

University of Al-Hamdaniya

College of Education for Pure Sciences

Psychological Counseling and Educational Guidance Unit

1. Guide to the Work of the Psychological Counseling and Educational Guidance Unit

- Propose the annual plan for educational counseling and psychological support for the college and work on implementing it during the academic year. Faculty members from all departments are consulted and the plan is presented to them to select suitable topics.
- Communicate with students, listen to their academic problems and difficulties, and find appropriate solutions.
- Clarify students' rights and responsibilities, emphasize respect for university regulations, and promote healthy relationships between students, their professors, and other college staff.
- Follow up on academically struggling students, identify the causes, and find appropriate remedies.
- Develop students' personal skills and abilities to achieve better results.
- Encourage student participation in the unit's activities and events and motivate them to engage in volunteer work.
- Identify psychological and behavioral problems that may affect university members (students, lecturers, employees, or workers) and provide timely support through scientifically based counseling sessions.
- In cases of repeated student absences, coordinate with the registration unit to study and address academic difficulties individually.
- Organize awareness seminars and workshops.

2. Tasks of the Psychological Counseling and Educational Guidance Unit

- Provide individual and group counseling sessions for students.
- Follow up with students suffering from anxiety, psychological stress, or family problems.
- Refer complex cases to specialized authorities within or outside the university.
- Guide students toward effective study methods and time management.
- Monitor academically struggling students in coordination with academic departments.
- Promote positive behaviors and discipline within the college.
- Address negative behaviors such as absenteeism or bullying.
- Organize workshops and awareness campaigns to strengthen social and behavioral values.
- Collaborate with faculty members and administration to provide appropriate support to students.
- Prepare periodic reports on student cases and implemented programs.
- Participate in developing joint educational and counseling programs within the college.

3. Achievements of the Psychological Counseling and Educational Guidance Unit

1. Developed an annual counseling plan covering the entire academic year to meet students' needs.
2. Implemented and annually evaluated the counseling plan.
3. Conducted individual and group counseling sessions to provide assistance and solve students' problems.
4. Prepared informational brochures on psychological, educational, and behavioral topics.
5. Organized workshops and awareness lectures on mental health, stress management, and personal development.
6. Prepared monthly reports on student cases.
7. Followed up on individual cases of students with psychological or behavioral issues and achieved positive outcomes.
8. Organized "University Counseling Week" to introduce students to the unit's services.
9. Trained new instructors on how to deal with students facing academic or behavioral challenges.
10. Guided new students to understand university life and its requirements.