

**Jubaiha Center**

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TEACHING AND LEARNING POLICY

1. INTRODUCTION

Jubaiha Center is committed to delivering high-quality, inclusive, and engaging teaching and learning experiences that enable learners to achieve their full academic and personal potential. This policy establishes the principles, expectations, and strategies to create a positive learning environment across all programs and delivery modes.

2. PURPOSE

This policy aims to:

- Provide a consistent framework for teaching and learning across Jubaiha Center programs.
- Promote active, student-centered learning approaches.
- Encourage innovation, reflection, and continuous improvement in teaching practices.
- Align academic practices with international quality standards and regulatory requirements.

3. SCOPE

This policy applies to:

- All academic programs delivered by Jubaiha Center, including face-to-face, blended, and online learning.
- All teaching and academic support staff.
- All learners enrolled at Jubaiha Center.

4. TEACHING PRINCIPLES

Jubaiha Center promotes the following principles for effective teaching:

- Learner-Centered Planning: Teaching strategies that meet the needs of diverse learners.
- Clear Learning Outcomes: Linked to recognized qualification frameworks and industry standards.
- Constructive Feedback: Timely and actionable feedback to enhance learning.
- Academic Integrity: Encouraging critical thinking, curiosity, and independent learning.

5. CURRICULUM DESIGN

- Programs are designed with clear learning outcomes aligned with global educational standards.
- Courses undergo regular reviews to maintain relevance and meet market demands.
- Curriculum development incorporates feedback from learners, faculty, and industry experts.

6. DELIVERY METHODS

- A variety of delivery methods are employed, including lectures, workshops, projects, and e-learning tools.
- Teaching strategies are adapted to accommodate different learning styles and individual needs.
- Technology is integrated to provide flexible, interactive, and accessible learning experiences.

7. STUDENT ENGAGEMENT

- Active participation is promoted through discussions, group work, and experiential learning.
- Attendance and engagement are monitored, and interventions are applied when needed.
- Academic mentoring supports learner development and confidence.

8. ASSESSMENT PRACTICE

- Assessments are designed to be valid, reliable, and fair.

- Both formative and summative assessments are used with transparent marking criteria.
- Feedback is timely, constructive, and supports future improvement.
- All assessment practices comply with awarding body and regulatory requirements.

9. LEARNING SUPPORT

- Learners have access to academic advising, study skills sessions, and mentoring.
- Additional learning needs are addressed through reasonable adjustments and tailored support.
- Student Services provides wellbeing support, pastoral care, and resource access.

10. QUALITY MONITORING

- Teaching quality is evaluated through learner feedback, peer observation, and internal audits.
- Standardization processes ensure consistent delivery across programs.
- Action plans are implemented to address areas requiring improvement.

11. STAFF DEVELOPMENT

- All teaching staff participate in Continuing Professional Development (CPD) as per Jubaiha Center policy.
- Tutors are encouraged to engage in reflective practice and adopt innovative pedagogies.
- Training is provided for curriculum updates, teaching techniques, and regulatory changes.

12. POLICY REVIEW

- This policy will be reviewed annually or as necessary to reflect educational developments and internal priorities.

Approved by:

Director General, Jubaiha Center, Jordan

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