

**UNIVERSITY CATALOG
(UNDERGRADUATE PROGRAMS)
2015-2016**



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I. USING THE CATALOG

This general information introduces the American University in the Emirates (AUE) and its programs covering topics such as Admissions, Registration, Comprehensive Foundation, Bachelor Degree, and Masters Requirements, Tuition and Refund Policies, Instruction and Assessment Methods. Efforts are made to ensure that the information provided in this catalog is accurate. AUE will inform students if any changes are deemed necessary to implement due to exceptional circumstances.

This catalog is a contract between AUE and the current and prospective students. The Catalog contains course information, academic policies, study plans of the various academic programs, and description of the courses offered at AUE.

II. ACCREDITATION

The American University in the Emirates was officially licensed as of July 1st, 2006 by the Ministry of Higher Education and Scientific Research (MOHESR) of the United Arab Emirates to award accredited degrees. The Commission for Academic Accreditation of the MOHESR licenses AUE to award degrees and accredits all programs offered by the University. The American University in the Emirates has been granted re-licensure by the Commission for Academic Accreditation effective 26th September 2012.

III. BRIEF HISTORY

The AUE has grown into a highly regarded university in a short span of time. The University has established itself as a premier institution offering quality accredited academic programs. The Vision of AUE is to prepare exemplary leaders, scholars and practitioners in a range of disciplinary fields so that the young graduates, from the United Arab Emirates and abroad, are enabled to become lifelong learners in their chosen professional field.

The ambitious goals that were drawn up in 2007 in pursuit of a quality education with measurable outcomes have added several dimensions to its prior structure. At present, the University has six Colleges: College of Business Administration (COBA), College of Computer Information Technology (CCIT), College of Education (CEDU), College of Fine Arts and Design (CFAD), College of Media and Mass Communication (CMMC), and College of Law (CLAW). The AUE also includes several institutes and centers, such as Language Learning Institute, Center for Educational Technology, Guidance and Counseling Center, Professional Training Center and Technology Incubation Center.

The Founders of AUE believe that the academic freedom is an essential principle underlying the achievement of the University's goals. Academic freedom is based upon the creation of an institutional environment that offers unrestricted exchanging of ideas and information, and the promotion of liberal, educated discourse on all academic matters. Academic freedom allows faculty members the autonomy to conduct their teaching and research duties and commitments, and pursue their responsibilities. Faculty members are entitled to complete freedom in responsibly pursuing their duties in teaching, preparing courses material, discussions, publications, and evaluating students'



work, free from internal or external restraints that would restrict their academic endeavors.

The University has committed itself to develop and sustain its faculty members in a long-term initiative, which encourages faculty development and excellent performance. This provides a basis on which faculty members can engage their students in a best-practice teaching and learning environment which is conducive to enhanced international understanding allowing students to meet the requirements of an ever-challenging world. The technology of the current millennium requires that knowledge is supplemented by institutional and individual efforts to encourage international peace and stability, and greater human understanding, using tools such as negotiation, partnerships and agreements.

To ensure that an environment of trust and confidence is prevailing, the AUE now has a well-educated faculty, committed to student teaching and learning, state-of-art facilities, and accredited university partners, resulting in an ever-growing number of students. This continuing trend reflects the cultural richness of the society, the growing knowledge of the people, the applied learning of the population, and the use of new technologies that enhance the quality of life.

In meeting the above requirements, all universities and colleges seek to offer accredited undergraduate and graduate programs. The American University in the Emirates focuses on contemporary issues and imparts knowledge to its students effectively, so as to encourage continuing personal growth, meet employment market expectations, and allow its graduates to rise to the challenges of the 21st Century.

The AUE has emerged as a national leader in professional education. Stakes are shared by the students and the teacher-scholar community as knowledge-takers and knowledge-imparters respectively. It is noteworthy that the majority of the programs in each department are planned in a comprehensive manner to allow practical exposure. The AUE remains committed to excellence in teaching, learning, research, community service, and to the implementation of its Vision and Mission.

IV. THE AUE VISION, MISSION, CORE VALUES GOALS

Being a standard American educational institution, AUE never fails to preserve the Culture and values of the United Arab For students seeking to penetrate the market of professionalism, AUE is one of the best choices. Coursework in the proposed Colleges of AUE is designed to prepare graduates to foster innovation, collaborate effectively, and assume leadership roles within diverse organizations.

1. Vision Statement

AUE is dedicated to be one of the leading liberal higher educational institutions, providing an integrated pathway for students to become creative, effective and productive members of the UAE and the regional communities.

2. Mission Statement

AUE is committed to offer quality, multidisciplinary, research and career-oriented academic degree programs that prepare students for successful employment and continuing higher education.

3. Core Values

1. Respect and Dignity for all.
2. Openness, Trust and Integrity.
3. Innovation and Creativity.
4. Teamwork and Partnership for Common Goals.
5. Persistence and Entrepreneurialism.
6. Stewardship and Economic Viability.
7. Equal Opportunities and Recognition.
8. Improved Quality of Life.
9. Safety and Environmental Responsibility.

4. Goals

AUE has developed five goals. It is believed that these goals will participate in fulfilling the AUE Vision and achieving its Mission.

Goal 1:	Offer quality career-oriented academic programs to meet market demands.
Goal 2:	Prepare students for pursuing their higher education to further their knowledge and skills.
Goal 3:	Provide holistic education.
Goal 4:	Establish and enhance interrelationships among the Universities, business, and communities.
Goal 5:	Develop knowledge based on the applied and basic research in various fields of study.



V. ACADEMIC CALENDAR

Important events of the AUE are included in the Academic Calendar. Admission and registration dates, academic related events and processes, University activities, holidays are listed in the University calendar. (<http://www.aue.ae/en/student-life/academic-calendar.html>).

The AUE Academic Calendar is always updated on AUE Website at: www.aue.ae.

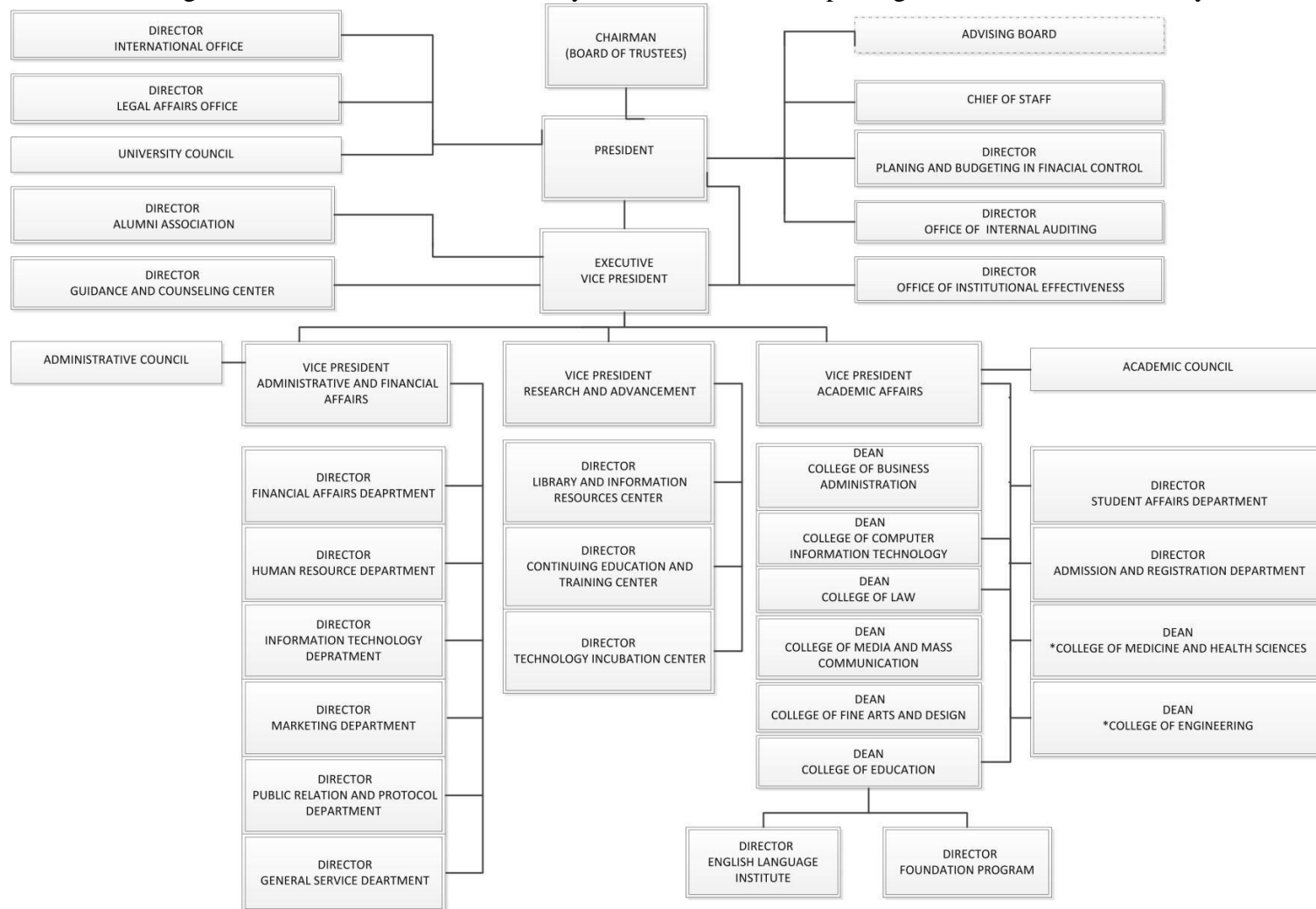
VI. AUE RESOURCES AND PHYSICAL SETTING

The American University of the Emirates is located at the heart of Dubai International Academic City. At present, AUE occupies Blocks 6, 7 and 10 to accommodate its rapidly growing number of students. The AUE Campus offers students contemporary and up to date classrooms, modern laboratories, a comprehensive and encyclopedic library and IT services with quality, multidisciplinary and career oriented higher education.

AUE also has access to the multi-complex facilities of DIAC that include a Student Hub, Food Court, Bookshops, Printing Press and open air sports facilities.

VII. ORGANIZATIONAL STRUCTURE

Below is the Organizational Chart of the University which outlines the reporting structure of the University units.



*BEING PROPOSED IN THE FUTURE



VIII. LIST OF FACULTY MEMBERS:

The list of faculty members per college with their biography is available in the University Website

<http://aue.ac/en/about-aue/our-faculty.html>



IX. INSTITUTIONAL PARTNERSHIP

The American University in the Emirates (AUE) is proud of its academic and non-academic partnership agreements that have been established with some of the reputable and international recognized universities and organizations. AUE has signed Memorandum of Understandings for educational collaborations with:

The list of partnership agreements with universities is available in the University Website <http://aue.ae/en/about-aue/partnership.html>



X. ADMISSIONS AND ENROLLMENT AT AUE

1. General Admission Policy - Undergraduate -

- 1.1 All Applicants should meet the following requirements for the purpose of the admission process on the following colleges:
 - College of Computer Information Technology (CCIT)
 - College of Business Administration (COBA)
 - College of Fine Arts and Design (CFAD)
 - College of Media and Mass Communication (CMMC)
 - College of Education (CEDU)
 - College of Law (CLAW)
- 1.2 An original/certified true copy of UAE High School Certificate or its equivalent.
- 1.3 Official validation of 12 years' time high school completion with a grade not less than 60% in grade 12.
- 1.4 An equivalent certificate approved by the UAE Ministry of Education is also considered and accepted for students holding their high school outside UAE.

Students holding the British Curriculum Certificate must provide the Original School Leaving Certificate evidencing the completion of at least 11 years in school, all applicants should complete at least (7) courses at either O-Level or As/A2 Level with minimum grade of (C) for the O-Level courses, (D) for the AS Level courses, and (E) for the A2 courses, not less than four courses of the following should be covered:

 - Mathematics,
 - Languages,
 - Sciences,
 - Social Studies and Humanities,
 - Arts and Sciences.
- 1.5 All Applicants should provide a valid copy for one of the following English proficiency exams:
 - a. TOEFL – Internet Based Test (iBT) with scores of 61+, or 40+ for CLAW applicants.
 - b. TOEFL – Paper Based Test (PBT) with scores of 500+, or 400+ for CLAW applicants (this in-house TOEFL test should be taken on at AUE).
 - c. Or IELTS Test (Academic) with score of 5.0 +, or 4.0+ for CLAW applicants.
 - d. The Cambridge Test of advanced English, scored 154 or above.
OR
 - e. The City & Guilds International Test of English for speakers of Other Languages ESOL (IESOL), scored B1/B2 or above.
OR
 - f. The Pearson test of English Academic (PTE Academic), scored 44 or above.
- 1.6 University Application Form (should be completed and signed by the applicant).
- 1.7 (4) Passport size photographs (with white background).
- 1.8 Good Conduct Certificate from UAE Police.
- 1.9 Copy of valid student's passport.
- 1.10 Copy of valid UAE national ID card.
- 1.11 Qualified students are admitted upon applying to AUE

- 1.12 All published Forms, University Catalogs, Students Handbooks and other student related documents can be acquired from the Admission and Registration Department.
- 1.13 Student Application for Admission Form should be submitted to the Admission and Registration Department at least (3) weeks before the semester begins.
- 1.14 During the academic year, the application forms are handled for three times prior to the Fall, Spring and Summer semesters.
- 1.15 All information in respect to the provision of date, time, and location of standard entrance examinations are supplied from the Admission and Registration Department.
- 1.16 All student Application Forms are screened and reviewed on an individual basis.
- 1.17 AUE has the policy of non-discrimination in regards to student race, color, gender, religion, nationality, or physical disability.

However, all applicants must submit a completed Application Form or On-Line admission form with a nonrefundable fees of AED 3,000. To apply on-line, please visit (<http://www.aue.ae/en/admission-registration/new-students/enquiry-now.html>) Students must adhere to the stipulated deadlines.

2 Program Admission Requirement

- 2.1 Holders of UAE General Secondary School Certificate (Scientific or Literacy) stream should obtain a minimum of average 60%, or 70% for the other streams, such as technical or commercial streams.
- 2.2 Holders of the American High School Diploma should obtain a minimum CGPA of 2.0 out of 4.0, in order to be admitted at any AUE undergraduate programs.
- 2.3 Holders of British Curriculum Certificates: The original School Leaving Certificate must be provided with evidence of a minimum of 11 years of schooling, all applicants should complete at least seven (7) courses at either O-Level or AS/A2 Level, with minimum grade of C for the O-Level courses, D for the AS Level courses and E for A2 courses. The courses should cover at least (4) of the following fields :
 - Mathematics
 - Languages
 - Sciences
 - Social studies and humanities
 - Arts and design

Applications of holders of a non UAE High School Certificate, obtained abroad, are processed in accordance with Decrees No. 200/2004 and 312/2004 of His Excellency the Minister of Higher Education & Scientific Research, UAE as follows: In general, holders of the National High School Certificate of a foreign country are eligible for admission based on the following conditions:

- a. The certificate is considered for admissions in public universities of the Country where it was delivered,
- b. The certificate was obtained after at least 11 years of schooling,
- c. The certificate includes at least 6 subjects covering the (4) areas: Mathematics, Sciences, Languages, and Social Sciences & Humanities or Arts.
- d. Holders of High School Certificates from countries having two-levels of High School Certificates must submit the certificate of the higher level-
- e. Applicants are required to submit obtain a high school certificate of equivalency from MOHESR in the UAE. for their High School Certificates from the UAE Ministry of Higher Education & Scientific Research.

- 24 All applicants should sit for admission interview with the concerned college representative.
- 25 All applicants should write one page (250 words) admission statement in English, or in the case of College of Law applicants, in Arabic, this statement should carefully explain the applicants interest in the intended program of study, review his/her preparation for study in the selected area, indicate motivation for university-level study, and comment upon the reason for selecting AUE.
- 26 Students who attain less than the required minimum high school average but hold an academic qualification (Diploma, Higher Diploma) from an accredited or recognized institution, or have been in a Baccalaureate Degree Program in an accredited institution for one academic year and have been successful in at least (10) courses (30 credit hours) are eligible to apply to an undergraduate program without having their obtained high school average taken into account. Other indicated admission requirements apply.

3. Confirmation of Admission

Undergraduate Students accepted by the University must pay a non-refundable AED 3,000 enrollment confirmation fees within a month of receiving the admissions offer, before starting the orientation, registration, and advising process.

4. English Language Requirements

Intensive English Program (IEP)

- a. Undergraduate students, who are unable to obtain the TOEFL or IELTS score admission requirement, must enroll in the Intensive English Program (IEP) administered by the English Language Institute (ELI) on the condition that they meet the required score 500+ (AUE TOEFL PBT) or 61+ (iBT) TOEFL 5.0+ Academic IELTS.
- b. ELI Levels are as follows:

DETAILS	LEVELS			
	BEGINNER	INTERMEDIATE	ADVANCED	TOEFL/IELTS
WEEKS	15	15	15	15
HOURS PER WEEK	8	8	8	4
TOTAL HOURS PER SEMESTER	120	120	120	60
MIDTERM EXAM	IEP EXAM	IEP EXAM	TOEFL/IELTS EXAM	TOEFL/IELTS EXAM
FINAL EXAM	IN HOUSE FINAL EXAM	IN HOUSE FINAL EXAM	TOEFL/IELTS EXAM	TOEFL/IELTS EXAM

- c. Progress from one level to the next will be based on overall performance across the (5) components: reading, listening, writing, speaking, and grammar.

- d. Students can obtain credit courses whilst enrolling in the ELI as listed in the table below :

TOEFL Level	No. of courses allowed per semester	Pooled Courses to choose from	
TOEFL/IELTS Preparation	Four Courses	<ul style="list-style-type: none"> • Computer Literacy • Communication Skills in Arabic • Islamic Culture 	<ul style="list-style-type: none"> • General Mathematics • Study & Learning Skills • Introduction to Social Science.
ADVANCED	Three Courses	<ul style="list-style-type: none"> • Computer Literacy • Communication Skills in Arabic • Islamic Culture 	<ul style="list-style-type: none"> • General Mathematics • Study & Learning Skills • Introduction to Social Science.
INTERMEDIATE	Two Courses	<ul style="list-style-type: none"> • Computer Literacy • Communication Skills in Arabic • Islamic Culture 	<ul style="list-style-type: none"> • General Mathematics • Study & Learning Skills • Introduction to Social Science
BEGINNER	One Course	<ul style="list-style-type: none"> • Computer Literacy • Communication Skills in Arabic • Islamic Culture 	<ul style="list-style-type: none"> • General Mathematics • Study & Learning Skills • Introduction to Social Science

- e. Students who score 500+ on the AUE TOEFL test or 5.0+ on Academic IELTS or 61+ on TOEFL (iBT) during the IEP levels are eligible to be exempted from this program and admitted directly into the chosen academic programs.
- f. All ELI students who pass advanced level or TOEFL/IELTS preparation levels are required to score 500+ on the AUE TOEFL or 5.0+ on Academic IELTS or 61+ on TOEFL (iBT) before they are admitted to their chosen academic program.
- g. If students fail to achieve this score, they are admitted to a (16) weeks TOEFL Preparatory Course (for extra fees) and register (16) credit hours.
- h. If they fail to score 500+/5.0+ on AUE TOEFL/Academic or 61+ on the (iBT) TOEFL, students are allowed to repeat the 16 weeks TOEFL/IELTS preparatory course without registering to any credit courses until they meet the Undergraduate degree English requirements.

- i Validity of the English Requirements is two years.

5. General Education Program Learning Outcomes

General Education Program is devoted to the undergraduate academic programs (i.e. BA, and B.Sc. degrees)

5.1. Through the General Education Program Curriculum, AUE seeks to:

- a. Develop creative approaches to problem solving, promote intellectual curiosity, and engender a life-long commitment to learning.
- b. Promote ethical awareness, personal accountability, and create awareness of the social and cultural differences and values of the region, and business ethics.
- c. Be able to achieve critical reasoning
- d. and use sound reasoning in a business environment.
- e. Be able to achieve effective written and oral communication
- f. , with the use of visual aids.
- g. Enhance the utilization of the Information Technology in everyday life.

5.2. The General Education Requirements Courses (13 Courses / 39 C.H) include the following:

Compulsory Courses (13Courses / 39 C.H.)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	3
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	CIT 105	Introduction to IT & Applications	CIT 100	3
7	ASC 105	Islamic Culture	N/A	3
8	ASC 100	Study and Learning Skills	N/A	3
9	ASC 110	Introduction to Social Sciences	N/A	3
10	ASC 200	General Psychology	N/A	3
11	ASC 205	General Statistics	MAT 100	3
12	ASC 210	Natural Sciences	N/A	3
13	ASC 300	UAE and GCC Society	ASC 110	3

6. Provisional Admission

Those qualified applicants who are unable to submit one or more of the required documents for admission processes (please see Required Admission Documents) will be admitted



provisionally for their first semester. All admission provisions must be cleared by the time the first semester is completed.

If students are provisionally admitted, fail to clear their provisional status by the end of their first semester, administrative holds will be placed on their academic records, preventing student's registration for future semesters till they submit all the required admission documents (Student will be blocked).

7. Conditional Admission

Students who are unable to obtain the TOEFL/IELTS scores admission requirement, are conditionally admitted to the Intensive English Program (IEP) offered by the English Language Institute (LLI) provided that they obtain the required scores of 500+ AUE TOEFL or 5.0+ Academic IELTS or 61+ (iBT) TOEFL test in a maximum period of 12 months.

8. Policy Assessment for Admission

The Assessment of the Admission procedure will permit AUE to individually assess each applicant. This procedure will serve as a model for admission decisions, as it has predictive powers. It is the duty of the Admission and Registration Department to always collect such scoring data, which helps AUE to maintain its standards on admissions.

9. Visiting Students

Visiting students are students who come from another university to attend courses at AUE without the intent to complete a degree at AUE. They should:

- 9.1 Submit their applications with non-refundable admission fees to the Admission and Registration Department.
- 9.2 Upon admission, submit a permission application from their university to attend the course work and the related exams.
- 9.3 Show their proficiency in the use of English Language.
- 9.4 Earn up to (15) credit hours per semester once accepted in AUE, for one year maximum.
- 9.5 Attend the course work of their choices, and are obliged to take exam(s) upon completion the course work. Accordingly, students can request attended classes description and exam(s) results
- 9.6 An application for permission from the student's University to participate in course work and /or take examinations should be submitted at the time of the admission.

