award of up to five percent tuition remission for one semester.
- Scholarship recipients must pay the registration fee & be in the enrolled status during the semester they are receiving the scholarship.

10. Scholarships

ACADEMIC EXCELLENCE SCHOLARSHIP:

The IFY Academic Excellence Scholarship offered by the Advanced Learning Academy is awarded to students with high academic merit who excel academically in their schools. The Academic Excellence scholarship aims to promote academic discipline & encourage students to focus on achieving & maintaining an outstanding academic standing.

Criteria:

- Students must provide copies of their 11th or 12th grade high school certificate with an overall grade of 90% or higher.
- Cultural tolerance & good moral character with no disciplinary action on record.

Condition:

- The scholarship entitles the recipient to an award of up to five percent tuition remission for one semester.
- Scholarship recipients must pay the registration fee & be in the enrolled status during the semester they are receiving the scholarship.

How To Apply

To apply for our scholarships, please e-mail ala@advanced-learning.sa or call +966 53 495 1338

to schedule an appointment with our academic advisor.



IFY

IFY Academic Calendar 2024/2025

Month	Day of the week	Event
March	3 (Sunday)	Early Registration Opens (2000 SAR off tuition fees-early bird discount)
May	9 (Thursday)	Early Registration application deadline for 2024-2025 IFY , Regular Registration Opens- Free academic advising available
July	2 (Sunday)	End of free academic advising
August	18 (Sunday)	Deadline to Pay registration fee
Semester 1		
September	15 (Sunday)	New IFY student orientation begins
September	22 (Sunday)	First Day of IFY Semester 1 Classes / Deadline to pay first installment of tuition fees
December	29 (Sunday)	Revision Week
January	5 (Sunday)	Start of IFY Semester 1 examination period
January	9 (Thursday)	End of IFY Semester 1 examination period/ End of IFY Semester 1
SEMESTER BREAK From January 12th to January 16th 2025		
Semester 2		
January	19 (Sunday)	First Day of IFY Semester 2 Classes / Deadline to pay first installment of tuition fees
March	30 (Sunday)	Start of Eid al-Fitr Holiday / No classes
April	6 (wednesday)	IFY classes resume after Eid al-fitr Holiday
May	4 (Sunday)	Revision Week
May	11 (Sunday)	Start of IFY Semester 2 Examination period
May	15 (Thursday)	End of IFY Semester 2 Examination period
June	TBD	Bon Voyage! Party /Issuance and distribution of IFY final certificates
End Of Academic Year		



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To Register