



Required documents for Admission process at MEC

New students

Students who have not previously enrolled in any other university or college and wish to enroll in Middle East College in the Foundation Program or Diploma / Bachelor programs. They must present the following documents:

- 1- Original high school diploma or its equivalent (original high school diploma).
- 2- A copy of the ID card.
- 3- Recent 4 personal photos.
- 4- The registration and caution deposit fee are 150 OMR.

Re-admission students

Students who have dropped out of Middle East College can return to their seats by submitting a re-admission application, where the student must complete the application within the dates specified in the academic calendar and submit the following required documents:

- 1- Original high school diploma or its equivalent for non-Omanis (with the necessity to bring the original high school diploma).
- 2- A copy of the ID card / passport
- 3- Recent 4 personal photos
- 4- The original diploma qualification if the student completed the diploma qualification and wanted to join to study another diploma or bachelor's qualification.
- 5- The caution deposit fees of 100 OMR (in case the student withdraw the caution deposit amount after withdrawing or graduating from college).



Students transferred from other colleges and universities

Students sponsored by the Ministry of Higher Education, Scientific Research and Innovation, and who wish to transfer between universities and private colleges, or students who wish to transfer from one university to another at their own expense, must provide the following documents:

- 1- A copy of the high school diploma
- 2- A copy of the ID card / passport
- 3- Original transcript.
- 4- Original course description
- 5- Original diploma
- 6- Original Foundation Program Completion Certificate

Visiting students

Middle East College welcomes students enrolled in other universities and wish to study semesters at Middle East College as visiting students, they must submit the following documents:

- 1- High school Diploma
- 2- A copy of the ID card / passport
- 3- Original transcript
- 4- Original course description



Experienced students

Students who hold a high school diploma and have an experience of more than 6 years in the same field of knowledge.

The required documents are as follows:

- 1- An acceptance letter from the educational institution wishing to study in it addressed to the Director of Internal Scholarships, with a condition that the institution has a permit for the experienced system
- 2- No objection letter from the employee's employer, if not available, an evidence that he is unemployed should be provided.
- 3- The qualification should not be less than the ninth grade (General Prep)
- 4- An experience of at least 6 years approved by the Ministry of Labor (Manpower Registry)
- 5- The number of training courses is not less than 3 courses approved by the Ministry of Manpower / Ministry of Higher Education and what other courses obtained from governmental agencies and the British Council.
- 6- The age should not be less than 25 years old.
- 7- A copy of the ID card + a form from the Manpower Registry that includes all the details related to the concerned employee in terms of age, training courses, and merging years of experience.



International students

Students who do not hold Omani citizenship and wish to enroll in Middle East College.

- 1- An original copy of the high school diploma (certified by the concerned embassy and the Omani Ministry of Foreign Affairs "if it is not an Omani general education diploma").
2. A secondary certificate evaluation letter from the Ministry of Education in the Sultanate of Oman (if it is not an Omani General Education Diploma Certificate).
3. 4 personal photos.
4. A copy of the student's passport.
5. A copy of the resident card for the student (if he is residing in Oman).
6. 50 OMR as a registration fee.
7. 100 OMR as caution deposit fees (refundable upon graduation or withdrawal from college).
8. To obtain a student visa, please refer to the website below:

<https://mec.edu.om/en/International/Student-Visa>

**Percentages and requirements for admission**

Study Programs	The percentage required to enroll in the study programs	Notes
Civil Engineering	General success in all subjects and a percentage of 65% or more in pure mathematics and physics	Mandatory Condition
Mechanical Engineering	General success in all subjects and a percentage of 65% or more in pure mathematics and physics	Mandatory Condition
Electronics and Instrumentation Engineering	General success in all subjects and a percentage of 65% or more in pure mathematics and physics	Mandatory Condition
Quantity Surveying and Construction Management	General success in all subjects and a percentage of 65% or more in pure mathematics and physics	Mandatory Condition
Electronics and Communication Engineering	General success in all subjects and a percentage of 65% or more in any two of the following scientific subjects (physics, pure mathematics, chemistry, biology)	Mandatory Condition
Information Security Engineering	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without any other requirements.
Network Engineering	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without



		any other requirements.
Documentation and Archival Sciences	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without any other requirements.
Computer Science	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without any other requirements.
Data Analysis	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without any other requirements.
Software Technology	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without any other requirements.
Logistics Management	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without



		any other requirements.
Business Management Software	Overall success in all subjects	Students from both applied and pure fields can enrol in the program without any other requirements.

Placement Test

The placement test is mandatory and is considered a prerequisite for registration in English, Mathematics and Computer courses in the General Foundation Program for all students applying for admission to the Middle East College and who have not obtained the minimum* scores required for exemption from the General Foundation Program

Please note that attendance is mandatory to take the exams. The test is performed at the beginning of the admission period for the student newly enrolled in the college, and until the end of the admission period of each semester. There are two periods for admission throughout the academic year, in which; the first period begins at the end of May until the beginning of October, and the second period begins at the beginning of November until the beginning of March. For more information, please see the General Foundation Program page.



Equivalency of academic courses

Students wishing to obtain an equivalency for previously studied courses, an equivalency for a diploma, or an equivalency for the general foundation program must submit the following documents:

- 1- A copy of the High school Diploma
- 2- A copy of the ID card / passport
- 3- Original transcript
- 4- Original course description
- 5- Original diploma certificate (in case the student has completed a diploma)
- 6- The original certificate of completion of the general foundation program (in case the student has completed the general foundation program)