10. Transient students

AUE undergraduate students may decide to take courses at other UAE universities or abroad to complete their courses abiding by the following conditions:

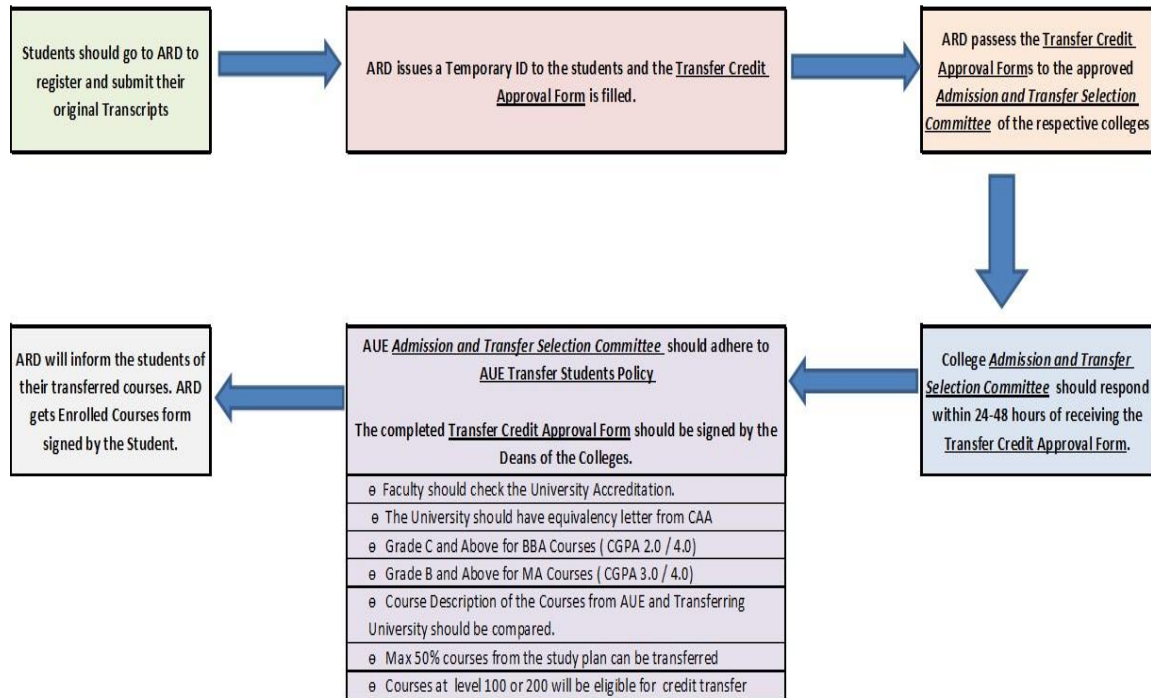
- 10.1 The student should justify the reason for taking the course outside AUE to the Academic Advisor, Program Director, College Dean and the Registrar such as:
 - Students are graduating
 - The University is not offering the said course
 - Graduation plan of the student is affected
- 10.2 The Students should submit the duly approved Transient Student Form upon approval from the VPAA/Provost, College Dean, Program Director, Academic Advisor and the Registrar for taking the course outside AUE.
- 10.3 The VPAA/Provost, College Dean, Program Director, Academic Advisor and the Registrar should ensure that the proposed university for taking the course either in UAE (like American University of Sharjah, American University of Dubai, Abu Dhabi University, and UAE University) or abroad (Universities approved by UAE Ministry of Higher Education & Scientific Research (MOHESR), or Universities that AUE has a partnership with) are duly approved by AUE.
- 10.4 The number of total credits per regular semester (Fall and Spring), including summer semesters (Summer 1 and II) should not exceed 18 credit hours from the total credits of the program they are enrolled in.
- 10.5 Total credit hours to be taken during summer semesters (Summer 1 and II) should not exceed 12 credits.
- 10.6 The Internship/Capstone /Practicum Courses are not allowed to be taken outside AUE.



- 107** An extra load of only 3 credits can be added during Fall/Spring and Summer Semesters making it 21 and 15 respectively, subject to following conditions:
- Students are graduating
 - CGPA of 3.6 and above
 - The learning outcomes and the syllabi of the courses taken outside should match in most appropriate manner with the one offered by the university
- 108** The student should take prior approval and official letter from the Registrar, should they decide to take the courses outside the university
- 109** The student should submit a letter of acceptance duly stamped from the host university with the official syllabi to the registration within a week of approval of Student's application.
- 1010** Student should earn a minimum Grade of C for the courses to be considered
- 1011** The course opted to take is not a repeat course
- 1012** The student must provide the official transcript for the course in order to receive credit
- 1013** The Student is no case are not allowed to exceed the number of credit hours as stipulated above by simultaneously taking the courses in both host and home university

11. Transfer Students

FLOW CHART OF AUE TRANSFER STUDENTS



The above diagram explains the Transfer of Credit Process at AUE for undergraduate and graduate programs.

All transferred undergraduate students must satisfy the AUE admission requirements, including the English proficiency, and the attendance and completion of at least 50% of program requirements to be qualified to obtain a degree

All students must complete their last two years, at AUE to be awarded an AUE degree. Students from abroad the UAE must provide an authenticated transferred credit by the relevant Ministry or entity in the country of origin.

If students require transfer credits from another institution, they must submit the following:

- 11.1** Original or authenticated copy of high school certificate or its equivalent approved by the relevant authority in the country where the certificate was granted and by the Ministry of Education in the UAE.
- 11.2** Official Transcript from an accredited institution (if from UAE, should be attested by the Ministry of Higher Education or by equivalent entity if from an institution outside the UAE).
- 11.3** Course descriptions and syllabus as published in the concerned institute catalog.
- 11.4** Application for transfer credit has to be submitted by the student upon registering for the first semester.



- 11.5 Students are illegible to transfer no more than 50% of program credit. Students may transfer a maximum of 50% of the required program credits.
- 11.6 Course by course evaluation of University transcripts
- 11.7 Student CGPA at his previous university/institution should be at least 2.0 out of 4.0 or above, in order to be considered for transfer credits.
- 11.8 The transferable credit is only at level 100 and 200 courses.
- 11.9 Courses with a GPA 2.0 “C” or more will be eligible for transfer of credit.
- 11.10 3 and 4 credit hours will be considered equivalent to AUE’s 3 credit hours.
- 11.11 No more than 2 courses will be transferred from a student’s chosen concentration.
- 11.12 Transfer of credit will not be granted for upper level courses.
- 11.13 All courses to be transferred to AUE must have been conducted in English (except CLAW).
- 11.14 All students whom are transferring from another university should submit their official transcripts along with the course syllabus prior to admission at AUE for transfer purpose. No transfer will be accepted after admission at AUE.

The decision regarding credits awarded is made solely by the appropriate Dean of College. Transfer students must complete the Transfer Credit Form Transferring students will be informed in writing about transfer credits before they enroll at AUE.

12. How Students Choose a Major

Students should declare their major any time during the first two semesters. In order to decide upon their major and career goals, they should discuss these topics with their Academic Advisors, and complete the Selecting Major Form, Such discussions should cover the following:

- 12.1 Attempt to evaluate objectively classes that have been taken and single out the ones they have really enjoyed and the ones they disliked.
- 12.2 Discuss possible careers and interests with the Manager of Students Affairs
- 12.3 Prior to committing to a major, students at AUE encouraged to take some exploratory courses in areas of their interest.

13. How Students Change Majors and/or Departments

- 13.1 In the event of students wanting to change their major, they should meet with their Academic Advisors and fill out a Change Major/College Form.
- 13.2 If a student decides to change his/her Major/College, then he/she is required to fill out the Change Major/College Form and receive his/her Academic Advisor’s approval. The student should make sure that he/she has fulfilled the requirements before he/she applies.
- 13.3 The student shall submit the Change Form to the appropriate College/department for which he/she is applying taking into consideration that each College/department has its own requirements.
- 13.4 When a student intends to change a Major/College, he/she should expect to lose certain credit hours which cannot be transferred to the new major or College.

- 13.5 Transfer from college to college process takes 5 working days.
- 13.6 Student can change the college once a time.
- 13.7 Students should apply for transfer from college to college only at the beginning of the semester.

14. Course Load Limitations

Students must register for 3 courses per semester minimum and 6 courses maximum if they seek a full time enrollment, taking into consideration that the regular load is 5 courses. Students can drop below 3 courses in certain circumstances. A good academic record student is illegible to have maximum two consecutive semesters leave, otherwise, the student must hand in a new admission application to the Admission and Registration Department. Credit Hours Credit hours is the standard for calculating courses. For each program, within each college, a number of credit hours is awarded to students upon completing a program.

The total number of credit hours and academic period to be successfully completed by a student is depending upon the degree awarded and as follows:

Type of Academic Degree	Total Number of Credit Hours Required	Academic Period of Degree Completion		
		Minimum (Semesters)	Normal (Semesters)	Maximum (Semesters)
Bachelor	126-130	7	8	14

15. Academic Year

There are four semesters in the academic year, fall, spring, and Summer Semesters. Fall and spring semesters contain (16) weeks of academic teaching sessions. During the summer session of the semester, courses will be offered to students for a period of (8) weeks. The Admission and Registration Department will announce the time and date of these programs.

16. Program Orientation

Orientation is attended by students to:

- a) Be informed of AUE academic life.
- b) Register on time and obtain academic advising.
- c) Sit for placement exams when needed.
- d) Socialize with peers.
- e) Get to know the faculty members and administration of AUE.
- f) Discuss relevant issue as freshmen.
- g) Gain information on transportation facilities.
- h) Tour the AUE campus and its facilities.

Students failing to attend their Orientation Meeting will miss crucial information relevant to their journey at AUE, which provides updates concerning all campus-wide or program issues and changes each year. Such orientations help students adapt to their new environment, and provide opportunities to meet other students, as well as academic advisors.

XI. REGISTRATION

- With the assistance of their Academic Advisors, students are required to register within the assigned registration period at the beginning of each semester. Exceptions require an approval from the University Council. Advisors should approve students load and courses by signing the Courses Registration Form.



- If they are unable to register during the regular period, they may late register, upon payment of a late-registration fee of AED (1,500).
- Students can register during the second week of classes but with late registration fees.
- AUE policy allows full-time students to register in maximum 6 courses in a semester of sixteen weeks period.
- Add/drop period starts four days before the first day of beginning classes and lasts for six days of instruction. During this period, students are allowed to add, drop or change courses, and they can refund all the paid fees.
- Students can seek postpone registration, by applying in written form to the Registrar. This should be done at least one week before the specific date of registration. Fees for late registration will be charged and the student will be required to register by the postpone registration date.
- Students will be allowed to take examinations and receive grades only for the courses in which they are registered.

1. Registration Procedures

Students should register before the beginning of each semester, and comply with the procedure indicated below:

- 11** Students should start with reviewing their academic program and their study plan.
- 12** Students should plan to meet their academic advisors and review the current semester's course schedule to choose their courses and complete the online registration procedure.
- 13** Before registration, students have to get approval for the classes they scheduled from their advisors.
- 14** Students will receive signed copy of the Courses Registration Form and the advisor will keep a signed copy to retain in the student file.
- 15** The Academic Advisor should keep a copy of Students Registration Form.
- 16** The student will enter the selected courses into the online registration system to officially register.
- 17** Once their courses are accepted by the system, students must proceed to the Financial Affairs Department to settle their financial dues.
- 18** Students whose courses are successfully registered can immediately collect their course schedules. Those whose registration was unsuccessful for any reason should see their advisor again.

2. Late Registration

Late registration takes place on the second week of each semester. A late registration fee of AED 1,500 is collected.



3. Holding of Records

In case of academic violations, financial requirements or not meeting the academic evaluations carried out by departments on semester basis, students' records status will be on hold, and they are responsible for clearing their status. Being on hold status will affect student's grades, transcripts, registration, accounts receivable and graduation.

4. Deferment Regulations

- 4.1. Students can take some time off from their studies. However, students are illegible to two continuous semesters leave or three non-continuous semesters leave during the whole period of their study in AUE.
- 4.2. The Admission and Registration Department can provide students and help them fill a Deferment Form Students can obtain a partial refund of the fees if they withdraw within the determined withdrawal period.
- 4.3. Students of AUE are illegible for a re-instatement if their Withdrawal period exceeds the specified time.
- 4.4. During six week from the beginning of the semester, a student can postpone studying upon the approval of the academic advisor and gets a "W" (Withdrawal without Penalty) grade.
- 4.5. In case of medical reason or some special reason approved by the VPAA/Provost, students can exceed three nonconsecutive semesters of absence only under certain regulations:
 - a. Student should write official letter for reason of deferment.
 - b. Students make a new registration and get a new Registration ID No.
 - c. Students need to pay the registration fees again
 - d. The course taken before at AUE can be transferred.

5. Withdrawal Regulations

5.1 Cancellation of Registration

- a. Students who must cancel their registration or withdraw from classes after enrollment are required to follow the University's official withdrawal procedures.
- b. Students who violate the University Withdrawal Procedure will have to pay fees, receive failing grades in all courses and apply for readmission prior to any enrollment in a new academic year.
- c. Should a student be unable to proceed in person with the withdrawal, consequent upon unexpected compelling circumstances, or failing to identify a representative, he/she may request assistance from his/her Academic Advisor
- d. The student who is unable to come to the University to complete the withdrawal procedure, should present documents to explain reasons of inability, as well as any supporting documentation situation is required to complete the withdrawal process. The academic department will finalize the required procedures and hand the Admission and Registration Department the withdrawal request



52 Total Withdrawal from University

- a. A student may withdraw from AUE as a result of serious health issues or unpredicted circumstances at any time prior to the final exam period. He/she may seek assistance from the Admission and Registration Department or the Division of Student Services to fill out an Official Withdrawal Form. Withdrawal during the Final Examination period is not allowed unless recommended by the University Registrar and approved by the Provost and Vice President for Academic Affairs.
- b. A complete withdrawal will be reflected in the student transcript as a “W” grade when it occurs before the mid-term exams; otherwise a “WF” grade applies. Faculty members are notified by the Registrar any time a student withdraws from the University. Unless they complete an official withdrawal form, upon leaving AUE, students will receive failing grades. Time Limitation of Bachelor Degree Completion
- c. The maximum period of study for the Bachelor Degree will be 7 years or 14 normal semesters.
- d. The minimum period of study for the Bachelor Degree will be 3.5 years or 7 normal and 3 summer semesters
- e. If students have exceptional reasons for deferment of studies, their cases will be considered on an individual basis.
- f. The period during which students revoke their registration or withdraw from the University (freeze in study) will not be accounted as part of the time limitation.
- g. A reduced period of study may be granted where a candidate has transferred from another recognized institution having already completed a certified period of study, this shall be taken into account when determining the further period of study required at AUE. A reduction in the period of study will normally be no more than 50% of the minimum period of study and the student must have been registered with this institution during the academic year prior to completion.

6. Extension Period for the Program

In all cases, students must not exceed the allowed maximum study period of each Bachelor Degree. However, students can ask for an extended period of study in their programs at AUE. They should seek an approval for it from their academic Advisors, with the express agreement of the concerned College Dean, Registrar, VPAA/Provost and university council.

Applications to extend the period of study should be attached to a report reflecting the candidate progress, reasons for the extension and the expected date of completion.

The Academic Advisor determines the time for program completion for transferred students after getting approval from the College Dean.



7. Degree Completion and Graduation Requirements

7.1 To graduate from AUE at Bachelor level

- a. Apply for graduation
- b. Complete all courses for your degree plan;
- c. Complete all core curriculum and general education coursework;
- d. Have official transcripts from institutions on file in Admission and Records;
- e. Earn at least a GPA of 2.0 on a 4.0 scale on any transfer coursework.
- f. Student should complete the clearance form.
- g. Student should earn CGPA of 2.0 out of 4.0 to graduate from an undergraduate program.

For CLAW graduates, all students should achieve the required English proficiency score of: 400+ for the TOFEL (PBT), 4.0+ for the Academic ILETS, or 40+ for TOEFEL (iBT). Note: "Incomplete" grades are given for non-fulfilled requirements of the Bachelor Degrees. Students must reapply for graduation in a following semester when the final grade has been officially recorded.

7.2 Bachelor Degree Programs

All course requirements must be completed successfully without exceeding the allowed time frame.. They must also complete their apprenticeship course. Students should not get less than 2.0 CGPA (Cumulative grade point average)

7.3 The role of the Vice President for Academic Affairs in approving grades

The grade forms which have the final registered grades, signed by the concerned instructor in a particular course are signed by registrar, the concerned program coordinator and the dean of the college. The Vice President for Academic Affairs is responsible for checking grades of students to make sure that grading form is accurate and ready for release to the student community.

7.4 Regarding the sequence of steps for students on academic probation

Academic difficulties which some students may experience include difficulties in classes which, for some students, might last for a long period of time. In all situations, students can seek help from faculty or administrative staff and other students. The sequences are: When the students cumulative GPA dips below 2.0 (C) average. The registrar will inform the student's advisor, the program coordinator of the program or the Dean about the case.

The college will inform the students that his/her grades are in danger and might be put on probation. The student will assess the severity of GPA deficit, and should discuss the courses which must be taken and the needed grades to adjust the probationary status with the Academic Advisor, and reconsider the studying method in order to improve the academic performance.

7.5 Regarding the difference between "honor" and the "honor list"

AUE recognizes the outstanding academic achievements of the students who are named in the "Honors List".



“Honors” refers to students recognized for their academic achievement for earning GPA of 3.25 or higher in a minimum nine credits’ semester which excludes pass/no pass.

XII. PAYMENTS AND OTHER FINANCIAL INFORMATION

1. Tuition Fees (per / credit hour)

Fees Description

Undergraduate Degrees	Fees per credit hour		Fees per course	
	AED	AED	USD	
General Education (CEDU)	1,167	3,500	959	
College of Computer Information Technology (CCIT)	1,500	4,500	1,233	
College of Fine Arts And Design (CFAD)	1,500	4,500	1,233	
College of Business Administration (COBA)	1,333	4,000	1,096	
College of Media and Mass Communication (CMMC)	1,333	4,000	1,096	
* Bachelor of Public Relations (Arabic)	1,500	4,500	1,233	
* Bachelor in Security and Strategic Studies	1,600	4,800	1,315	
College of Law (CLAW)	1,400	4,200	1,151	

2 Student Services Fees

Services	Fees	
	AED	USD
Admission Fees - Undergraduate Degrees (including ID + Application Fees)	3,000	822
Admission Fees - Graduate Degrees (including ID + Application Fees)	3,500	959
Admission Fees - Undergraduate Degrees (Visiting Students)	1,000	274
Admission Fees - Graduate Degrees (Visiting Students)	1,500	411
Admission Application Form Fee - ELI Fees	750	205
Late Registration Fees	1,500	411
Graduation Fee	2,000	548
Internet & Lab Fees (per semester)	500	137
Replacement ID Fees	200	55



Grade Appeal Fee / per course	350	96
External Transfer Fee / per course	500	137
Official Transcript	300	82
Graduation Certificate Fee	650	178
Attested Graduation Certificate Fee	300	82
Official Letter Request	75	21
Fee Quotations	100	27
Student Lockers (per semester)	150	41
Visa Processing Fee - Inside UAE	4,000	1,096
Visa Processing Fee - Outside UAE	3,500	959
Passport Deposit / Security Fee (In Lieu of Passport)	5,500	1,507
Visa Renewal Fee	1,000	274
Visa Cancellation Fee - Inside UAE	500	137
Visa Cancellation Fee - Outside UAE	750	205
Transport - Dubai after Mall of the Emirates	1,500	411
Transport - Dubai before Mall of the Emirates	1,150	315
Transport - Sharjah	1,750	479
Penalty for bouncing cheque	500	137
Health Care Services / per semester	120	33
Health Care Services (in Summer Semester)	60	16
Change Major/College Fees	200	55
Course Syllabus (Printed & stamped)	200	55
TOEFL Test - AUE students	550	164
TOEFL Test - Outsiders	650	192
IETLS Test	950	260

* AUE reserve the right to revise its price annually

3. Text Books

The cost of text books varies as per the registered courses.

4. Additional Notes on Tuition Fees and Fines

- 41 There will be no remission of fees in whole or in part except when remission is a specified part of scholarship, prize, bursary, or similar award.
- 42 Once the normal period for a course is completed, a student whose qualification is incomplete will be required to pay a continuation fee.
- 43 A student who is permitted or required to repeat a complete year of the curriculum for a Bachelor's Degree will pay the Registration Fee.

5. Payment Policy

Cash, credit cards, and cheques (current and post-dated) will be acceptable form of payment. AUE will hold postdated checks until specified dates are due. AUE utilizes fees payment through different options.

6. Payment Options

6.1 Enrolled Self Sponsored Students

Enrolled students at AUE must choose one of the following payment options and finalize the arrangements with the Financial Affairs Department:

- **Option 1:** Full Payment (Payment should be made on the first day of registration)
- **Option 2:** 50% down payment for the total tuition fees should be made on the same day of registration, the second 50% must be done by two months postdated check.
- **Option 3:** 60% down payment of the total tuition fees should be made on the same day of registration; the equal second and the third installments (20% each) should be made by two months and three months postdated checks respectively.

6.2 Enrolled Sponsored Students

Students who are sponsored by governmental, semi-governmental and private sectors should submit a sponsorship letter along with the registration form indicating that the sponsor organization will bear all student's financial liabilities. Upon receipt of the invoice from AUE Financial Affairs Department.

7. Refund Policy

For Undergraduate students during the regular semesters, tuition fees will be refunded after the add/drop period as follows:

- Withdrawal from a course within 7 days after the last day of add/drop period – 100% refund of course fee. Withdrawal from a course within 14 days after the last day of add/drop period – 75% refund of course fee.

- Withdrawal from a course within 28 days after the last day of add/drop period – 25% refund of course fee. Above 28 days after add/drop period no refund course fee is granted to students.

8. Student Financial Aid

AUE grants students with financial difficulties the opportunity to apply for financial aid which is subject to the submission of all necessary supporting documents, review and approval of the concerned committee. However, the responsibility of financing higher education rests with students and their families. Students can apply for a financial aid by submitting a completed Financial Aid Form together with the required supporting documents to the Student Affairs Division. Based on the student and the university financial aid budget, a discount will be applied to the student's balance. The discount will be reviewed on yearly basis and not included in summer semesters.. Financial aid will be awarded to students regardless of race, color, sex, national origin, or disability. All students are guaranteed fair and equal treatment in the allocation of financial aid.

Financial Aid requirements:

- A financial Aid Form to be filled in details
- A valid copy of passport and resident visa for parents and student
- Detailed financial status of both parents: Salary certificate and bank statement of last six months
- If the student is self-sponsored: Salary certificate and bank statement of last six months
- Certificates verifying education tuition fees for all family members
- A copy of the rental contract for accommodation
- A documentation of loans or family difficult circumstances (sickness/ death...)

9. Merit Discounts and Family Tuition Discount

- Newly admitted students who achieve an average of 95 percent and above in high school are eligible for a merit discount of 25 percent of tuition fees.
- Students who achieve an average of 90.00 to 94.99 percent in high school are eligible for a merit discount of 15 percent of tuition fees.
- Students who achieve an average of 85.00 to 89.99 percent in high school are eligible for a merit discount of 10 percent of tuition fees.
- Students, who maintain a minimum CGPA of 3.6 after completion at least 30 C.H in order to be eligible for a merit discount of 10 percent of tuition fees.
- The University grants 20% discount on tuition fees for up to two siblings enrolled in the University.

XIII. STUDENT SERVICES

There are different programs, resources and services offered by AUE to enrich the students' educational experience, in order to further promote their personal and professional development. To create a supportive system, AUE endeavors to enrich the capabilities of students to learn, foster an enriching campus life, and promote a holistic approach to a student's personal development.

