**Office Hours Schedule for Department Academic Staff Members**

**(Bachelor Degree)**

**Academic year: / Semester:** ……………………. **Department:** …………………………….

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| **Academic Staff Members** | **Office Hours** | | | | | |
| **Days/ Time** | | | | | |
| **Saturday** | **Sunday** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** |
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**Head of the Department Administrative Coordinator of the department**

**Office Hours Schedule for Department Academic Staff Members**

**(Postgraduate Degree)**

**Academic year: / Semester:** ……………………. **Department:** …………………………….

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| **Academic Staff Members** | **Office Hours** | | | | | |
| **Days/ Time** | | | | | |
| **Saturday** | **Sunday** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** |
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**Head of the Department Coordinator of Postgraduate Degree**

**Academic Advising Hours Schedule for Department Staff Members**

**(Bachelor Degree)**

**Academic year: / Semester:** ……………………. **Department:** …………………………….

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| **Academic Staff Members** | **Academic Advising Hours** | | | | | |
| **Days/ Time** | | | | | |
| **Saturday** | **Sunday** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** |
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**Head of the Department Academic advising of the department**

**Academic Advising Hours Schedule for Department Academic Staff Members**

**(Postgraduate Degree)**

**Academic year: / Semester:** ……………………. **Department:** …………………………….

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| **Academic Staff Members** | **Academic Advising Hours** | | | | | |
| **Days/ Time** | | | | | |
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**Head of the Department Coordinator of Postgraduate Degree**