1. Division of Student Affairs

- 11** This division offers students the proper atmosphere to encourage them to learn and grow.
- 12** It offers positive experiencing through programs, services and events to students regardless of their background and concerns to help them understand the differences in communities worldwide
- 13** The Student Affairs Manager is responsible for dealing with issues and representing students in the University departments.
- 14** The Student Affairs Manager provides planning, budgeting and management for the Student Affairs Division. Also offers assistance to disabled students and assists in career placement, recreational sports and other activities.

The Division of Student Affairs also offers career services to students as follows:

- a.** Search for jobs and in continuing education.
- b.** Assist students to find vacant jobs inside and outside the University
- c.** The Career Services Website which offer online jobs.
- d.** Offer voluntary opportunities.
- e.** Hold job fairs on campus.

Extra - Curricular Activities and Student's Organization

- a.** Student Council.
- b.** Football Team.
- c.** Basketball Team.

2. Academic Advising

AUE believes that the process of academic advising develops life and career goals through continuous and multifaceted sequential and logical steps taken by the students and their advisors, and aim at the student growth. A student can build a personal plan of education and career commitment with the help of the academic advisors.

Students are assigned Academic Advisors who are full-time faculty members in the area of a student's specialization to assist through the courses selection and schedules planning. AUE requires Academic Advisors to meet with students at least once per semester and assist with:

- a.** Program review.
- b.** Course sequences.
- c.** Semester schedules.

Goals of Academic Advising

Advisors collaborate with students to ensure success and to outline the goals of academic, career and personal objectives. Help students to understand and clarify their values, limitations, capabilities and concerns.



- a. Help students to determine their goals according to their capabilities, skills, concerns, career and educational interests and job markets.
- b. Help students to select courses and determine their educational plans according to their goals and career interests
- c. Help students to develop their decision making skills
- d. Make useful information available for students such as program, resources, procedures and policies.
- e. Assist students in connecting with institutional services.
- f. Help students to evaluate their educational plans and career goals.

3. Academic Planning

Students are assigned Academic Advisors who are full-time faculty members in the area of a student's specialization to help them plan schedules and select courses.

Academic advisors facilitate the exploration of students' educational goals by:

- a. Introducing Degree guide and electronic resources.
- b. Learning strategies for success.
- c. Exploring major fields of study.
- d. Understanding general education requirements.
- e. Mapping the path, timeline, expense and personal resources needed to meet students' goals.

AUE requires Academic Advisors to meet with students at least once per semester. Its goals include:

- a. To assist students in self-understanding and self-acceptance (values clarification, understanding abilities, aptitudes, interests, and limitations).
- b. To assist students to consider their life goals by relating their interests, skills, abilities, and values to careers, the world of work, and the nature and purpose of higher education.
- c. To assist students in developing an educational plan consistent with life goals and objectives (alternative courses of action, alternate career consideration, and selection of courses).
- d. To assist students in developing decision-making skills.
- e. To provide accurate information about institutional policies, procedures, resources, and programs.
- f. To refer students to other institutional or community support services.
- g. To assist students in evaluating or re-evaluating progress towards established goals and educational plans.

Academic advisors facilitate the exploration of students' educational goals by:

- a. Introducing Degree guide and electronic resources.
- b. Learning strategies for success.
- c. Exploring major fields of study.
- d. Understanding general education requirements.
- e. Mapping the path, timeline, expense and personal resources needed to meet student's goals.

4. Guidance and Counseling Services

The Guidance and Counseling Center believes that people are innately good who have the capacity to think and decide for themselves. Proper guidance provides individuals more opportunities to see the wider perspective of situations and arrive at sound decisions. Guided with this rationale, the center offers the following services:

- a. Counseling is the heart of the guidance services. It aims to help the individuals become more objective and realistic as they seek better self-understanding, self-development and self-direction.
- b. Career Guidance Program aims to assist the students, faculty and staff to explore career and the world of work through career placement tests, career counseling and career awareness activities such as workshops.
- c. Peer Counseling Program aims to empower selected students by creating a caring environment that enhances their skills of counseling, communication, leadership, and interpersonal interaction. The peer counseling group serves as the arm of the center for the different activities and acts as a facilitator for study-buddy programs.
- d. Trainings and Workshops aims to provide self-help workshop for personal and professional development.

5. Library and Information Resources

The AUE library assists and enriches the learning process of each and every student by providing materials and services supporting curricula and improving academic development. It offers educational materials in different of formats and media. In addition to books, periodicals, and audio visual materials, the library also provides access to electronic indexes and full text databases on CD ROMS and the Internet. The library also subscribes to many electronic journals and magazines.

Efforts are made to tailor the provision of services to satisfy students' needs Transcription services are provided to particular students who have been referred to the Library by the Division of Student Affairs.

6. Student Affairs Services

The services and programs of the Student Affairs are formed to satisfy students' needs regardless of their background. Students experience special multicultural events which will help them to understand the change in global communities.

The Student Affairs Manager, who is the Senior Officer of Student Affairs, leads student affairs issues and works with other University officers on behalf of the students. The Career services which Student Affairs provide to students include:

- a. Job search and further education advisement .
- b. Student employment services and assistance in finding on or off campus employment
- c. Online job listings via the Career Services website.
- d. Volunteer opportunities listing.
- e. On campus recruiting.

Counseling is the heart of the center. It aims to help the individuals become more objective and realistic as they seek better self-understanding, self-development and self-direction. Counseling services are as follow:

- a. Referred / Self-Referred Counseling



- b. Individual / Group Counseling
- c. Academic Counseling
- d. Career Counseling

The Guidance and Counseling Center believes that people are innately good have the capacity to think and decide for themselves. Proper guidance provides individuals more opportunities to see the wider perspective of situations and arrive at sound decisions. Guided with our rationale, the center offers the following services:

- a. Career Guidance Program aims to assist the students, faculty and staff to explore career and the world of work through career placement tests, career counseling and career awareness activities such as job fairs and workshops.
- b. Peer Counseling Group aims to empower students by creating caring environments that enhance their skills of counseling, communication, leadership, and interpersonal interaction. This group serves as the arm of the center for the different activities and acts as a facilitator for study-buddy programs.
- c. Trainings and Workshops aims to provide self-help workshop for personal and professional development.
- d. Mental Health Awareness Campaign aims to promote and create a mentally healthy environment by conducting regular seminars / workshops.

7. Extra - Curricular Activities and Student's Organization

The University provides different activities through the Division of Student Affairs to advance the leadership prospective of the students by providing support services to establish organizations which will add more experience to AUE.

Should a student/staff member wish to organize an event/activity an "Event Request Form" must be submitted.

8. Student Council

AUE Student Council has been established to advance the interests of all colleges throughout the university, promote student participation and involvement in clubs and other organizations, to organize social, cultural and academic activities and /or programs and to provide assistance and support for the activities and programs sponsored by the Division of Student Affairs. As outlined in the AUE Bylaws, the Student Council is governed by the AUE Student Council Bylaws.



9. Miscellaneous Services

9.1 Disability Support

AUE facilities are accessible to the disabled. The Student Affairs Manager is assigned the specific responsibility for responding to the needs of disabled students, including assisting them in identifying needs and particular arrangements.

9.2 Health Services

A health clinic is available on the ground floor for minor injuries. In addition, a 24 hour ambulance service is provided by the Dubai Police Department.

9.3 Sports Activities

The Dubai International Academic City (DIAC) provides a Central Entertaining Sports Program to allow the involvement in the academic community, formal and informal, sports and activities. These programs include special events, fitness classes and internal sports. For all sporting activities, clubs must follow the procedures and rules governed by the Health and Safety Guidance for AUE Sports club handbook. A copy of this handbook can be requested by the Division of Student Affairs.

9.4 Transport services

AUE offers students transportation service. There are specific areas around the city for picking up and dropping off. The transportation service covers the outside activities and field trips as well.



XIV. COURSE RELATED INFORMATION

1. Add/Drop

During the first week of the semester, nine or more courses can be added or dropped by the students given that they secured their academic advisor's approval. There will be no penalty (no remark on the student's record) for added courses or changed sections during the add/drop period. Students must get the approval if they want to drop a class after the 15th day of beginning classes from the Dean, Department Chair and the Academic Advisor, taking into account that there are compelling reasons for dropping a course, and all requests, approvals and reasons for dropping must be in writing. For courses dropped after add/drop period and before the first day of Midterm Exams, a "W" grade will automatically be recorded.

Registered students requesting a course drop during the Midterm exams, a grade of "WF" will be recorded on their transcripts. Serious and compelling reasons are considered after Academic Advisor, College Dean, Registrar and PVAA/Provost approval.

2. Administrative Drops

A student may be partially (one or more classes) or totally (all classes) dropped by AUE. Some of the reasons for the Administrative drop can be:

- 2.1- Failure to settle Tuition Fees on time
- 2.2- canceling a class
- 2.3- Failure to fulfill the Degree Program Academic Requirements

3. Grading System

3.1. Grades Functions

The grading system of AUE is designed to:

- a. Assess and recognize a student performance in a specific course.
- b. Provide an evaluation tool that helps the instructor decide on the relevance of other courses, programs, or further education.
- c. Indicate the student's performance in a particular course.
- d. Reinforce students' passion for learning
- e. Advise prospective sponsors about the student's performance.

3.2. Grades Description

a. A Exemplary

Indicates the student's outstanding level of performance and proficiency. An exemplary work can only be performed by talented students.

b. B B+ Very Good Work

Indicates that the student invested himself in a subject matter/skill in an appropriate manner to come up with a work of higher quality but not necessarily excellent.

c. C C+ Adequate Work

Indicates that the student has successfully completed classroom work, homework and examinations for the subject.

d. D D+ Minimally Acceptable Work

Indicates that the student has met the course minimum requirements at a less level in the subject matter.

e. F Unacceptable Work

Indicates that the student didn't fulfill the minimum requirements of the course and is obviously below the University Quality Standards.

f. I Incomplete Work

Units attempted are included in GPA after a maximum of one year.

3.3. Undergraduate Degree Grading Key

Grade	Percentage	Grade Points
A	90.00 –100	4.0
B+	85.00-89.99	3.5
B	80.00-84.99	3.0
C+	75.00 -79.99	2.5
C	70.00-74.99	2.0
D+	65.00-69.99	1.50
D	60.00-64.99	1.0
F	Less than 60	0.0
IP		0.0
I		0.0

3.4. Academic Standing for Undergraduate Students

CGPA Range	Academic Standing
0.0 - 1.99	Probation
2.0 - 2.59	Satisfactory
2.60 - 3.0	Good
3.01 – 3.59	Very Good
3.60 - 4.0	Excellent

3.5. Course Grades

- a. Course grades are based upon examinations, class participation, class attendance, quizzes, projects and homework assignments' results that reflect the assessment of his/her work.

During a Semester, a student will be notified of his course grades twice: after mid-term exams and at the end of the term. Grade sheets are first approved by the Provost before being recorded by the Registrar. The Admission and Registration Department are solely responsible for the release of the final grades for all courses at the end of the semester.

- b. Students' grades are determined and awarded by the instructor of the course (s) and are considered final provided no mistakes, dishonesty or incompetence are identified. If such cases exist, the Admission and Registration Department will ask the concerned instructor to fill the Grade Change Form.

- c. AUE has established the unified Grading System and Policy below for all academic units. It is the responsibility of the instructor to assign the relevant grade symbol for the assessment of the student's work. "W", "WF", "FA" and "I" marks refer to the student's registration or grade status and are not assigned by the instructor. Pass/Fail indicate a systematic conversion by the Grade Application System, as stated in the Pass/Fail Procedure.

i. The Grade of Incomplete "I"

The grade of Incomplete "I" denotes "extraordinary circumstances" that delay the completion of the requirements of a coursework by the ends of a semester. Extraordinary Circumstances" describe unusual unexpected reasons preventing the student from regular attendance to the entire course e.g.: death of an immediate relative, change in the student's employment, mental or physical inaptitude. etc. For such circumstances, the student must initiate a request for an incomplete, subject to instructor approval. A specific written arrangement between the student and the instructor is necessary for making up the grade.

If an Incomplete is granted, the student must complete the work by the end of the next semester unless a shorter deadline is required by the instructor. The student should meet the deadline of completion. Failure to meet the deadline will result in maintaining the "I" grade. Once completed, the incomplete is replaced by the newly granted letter grade on the student's permanent record.

The final grade assigned after completing/retaking the course doesn't automatically delete the 'I' grade from the student's transcript. The new earned grade for the course is additionally reflected on the transcript. Records for repeated courses will be maintained. The "I" grade will be an "F" grade for the initial course. The final grade will be that granted for the retaken course. It is the faculty's decision whether a course should be retaken. If a course is retaken, it must be completed on the AUE campus.

The final grade (earned by completing the course requirements or by retaking the course) does not result in deletion of the "I" from the transcript. A second entry is posted on the transcript to show the final grade for the course. If the course is retaken, the original course will have a notation that the course was repeated. The "I" grade will be an "F" grade for the original course. The retaken course will have the final grade.

1. In other words the student under such category had missed the ONLY final exams due to some circumstances, however their course work and midterm is completed.



2. Students granted incomplete exam has officially documented only one of the following and compassionate or other excuses should never be considered to approach senior people:

- a. **Emergency Illness**
- b. **Road Accident**
- c. **Death of first degree family member**
- d. **Official/Governmental Mission**

3. An incomplete form to be filled, duly signed by the student, academic advisor and DSA (can be online).

4. Since all the above circumstances is out of student's control, NO fees should be applicable.

5. The timing of conducting incomplete exam should be coordinated between the Colleges/DSA/ARD on the condition that it should not exceed the following semester if there are prerequisites.

6. Upon uploading of the approved grades handover the "I" will be removed.

7. In some cases, like Government mission, no "F" should be mentioned in the final grade, where the information prior to the final exam has been provided/submitted by the student and the student has informed the concerned units and the excuse is accepted.

8. Student who are granted the incomplete prior or after the final exam, their grade sheet should clearly reflect the grades of student on the course work accomplished by the student.

ii. **Pass/Fail Grades (P/F)**

When students register for a course on a Pass/Fail grade, a "P" grade is granted if they take a "D" or better and will not be calculated into their GPA. On the other hand, if they take an "F", it will affect their GPA.

iii. **Audit Registration**

A student who wishes to attend a course without participation, taking examination, receiving a final grade or credit for the course may register to audit the course with the permission of the instructor. Taking/passing examinations is not compulsory for a course that the student audits. If the student is to remain in Audit Status, the instructor may set standards of attendance and class participation that should be met. If a change to and from this status is necessary, it should occur before the last day of Add/Drop period. Audit students are entitled to the same level of Tuition and Fees as Students registering for credit. For courses subject to enrollment restrictions, Bachelor Degree students take priority over other students

iv. **Withdrawn, without credit, W/WF**

After the add/drop period, if a student wants to withdraw a course, and before the first day of Midterm Exams period, a "W" grade will be posted on the student's transcript without affecting his GPA. If the withdrawal happens during the mid-term exam, a "WF" grade will be reflected on the student's transcript and will affect his GPA.

4. **Repetition of Courses**

- 4.1. For under graduate: students are allowed to repeat courses of (F, D, and D+).
- 4.2. Student can repeat courses based on the above conditions as much as they want, there's no restriction on the number of the courses to be repeated (i.e. if undergraduate student has 8 courses with grade less than C he can repeat all of them).

5. Internship

51. The internship represents the first experience where the students are placed in an agency or community site under University supervision and have an opportunity to apply their skills. It is the last phase of training and is a transitional phase leading to the professional world. These field experiences offer students the chance to work in an appropriate site, and to function as a professional while being supervised.
52. Students studying the Bachelor's degrees must have successfully completed at least 90 credit hours before they can apply to join the supervised internship program.
53. It is vital that students select sites which are appropriate to their career goals and degree requirements. In this regard, the student shall need to work closely with the concerned Dean and the University Continuing Education and Training Center.
54. After students receive specific site approvals to train at their sites, they do so realizing their responsibility to promote the educational process. A policy needs to be agreed upon between the appropriate University and site authorities. This program realizes that these training experiences have a dual role and will assure to meet the demands of the agency and students are met during internship.
55. The overall internship program shall include field experiences covering all possible related subjects. The University plan shall exert a specific load and responsibility on the staff members during planned fall, spring and summer courses. Such duties are going to be carefully assessed and followed up by the University authorities for consideration and proper compensation.

6. Independent study

In the event of legitimate reason, student may be allowed to complete 1 to 3 hours as independent study work. However, the independent study is not something that AUE advises the students to do.

Only students who have completed at least 90 credit hours at AUE with a cumulative CGPA of 3.0 are eligible for Independent Study. An application for Independent Study must be submitted to the relevant College Dean two weeks prior to the start of the semester during which the work should be completed.

A (3) hours Independent Study Course covers about (7) to (10) hours of work per week. Therefore, a student has sufficient time to conduct an amount of reading/writing on a specific topic to complete a Research paper. Students conducting an Independent Study Course should provide a written evidence stating:

- 6.1- Purpose for application for an Independent Study rather than a regular course
- 6.2- Description of the course
- 6.3- Description of the work to be completed
- 6.4- The Supervisor's name and a written statement to undertake the supervision process of the project.
- 6.5- Indication of the deadline for Independent Course completion



Students should submit the written justification and a copy of their transcripts to the chair of the designated department, who will discuss with the student’s academic advisor the former’s eligibility to be allowed an Independent Study Course
Students will be notified of the decision within two weeks of the application submission.

7. Honors

AUE recognizes academic excellence of students with a 3.25 GPA or more in a semester on a minimum of 9 credit hours, excluding Pass/Fail. AUE awards the Honors listed below:

- Honor’s List: 3.25 - 3.49
- Dean’s List: 3.50 - 3.74
- President’s List: 3.75 – 4.0
- Highest Honors: 3.75 – 4.0 cumulative average awarded upon graduation.

8. Honor’s List

Promoting students’ excellence is central to AUE’s organizational culture. Published at the end of every semester for, the Honors ‘list is a record of outstanding students who receive awards depending on the Grade Point Average (GPA) achieved.

Any full time registered student achieving a GPA of 3.75 or above, with no Withdrawals (W) or incompletes (I) during the Semester, is eligible for the Honors List for Academic Excellence and will receive a written notification from the Admission and Registration Department

Latin Honors:

Honor	CGPA
Summa Cum-Laude	3.90 – 4.0
Magna Cum-Laude	3.70-3.89
Cum-Laude	3.50-3.69

9. Semester Grade Point Average (GPA)

A student’s GPA is obtained by dividing the total number of points earned in each semester by the number of hours taken.

Courses with grades of "I", "P", and "W" are excluded from the GPA. The hours for a mark given "I" and/or do not count in the Grade Point Average (GPA) unless substituted by a letter grade.

10. Cumulative Grade Point Average (CGPA)

The cumulative grade point average (CGPA) demonstrates student’s achievements during the semesters. The total marks of all taken courses is divided by the total number of the taken hours. “TR”, transferred, is given for grades from other academic institution and considered as a Credit Hour, but not considered as GPA.

Marks which corresponds to Semester Grade Point Average (GPA) for Undergraduate program are determined as follows:

Grade points	Meaning of Grade
3.60– 4.0	Excellent
3.01 – 3.59	Very Good
2.60– 3.0	Good
2.0– 2.59	Satisfactory
1.0 – 1.99	Cannot be graduated

11. Academic Standing – Maintaining good Standards

At the end of a semester, students on probation with GPA below C (2.0 GPA) for undergraduate degree programs, Students whose performance is below the acceptable requirements will be placed in the following categories:

Academic Warning

At the end of a semester, students with cumulative CGPA is equal to or higher than 2.0 will be placed on academic warning.

At the end of a semester, academic standing/academic warning students will be on probation if they score a GPA below C (2.0 GPA) for undergraduate degree programs. Being on first time probation status, a full time student can register in 12 credits (four courses), and 9 credits (three courses) if the student gets a second warning. Only students with a GPA 2.0 (good academic standing) can proceed with their studies at AUE. Summer courses grades will not be considered when the probation calculations). Students will be on academic probation as long as their GPA is under 2.0 and will receive a notification and their academic advisor, sponsor (if available), College Dean and student's guardian will be copied. These students can register in 12 credits only and 9 credits only for the first and second probationary period respectively, otherwise, students will undergo the following actions:

Action 1: Students must retake courses with below C grades, and/or take new course to adjust their CGPA to 2 or more. The maximum number of courses that can be repeated is three courses.

Action 2: Students can continue in the same program if they complete the 45+ credit hours as a graduation requirement, and can only retake 9 credit hours for a semester until they achieve a 2.0+ CGPA.

The student cannot register for a year after a written request is sent to the registrar. However, there will not be a guarantee of readmission.

Students will be under the following actions if they are not in compliance with the above criteria, which will all be taken against them, according to their status.

Step 1: Transfer the student to another College that requires lower admission averages upon a student petition signed from Academic Advisor, concerned Dean and approved from VPAA/Provost. However, the courses passed by the students before the administration action taken will not be credited, but will appear on the transcript without being calculated in the student's GPA.



Step 2: The student will be on probation for a semester if not achieving a 2.0 GPA in two semesters of the new program, therefore can take 12 credit hours only and 9 credits only for the first and second probationary period respectively

Step 3: If the student fails to bring his/her GPA to at least 2.0 if the second semester ends in the new department, the University will dismiss the student.

The VPAA/Provost's decision will be communicated to the student informing him/her of their status.

12. Class Attendance

Students' attendance is recorded for their own benefit. It is strongly recommended that students be assiduous in attending and participating to class activities. Instructors should keep records of their students' attendance and may request them to justify their persistent absences.

The attendance policy should be clarified to the students during the first class meeting. Attendance requirements depend on the nature of the course and may be imposed by the instructor for specific courses. Attendance is particularly essential for participation courses where the student is expected to actively participate through discussion or written assignments.

Those students who prove poor attendance records as follows will receive attendance warnings:

1st Warning: For 10% absences of the total class hours per semester.

2nd Warning: For 20% absences of the total class hours per semester.

3rd Warning: For 25% absences of the total class hours per semester, and will receive a "FA" "Failed due to absence" grade for that particular course.

12.1 Students may appeal if they have experienced some severe circumstances.

12.2 A student with good academic records is eligible to a maximum of two consecutive semesters' leave. For a more extended leave, the student should provide a new application for admission to the Admission and Registration Department.

12.3 Students a good academic standing can take a leave of absence for two semesters only.

13. Final Examination Rules

13.1 Final examinations for all students will be conducted as stipulated in the AUE Academic Calendar.

13.2 Only students registered for the particular course will be allowed to attend the final examination. Students who have exceeded the 25% absence rule, or who have not paid their tuition/fees, or who have been suspended or dismissed from AUE will not be allowed to take their final examinations.

13.3 If a student is unable to take an examination due to illness or any other serious reasons, he/she may apply for an incomplete examination. The student must produce an official medical certificate signed by a registered medical practitioner or any other

official document and a letter of approval from the Registrar before an incomplete exam can be scheduled with the respective faculty member,

- 13.4 Faculty may examine students using written, practical, or oral tests through continuous assessment or by any combination of these.
- 13.5 Students who wish to appeal against examination result(s) must complete an Appeal Form and pay fee of AED350, and submit the form to the Admission and Registration Department.
- 13.6 The week before the final exam shall be used for students to reflect on what they have learned during the semester.
- 13.7 If a student has missed an exam for any reason (other than for medical reasons as already noted), s/he may appeal to retake the test or exam if extreme circumstances warrant it. The written student appeal must describe the circumstances that caused the student to miss the examination. Supporting documentation should be provided when appropriate. Copies of the appeal must be sent to the respective faculty member and the Registrar for review and approval.

14 Rules Governing Final Examination

- 141 No faculty is authorized to hold final examinations outside the official scheduled period.
- 142 The Registrar will post the time of the final exams which will be on the fifteenth week of fall and spring semester. The summer exams schedule must be in relevant to the same semester.
- 143 During final examinations' period, students are not expected to take more than two final examinations on any calendar day. Where Academic Advisors determine that students will have more than two examinations in any one day, such cases will be brought to the attention of the Examination Committee, through the College Dean. An Eligibility Report to be generated by the IE Office to confirm these cases.
- 144 Examinations that are postponed because of conflict with other examinations, or because more than two examinations are scheduled on the same day, will be taken at another time during the final examination period if the faculty member and student can agree on a time.
- 145 Laboratory work and oral final examinations are allowed in the week preceding the period set for the final examinations, but all of AUE required final examinations must be given during the final week of the semester.
- 146 No faculty may change the time, date or location of a final exam without permission from the Registrar.
- 147 No faculty member may increase the time allowed for a final exam beyond the scheduled two hours without permission from the respective Dean and Registrar.
- 148 Final grades issued on the grade sheets by faculty for each course should be approved by the Appropriate Dean, the VPAA/Provost and submitted to the Admission and Registration Department or entered on line within 48 hours of the exam in order to facilitate the preparation of grade reports. Only the Registrar is authorized to release grades to students.

15. Transcripts

Transcripts are the permanent and the most complete student educational record. Incompletes, failures and withdrawals, academic standing, disciplinary actions and all academic awards, including majors, minors and concentrations, are recorded thereon. Students must personally request the release of the transcript in writing.

Full addresses must be given to the Admission and Registration Department if students need a mailed transcript sent to any other educational institution or to a potential employer. Official transcripts will not be issued to students who have neither earned any credits nor completed a minimum of one semester of study. Students who have not paid their financial tuition/fees or other obligations to AUE will not be issued transcripts.

Subject to an AED 300 fee per requested copy, Official Transcript requests are processed within 48 hours from the date the request is submitted to the Admission and Registration Department.

An additional fee applies anytime priority service is provided, based upon the extra time and/or extra consequent charges incurred to satisfy the request

16. Grade Appeals

A Grade Appeal applies when a student suspects that an incorrect or unfair grade has been assigned to his work, and has to be supported by evidence. Student are required to comply with the below policy:

First: Discuss the issue with the concerned instructor

Second: Unless convinced by the instructor, the student may seek arbitration from the Department Chair and the concerned Dean.

Third: Unless a resolution is attained, the student may request a Grade Appeal Hearing to the Provost with an ad-hoc Grade Appeal Committee.

- The responsible Dean will respond in writing to the grade appeal in 7 working days from date of receipt of the appeal.
- The ad-hoc committee which consist of college dean/Chair of department, university registrar and student affairs manager shall meet and decide upon the student's grade appeal
- No further review shall be made upon the decision of the grade appeal ad-hoc committee

17. Grade Appeal Procedure

- a. Grade appeal is accepted from the student after submitting the grade appeal request and payment of AED 350 fees to the Financial Affairs Department.
- b. The grade appeal form is forwarded to the Dean of the appropriate Department.
- c. Dean releases the form to the teaching faculty of the subject in the semester.
- d. Faculty scrutinizes the appeal comparing with final result.
- e. Faculty writes his observations at the back of the paper justifying changes, if required, or hold the present grade.
- f. Faculty forwards observations to the Dean of the College, through Deputy Dean or Program Coordinator.
- g. Grade appeal form along with the comments and observations of the faculty member shall be submitted to the ad-hoc committee for review and final decision

18. Code of Conduct and Discipline

Standards of Academic Conduct

AUE students are expected to maintain a high standard of both academic and cultural values. Furthermore, students must meet the established guidelines set forth by AUE Executive Board of Governors and to value public opinion and respond to its observations. All AUE students are expected to be polite, courteous and to show respect. Furthermore, students must value and respect the differences in customs, beliefs and creed.

Personal Conduct

Students should cease from engaging in improper conduct, which can damage the reputation of AUE. For example, students should not:

- Access inappropriate sites on the Internet;
- Use inappropriate chat lines/rooms;
- Misuse the electronic communication (e-mail) facility;
- Use or sell illegal substances or materials;
- Exchange any gifts of significant monetary value with faculty or staff.

Professional Conduct

- Students at AUE can expect to be treated with reason and respect. All AUE community will act responsibly toward them and respect them at all times.
- AUE students are expected to conduct themselves in a mature way and to be responsible for their own behavior. They should be willing to accept differences and respect other community members' beliefs, values, cultural/heritage backgrounds, property and rights
- Students are encouraged to display a sense of personal honor and integrity and to conduct themselves in a manner becoming an AUE student.
- Failure to honor the expectations placed upon them, students will have to face disciplinary measures under AUE rules.
- The Division of Student Affairs is responsible for student discipline. Any student who violates the code of conduct will be convened for an administrative hearing in front of the Misconduct Committee.
- The Misconduct Committee is one of the University Council Standing Committees that shall be responsible for hearing cases of students' misconduct including plagiarism, cheating, and forgery.
- The Misconduct Committee will specify the standards and procedures for students' non-academic discipline. This Committee takes into consideration the need to maintain AUE's teaching and community regulations while securing the student's rights
- The Misconduct Committee will consist of the VPAA/Provost (Chairman), the concerned College Dean, the Academic Advisor (either the general or the major), the Registrar, the Students Affairs Manager, the Legal Advisor, and the Student Society Representative.



- The Committee will hear the case and determine guilt or innocence and if necessary, sanctions will be imposed.
- When a student's conduct proves to materially and substantially obstruct the operations of AUE the Misconduct Committee will have the power to impose such temporary sanctions, including suspension, pending a hearing.
- A student may be temporarily suspended, pending final action on the charges if potential harms to one's self or others are judged to exist. The student shall be afforded an opportunity for a preliminary hearing prior to temporary suspension.
- All AUE policies and procedures are subject to revision from time to time. It is the students' responsibility to be familiar with AUE student disciplinary procedures.

Plagiarism Policy

Unless explicitly recommended by the instructor, collaboration between students in the course or in previous courses, external assistance in any form, or any unlawful appropriation of another individual or organization's citations in an assignment/research, is strictly forbidden.

Students' work should reflect their own efforts. AUE will conduct investigations anytime cases of plagiarism or similar breaches of academic integrity codes are reported.

AUE will impose disciplinary measures if evidence of plagiarism or any other breach of the academic integrity code are provided. An ultimate dismissal from the University cannot be avoidable in case of repeated violations.

19. Grievance Policy and Procedures

Policy Guidelines

- a. This policy and procedure applies to the management of grievances concerning academic and instructional matters that are within the University.
- b. The Grievance Policy and Procedures outline the mechanism for handling grievances within the University and provide records of problem resolutions
- c. Grievances should be in writing and have to bear the names of the individuals involved to be considered.
- d. An official Grievance Form is available with the Grievance Committee. Grievance forms should be submitted to the Chair of the Committee.
- e. The Committee Chairman will always be able to participate in the process to assist the student, faculty or staff in addressing the matter as an outside third party and to advise.

Documentation

A dossier of each grievance will be kept in the Division of Student Affairs. The grievances will be filed under the ID number of the person filing the grievance.

Grievance Timeline

- a. Upon receipt of the grievance, the Student Affairs Department will seek information from all parties, set meeting schedules, and may recommend some resolutions.
- b. A reply will be provided within (7) working days from the date of the grievance form submission and communicated to all parties.

- c. The Chairman or appointed Committee member has to make sure that accurate supporting facts/evidence is communicated to the Committee and parties involved
- d. The consent of both parties to the resolution is very influential/decisive. Resolution will be sought in no more than (30) working days.
- e. Written documentation showing resolution will be placed in a file. The resolution will be dated and a copy sent to all parties involved.

20. Procedures

- a. Individual meetings will be held with the parties involved prior to filing the grievance
- b. If a positive outcome is not achieved, the person who has the grievance is to speak to the person who is the supervisor of that individual.
 - i. Student who have a grievance against a faculty member should follow the channels of administration through the following people:
Department Chair – College Dean - VPAA/Provost – Executive Vice President, when appropriate.
 - ii. Student who have a grievance against a staff member should follow the channels of administration through the following people:
Staff Direct Supervisor – Department Business Manager – Business Administrator
 - iii. Student who have a grievance against another student should follow the channels of administration through the following people::
Any Faculty Involved – the concerned Academic Supervisors – Student Affairs Manager
 - iv. Grievance steps begin the date the grievance is filed with the Student Affairs Department

21. Awarding Degrees

- All students are responsible to submit the graduation application to the office of Registrar as the degrees are not automatically awarded upon completion of program requirements. Bachelor Degree Graduation requirement is the CGPA of minimum 2.0 and completion of the courses as per the study.
- Academic degrees are awarded to students who finished their requirements of study by the Board of Trustees upon the University Council recommendation.
- Degrees are conferred at the Summer Convocation.
- The certificate for an academic award is in English. It must have certain number of important distinctions, such as the full name of the recipient, the title of the award and the student's major area of study.
- The certificate must bear the signatures of the President, VPAA/Provost, the Registrar, as well as AUE's seal.
- AUE may withhold the conferment of a Degree to a student who has not settled his/her accounts, has unreturned materials on loan from AUE Library, or has not met any other obligation due to AUE.

22. Course Related Off Campus Activities

Field trips locally and internationally are considered as a key elements to enrich the curriculum activities at AUE. Such interactions can take place in the context of the academic program, including student visits to local organizations and companies, or to



environmental and archaeological sites as a regular feature of courses. Contribution in other occasional events in the community is also important in the quest for student intellectual and moral growth. The policy and procedures designed to guide these activities at AUE level are carried out with high standards. Such activities can include:

- a. Relevant activities to the learning enhancement of AUE goals;
- b. Well-planned activities to maximize student opportunities for learning. This requires preparation before the activity and a degree of reflection afterwards;
- c. Chaperoned student activities with full consideration of community sensitivities;

All the members of AUE's community, including students, admit the responsibility to reveal a high standard of behavior and uphold all AUE policy guidelines.

23. Student Record confidentiality

As a priority concern, the protection and confidentiality of students' records are the responsibility of all staff members having access to students' academic files and educational records.

24. Data Management

All University units are required to secure extreme confidentiality and privacy of the data they maintain and should provide assistance to units with authorized access by their function. While recognizing the University's responsibility toward the security of its information, the Procedures established to protect that information should achieve a balance with the efficient conduct of University business.

25. Terminology

Academic Advisor	Faculty member assigned to guide the student in choosing courses by providing information about the university studies requirements and all academic policies and procedures
Academic Calendar	Where all the official dates and deadline of the academic year are listed
Academic Standing	Is determined by the number of credit hours attended and the number of grades points earned by the student (Good standing, Academic warning, Academic dismissal)
Academic Year	The period of the year during which the students attend classes usually start from the beginning of the fall semester to the end of the summer semester
Add/Drop	The process when students need to change a schedule (courses/sections) for which they have already registered; this process usually happen in the beginning of each semester
Admission	The process of being granted acceptance as student
Alumni	Students who graduated and earned degree from the university
CGPA	Cumulative Grade Points Average of the grades earned of all courses attended in the university
Class Standing	Referred as academic level determined by the number of credit hours completed (Freshman, Sophomore, Junior, Senior)
College Dean	Head of the college within the university



Commencement	Graduation ceremony
Co-requisite	Two or more courses which must be taken simultaneously in the same semester
Course Load	The number of credit hours carried by a student during a given semester
Course withdrawal	The act of cancelling a course after the drop period but before the final exam. The Withdrawn course is recorded on the student transcript by "W" or "WF"
Credit hour	Related to the number of hours of instruction per week during the academic semester
Deferred	When a student decided to postpone his registration until a future semester
Dismissal	When the student is involuntary separated from the university due to unacceptable academic achievement or misconduct
Enrollment	The process by which student who has been admitted to a University program formally register t undertake courses within their program as either new or <u>continuing students</u> .
Free elective course	A college-level course or subject taken by a student which counts as credit earned toward graduation requirements, but is not required for a major or minor
General educat	A set of requirements that all Undergraduate students must satisfy. At AUE, General Education is part of the University Studies Requirement
GPA	Grade Points Average of the grades earned in the course
Prerequisite	A course that students must take prior to attend another course
Registration	The process of enrolling in classes for an upcoming semester. Registration may be accomplished by accessing to student's portal "eduGate"
Regular Semester	An academic term of 15 weeks of instructions, followed by one week of final exams
Schedule	List of offered courses during semester specifying days, hours, locations and name of instructors
Specialization	An approved area of study, having a specific curriculum, within a particular graduate degree
Syllabus	The document that an instructor provides as a course outline. A syllabus usually included assignments, due dates, grading procedures, and attendance policies
Transcript	The official record of a student's academic achievement at AUE, listing credit courses, grades, and credit hours earned or attended by a student
Transfer student	Student who attended another institute and get the acceptance at AUE. Courses completed at the student' previous institute might be considered for transfer after satisfying the transfer policies.
Transient student	AUE student who would like to attend courses in another university upon approval of the university
University withdrawal	The process of leaving the AUE officially for a reason or another (but rather than graduation)
Visiting student	Student who's enrolled in accredited university and get the permission from his university to register for specific courses (for two semesters) at AUE and earn grades to be transferred back to his university

26. Data Care Guidelines

- a. University data will exclusively serve the legitimate functions of AUE
- b. AUE data will be solely accessible for faculty, staff or students for professional/accountability purposes.
- c. Each individual having access to the University data will be fully accountable for its protection and security. A copy of student records will be stored in a fireproof locked vault in the Admission and Registration Department and a document controller who's belonging to the ARD responsible for the student's file maintenance.
- d. AUE will secure operational facilities to protect AUE data from any form of unauthorized manipulation, disclosure, modification or damage, whether incidental or deliberate. Individuals given access to AUE data must be appropriately instructed on proper use and care of such information.
- e. Availability and accessibility to AUE data and information services by faculty or staff members is crucial for day to day AUE operations. Operational facilities will be permanently developed to ensure a smooth and efficient process.
- f. Proper AUE measures will apply in case of any reported violation of the security of AUE data.. -
- g. Any faculty or staff member who compromises or violates this Policy will be subject to disciplinary actions and may even risk dismissal. Acts of violation include the unauthorized usage, disclosure, modification, or damage of AUE data.
- h. Faculty and staff should act in accordance with AUE Policies and Procedures relating to data keeping, retention, usage, publication, communication or destruction.:-

27. Policy on Student Record Keeping

Security of personal data

The educational records of all enrolled students will be maintained by the Admission and Registration Department.

28. Records Archives

A permanent record reflecting AUE students' educational performance is kept with the Admission and Registration Department. Students may periodically check their records online.

28.126.1 Duration of keeping student record:

- Student records are kept for 10 years time after the date of the graduation or withdraw or dropped from the university
- Visiting student records are kept for 1 year time after the last attended semester in the university

28.2 Documents to be maintained electronically before disposable:

- Academic qualifications (High school, bachelor degree, diploma)
- Transcript records of previous attended universities/institutes)

- English Proficiency Test (such as Toefl/IELTS,...)
- Entry exam (such as interview, essay,...)
- Student identification: (Passport/Emirates ID card)

29. 5. Record disposal :

All the above student documents will be shredded under controlled conditions.

30. Students' Privacy Rights

Students are entitled to:

- 27.1- Access and review information reflected in their educational records. AUE is not required to deliver any copies of these documents.
- 27.2- Notify about and request updates to their profile
- 27-3. Agree to any disclosure of personal information from educational records, in accordance with UAE federal and local laws.

31. Student Records

AUE student records including files, documents, or any paperwork containing students' details are confidential and therefore are only accessible to specific AUE Personnel, Units, Offices, Governmental entities, Accredited/audit agencies reviewing AUE programs

AUE students' records are distributed on several AUE departments and offices: the student's Academic Department, the Academic and Career Advisors. In addition, permanent official student records are maintained by the Admission and Registration Department

Mainly two of the AUE departments have records on all students. The Admission and Registration Department maintains information pertaining to students' enrollments (registration) and their official academic records (admissions application, test scores, letters of recommendation, copy of academic record, notes (if any) made by academic counselors, information about honors awarded and/or academic discipline imposed, and similar items). The Financial Affairs Department also maintains information about charges assessed and payments made to students accounts. The other AUE departments and offices will usually have information about students only if they will deal with them or utilize their services.

32. Student Record Policy

The following are the policies which administer the access, preservation, audit and the final records handling to the students:

The main policies administrating the access, preservation, audit , and ultimate disposition of students' records are as follows:

- a. A designated AUE staff is accountable for no more than one specific type of students 'record and only that same person is authorized to release the record. Each type of student record is the responsibility of a designated AUE employee, and only that person has permission to release the record.

- b. AUE personnel who need information from students' records for certain reasons, can get them from the responsible department or staff who are listed among the authorized persons to access these records.
- c. Students' records are regularly assessed and updated. Any alteration of specific records has to be reported.-
- d. Students are entitled to check their own records and may obtain a copy of a payment record upon request. It is understood that this provision excludes medical and counselling records as well as records that have been waived by the students himself.
- e. A filed documentation of students 'records relevant to advising are made available for the student's Advisor who usually keeps the file. This file may also be accessible in the related Academic Department Office for other purposes. When the student changes majors or advisors within the same major, his records are handed over to the next advisor
- f. Medical and counseling records will be delivered to any external medical or psychological entity or to the University Staff upon a written request from the student
- g. AUE staff who, in relation to the specific nature of their duties are in possession of students' records, are not allowed to deliver records to outsiders unless authorized in writing by the student or the VPAA/Provost.
- h. Releasing confidential information to the parents is contingent on the student's written authorization.
- i. Records of requests and disclosures of private information are secured by the staff member responsible for custody of students' records
- j. Ordinary information that would be published in a newsletter, a student directory or other materials, can be released by AUE without seeking the student's consent, These include: student's name, current address, electronic mailing address, major field of study (including degree program(s) fields, major(s), minor(s), and year of study), awards and honors, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, and similar information. Students may request the Registration and Admission Department and/or the Students Affairs Department to withhold their information.
- k. Information relating to parents, class registration, and date of birth, race, and gender may be internally used by AUE for particular purposes.
- l. Students' photographs may be used occasionally for AUE publications, with the consent of the student..

33. Transcripts

Students may obtain unofficial transcripts of their academic records from their portal (eduGATE). If student wants to obtain an official transcript, he/she can request it from the portal (eduGATE) and the office of Registrar will issue it within two days signed and stamped by the Registrar. Official Transcripts will only be released with a signed request from the student concerned. AUE will issue only complete transcripts, not parts of the student's record. AUE will not make copies of transcripts on file from other university or universities.



34. Retention of Final Examinations

All the records related to the final exams (papers, project and if the student did not claim them.

All the records related to the final exams (final examination, project, and papers) are kept for a period of two academic semesters; unless they are returned back to the student.

XV. COLLEGES AND DEGREE PROGRAMS

1. Colleges

The AUE is a postsecondary University that intends to offer Bachelor. AUE will be organized into six Colleges, one Institute, one Center, and eight Administrative Departments and Offices.

The Colleges include the following:

- College of Business Administration
- College of Computer Information Technology
- College of Media and Mass Communication
- College of Fine Arts and Design
- College of Law
- College of Education

2. Bachelor Degrees Programs

- Bachelor Degree in Business Administration
- Bachelor of Science in Information Technology Management
- Bachelor of Science in Computer Science
- Bachelor of Science in Design
- Bachelor of Arts in Security and Strategic Studies
- Bachelor of Arts in Media and Mass Communication
- Bachelor Degree in Law

XVI. APPENDIX: STUDY PLANS

1. BACHELOR DEGREE PROGRAM IN BUSINESS MANAGEMENT.

1.1 CURRICULA

The Bachelor of Business Administration Degree offered by the College is obtained after completing **126** credit hours (**42** Courses) with a variation of one course consists of three credit hours according to the **Specialization** chosen by the student:

No.	Requirements	Type	BBA	
			No. of Courses	No. of C.H.
a	General Education	Compulsory	11	33
b	Core Requirements	Compulsory	16	48
c	Specializations	Compulsory	10-11	30-33
d	Free Elective	Elective	05	15
	Total		42-43	126-129

a. General Educational Requirements Courses (11 Compulsory Courses / 33 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	MAT 100	General Mathematics	N/A	3
4	CIT 100	Computer Literacy	N/A	3
5	ASC 100	Study and Learning Skills	N/A	3
6	ASC 105	Islamic Culture	N/A	3
7	ASC 110	Introduction to Social Sciences	N/A	3
8	ASC 200	General Psychology	N/A	3
9	ASC 205	General Statistics	MAT 100	3
10	ASC 210	Natural Sciences	N/A	3
11	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements (16 Compulsory Courses / 48 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	MGT 100	Principles of Management	N/A	3
2	ACC 100	Principles of Accounting	N/A	3
3	ACC 105	Managerial Accounting	ACC 100	3
4	ECO 100	Microeconomics	N/A	3
5	MGT 200	Management Information System	CIT 100 & MGT 100	3
6	MGT 202	Business Statistics	ASC 205	3
7	MKT 200	Principles of Marketing	ECO 100	3
8	FIN 200	Financial Management	ACC 100 & MGT 100	3
9	ECO 200	Macroeconomics	ECO 100	3
10	MGT 205	Organizational Behavior	MGT 100 & ASC 200	3

No.	Course Code	Course Title	Prerequisites	C. H.
11	MGT 300	Production and Operations Management	MGT 100, MGT 202	3
12	MGT 301	Business Law	MGT 100	3
13	MGT 303	Quantitative Analysis	MGT 202	3
14	MGT 302	Business Practice in UAE and GCC	MGT 100 & ASC 300	3
15	MGT 405	Strategic Management	MGT 400, ACC 105, FIN 200, MGT 300, MKT 200	3
16	MGT 400	International Business	MGT 300	3

c. Specialization Requirements

i. Business Management (10 Compulsory Courses / 30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	MGT 304	Small Business Management	MKT 200 & FIN 200	3
2	MGT 305	Negotiation Skills	MGT 100	3
3	MGT 306	Managing in the Service Environment	MGT 205	3
4	HRM 300	Human Resource Management	MGT 205	3
5	MGT 402	Project Management	MGT 303	3
6	MGT 403	Entrepreneurship Management	ECO 200 & MGT 205	3
7	MGT 404	Organization Theory and Design	MGT 400	3
8	MGT 406	Total Quality Management	MGT 205, MGT 303	3
9	MGT 408	Leadership and Organizational Creativity	MGT 403	3
10	MGT 410	Computer Applications in Management	MGT 200, MGT 403	

ii. Human Resource Management (10 Compulsory Courses / 30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	HRM 205	UAE Labor Law and Relations	MGT 100	3
2	HRM 300	Human Resource Management	MGT 205	3
3	MGT 305	Negotiation Skills	MGT 100	3
4	HRM 302	Human Resource Information System	MGT 200 & HRM 300	3
5	HRM 304	HRM in the Public Sector	HRM 300	3
6	HRM 400	Staffing and Techniques for Employee Selection	HRM 300	3
7	HRM 401	Employees Training and Development	HRM 300	3
8	HRM 402	Compensation and Benefits Management	HRM 400	3
9	HRM 405	Strategic Human Resource Management	HRM 400	3
10	HRM 404	Special Topics in HR	HRM 400	3

iii. E-Commerce and Marketing (10 Compulsory Courses / 30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	MKT 202	Consumer Behavior	ASC 200 & MKT 200	3
2	MKT 204	Marketing Channels	MKT 200	3
3	MKT 300	E-Commerce	MKT 202	3
4	MKT 301	Advertising and Promotion	MKT 204	3
5	MKT 303	Computer Applications in Marketing	MGT 200, MKT 204	3
6	MKT 400	Business to Business Marketing (B2B)	MKT 301	3
7	MKT 401	Marketing Research	MGT 205	3
8	MKT 403	International Marketing	MKT 400	3
9	MKT 402	Marketing Management	MKT 202, MKT204, MKT301, MKT401	3
10	MKT 404	Special Topics in Marketing	MKT 400	3

iv. Accounting (10 Compulsory Courses / 30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	ACC 200	Intermediate Accounting I	ACC 100	3
2	ACC 205	Intermediate Accounting II	ACC 200	3
3	ACC 300	Cost Accounting	ACC 200	3
4	FIN 300	Corporate Finance and Investment	FIN 200	3
5	ACC 301	Accounting Information System	ACC 205 & MGT 200	3
6	ACC 306	Planning, Budgeting and Control	ACC105, ACC 300	3
7	ACC 400	Auditing	ACC 205	3
8	ACC 401	Advanced Accounting	ACC 205	3
9	ACC 402	Advanced Cost Accounting	ACC 300	3
10	ACC 405	International Accounting	ACC 401	3

v. Finance (10 Compulsory Courses / 30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	ACC 200	Intermediate Accounting I	ACC 100	3
2	ACC 300	Cost Accounting	ACC 200	3
3	FIN 301	Money and Banking	FIN 200	3
4	FIN 302	Islamic Banking and Finance	FIN 301	3
5	FIN 300	Corporate Finance and Investment	FIN 200	3
6	ACC 306	Planning, Budgeting and Control	ACC 200	3
7	FIN 400	Management of Financial Institutions	MGT 205, FIN 300	3
8	FIN 401	Investment and Financial Strategies	FIN 300	3
9	FIN 402	Security Analysis and Portfolio Management.	FIN 401	3

10	FIN 404	International Management	Financial	FIN 401	3
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vi. Insurance and Risk Management (10 Compulsory Courses / 30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	IRM 200	Introduction to Insurance and Risk Management	MGT 100	3
2	IRM 300	Insurance Law	IRM 200	3
3	IRM 305	Risk Analysis and Evaluation	FIN 200	3
4	IRM 302	Life and Health Insurance	IRM 200	3
5	IRM 304	Personal Property-Liability Insurance and Risk Mgt.	IRM 200	3
6	IRM 400	Insurance Operations, Regulations, and Statutory Accounting	IRM 300	3
7	IRM 401	Commercial Property Risk Management and Insurance	IRM 304 & IRM 305	3
8	IRM 402	Commercial Casualty Risk Management & Insurance	IRM 400	3
9	IRM 404	Alternative Risk Financing and Capital Markets	IRM 401	3
10	IRM 405	Risk Management Strategy	IRM 305	3

vii. Hospital and Healthcare Management (10 Compulsory Courses/30 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	HHM 200	Introduction to Health Care Industry	MGT 100	3
2	HHM 305	Healthcare Management	HHM 200	3
3	HHM 300	Healthcare Law and Regulatory	HHM 200 & MGT 301	3
4	HHM 302	Economics of Hospital and Healthcare Sector	HHM 300 & ECO 200	3
5	HHM 304	Ethics and Fraud in Healthcare	HHM 300	3
6	MGT 306	Managing in the Service Environment	MGT 205	3
7	HHM 400	Hospital and Healthcare Information Technology	HHM 305 & MGT 200	3
8	HHM 401	Clinic Services Management	HHM 300	3
9	HHM 402	Hospital Support Services Management	HHM 300 & HHM 305	3
10	HHM 404	Hospitality Strategic Management	HHM 300	3

viii. Logistic and Supply Chain Management (11 Compulsory Courses/33 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	LSC 200	Supply Chain Operations	MGT 100	3
2	LSC 300	Transportation and Distribution	MGT 200	3
3	MGT 305	Negotiation Skills	MGT 100	3
4	LSC 302	Service Operations Management	MGT 300	3
5	LSC 305	Purchasing and Supply Management	MGT 300	3
6	LSC 400	Inventory and Material Management	LSC 305	3
7	MGT 402	Project Management	MGT 303	3
8	LSC 403	SCLM Technologies and Information Systems	MGT 200 & LSC 300	3
9	MGT 406	Total Quality Management	MGT 205 & MGT 303	3
10	LSC 402	Warehouse Management and Material Handling	LSC 400	3
11	LSC 405	Global Logistics and Supply Chain Management	LSC 300 & LSC 400	3

d. Free Elective Courses (5 Courses / 15 Credits)

Five courses (15 Credits) can be chosen from any other Colleges/Departments/Specializations as long as the chosen courses' prerequisites and medium of instruction (English) are met.

1.2 COURSE DESCRIPTION

a. General Education

2. Code: ARLAA 100

Name: Communication Skills in Arabic

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course is designed to assist Arabic Speaking students to use language skills correctly with the focus on how to write research papers and business letters. In order to achieve this goal different and integrated types of skills are implemented to assist in the development of the students comprehension of what he/she listens to or reads in addition to writing papers, reporting, writing recommendations, seminars and symposiums. The course also provides the basic skills of good and coherent writing such as, spelling, digital, correct paragraph structure and writing essays.

3. Code: ARL-AN 100

Name: Arabic Communication Skills for Non-Arabic Speakers

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course is based on the principle that "Education" is an accumulative task especially when it comes to language learning. This process undergoes specific stages to assist the non-Arabic speakers to reach the ultimate goal which is to acquire the required skills (listening, speaking, reading, writing) easily and accurately. To achieve this aim, text-based dialogues are provided as head start for the non-Arabic speakers to continue to the higher levels. The course also provides basic elements for reading, writing, dialogues, and listening to assist the learners to confidently interact with the Arab community.

4. Code: ENG 100

Name: English

Credits: 3

Prerequisite: TOEFL 500+

Co requisite: N/A

Description:

This course provides students with advanced English-language skills to pursue successfully their studies in various academic specializations. It helps students to develop, improve, and upgrade their listening, speaking, reading, writing, and structure skills. This course also acquaints students with technical writing, research papers, and essays.

5. MAT 100: General Mathematics

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course will begin with a review of selected arithmetic topics: fractions, decimals, and percentages, followed by a brief review of signed number operations. The course will cover topics of Basic Algebra such as variable expressions, linear equations, inequalities and applications, and graphing points and lines.

6. Code: CIT 100

Name: Computer Literacy

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course presents the use of computers in everyday life. The students will learn to organize electronic filing systems as well as to communicate ideas effectively using a variety of software tools. The course discusses some of the ethical and moral issues raised by the use of Internet and email. Towards the end of the course, the students in groups will work to select a topic, search for the information, analyze and organize it incorporating a software tool they learned and present it publicly.

- 7. Code:** ASC 100
Name: Study and Learning Skills
Credits: 3
Prerequisite: N/A
Co requisite: N/A
Description:
This course designed to help students to do well at their studies at university through the development of effective study skills and strategies. Studying at university is very different from previous study students may have done, and therefore the course aims to apply new studying and learning strategies, and identify, develop, and enhance the study and learning skills of students. These skills include time management, taking notes, planning assignments, exam preparation and revision, preparing a presentation, memory techniques, and methods for using course materials including syllabi and textbooks, critical and creative thinking, problem solving, etc. Students will have the opportunity to develop a focused project specific to their interests and study needs.
- 8. Code:** ASC110
Name: Introduction to Social Sciences
Credits: 3
Prerequisite: N/A
Co requisite: N/A
Description:
This course introduces students to the broad, complex and influential field of the social sciences. The course tends to focus on the disciplines of anthropology, sociology, psychology, political science, economics, and sometimes history and geography. This course will also enable students to sharpen their critical analysis skills as they evaluate changes in important social issues and institutions.
- 9. Code:** ASC 200
Name: General Psychology
Credits: 3
Prerequisite: N/A
Co requisite: N/A
Description:
An introduction to the fundamental principles and practices of psychology, including theories and methods, biological factors influencing behavior, learning, memory, thinking, intelligence, language, human development and personality.
- 10. Code:** ASC 205
Name: General Statistics
Credits: 3
Prerequisite: MAT 100
Co requisite: N/A
Description:
This course is designed to introduce, first, the concepts, measurements, and theories of broad-based sustainable development as well as the relationships between economic development, human development, and environment. Students will also be familiar with several theories of development. Then, the characteristics and the quality of life in GCC will be investigated and compared to those in other countries. The focus would be on the causes, problems and challenges associated with the development of GCC countries such as population structure and

localization policies, the feasibility of GCC States integration, the impact of oil and non-oil production on development. The students will work on a project in groups by gathering information from public libraries and by interviewing public officials. The students will be given the latitude of choosing a topic to write about.

11. Code: ASC 210

Name: Natural Sciences

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

Courses in the Natural Sciences introduce students to the basic concepts of Sciences and the scientific method and enhance awareness of scientific developments and their impact on society and the environment. This area provides students with an understanding of scientific terms, concepts and theories, and the ability to formulate empirically testable hypotheses derived from the study of physical processes and living things

12. Code: ASC 105

Name: Islamic Culture

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course will offer students the knowledge to enable them understand the Islamic culture. The course offers a review of the history of Islam and how it is currently the fastest growing religion in the world.

13. Code: ASC 300

Name: UAE and GCC Society

Credits: 3

Prerequisite: ASC 110

Co requisite: N/A

Description:

This course is designed to introduce, first, the concepts, measurements, and theories of broad-based sustainable development as well as the relationships between economic development, human development, and environment. Students will also be familiar with several theories of development. Then, the characteristics and the quality of life in GCC will be investigated and compared to those in other countries. The focus would be on the causes, problems and challenges associated with the development of GCC countries such as population structure and localization policies, the feasibility of GCC States integration, the impact of oil and non-oil production on development. The students will work on a project in groups by gathering information from public libraries and by interviewing public officials. The students will be given the latitude of choosing a topic to write about.

b. Bachelor of Business Administration - Core Courses:

1. Code: MGT 100

Name: Principles of Management

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course introduces the four basic management functions: planning, organizing, leading, and controlling. The course discusses certain related managerial topics include decision-making, planning, organizational structure and chine of command, power and authority, delegation, leadership and teamwork, organizational communication networks, and motivational theories.

2. Code: ACC 100

Name: Principles of Accounting

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course introduces fundamental accounting principles, rules, concepts, terms, procedures, and systems; analyzing, classifying and recording and posting accounting data; subsidiary ledgers; special journals, adjusting and closing entries; accounting cycle completion; preparing worksheets and the financial statements; control over cash; and bank reconciliation.

3. Code: ACC 105

Name: Managerial Accounting

Credits: 3

Prerequisite: ACC 100

Co requisite: N/A

Description:

This course introduces management accounting concepts and how accounting information is used for making internal management decisions related to operational planning and control. Emphasis is placed upon accounting as a tool for planning, managing, and control.

4. Code: ECO 100

Name: Microeconomics

Credits: 3

Prerequisite: N/A

Co requisite: N/A

Description:

This course is designed to introduce students to basic microeconomics concepts relating to individual decision-making. The course exposes students to the meaning, nature, and methods of economy study. The concepts of supply, demand, and elasticity are used to analyze consumers and firms behaviors in different types of markets: consumer behavior, firm production costs, pure competition, monopoly, oligopoly, etc. The course discusses, also, scarcity, choice and economic decision-making used by the consumers and firms.

5. Code: MGT 200

Name: Management Information Systems

Credits: 3

Prerequisite: MGT 100 and CIT 100

Co requisite: N/A

Description:

The course discusses the information systems planning, and organizing and the application of information technology advancements. This course has a managerial perspective that describes how IS supports business goals and functions are applicable to management, what information resources are available to the manager, and how the manager is involved in the information development process.

- 6. Code:** MGT 202
Name: Business Statistics
Credits: 3
Prerequisite: ASC 205
Co requisite: N/A
Description:
This course aims to acquire a sound education in those statistical concepts and its applications in the fields of business and economics. This course requires fundamental understanding of basic statistics like frequency distribution, averages, measures of variability, probability, confidence intervals. The course also recommends a prior understanding of software application and MS Excel. Course covers statistical concepts and methods like hypothesis testing, variance Tests, chi-Square analysis and ANOVA with an emphasis on business application.
- 7. Code:** MKT 200
Name: Principles of Marketing
Credits: 3
Prerequisite: ECO 100
Co requisite: N/A
Description:
This course will familiarize the student with the scope, terminology, topics, and procedures of marketing in a modern firm. It introduces the principles of marketing. The four basic ingredients of the marketing mix - product, price, place, and promotion are discussed. Other topics include marketing channels; market research, consumer behavior, societal marketing, and new product planning are also discussed.
- 8. Code:** FIN 200
Name: Financial Management
Credits: 3
Prerequisite: ACC 100 & MGT 100
Co requisite: N/A
Description:
This course is developed to examine the financial strategic and operational decisions in organizations. The course provides the decision maker with the financial theory, concepts, and tools necessary to make better financial managerial decisions as well as enable the student to make sound decisions regarding financial analyses and judgments performed by others.
- 9. Code:** ECO 200
Name: Macroeconomics
Credits: 3
Prerequisite: ECO 100
Co requisite: N/A
Description:
This introductory course discusses the national income determination, money and banking, inflation, unemployment and economic policy. This course will also expose students to the workings of the national economy. The different economic systems including the free-market and state-controlled systems will be covered. Also, the relationship between savings and investment will be discussed.
- 10. Code:** MGT 205
Name: Organizational Behavior

Credits: 3

Prerequisite: MGT 100 & ASC 200

Co requisite: N/A

Description:

This course examines individual, group, and organizational behavior within various business settings in a culturally diverse workplace. Topics covered include management theory, communication, perceptions, motivation, leadership, managing rewards, stress management, employee counseling, appraisal, employee disciplinary systems, conflict management, training, and organizational development. Throughout the course, students work individually and in teams on cases and business simulations.

11. Code: MGT 300

Name: Production and Operations Management

Credits: 3

Prerequisite: MGT 100, MGT 202

Co requisite: N/A

Description:

This course evaluates management problems of production and operations in both industrial and service organizations. Topics include scheduling, material requirements, planning, and project management. Utilizing a problem-solving focus as a basis for decision-making is a prime objective. Managerial challenges in productivity, quality and just-in-time systems are also considered.

12. Code: MGT 301

Name: Business Law

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

The aim of this course is to review legal principles and sources of contract law, background of law and legal theory. The following topics are covered in detail: formation of contracts, modifications, terminations, remedies, award law, pricing, patent, business organizations, company law, sales of goods, transfer of ownership rights, employment, and health and safety laws.

13. Code: MGT 303

Name: Quantitative Analysis

Credits: 3

Prerequisite: MGT 202

Co requisite: N/A

Description:

This course discusses decision analysis and risk attitudes, inventory control, linear programming, transportation problem, queuing theory, and simulation. Emphasis would be made on the formulation of problems and their solution by standard methods or by computer packages.

14. Code: MGT 302

Name: Business Practice in the UAE and GCC

Credits: 3

Prerequisite: MGT 100 & ASC 300

Co requisite: N/A

Description:

Throughout its history, the Arab Gulf Area has been a major center of world affairs and business. In modern times, the UAE and GCC (i.e. the UAE, Saudi Arabia, Kuwait, Qatar, Bahrain, and Oman) remain a strategically, economically, politically, culturally, and religiously sensitive region for world business. The UAE and GCC remains the focus of global business interest and economic initiatives from the US, Europe, and other nations. The rise in oil prices has created momentum for regional growth and investment flows that is expected to be secular. This course provides students with a deep understanding of the business opportunities and practices and in the UAE and GCC at a time when such understanding is increasingly vital. It focuses on current investment opportunities taking into consideration the political, cultural and economic history of the region. The course also provides students with an introduction to the financial, legal, cultural and social contexts of the business practice in UAE and GCC.

15. Code: MGT 405

Name: Strategic Management

Credits: 3

Prerequisite: MGT 400, ACC 105, FIN 200, MGT 300, MKT 200

Co requisite: N/A

Description:

This course will provide students with the knowledge and skills necessary to manage the long-term performance of a firm. Taking the perspective and mindset of top management, students will learn to analyze the firm in its environment. By matching opportunities and threats found in this environment with the internal strengths and weaknesses of the firm, you will learn to formulate strategies and develop ways to implement these strategies. Student's performance in this course depends to a significant extent on the successful integration of previous coursework in the various functional areas of business theories.

16. Code: MGT 400

Name: International Business

Credits: 3

Prerequisite: MGT 300

Co requisite: N/A

Description:

International business involves any business transaction between parties from more than one country. Advances in communications and transportation technology, a reduction in import barriers and tariffs worldwide, and the formation of several regional trading alliances (e.g. NAFTA), have made international business an increasingly important part of the global economy. Because of the continuing growth of international business, most business professionals deal with the subject in some direct or indirect way. This class will provide the background necessary to understand the international business environment, and will explore strategies for entering into international business and managing in the international business environment.

c. Business Management Specialization

1. Code: HRM 300

Name: Human Resource Management

Credits: 3

Prerequisite: MGT 205

Co requisite: N/A

Description:

Managing human capital in the new economy is a challenge all business professionals face. This course addresses that challenge by retaining its unique orientation to overall practicality and real-world application incorporating technology, teams and virtual learning methods. Practical tips and suggestions provide effective ways of dealing with problems in communication, leadership, discipline, performance appraisal, labor relations, and compensation administration.

2. Code: MGT 304

Name: Small Business Management

Credits: 3

Prerequisite: MGT 200 & FIN 200

Co requisite: N/A

Description:

This course offers understanding of current theory and practice relating to starting and managing small business. Furthermore, it presents comprehensive coverage of critical small business issues; numerous real-world examples to help students understand how to apply the business management concepts presented in the text, and incorporate material to help them explore small business issues in the amazing world of the Internet.

3. Code: MGT 305

Name: Negotiation Skills

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

Students in this course will learn about conflict, conflict resolution and negotiations, principally in the public sector, and will develop and practice skills to become more proficient negotiators. The course will be a combination of learning about these topics and participating in exercises and simulated negotiations. The exercises and simulations are chosen to reinforce the theories about successful conflict resolution and successful negotiators and to all students to develop their own negotiation skills.

4. Code: MGT 306

Name: Managing in the Service Environment

Credits: 3

Prerequisite: MGT 205

Co requisite: N/A

Description:

This course examines the service concept and environment to familiarize the student with the fundamental areas of knowledge comprising managing in the service sector. Emphasis is placed on the importance of overall quality of services and customer satisfaction. This course provides students with all the basics of how to deliver quality customer service in the many areas of hospitality, travel, and tourism.

5. Code: MGT 402

Name: Project Management

Credits: 3

Prerequisite: MGT 303

Co requisite: N/A

Description:

This course provides intensive coverage of management in a wide range of project applications from concept through operations. Planning, scheduling, controlling, economic analysis, quality control and customer satisfaction are stressed in this course

6. Code: MGT 404

Name: Organizational Theory and Design

Credits: 3

Prerequisite: MGT 400

Co requisite: N/A

Description:

This course looks at multiple aspects of organizations from their structure and design to the behavior of individuals and groups with a focus on what is important and useful. This course offers powerful and provocative ways of thinking about and influencing organizational life. The content of the course ranges from looking at organizations through metaphorical lenses to sharing reality-based examples of organizational situations that are both enlightening and instructive. At the completion of this course learners should have a better understanding of organizational theory and design and be able to apply these to their particular work-life challenges.

7. Code: MGT 403

Name: Entrepreneurship Management

Credits: 3

Prerequisite: ECO 200 & MGT 205

Co requisite: N/A

Description:

Entrepreneurship management course has a practical focus. The course is designed to instruct students on how to formulate, plan and implement a new venture. It exposes students to detailed descriptions and analytical study. Actual case studies and entrepreneurial profiles are utilized to help illustrate the elements of successful and not-so-successful ventures. This subject offers the rules, the roadmap, and the reasoning how to bring creative business ideas out of mind into being.

8. Code: MGT 406

Name: Total Quality Management

Credits: 3

Prerequisite: MGT 205, MGT 303

Co requisite: N/A

Description:

This course offers an introduction to principles, philosophy, and application of Total Quality Management. This course draws upon the writings of quality experts to develop an understanding to the concept of quality from the perspectives of customers and product/service organizations. The course also evaluates the criteria used in well-known quality awards, and reviews the performance of selected quality-award winning companies.

9. Code: MGT 408

Name: Leadership and Organizational Creativity

Credits: 3

Prerequisite: MGT 403

Co requisite: N/A

Description:

Leadership is a creative art; bringing change, setting direction, and focusing organizational energy. This course builds skill in thinking “outside the box” and aligning with others to enact

a vision of the future. Topic covered includes empowerment of middle managers, corporation/non-profit entrepreneurship, innovation, influence, charisma and self-management, creativity and vision exercises.

10. Code: MGT 410

Name: Computer Applications in Management

Credits: 3

Prerequisite: MGT 200, MGT 403

Co requisite: N/A

Description:

The course represents an attempt to explore the potential of certain computerized software, statistical packages and programs in summarizing, organizing, interpreting and analyzing management data, in addition to the use of a host of advanced statistical packages in predicting specific business management issues.

d. Accounting Specialization

1. Code: ACC 200

Name: Intermediate Accounting I

Credits: 3

Prerequisite: ACC 100

Co requisite: N/A

Description:

Intermediate Accounting I course is a continued study of the accounting process and the reporting process in conjunction with the development of accounting theory. It focuses on comprehensive analysis of generally accepted accounting principles (GAAP), accounting theory, concepts, and financial reporting principles for public corporations. It is the first of a two-course sequence in financial accounting and is designed primarily for accounting and finance majors. The course focuses on the preparation and analysis of business information relevant and useful to external users of financial reports. This course explores the theories, principles and practices surveyed in Accounting Principles and critically examines `real-world` financial analysis and reporting issues.

2. Code: ACC 205

Name: Intermediate Accounting II

Credits: 3

Prerequisite: ACC 200

Co requisite: N/A

Description:

The course is a continuation of Intermediate Accounting I. The course focuses on issues relating to the financial reporting by public corporations, stockholders' equity, long-term liabilities, accounting for income taxes and inflation accounting, cash flow and income reporting. In this course, the substance of generally accepted accounting principles (GAAP) is examined. In addition, the course will also examine some of the areas where GAAP practices have changed in recent years and where GAAP will be changing in the future. This will bring one into contact with the workings of the Financial Accounting Standards Board, the organization responsible for creating and maintaining GAAP.

3. Code: ACC 300

Name: Cost Accounting

Credits: 3

Prerequisite: ACC 200

Co requisite: N/A

Description:

The course focuses on approaches and techniques used by accountants for product costing, cost control, and providing financial information for managerial decision-making. It discusses topics include cost accounting concepts, procedures, methods, and techniques used for personnel, production, factory overhead costs, inventory, work-in-progress, costs allocation of service department, job orders, process, joint and by-product costing, cost control, and standard costing.

4. Code: ACC 402

Name: Advanced Cost Accounting

Credits: 3

Prerequisite: ACC 300

Co requisite: N/A

Description:

This course provides students with an in-depth knowledge of advanced approaches of Cost Accounting to enable them to apply costing methods and techniques to assist management for taking appropriate decisions. It assumes that students have previously taken cost accounting courses and are familiar with concepts and practical applications of cost accounting. Therefore, this course will not focus on teaching the basics of cost accounting.

35. Code: ACC 401

Name: Advanced Accounting

Credits: 3

Prerequisite: ACC 205

Co requisite: N/A

Description:

This course addresses accounting for partnerships, accounting in the international marketplace, and business. The transfer of control from one group of owners to another affects the economic interests of many people, including the owners, managers, creditors and customers. Although the single proprietorship is the most common form of business in the Arab world, and although the corporate form of organization accounts for by far the largest volume of business, the partnership form is widely used by smaller business entities in the Gulf. The Study of partnership and consolidated financial statements is the primary concentration of this course. Fundamentals of fair value and equity accounting methods are reviewed. The students will be taken to the computer lab under the direct supervision of the instructor to make the necessary applications, use excel to solve cases.

36. Code: ACC 301

Name: Accounting Information Systems

Credits: 3

Prerequisite: ACC 205 & MGT 200

Co requisite: N/A

Description:

The Accounting Information System joins together the skill sets of two areas experiencing rapid growth and change, accounting and information technology. Electronic commerce, direct business-to-business communication, paperless work process, and many other technology-intensive innovations have created new challenges and opportunities for accountants who also have expertise in information systems. Many traditional accounting functions are now embodied in systems that require a different combination of technical and financial knowledge. The AIS course is designed to provide this combination of knowledge and skill sets to meet the new challenges and opportunities of the information technology world. As the title and

objectives of the course show, it depends heavily on the computer applications. The computer laboratory and the computer Internet are the main tools to achieve the objectives of the course.

37. Code: FIN 300

Name: Corporate Finance and Investments

Credits: 3

Prerequisite: FIN 200

Co requisite: N/A

Description:

This course builds off the concepts studied in the introductory corporate finance course and applies them to the fundamental activities of financing, investment, and valuing companies and of analyzing corporate transactions. It stresses bridging the gap between theory and practice, a gap that can be high. The course deals with the allocation and acquisition of resources among the firms present and potential activities and projects. Financial managers must determine the best method for finding and allocating capital to increase the wealth of the firms' shareholders. Concepts such as corporate objectives, the valuation of financial assets, investment appraisal, optimal capital structure, and dividend payout and treasury policy are examined. Special emphasis is placed on long-term managerial policies and the relevance of corporate finance to the accountant.

38. Code: ACC 400

Name: Auditing

Credits: 3

Prerequisite: ACC 205

Co requisite: N/A

Description:

This course is designed to provide students with a basic understanding of how to conduct an internal audit. Auditing is interdisciplinary in its scope and methodology, encompassing accounting principles and applications, legal aspects, managerial issues, environmental factors and computer processing. In its modern sense, an audit is a process whereby the accounts of business entities and managerial performance are subjected to scrutiny to develop an opinion on fairness of financial statements and effectiveness of management. The general concern of auditing could be derived from the famous statement of Confucius: - "The aim of the superior man is truth".

39. Code: ACC 405

Name: International Accounting

Credits: 3

Prerequisite: ACC 401

Co requisite: N/A

Description:

The global economy is best characterized by a new economic and corporate world in which national boundaries are losing their importance. Multinational and local firms need to be aware of the linkages, ramifications, conditions and demands of the global economy. International Accounting looks at how to produce accounting information that reflects this international reality for both external and internal users. International Accounting takes in all the technical accounting problems in Financial Accounting, Cost Accounting, Management Accounting and Auditing that have a bearing on the conduct of foreign operations. As a result of globalization and recent current changes, the Internet is of crucial importance for this subject.

40. Code: ACC 306

Name: Planning, Budgeting and Control

Credits: 3

Prerequisite: ACC 300, ACC 105

Co requisite: N/A

Description:

The course examines the process by which management determines and translates its mission into specified goals and objectives for attainment and secures the efficient accomplishment of these goals and objectives within a specified period of time. Topics covered include determining goals, targets, direction; short-term planning, budgeting resource allocation, and control activities.

This course emphasizes that a budget is the formal expression of short-term plans, goals, and objectives of management that covers all aspects of operations for a designated time period. It explains how planning and budgeting help to master the financial aspects of the organization, and solve problems before they occur. This course, also, explains control concepts and principles, how they work, how to prepare and present them, and how to analyze results and variances. The practical development and use of these topics at various managerial levels within a business are discussed.

e. Finance Specialization

1. Code: FIN 301

Name: Money and Banking

Credits: 3

Prerequisite: FIN 200

Co requisite: N/A

Description:

Money in the modern economy is often viewed as the grease that lubricates the wheels of economic activity. More importantly, changes in the supply of money and credit can affect how rapidly the economy grows, the level of employment, and the rate of inflation. Banks and other financial institutions provide the mechanism for allowing money to perform its function of facilitating the economy. Excess resources can be invested to earn interest, while these investments can be redeployed as loans to stimulate economic growth. The importance of the banking function has drawn a great deal of attention and special treatment from government caretakers.

2. Code: ACC 200

Name: Intermediate Accounting I

Credits: 3

Prerequisite: ACC 100

Co requisite: N/A

Description:

Intermediate Accounting I course is a continued study of the accounting process and the reporting process in conjunction with the development of accounting theory. It focuses on comprehensive analysis of generally accepted accounting principles (GAAP), accounting theory, concepts, and financial reporting principles for public corporations. It is the first of a two-course sequence in financial accounting and is designed primarily for accounting and finance majors. The course focuses on the preparation and analysis of business information relevant and useful to external users of financial reports. This course explores the theories, principles and practices surveyed in Accounting Principles and critically examines `real-world` financial analysis and reporting issues.

3. Code: ACC 300

Name: Cost Accounting

Credits: 3

Prerequisite: ACC 200

Co requisite: N/A

Description:

The course focuses on approaches and techniques used by accountants for product costing, cost control, and providing financial information for managerial decision-making. It discusses topics include cost accounting concepts, procedures, methods, and techniques used for personnel, production, factory overhead costs, inventory, work-in-progress, costs allocation of service department, job orders, process, joint and by-product costing, cost control, and standard costing.

4. Code: FIN 302

Name: Islamic Banking and Finance

Credits: 3

Prerequisite: FIN 301

Co requisite: N/A

Description:

The course includes the concepts of Islamic economics and finance, Islamic banking evolution, Islamic law on banking and finance, Islamic financial instruments and institutions, Islamic investment, Islamic financial instruments, and Islamic financial markets

5. Code: FIN 400

Name: Management of Financial Institutions

Credits: 3

Prerequisite: MGT 205 & FIN 300

Co requisite: N/A

Description:

The course presents both theoretical and practical aspects of managing financial institutions. The primary focus is on commercial institutions management and thrifts in global financial markets. The finance component focuses on the instruments and participants in the institutions in banking and the capital markets. The business economics component studies the interactions between the banking industry and international financial institutions in the implementation of monetary policy and its effect on economic activity. The emphasis is on the characteristics, behavior, and evolution of these markets. Key topics include analyzing bank performance, asset and liability management, managing interest rate risk, financial innovations, and the role of financial institutions in capital formation.

6. Code: FIN 300

Name: Corporate Finance and Investment

Credits: 3

Prerequisite: FIN 200

Co requisite: N/A

Description:

This course builds off the concepts studied in the introductory corporate finance course and applies them to the fundamental activities of financing, investment, and valuing companies and of analyzing corporate transactions. It stresses bridging the gap between theory and practice, a gap that can be high. The course deals with the allocation and acquisition of resources among the firms present and potential activities and projects. Financial managers must determine the best method for finding and allocating capital to increase the wealth of the firms' shareholders. Concepts such as corporate objectives, the valuation of financial assets, investment appraisal, optimal capital structure, and dividend payout and treasury policy are examined. Special emphasis is placed on long-term managerial policies and the relevance of corporate finance to the accountant.

7. Code: FIN 401

Name: Investment and Financial Strategies

Credits: 3

Prerequisite: FIN 300

Co requisite: N/A

Description:

This course provides important insights of basic investment concepts, strategies, and theories on today's financial environment. The course focuses on application of investment principles and security analysis to the selection and comparison of equity and fixed income securities in the current economic and financial environment. Also covers the determinants of stock prices and growth models; delivers timely cutting edge knowledge of fund management and investment strategic policy; develops analytical approach as to how investors identify critical success factors; and explain how effective investors and fund managers plan and implement strategies related to wealth management and international investment.

8. Code: FIN 402

Name: Security Analysis and Portfolio Management

Credits: 3

Prerequisite: FIN 401

Co requisite: N/A

Description:

This course is to introduce the student to the theory and practice of security analysis and portfolio management. It will cover efficient markets theory, security valuation, fundamental and technical analysis, modern portfolio theory, asset pricing models, portfolio management strategies, and portfolio performance evaluation.

9. Code: FIN 404

Name: International Financial Management

Credits: 3

Prerequisite: FIN 401

Co requisite: N/A

Description:

This course teaches students how to be effective global financial managers. The course focuses on the international aspects of the financial management, the international currency exchange, and capital market, and global political risk. It will examine topics that include currency markets and exchange rate determination, parity conditions, foreign exchange exposure and management, and valuation of international projects.

10. Code: ACC 306

Name: Planning, Budgeting and Control

Credits: 3

Prerequisite: ACC 300, ACC 105

Co requisite: N/A

Description:

The course examines the process by which management determines and translates its mission into specified goals and objectives for attainment and secures the efficient accomplishment of these goals and objectives within a specified period of time. Topics covered include determining goals, targets, direction; short-term planning, budgeting resource allocation, and control activities.

This course emphasizes that a budget is the formal expression of short-term plans, goals, and objectives of management that covers all aspects of operations for a designated time period. It

explains how planning and budgeting help to master the financial aspects of the organization, and solve problems before they occur. This course, also, explains control concepts and principles, how they work, how to prepare and present them, and how to analyze results and variances. The practical development and use of these topics at various managerial levels within a business are discussed.

f Human Resource Management Specialization

1. Code: HRM 300

Name: Human Resource Management

Credits: 3

Prerequisite: MGT 205

Co requisite: N/A

Description:

Managing human capital in the new economy is a challenge all business professionals face. This course addresses that challenge by retaining its unique orientation to overall practicality and real-world application incorporating technology, teams and virtual learning methods. Practical tips and suggestions provide effective ways of dealing with problems in communication, leadership, discipline, performance appraisal, labor relations, and compensation administration.

2. Code: HRM 205

Name: UAE Labor Law and Relations

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

This course is meant to provide a general introduction to the UAE Labor Law and Relations. In the United Arab Emirates, the Ministry of Labor and Social Affairs is responsible for all topics related to the labor law and Social Affairs.

3. Code: MGT 305

Name: Negotiation Skills

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

Students in this course will learn about conflict, conflict resolution and negotiations, principally in the public sector, and will develop and practice skills to become more proficient negotiators. The course will be a combination of learning about these topics and participating in exercises and simulated negotiations. The exercises and simulations are chosen to reinforce the theories about successful conflict resolution and successful negotiators and to all students to develop their own negotiation skills.

4. Code: HRM 400

Name: Staffing and Techniques of Employee Selection

Credits: 3

Prerequisite: HRM 300

Co requisite: N/A

Description:

This course examines the recruitment strategies, legal and regulatory factors, equal opportunity, selection methods and process, career planning and organizational exit. The course emphasis

the formal expression of plans, goals, and objectives of managing staffing that covers all aspects of this first and critical HRM activity. The practical development and use of staffing approaches at various managerial levels within the organization are discussed. The course develops skills for in conducting effective interviews for making the best selection of employees; Participants will identify the effective and ineffective selection methods, learn about the key elements in an effective employee selection system, conduct a legally defensible employment interview, and develop a set of employee interview guidelines that can be implemented in their organizations.

5. Code: HRM 302

Name: Human Resource Information Systems

Credits: 3

Prerequisite: MGT 200 & HRM 300

Co requisite: N/A

Description:

The course focuses on critical aspects of setting-up a computerized information system specifically designed for the management of human resource responsibilities such as payroll, benefits, recruitment, selection, staffing, career development, training / development, and government compliance. Topics include: needs analysis, data element selection and definition, design and acquisition of a system, evaluation, and system maintenance.

6. Code: HRM 402

Name: Compensation and Benefits Management

Credits: 3

Prerequisite: HRM 400

Co requisite: N/A

Description:

This course comes under the broad area of financial management and deals with rewards for the supply of labor. The course offers an in-depth analysis of the major issues in compensation and benefit management. It addresses the ways in which both tangible and intangible forms of compensation may be used to motivate and reward employee performance. The course also deals with job analysis, job description and job evaluation on the basis of compensable factors as well as designing an equitable pay structure. It deals with the compensation of both hourly workers and managerial employees. Key focus areas include: total compensation strategy, internal and external pay equity, merit pay, pay for performance, incentive pay and variable pay, employee benefits, executive compensation and equity based pay, issues in expatriate compensation and legal issues in compensation.

7. Code: HRM 304

Name: HRM in the Public Sector

Credits: 3

Prerequisite: HRM 300

Co requisite: N/A

Description:

The primary purpose is to understand the current context and practice of human resource management in the public sector. Like other parts of government, HRM has been undergoing many changes. Our focus will be on best current practices.

8. Code: HRM 401

Name: Employees Training and Development

Credits: 3

Prerequisite: HRM 300

Co requisite: N/A

Description:

The course provides a comprehensive study of training and organizational development. Adult learning theory and career management are covered. Topics include need assessment, training methods, training design and evaluation. This course emphasis the schools and techniques of plans, goals, and objectives of managing today's training activity.

9. Code: HRM 405

Name: Strategic Human Resource Management

Credits: 3

Prerequisite: HRM 400

Co requisite: N/A

Description:

The primary aim of this course is to understand the strategic role in the management of human resources to provide a sustainable competitive advantage, significant to the success of the organization. This course examines how employees and team members are involved in deciding and appraising colleagues and how line managers employ and develop efficient and effective HR practices to enhance the strategic objectives of their departments and the organization. The course focuses on the daily human resource decisions made by all managers (e.g., selection, evaluation, compensation, termination).

10. Code: HRM 404

Name: Special Topics in HR

Credits: 3

Prerequisite: HRM 400

Co requisite: N/A

Description:

The special topics include hands-on approach to learning much more about concepts such as job analysis, selection tests, performance appraisal tools, and compensation. The course content will concentrate on recent research in the chosen areas.

g. Logistics And Supply Chain Management Specialization

1. Code: LSC 200

Name: Supply Chain Operations

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

This course explores the key issues associated with the design and management of industrial Supply Chain (SC). Supply Chains are concerned with the efficient integration of suppliers, factories, warehouses and stores so that products are distributed to customers in the right quantity at the right time. One of the primary objectives of SC management is to optimize the total supply chain cost subject to various service requirements.

2. Code: LSC 300

Name: Transportation and Distribution

Credits: 3

Prerequisite: MGT 200

Co requisite: N/A

Description:

This course covers the analytic tools, approaches, and techniques in the design and operation of logistics systems and integrated supply chains. The course is taught from a managerial perspective, with an emphasis on where and how specific tools can be used to improve the overall performance and reduce the total cost of a supply chain. A strong emphasis is on the development and use of fundamental models to illustrate the underlying concepts involved in both intra and inter-company logistics operations.

3. Code: MGT 305

Name: Negotiation Skills

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

Students in this course will learn about conflict, conflict resolution and negotiations, principally in the public sector, and will develop and practice skills to become more proficient negotiators. The course will be a combination of learning about these topics and participating in exercises and simulated negotiations. The exercises and simulations are chosen to reinforce the theories about successful conflict resolution and successful negotiators and to all students to develop their own negotiation skills.

4. Code: LSC 305

Name: Purchasing and Supply Management

Credits: 3

Prerequisite: MGT 300

Co requisite: N/A

Description:

Objectives and methodology of industrial, institutional, and governmental purchasing agents and buyers. Emphasizes on value analysis, product quality control, maintenance of operating efficiency, analysis of competitive price quotations, and materials management.

5. Code: LSC 302

Name: Service Operations Management

Credits: 3

Prerequisite: MGT 300

Co requisite: N/A

Description:

This course examines the service concept and environment to familiarize the student with the fundamental areas of knowledge comprising managing in the service sector. Emphasis is placed on the importance of overall quality of services and customer satisfaction. This course provides students with all the basics of how to deliver quality customer service in the many areas of hospitality, travel, and tourism.

6. Code: LSC 400

Name: Inventory and Materials Management

Credits: 3

Prerequisite: LSC 305

Co requisite: N/A

Description:

This course addresses the issues and approaches associated with managing the inventory and flow of raw materials, work-in-process, finished goods, and supplies to ensure / enhance the organization's competitiveness and profitability. Topics will include outsourcing and make-or-buy decisions, international/global sourcing, and computer-based inventory materials systems,

as well as the formulation and application of quantitative models for inventory analysis and decision-making. The concepts, principles, and strategic impact of some of the more significant approaches in production/inventory planning and control, such as just in time systems, material requirements planning, and enterprise resource planning, will be discussed

7. Code: LSC 403

Name: SCLM Technologies and Information Systems

Credits: 3

Prerequisite: MGT 200 & LSC 300

Co requisite: N/A

Description:

Supply Chain Management focuses on examine strategies for ERP and supply chain integration and address issues like high transaction costs between partners, poor information availability, and the challenges of managing complex interfaces between functional organizations have been rapidly dissolving on the web. The course focuses on the changes on design and management of physical distribution and logistics system, interdependence within the functional areas of business, transportation methods, techniques, physical and automated systems, infrastructure, interrelationships and requirements comprising physical distribution and logistics systems.

8. Code: LSC 402

Name: Warehouse Management and Material Handling

Credits: 3

Prerequisite: LSC 401

Co requisite: GBA 201

Description:

This course offers an overview of the structure and management of the physical distribution system. Course content includes warehousing, order processing, packaging, inventory control, physical location analysis, classifications and material handling.

9. Code: LSC 405

Name: Global Logistics and Supply Chain Management

Credits: 3

Prerequisite: LSC 300 & LSC 400

Co requisite: N/A

Description:

This course explores an understanding and knowledge on the global logistics strategy, link between competitive strategy and supply chain strategy, global facility location and capacity planning, designing and managing global supply networks in the area of international logistics and supply chain management. The course takes new developments in the field into consideration, in particular the role and the impact of risk management in global supply chains, global sourcing and distributions strategies, global exchange rate risk management, global supplier selection.

10. Code: MGT 402

Name: Project Management

Credits: 3

Prerequisite: MGT 303

Co requisite: N/A

Description:

This course provides intensive coverage of management in a wide range of project applications from concept through operations. Planning, scheduling, controlling, economic analysis, quality control and customer satisfaction are stressed in this course.

11. Code: MGT 406

Name: Total Quality Management

Credits: 3

Prerequisite: MGT 205, MGT 303

Co requisite: N/A

Description:

This course offers an introduction to principles, philosophy, and application of Total Quality Management. This course draws upon the writings of quality experts to develop an understanding to the concept of quality from the perspectives of customers and product/service organizations. The course also evaluates the criteria used in well-known quality awards, and reviews the performance of selected quality-award winning companies.

h. E-Commerce And Marketing Specialization

1. Code: MKT 202

Name: Consumer Behavior

Credits: 3

Prerequisite: ASC 200 & MKT 200

Co requisite: N/A

Description:

The course introduces students to the study of consumer behavior. In so doing, the course borrows key concepts and theories from the behavioral sciences and examines their relevance and usefulness in understanding consumer's behavior. Specifically the course traces those forces that shape, constrain and color consumer's buying decisions and their implications for mapping out marketing strategies.

2. Code: MKT 300

Name: E-Commerce

Credits: 3

Prerequisite: MKT 202

Co requisite: N/A

Description:

This course provides an overview of the fast-growing economic system of electronic commerce. The course will describe and evaluate the use of computer networks to buy and sell products, information, and services. The following topics will be examined: electronic commerce and banking, retailing, advertising, business-to-business activities, supply chain management, electronic payment systems, transaction security, legal, ethical, and societal issues.

3. Code: MKT 204

Name: Marketing Channels

Credits: 3

Prerequisite: MKT 200

Co requisite: N/A

Description:

The course follows an institutional approach to marketing by concentrating on the main institutions that are involved in making goods and services conveniently available for use and consumption by customers. Given such a premise, the course sheds light on these institutions and dwells on their nature, types, history, functions and patterns of their development.

4. Code: MKT 301

Name: Advertising and Promotion

Credits: 3

Prerequisite: MKT 204

Co requisite: N/A

Description:

The prime focus of this course is on the communication function of marketing: inform and persuade customers. This function is known in the marketing literature as the promotional mix i.e. advertising, public relations, sales promotion and personal selling. As such the course provides an understanding as to how these variables interact to constitute an integrated whole and impact.

5. Code: MKT 401

Name: Marketing Research

Credits: 3

Prerequisite: MGT 205

Co requisite: N/A

Description:

The course introduces the students to the arena of marketing research and helps them grasp the methods and techniques of scientific research when applied in a marketing context.

6. Code: MKT 400

Name: Business to Business Marketing (B2B)

Credits: 3

Prerequisite: MKT 301

Co requisite: N/A

Description:

The focus of this course is on studying and analyzing the unique aspects of marketing goods and services to organizational buyers rather than to ultimate consumers. Towards this end the course constitutes a description and analysis of the institutions and functions of the business markets.

7. Code: MKT 403

Name: International Marketing

Credits: 3

Prerequisite: MKT 400

Co requisite: N/A

Description:

The interdependence among countries has forced business organizations to practice marketing beyond domestic boundaries. This course addresses this issue and endeavors to expose the students to international marketing and the application of marketing techniques and strategies in a global environment.

8. Code: MKT 402

Name: Marketing Management

Credits: 3

Prerequisite: MKT202, MKT204, MKT301, MKT401

Co requisite: N/A

Description:

This is the capstone course in the marketing major. It has intended to help the student integrate the knowledge he acquired in other marketing courses. As such, it is a managerial decision making process aimed at matching organizational strengths with market opportunities. The course looks at the relationships between the customer, competition and the company. It

explores ways for the company to differentiate itself from competition by providing superior value to the customer.

9. Code: MKT 404

Name: Special Topics in Marketing

Credits: 3

Prerequisite: MKT 400

Co requisite: N/A

Description:

The special topics include buyer behavior, segmentation marketing communications, and brand equity. The course content will concentrate on recent research in the chosen areas.

10. Code: MKT 303

Name: Computer Applications in Marketing

Credits: 3

Prerequisite: MGT 200, MKT 204

Co requisite: N/A

Description:

The course represents an attempt to explore the potential of certain computerized statistical packages and programs in summarizing, organizing, interpreting and analyzing marketing data, in addition to the use of a host of advanced statistical packages in predicting specific marketing phenomena.

i Hospital And Health Care Management Specialization

1. Code: HHM 200

Name: Introduction of Health Care Industry

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

This course outlines and examines health care environments and venues, systems, need, capacity, contemporary issues, and opportunities. The course also discusses topics concerning health care access, funding, services delivered, careers opportunities, areas of employment, and leadership opportunities for enhancements in health care services.

2. Code: HHM 305

Name: Healthcare Management

Credits: 3

Prerequisite: HHM 200

Co requisite: N/A

Description:

The course provides an overview of the management and operations in healthcare system. The healthcare system, governance, administration, financial management, human resources, marketing, quality assurance, and ancillary services (e.g. pharmacy, laboratories, etc.), and the continuum of hospitals are discussed.

3. Code: HHM 300

Name: Healthcare Law and Regulatory

Credits: 3

Prerequisite: HHM 200, MGT 301

Co requisite: N/A

Description:

With the increasing intersection between hospital and healthcare delivery and law, the sector executives encounter a wide range of legal and regulatory issues, including patients' rights, antitrust, institutional liability, and employee relations. Therefore, this course introduces students to the basic public and private regulatory and principles that affect hospital and healthcare sector. The course discusses concepts such as public policy, risk management, and fraud and abuse, as well as a discussion of the healthcare administrator's role in organizational compliance, including licensing and accreditation. The roles of public regulatory agencies and accrediting bodies, the enforcement of governmental guidelines, standards, regulations, and financial topics and revenues are also included.

4. Code: HHM 302

Name: Economics of Hospital and Healthcare Sector

Credits: 3

Prerequisite: HHM 300 & ECO 200

Co requisite: N/A

Description:

This course is an overview of health economics. It analyzes the economics of healthcare with particular attention paid to the role of government. The course discusses the economic concepts, principles, theories, and evaluation tools of health and healthcare industry. Governmental intervention and market related topics concerning physician, hospital, pharmaceutical, and services are also examined.

5. Code: HHM 304

Name: Ethics and Fraud in Healthcare

Credits: 3

Prerequisite: HHM 300

Co requisite: N/A

Description:

This course examines current and historical legal and ethical issues impacting health administration, including malpractice and other liability issues, licensing and regulation, professional ethics, contracts and property, insurance, corporate, taxation, antitrust, fraud and abuse, medical staff, confidentiality, health care access, peer review, ethics committees, legal and ethical aspects of patient care decision making and consent.

The course introduces the law and legal processes that affect health administration. The course presents an overview of legal principles concerned with torts, contracts, and liability in health administration, including the legal standing of individuals covered by various types of health insurance. Legal elements of labor relations in the health care field and the legal obligations and malpractice law are discussed as they apply to health professionals.

The student will examine the legal and ethical issues related to health care as they impact the health services managers involved in health care decision making. A variety of commonly experienced legal situations and ethical dilemmas will be discussed, including professional liability, patients' rights, health care delivery and resource allocation.

6. Code: HHM 400

Name: Hospital and Healthcare Information Technology

Credits: 3

Prerequisite: HHM 305 & MGT 200

Co requisite: N/A

Description:

This course presents an overview of the information needs, current computer technology, concepts and terminology as it applies to the hospital and healthcare sector. The course addresses essential aspects of computer systems, such as hardware, software, and generic applications; focuses on computer-based property management systems for various functions and departments; features of computerized management systems; the selection and implementation of computer systems; the impact of the Internet and private intranets on the hospital and healthcare. Uses of software such as word processing, spreadsheet, database and presentation applications are also examined.

7. Code: HHM 401

Name: Clinic Services Management

Credits: 3

Prerequisite: HHM 300

Co requisite: N/A

Description:

This course will provide detailed analysis of the policies and procedures utilized in managing the clinic services. The student will explore the day-to-day functions of an effective clinic services, standards, procedures, inspecting, staffing, quality, and equipment will also be discussed.

8. Code: HHM 402

Name: Hospital Support Services Management

Credits: 3

Prerequisite: HHM 300 & HHM 305

Co requisite: N/A

Description:

This course provides detailed analysis of the policies and procedures utilized in managing the hospital support services. The student explores the delay functions of an effective hospital support services, standards, procedures, inspecting, and cleaning supplies and equipment will also be discussed.

9. Code: HHM 404

Name: Hospital Strategic Management

Credits: 3

Prerequisite: HHM 300

Co requisite: N/A

Description:

This course discusses definition, nature, value, process, and needs of strategic management in hospital settings. The course examines the hospital strategic formulation, the effect of external environment, competition, operation, upon developing hospital strategic management. Topics on hospital total quality, leadership, training, team performance, contracts, generic strategies, joint ventures and strategic alliances, strategic analysis and choice, strategic surveillance, and areas of management responsibility such as human resources, advertising, and marketing and sales are also tackled.

10. Code: MGT 306

Name: Managing in the Service Environment

Credits: 3

Prerequisite: MGT 205

Co requisite: N/A

Description:

This course examines the service concept and environment to familiarize the student with the fundamental areas of knowledge comprising managing in the service sector. Emphasis is placed on the importance of overall quality of services and customer satisfaction. This course provides students with all the basics of how to deliver quality customer service in the many areas of hospitality, travel, and tourism.

j. Insurance And Risk Management Specialization

1. Code: IRM 200

Name: Introduction to Insurance and Risk Management

Credits: 3

Prerequisite: MGT 100

Co requisite: N/A

Description:

This course discusses the insurance and risk management principles from finance, law, and ethics to address the issues that face individuals, companies, and society in general. It differentiates between the relatively narrow field of insurance and the broader discipline of risk management.

2. Code: IRM 300

Name: Insurance Law

Credits: 3

Prerequisite: IRM 200

Co requisite: N/A

Description:

This course discusses the basic principles and all their issues of the Insurance Law. It, also, address the most concerned insurance law topics that face individuals, companies, and society in general.

3. Code: IRM 305

Name: Risk Analysis and Evaluation

Credits: 3

Prerequisite: FIN 200

Co requisite: MGT 303

Description:

This course examines how risk is analyzed and evaluated both within organizations and their customers. It is designed to enable students to understand and be able to apply techniques of risk management available to organizations faced various sources of risk. Theories and concepts developed from a range of academic disciplines are applied in this course.

4. Code: IRM 302

Name: Life and Health Insurance

Credits: 3

Prerequisite: IRM 200

Co requisite: N/A

Description:

The position of the Life and Health insurance in the financial services markets is in a continual state of change. Whether from the perspective of the insurance buyer, financial advisor, or

insurance company, life and health financial management must consider protection products from a current and future cost and performance basis.

5. **Code:** IRM 304
Name: Personal Property - Liability Insurance and Risk Management
Credits: 3
Prerequisite: IRM 200
Co requisite: N/A
Description:
This course will give the student an overview in personal risk management and insurance. It examines topics related to the insurance and coverage of personal properties, residential articles, automobiles, etc.

6. **Code:** IRM 400
Name: Insurance Operations, Regulation, and Statutory Accounting
Credits: 3
Prerequisite: IRM 300
Co requisite: N/A
Description:
This course will give the student an understanding of how insurance companies operate and how they are regulated.

7. **Code:** IRM 401
Name: Commercial Property Risk Management and Insurance
Credits: 3
Prerequisite: IRM 304 & IRM 305
Co requisite: N/A
Description:
This course provides students with a comprehensive view of Commercial Property Risk Management and Insurance.

8. **Code:** IRM 402
Name: Commercial Casualty Risk Management & Insurance
Credits: 3
Prerequisite: IRM 400
Co requisite: N/A
Description:
This course is designed to provide the students with a comprehensive view of Commercial Casualty Risk Management and Insurance.

9. **Code:** IRM 404
Name: Alternative Risk Financing and Capital Markets
Credits: 3
Prerequisite: IRM 401
Co requisite: N/A
Description:
The globalization of business activity has altered the dynamics of risk facing today's company. New and innovative sources of risk capital must be offered to meet this challenge. Financial institutions and large reinsurance companies have seen this need and are active in the development of products to address them. Products such as insurance linked securities, multi-trigger products, and contingent capital have begun their journey toward acceptance in this new environment.



10. Code: IRM 405

Name: Risk Management Strategy

Credits: 3

Prerequisite: IRM 305

Co requisite: MGT 303

Description:

This course examines the importance of risk management and its strategy. The course reviews methods and contracts to change the risk profile and managing the risk strategy and the impact on the firm's valuation. It also measures the exposure on the risk and the value that is created by undertaking the risk strategies through capital adjustments and other financial policies. The course analyses various risk metrics to measure the risk management strategies and its impact on risk exposure.

2. Bachelor Programs in Design

2.1 GRAPHIC DESIGN PROGRAM CURRICULA

The Bachelor degree program in Fine Arts and Design in Graphic Design offered by AUE is awarded to students after completing **126** credit hours (**36 Courses**) that consist of:

No.	Requirements	Type	No. of Courses	No. of C.H.
a	General Education	Compulsory	11	33
b	Core	Compulsory	09	27
c	Graphic Design Major	Compulsory	11	51
d	Free Elective	Elective	05	15
	Total		36	126

a. General Educational Requirements Courses (11 Courses / 33 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	ASC 105	Islamic Culture	N/A	3
7	ASC 100	Study and Learning Skills	N/A	3
8	ASC 110	Introduction to Social Sciences	N/A	3
9	ASC 200	General Psychology	N/A	3
10	ASC 210	Natural Sciences	N/A	3
11	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements (9 Courses / 27 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 100	Color Theory and Practice	N/A	3
2	FAD 105	Drawing I	N/A	3
3	FAD 110	Basic Design	N/A	3
4	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
5	FAD 201	Art History I	N/A	3

No.	Course Code	Course Title	Prerequisites	C.H.
6	FAD 202	Art History II	FAD 201	3
7	FAD 210	Drawing II	FAD 105	3
8	FAD 215	3D Design	FAD 105, FAD 110	3
9	FAD 305	Internship	90 Credit Hours	3

c. Graphic Design Majors Requirements(11 Courses / 51 Credits)

No.	Course Code	Course Title	Prerequisites	C. H.
1	GRD 300	Graphic Design I	FAD 200, FAD 215	6
2	GRD 301	Communication Design	N/A	3
3	GRD 302	Life Drawing	FAD 210	3
4	GRD 303	Information Design	Co-requisite GRD 301	3
5	GRD 304	Typography I	FAD 200	6
6	GRD 305	Graphic Design II	GRD 300	6
7	GRD 310	History of Graphic Design	N/A	3
8	GRD 400	Graphic Design III	GRD 305	6
9	GRD 401	Typography II	GRD 304	3
10	GRD 402	Capstone Graduation Project	GRD 400+ 105 C. H	6
11	GRD 404	Desktop Publishing	GRD 304, GRD 305	6

d. Free/Electives Courses (5 Courses / 15 Credits)

Five courses (15 Credits) can be chosen from any other Colleges/Departments/
Specializations as long as the chosen courses' prerequisites are met.

2.2 DIGITAL ANIMATION PROGRAM CURRICULA

The Bachelor degree program in Fine Arts and Design – Digital Animation offered by AUE is awarded to students after completing **126** credit hours (**37 Courses**) that consist of:

No.	Requirements	Type	No. of Courses	No. of C.H.
a	General Education	Compulsory	11	33
b	Core	Compulsory	09	27
c	Digital Animation Major	Compulsory	13	54
d	Free Elective		04	12
	Total		37	126

a. General Educational Requirements Courses (11 Courses / 33 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	ASC 105	Islamic Culture	N/A	3
7	ASC 100	Study and Learning Skills	N/A	3

No.	Course Code	Course Title	Prerequisites	C.H.
8	ASC 110	Introduction to Social Sciences	N/A	3
9	ASC 200	General Psychology	N/A	3
10	ASC 210	Natural Sciences	N/A	3
11	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements (9 Courses / 27 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 100	Color Theory and Practice	N/A	3
2	FAD 105	Drawing I	N/A	3
3	FAD 110	Basic Design	N/A	3
4	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
5	FAD 201	Art History I	N/A	3
6	FAD 202	Art History II	FAD 201	
7	FAD 210	Drawing II	FAD 105	
8	FAD 215	3D Design	FAD 105, FAD 110	3
9	FAD 305	Internship	90 Credit Hours	3

c. Animation Digital Major Requirements (13 Courses / 54 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	DIA 300	Basic Animation	N/A	3
2	DIA 301	History of Animation	N/A	3
3	DIA 302	Storyboarding	FAD 210	3
4	DIA 303	Motion Graphics	DIA 300	3
5	DIA 305	Introduction to Digital Video Production	N/A	3
6	DIA 306	Principles of 3D Animation	FAD 215, DIA 303	3
7	DIA 400	Character Rigging and Setup	DIA 306, GRD 302, DIA 302	6
8	DIA 401	3D Modeling and Character Animation	DIA 306, GRD 302	6
9	DIA 402	Animation Production	DIA 302, DIA 401	6
10	DIA 403	Audio for Animation	N/A	3
11	DIA 404	Capstone Graduation Project	DIA 400, DIA 403+105 C.H	6
12	GRD 302	Life Drawing	FAD 210	3
13	GRD 304	Typography I	FAD 200	6

d. Free/Electives (4 Courses / 12 Credits)

Four courses (12 Credits) can be chosen from any other Colleges/Departments/ Specializations as long as the chosen courses' prerequisites are met.

2.3 INTERIOR DESIGN PROGRAM CURRICULA

The Bachelor degree program in Fine Arts and Design offered by AUE is awarded to students after completing 126 credit hours (42 Courses) that consist of:

No.	Requirements	Type	No. of Courses	No. of C.H.
a	General Education	Compulsory	11	33

b	Core	Compulsory	09	27
c	Interior Design Major	Compulsory	17	57
d	Free Elective		03	09
	Total		42	126

a. General Educational Requirements Courses (11 Courses / 33 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	ASC 105	Islamic Culture	N/A	3
7	ASC 100	Study and Learning Skills	N/A	3
8	ASC 110	Introduction to Social Sciences	N/A	3
9	ASC 200	General Psychology	N/A	3
10	ASC 210	Natural Sciences	N/A	3
11	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements (9 Courses / 27 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 100	Color Theory and Practice	N/A	3
2	FAD 105	Drawing I	N/A	3
3	FAD 110	Basic Design	N/A	3
4	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
5	FAD 201	Art History I	N/A	3
6	FAD 202	Art History II	FAD 201	
7	FAD 210	Drawing II	FAD 105	
8	FAD 215	3D Design	FAD 105, FAD 110	3
9	FAD 305	Internship	90	3

c. Interior Design Major Requirements (17 Courses / 57 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	IND 300	Introduction to Interior Design	N/A	3
2	IND 301	ID Principles	FAD 110	3
3	IND 302	Materials and Resources	IND 300	3
4	IND 303	Textiles for Interior Design	N/A	3
5	IND 304	Studio II – Residential	IND 300, IND 301, IND 303	3
6	IND 305	Studio I – Drafting	N/A	3
7	IND 306	Building Systems and Codes	N/A	3
8	IND 310	CAD	FAD 210, IND 305	3
9	IND 315	Furniture Design	Co-req. IND 302, IND 310	3
10	IND 400	Studio III – Commercial	IND 303, IND 310, IND 315	3

No.	Course Code	Course Title	Prerequisites	C.H.
11	IND 401	Lighting for Interior Design	FAD 100	3
12	IND 402	Studio IV: Commercial	IND 400	3
13	IND 403	Advanced CAD	IND 310	6
14	IND 404	Detailing	IND 403	3
15	IND 405	Interior Design Profession	IND 300	3
16	IND 406	Capstone Graduation Project	IND 304, IND 400, IND 403+105 C.H	6
17	IND 410	History of Interior Design	FAD 202	3

d. Free/Electives (3 Courses / 9 Credits)

Three courses (9 Credits) can be chosen from any other Colleges/Departments/ Specializations as long as the chosen courses' prerequisites are met.

2.4 FASHION DESIGN PROGRAM CURRICULA

The Bachelor degree program in Fine Arts and Design in Fashion Design offered by AUE is awarded to students after completing **126** credit hours (**36 Courses**) that consist of:

No.	Requirements	Type	No. of Courses	No. of C.H.
a	General Education	Compulsory	11	33
b	Core	Compulsory	09	27
c	Fashion Design Major	Compulsory	12	54
d	Free Elective		04	12
	Total		36	126

a. General Educational Requirements Courses (11 Courses / 33 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	3
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	ASC 105	Islamic Culture	N/A	3
7	ASC 100	Study and Learning Skills	N/A	3
8	ASC 110	Introduction to Social Science	N/A	3
9	ASC 200	General Psychology	N/A	3
10	ASC 210	Natural Science	N/A	3
11	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements (9 Courses/ 27 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 100	Color Theory and Practice	N/A	3
2	FAD 105	Drawing I	N/A	3
3	FAD 110	Basic Design	N/A	3
4	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
5	FAD 201	Art History I	N/A	3
6	FAD 202	Art History II	FAD 201	3
7	FAD 210	Drawing II	FAD 105	3
8	FAD 215	3D Design	FAD 105, FAD 110	3
9	FAD 305	Internship	90 Credit Hours	3

c. Fashion Design Majors Requirements(11 Courses/51 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	FSD 202	History of Costume	N/A	3
2	FSD 301	Introduction to Fashion Industry	N/A	3
3	FSD 307	Garment Construction	N/A	3
4	FSD 309	Fashion Studio I	FSD 301, FSD 307	6
5	FSD 303	Introduction to Textiles, Materials & Processes	N/A	3
6	FSD 304	Fashion Merchandising	N/A	3
7	FSD 306	Fashion Illustration	FAD 215 & FAD 210	6
8	FSD 400	CAD for Fashion Design	CIT 100	6
9	FSD 401	Fashion Studio II	FSD 309	6
10	FSD 402	Patternmaking	FSD 309	6
11	FSD 404	Capstone Graduation Project	FSD 401, FSD 403	3
12	FSD 403	Fashion Design by Draping	FSD 401	3

d. Free/Electives Courses (4 Courses/12 Credits)

Five courses (12 Credits) can be chosen from any other Colleges/Departments/ Specializations as long as the chosen courses' prerequisites are met.

2.5 SEMESTER WISE STUDY PLAN – GRAPHIC DESIGN

SEMESTER 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 100	English	TOEFL 500+	3
2	MAT 100	General Mathematics	N/A	3
3	CIT 100	Computer Literacy	N/A	3



4	FAD 100	Color Theory and Practice	N/A	3
5	ASC 100	Study and Learning Skills	N/A	3

SEMESTER 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 105	English for Specific Purposes	TOEFL 500+	3
2	ASC 105	Islamic Culture	N/A	3
3	ASC 110	Introduction to Social Sciences	N/A	3
4	FAD 105	Drawing I	N/A	3
5	FAD 110	Basic Design	N/A	3

SEMESTER 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 200	General Psychology	N/A	3
2	ASC 210	Natural Sciences	N/A	3
3	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
4	FAD 201	Art History I	N/A	3
5		Elective (General Education)		3

SEMESTER 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 300	UAE and GCC Society	ASC 110	3
2	FAD 202	Art History II	FAD 201	3
3	FAD 210	Drawing II	FAD 105	3
4	FAD 215	3D Design	FAD 105, FAD 110	3
5		Elective (General Education)		3

SEMESTER 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	GRD 300	Graphic Design I	FAD 200, FAD 215	6
2	GRD 301	Communication Design	Co-requisite GRD 303	3
3	GRD 303	Information Design	Co-requisite GRD 301	3
4	GRD 310	History of Graphic Design	N/A	3

SEMESTER 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	GRD 305	Graphic Design II	GRD 300	6
2	GRD 304	Typography I	FAD 200	6
3	GRD 302	Life Drawing	FAD 210	3

SUMMER SEMESTER

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 305	Internship	90 C.H.	3

SEMESTER 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	GRD 400	Graphic Design III	GRD 305	6
2	GRD 401	Typography II	GRD 304	3
3		Elective (Major)		3

SEMESTER 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	GRD 402	Capstone Graduation Project	GRD 400	6
2	GRD 404	Desktop Publishing	GRD 304, GRD 305	6
3		Elective (Major)		3

a. SEMESTER WISE STUDY PLAN – DIGITAL ANIMATION

SEMESTER 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 ORARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	MAT 100	General Mathematics	N/A	3
4	CIT 100	Computer Literacy	N/A	3
5	FAD 100	Color Theory and Practice	N/A	3
6	ASC 105	Study and Learning Skills	N/A	3

SEMESTER 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 105	English for Specific Purposes	TOEFL 500+	3
2	ASC 100	Islamic Culture	N/A	3
3	ASC 110	Introduction to Social Sciences	N/A	3
4	FAD 105	Drawing I	N/A	3
5	FAD 110	Basic Design	N/A	3

SEMESTER 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 200	General Psychology	N/A	3
2	ASC 210	Natural Sciences	N/A	3
3	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
4	FAD 201	Art History I	N/A	3
5		Free/Elective		3

SEMESTER 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 125	UAE and GCC Society	ASC 110	3
2	FAD 202	Art History II	FAD 201	3
3	FAD 210	Drawing II	FAD 105	3
4	FAD 215	3D Design	FAD 105, FAD 110	3
5		Free/Elective		3

SEMESTER 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	DIA 300	Basic Animation	N/A	3
2	DIA 301	History of Animation	N/A	3
3	DIA 303	Motion Graphics	DIA 300	3
4	DIA 305	Introduction to Digital Video Production	N/A	3
5		Free/Elective		3

SEMESTER 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	GRD 302	Life Drawing	FAD 210	3
2	GRD 304	Typography I	FAD 200	6
3	DIA 302	Storyboarding	FAD 210	3
4	DIA 306	Principles of 3D Animation	FAD 215, DIA 303	3

SUMMER SEMESTER

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 305	Internship	90 C.H.	3

SEMESTER 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	DIA 400	Character Rigging and Setup	DIA 306, GRD 302, DIA 302	6
2	DIA 401	3D Modeling and Character Animation	DIA 306, GRD 302	6
3	DIA 403	Audio for Animation	N/A	3

SEMESTER 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	DIA 402	Animation Production	DIA 401, DIA 302	6
2	DIA 404	Capstone Graduation Project	DIA 400, DIA 401, DIA 302	6
3		Free/Elective		3

b. SEMESTER WISE STUDY PLAN – INTERIOR DESIGN

SEMESTER 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 100	English	TOEFL 500+	3
2	MAT 100	General Mathematics	N/A	3
3	CIT 100	Computer Literacy	N/A	3
4	FAD 100	Color Theory and Practice	N/A	3
5	ASC 100	Study and Learning Skills	N/A	3

SEMESTER 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 105	English for Specific Purposes	TOEFL 500+	3
2	ASC 105	Islamic Culture	N/A	3
3	ASC 110	Introduction to Social Sciences	N/A	3
4	FAD 105	Drawing I	N/A	3
5	FAD 110	Basic Design	N/A	3

SEMESTER 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ASC 200	General Psychology	N/A	3
3	ASC 210	Natural Sciences	N/A	3
4	FAD 200	Fundamentals of Graphic Illustration and Digital Imaging	N/A	3
5	FAD 201	Art History I	N/A	3
6		Elective		3

SEMESTER 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 300	UAE and GCC Society	ASC 110	3
2	FAD 202	Art History II	FAD 201	3
3	FAD 210	Drawing II	FAD 105	3
4	FAD 215	3D Design	FAD 105, FAD 110	3
5		Elective		3

SEMESTER 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	IND 300	Introduction to Interior Design	N/A	3
2	IND 301	ID Principles	FAD 110	3
3	IND 303	Textiles for Interior Design	N/A	3
4	IND 305	Studio I – Drafting	N/A	3
5		Elective		3

SEMESTER 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	IND 302	Materials and Resources	IND 300	3
2	IND 304	Studio II – Residential	IND 300, IND 301, IND 303	3
3	IND 306	Building Systems and Codes	N/A	3
4	IND 310	CAD	FAD 210, FAD 215, & IND 305	3
5	IND 315	Furniture Design	Co-requisites IND 302, IND 310	3

SUMMER SEMESTER

No.	Course Code	Course Title	Prerequisites	C.H.
1	FAD 305	Internship	90 C.H.	3

SEMESTER 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	IND 400	Studio III – Commercial	IND 303, IND 310, IND 315	3
2	IND 401	Lighting for Interior Design	FAD 100	3
3	IND 403	Advanced CAD	IND 310	3
4	IND 405	Interior Design Profession	IND 300	3
5	IND 410	History of Interior Design	FAD 202	3

SEMESTER 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	IND 402	Studio IV: Commercial	IND 400	3
2	IND 404	Detailing	IND 403	3
3	IND 406	Capstone Graduation Project	IND 304, IND 400, IND 403	6
		Elective		3

c. Course Description

CIT 100: Computer Literacy

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This subject introduces students to basic functions of computers as well as a basic introduction to some important software applications such as Operating Systems, and MS word. This subject will also introduce students to some important IT concepts that include Electronic data interchange (EDI), Teleconferencing, Videoconferencing, Intranet systems, extranet systems and Wireless Capabilities.

ASC 105: Islamic Culture

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course will offer students the knowledge to enable them understand the Islamic culture. The course offers a review of the history of Islam and how it is currently the fastest growing religion in the world.

MAT 100: General Mathematics

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course will begin with a review of selected arithmetic topics: fractions, decimals, and percentages, followed by a brief review of signed number operations. The course will cover topics of Basic Algebra such as variable expressions, linear equations, inequalities and applications, and graphing points and lines.

ENG 100: English

Credits: 3

Prerequisites: TOEFL 500+

Co-requisites: N/A

Description:

This course provides students with advanced English-Language skills to pursue successfully their studies in various academic specializations. It helps students to develop, improve, and upgrade their listening, speaking, reading, writing, and structure skills. This course also acquaints students with technical writing, research papers, and essays.

ENG 105: English for Specific Purposes

Credits: 3

Prerequisites: TOEFL 500+

Co-requisites: N/A

Description:

This course covers the needed language areas such as organizational structures, instructions job lexis, processes and operating systems, health and safety, and customer relations which are common to the majority of different vocations to provide the functional language the students will need in their specialization and place of work.

ASC 100: Study and Learning Skills

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course is designed to help students to do well at their studies at university through the development of effective study skills and strategies. Studying at the university level is very different from previous experiences students may have done, and therefore the course aims to apply new studying and learning strategies, and identify, develop, and enhance the study and learning skills of students. These skills include time management, taking notes, planning assignments, exam preparation and revision, preparing a presentation, memory techniques, and methods for using course materials including syllabi and textbooks, critical and creative thinking, problem solving, etc. Students will have the opportunity to develop a focused project specific to their interests and study needs.

ASC 110: Introduction to Social Sciences

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course introduces students to the broad, complex and influential field of the social sciences. The course tends to focus on the disciplines of anthropology, sociology, psychology, political science, economics, and sometimes history and geography. This course will also enable students to sharpen their critical analysis skills as they evaluate changes in important social issues and institutions.

ASC 200: General Psychology

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

An introduction to the fundamental principles and practices of psychology, including theories and methods, biological factors influencing behavior, learning, memory, thinking, intelligence, language, human development and personality.

ASC 210: Natural Sciences

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

Courses in the natural sciences introduce students to the basic concepts of science and the scientific method and enhance awareness of scientific developments and their impact on society and the environment. This area provides students with an understanding of scientific terms,

concepts and theories, and the ability to formulate empirically testable hypotheses derived from the study of physical processes and living things.

ASC 300: UAE and GCC Society

Credits: 3

Prerequisites: ASC 110

Co-requisites: N/A

Description:

This course is designed to introduce, first, the concepts, measurements, and theories of broad-based sustainable development as well as the relationships between economic development, human development, and environment. Students will also be familiar with several theories of development. Then, the characteristics and the quality of life in GCC will be investigated and compared to those in other countries. The focus would be on the causes, problems and challenges associated with the development of GCC countries such as population structure and localization policies, the feasibility of GCC States integration, the impact of oil and non-oil production on development.

Core Requirements

FAD 100: Color Theory and Practice

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course examines color theory as an element for communications and expression as applied to traditional and digital design in the visual communications field. This fundamental course covers several color topics including color theory, color interaction, and color psychology. This course covers creative and technical aspects of color design issues using digital illustration and traditional media manipulation.

FAD 105: Drawing I

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This is an introductory course to drawing, and this course covers the practical or technical basics of drawing. This course equips the student with a variety of basic drawing skills, approaches and concepts explored through a comprehensive range of media. The illusion of volume and space through the use of perspective, line, and value is stressed. From this course, students are expected to develop practical skills in drawing, to sharpen their powers of perception, and to gain an awareness of drawing's historic and contemporary context and expressive potential.

FAD 110: Basic Design

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This is an introduction to design concepts with an emphasis on traditional compositional theory, design principles and elements. This course is designed to give students a strong understanding of two-dimensional visual communications.

FAD 200: Fundamentals of Graphic Illustration and Digital Imaging



Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course covers fundamental principles of digital imaging using Photoshop as well as use of vector graphic techniques to create images for use in print, multimedia, or web design. Topics for digital imaging include acquisition, manipulation, and output of digital images. Students will generate effective typography, master basic drawing tools, develop unique brushes and patterns, and utilize a variety of color palettes and libraries to achieve transparency and special effects. Transformation of objects to manipulate perspective, use of blends and gradients to produce airbrush effects, and the application of advanced path tools will be covered. This course involves considerable hands-on instruction and multiple projects using Adobe Illustrator CS3.

FAD 201: Art History I

Credits: 3

Prerequisites: N/A

Co-requisites:

Description:

This is an introductory level course designed to help students achieve a better understanding history, the aesthetic categories, specialized categories, and terms of art history. This course deals primarily with architecture, sculpture, painting, related arts, the ancient world, the Middle-Ages, and the world beyond Europe. Incorporated into this course are the Renaissance, baroque, rococo, modern and post-modern periods.

FAD 202: Art History II

Credits: 3

Prerequisites: FAD201

Co-requisites: N/A

Description:

This course surveys the artistic styles from the Renaissance through the present. Pictures, sculpture and architecture are studied as individual works in relationship to their social, political, and religious backgrounds.

FAD 210: Drawing II

Credits: 3

Prerequisites: FAD105

Co-requisites:

Description:

Drawing II includes discussion of drawing concepts and related vocabulary, training in freehand drawing, exploration of different drawing techniques and mediums, and growth of personal expression and problem solving. This course builds on the vocabulary, skills and concepts learned in Drawing I. Also, the course includes color theory, figure drawing, and advanced composition.

FAD 215: 3D Design

Credits: 3

Prerequisites: FAD105, FAD110

Co-requisites:

Description:

This is a basic three-dimensional design course. The main objective of this course is to give the students an understanding of the components used in three-dimensional formats and how these components are used to achieve a particular effect or feeling. This course also provides a great deal of technical information on structure, color usage, composition, and theory.

FAD 305: Internship

Credit: 3

Prerequisite: 90 Credit Hours

Co-requisites: N/A

Description:

The College considers student internship as one of the most important channels that brings together the college, the students, and the job market. Moreover, internship is a means that integrates the academic theoretical environment to real life practice. The training, although it includes actual operation of the facilities of the employer and is similar to an on-the-job-training. The training is for the benefit of the students. The students do not displace regular employees, but work under the close observation of a regular employee or supervisor and could be guided by an AUE faculty member.

Graphic Design Major Requirements

GRD 300: Graphic Design I

Credits: 6

Prerequisites: FAD 200 & FAD 215

Co-requisites:

Description:

This course is an introduction to basic theory and skill of visual communications. Students learn elements of design, spatial relationships, typography and imagery as they apply to practical visual solutions for self-promotion, resumes, logo design, web design, and sequential systems. By solving basic visual communication problems involving emphasis, balance and unity, students develop the basic skills necessary for success in graphic communication. The focus will be on combining creative visual solutions with technical skills to solve communication problems. This class will instruct the student in graphic design skills employing traditional and digital tools, materials and procedures employed in the communication arts industry.

GRD 301: Communication Design

Credits: 3

Prerequisites: N/A

Co-requisites: GRD 303

Description:

This course covers basic design principles. Students learn to use all aspects of design for effective communication while working in a team-based environment, by the end of the course the student should be able to identify, select, and physically locate appropriate resources in a variety of Communication Design.

GRD 302: Life Drawing

Credits: 3

Prerequisites: FAD 210

Co-requisites:

Description:

Exploring the skeletal and muscular systems of the human body, this course provides students with a working knowledge of human anatomy and figure construction. The technical and interpretive techniques of drawing are introduced alongside artistic and aesthetic notions.

GRD 303: Information Design

Credits: 3

Prerequisites:

Co-requisites: GRD 301

Description:

In this course, students learn the process of conceptualizing and designing information. Students will focus on the planning, creation, and organization of the informational design process as applied to multimedia projects.

GRD 304: Typography I

Credits: 6

Prerequisites: FAD 200

Co-requisites:

Description:

Typography I is the study of letterforms including their purpose as communication tools, type anatomy, syntax, and their evolution with technologies in printing and new media. This course will provide the student with a foundation to understand the evolution of typography from both historical and conceptual perspective. Students will be exposed to a vocabulary of professional terms in order to articulately communicate their ideas with their peers, and their future associates and clients. In addition, students will learn to incorporate the basic principles of typography with the essential technical skills necessary to achieve success in graphic design and advertising.

GRD 305: Graphic Design II

Credits: 6

Prerequisites: GRD 300

Co-requisites:

Description:

This course supplies the student with specific information of the process of typography and layout as well as how to execute effective graphic design principles. It covers studio projects such as book covers, posters, logo designs, etc. This class will be exploring creativity on a professional standard while learning the basics of how to formally communicate with quality graphic design.

GRD 310: History of Graphic Design

Credits: 3

Prerequisites: N/A

Co-requisites:

Description:

This course explores the evolution of graphic communication from prehistory through postmodern design and the digital revolution.

GRD 400: Graphic Design III

Credits: 6

Prerequisites: GRD 305

Co-requisites:

Description:

Graphic Design III is a continuation of Graphic Design II with advanced exercises and projects demonstrating a thorough working knowledge of graphic design elements and principles. Emphasis will be upon learning the business of graphic design and the role of the graphic designer as a member of a creative team.

GRD 401: Typography II

Credits: 3

Prerequisites: GRD 304

Co-requisites:

Description:

This course is an in-depth examination of the principles and potential of typography with emphasis on typographic composition. Students explore the role that typography plays in shaping the form and content of communication. Through a series of studio exercises that introduce letterforms and text in relation to images, texture, color, hierarchy and grid structures, students will explore a variety of design problems and build skills in communicating visual meaning.

GRD 402: Capstone Graduation Project

Credits: 6

Prerequisites: GRD 400

Co-requisites:

Description:

The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE. The purpose of the graduation project is to evaluate the students' ability to complete a project in their chosen field. It is the responsibility of the student to identify a topic, find a faculty member willing to act as an advisor, develop a proposal for their project that clearly identifies their project goals, objectives, tasks, milestones, and time and budgets. They must communicate their findings by written thesis and an oral presentation. The content of the course will be highly variable depending on the project undertaken by the student.

GRD 404: Desktop Publishing

Credits: 6

Prerequisites: GRD 304, GRD 305

Co-requisites:

Description:

This course examines desktop publishing using QuarkXPress. Students will learn to prepare a variety of publications including advertisements, brochures, and newsletters. Particular emphasis is given to learning the elements of layout and design. QuarkXPress is a high-end electronic publishing program whose features include extremely tight typographic and photographic controls. Such controls make QuarkXPress a page-layout program well suited for the printing and publishing industry. Class lectures will be supported with practice exercises and demonstrations. The lab portion of this class consists of a series of page layout jobs designed to highlight the features of the program.

Digital Animation Major Requirements

GRD 302: Life Drawing Fundamentals

Credits: 3

Prerequisites: FAD 210

Co-requisites:

Description:

Exploring the skeletal and muscular systems of the human body, this course provides students with a working knowledge of human anatomy and figure construction. The technical and interpretive techniques of drawing are introduced alongside artistic and aesthetic notions.

GRD 304: Typography I

Credits: 6

Prerequisites: FAD 200

Co-requisites:

Description:

Typography I is the study of letterforms including their purpose as communication tools, type anatomy, syntax, and their evolution with technologies in printing and new media. This course will provide the student with a foundation to understand the evolution of typography from both historical and conceptual perspective. Students will be exposed to a vocabulary of professional terms in order to articulately communicate their ideas with their peers, and their future associates and clients. In addition, students will learn to incorporate the basic principles of typography with the essential technical skills necessary to achieve success in graphic design and advertising.

DIA 300: Basic Animation

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course is designed to provide the student with an introduction to visual animation, and in doing so increase their appreciation of animated efforts both past and present. Emphasis is on creating movement and expression utilizing traditional or electronically generated image movement. Projects developed in this course will add to a student portfolio an element of motion from traditional techniques and from modern computer-based techniques.

DIA 301: History of Animation

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course introduces to the history and development of the field of animation. The course will take you from the early magic lantern shows of the late nineteenth century to current and emerging digital animation technologies. This will be accomplished through a series of discussions, lectures, assignments, and viewing DVDs and videos.

DIA 302: Storyboarding

Credits: 3

Prerequisites: FAD 210

Co-requisites:

Description:

This course introduces to storyboarding and the planning processes of visual storytelling. Students will learn how to translate the concepts such as shot types, continuity, pacing,

transitions and sequencing into a visual narrative. Students will also learn cinematic vocabulary and storyboard technique in the creation of both personal and professional expression.

DIA 303: Motion Graphics

Credits: 3

Prerequisites: DIA 300

Co-requisites: N/A

Description:

This course concentrates on teaching students how to conceptualize and create time-based graphics to express meaning. The course involves project-based learning with lectures and demonstrations. Students are expected to participate in classroom and collaborate to solve technical and creative challenges.

DIA 305: Introduction to Digital Video Production

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course covers the theory of digital production, compositing and working in digital formats. In addition to production theory, students learn to handle equipment as they shoot, light, record sound, edit, and author simple DVD presentations.

DIA 306: Principles of 3D Animation

Credits: 3

Prerequisites: FAD 215 & DIA 303

Co-requisites:

Description:

This course investigates the fundamental principles of 3D animation. The student will survey the historical development of the animated film and develop basic skills in preproduction, 3D modeling and the basics of 3D animation.

DIA 400: Character Rigging and Setup

Credits: 6

Prerequisites: DIA 306, GRD 302, DIA 302

Co-requisites:

Description:

This course enables students to understand the character rigging techniques in the interface, and then to comprehend how the character rigging scripts relate to the rigging techniques. Students will build a standard bipedal skeleton with properly aligned rotation axes character rig. Students will construct a full body IK control rigging and skin for the model. The character setup and rigging techniques will include kinematics and inverse kinematics, and deformers. Expressions will be used to animate particles.

DIA 401: 3D Modeling and Character Animation

Credits: 6

Prerequisites: DIA 306, GRD 302

Co-requisites:

Description:

This course aims to apply the advanced modeling and animation techniques to produce character animation sequences with artistic quality, and also to introduce the cutting edge technology in the creation of 3D computer animation.

DIA 402: Animation Production

Credits: 6

Prerequisites: DIA 302, DIA 401

Co-requisites:

Description:

This course covers advanced studies in the production of three-dimensional computer animation. This is a studio course in which students execute a single collaborative animation project, including planning, storyboarding, modeling, lighting, rendering and compositing of computer-generated imagery. In addition to developing a working knowledge of digital animation techniques and processes, a scholarly study of emerging advancements in computer animation technology will be included.

DIA 403: Audio for Animation

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course provides a solid foundation to the basic concepts that apply to all aspects of audio production. From acoustical basics to psychoacoustics and digital work paths, this class teaches students how audio works in our multimedia rich world.

DIA 404: Capstone Graduation Project

Credits: 6

Prerequisites: DIA 401, DIA 403

Co-requisites:

Description:

The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE. The purpose of the graduation project is to evaluate the students' ability to complete a project in their chosen field. It is the responsibility of the student to identify a topic, find a faculty member willing to act as an advisor, develop a proposal for their project that clearly identifies their project goals, objectives, tasks, milestones, and time and budgets. They must communicate their findings by written thesis and an oral presentation. The content of the course will be highly variable depending on the project undertaken by the student.

Interior Design Major Requirements

IND 300: Introduction to Interior Design

Credits: 3

Prerequisites: N/A

Co-requisites:

Description:

This course introduces the interior design profession and its role in shaping the environment. Students are introduced to the design process as it is followed in a professional office. The elements, vocabulary and principles of design are applied to a series of simple interior design projects, including both residential and commercial space interior design. In addition, students are introduced to life safety codes and accessibility guidelines.

IND 301: Interior Design Principles

Credits: 3

Prerequisites: FAD 110

Co-requisites:

Description:

This course introduces the principles of interior design, including unity, balance, proportion, scale, rhythm, and emphasis. Students learn about their definition and practical application through related assignments. In addition, students are introduced to basic color psychology, client analysis, selection of finishes, and mood and sample board presentation techniques. Anthropometrics and ergonomics will be reviewed and an orientation to the profession at local and national levels will be achieved.

IND 302: Materials and resources

Credits: 3

Prerequisites: IND 300

Co-requisites:

Description:

This course is a survey of materials used by interior designers for architectural elements and finishes for both residential and non-residential design. The student will learn to evaluate and select the appropriate materials for a design project, and will be introduced to life safety ratings for finish materials. The student will be introduced to writing specifications for interior design materials.

IND 303: Textiles for Interior Design

Credits: 3

Prerequisites: N/A

Co-requisites:

Description:

Students will learn to identify fiber content, yarn construction, weave and finish, and will understand the effect of these components on the performance of textile products. Student will apply knowledge of textile component properties to the various end uses to which textile products are applied with emphasis on textiles used for finishes, furnishings and soft goods. Students will understand life safety ratings for textile products in various applications.

IND 304: Studio II - Residential

Credits: 3

Prerequisites: IND 300, IND 301, IND 303

Co-requisites:

Description:

In this course the student develops a residential interior. The student will accomplish projects and learn essential skills such as client analysis, programming, space planning, code analysis, furniture and finish selection. In addition, electrical, lighting, and plumbing requirements are introduced.

IND 305: Studio I - Drafting

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

This course will introduce students to the fundamentals of drafting and geometric construction. Students will become familiar with drafting equipment and methodology used in architecture. This course will provide basic understanding of drafting techniques necessary to allow students to progress to CAD.

IND 306: Building Systems and Codes

Credits: 3

Prerequisites: N/A

Co-requisites: N/A

Description:

In this course, the student is introduced to interior construction and servicing systems and to the codes and regulations which affect Interior designers. Emphasis is placed on the development of a related vocabulary and a critical understanding of the interaction between the design, construction, services, and codes.

IND 310: CAD

Credits: 3

Prerequisites: FAD 210, FAD 215, IND 305

Co-requisites:

Description:

This course is an introduction to the two dimensional methods of graphic communication used by architects and interior designers, with an emphasis on orthographic drawings used for construction drawings. Students will use tools and techniques to hone hand-drafting skills as well as be introduced to computer aided drafting using AutoCAD. Students will learn to read, organize and produce a set of construction drawings.

IND 315: Furniture Design

Credits: 3

Prerequisites: IND 302, IND 310

Co-requisites:

Description:

In this course the students will design furniture as well as incorporate furniture selection and design into both residential and public space design projects. The design process will be the framework for all project development.

IND 400: Studio III - Commercial

Credits: 3

Prerequisites: IND 303, IND 310, IND 315

Co-requisites:

Description:

This is a fundamental course in the design of business environments. Through studio projects, lectures and field trips, the student develops a commercial interior that includes critical client analysis, complex programming, space planning, and the use of open-office systems. The student is also introduced to relevant accessibility codes/legislation and standard building and fire safety codes as they pertain to commercial design.

IND 401: Lighting for Interior Design

Credits: 3

Prerequisites: FAD 100

Co-requisites:

Description:

Students will study the technical, aesthetic and psychological aspects of lighting in an environment. Principles of lighting design and selection will be applied to the selection of luminaries and lighting sources.



IND 402: Studio IV – Commercial

Credits: 3

Prerequisites: IND 400

Co-requisites:

Description:

This course emphasizes in programming and space planning for a complex office design. Students will become familiar with several office furniture systems and choose one for use in their office design.

IND 403: Advanced CAD

Credits: 3

Prerequisites: IND 310

Co-requisites:

Description:

This course examines the advanced drafting techniques and functions of Autodesk and other applications, applying the concepts to general and advanced interior drafting. Students learn advanced computer graphic communication techniques in interior design for the development of technical and perspective drawings created in presentation formats using 3D modeling and images.

IND 404: Detailing

Credits: 3

Prerequisites: IND 403

Co-requisites:

Description:

This course builds on the concepts introduced in CAD, with emphasis on architectural detailing, including millwork, furniture and cabinetry. Computer aided drafting using AutoCAD will be the primary method of graphic communication in this course.

IND 405: Interior Design Profession

Credits: 3

Prerequisites: IND 200 & IND 300

Co-requisites:

Description:

In this course, students are exposed to the range of career possibilities in the interior design profession through personal exploration, speakers, lectures, and discussions. Students will apply this knowledge to an evaluation of personal career goals and preparation of a cover letter and resume. Students will be exposed to the business structure and internal organization, marketing techniques, fee structures, and project management procedures of both residential and contract/commercial interior and architectural design firms. Class will include discussions of ethics, education and professional organizations.

IND 406: Capstone Graduation Project

Credits: 6

Prerequisites: IND 304, IND 400, IND 403

Co-requisites:

Description:

The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE. The purpose of the graduation project is to evaluate the students' ability to complete a project in their chosen field. It is the responsibility of the student to identify a topic, find a faculty member willing to act as an advisor, develop a proposal for their project that clearly identifies their project goals, objectives, tasks, milestones, and time and budgets. They must communicate their findings by written thesis and an oral presentation. The content of the course will be highly variable depending on the project undertaken by the student.

IND 410: History of Interior Design

Credits: 3

Prerequisites: FAD 202

Co-requisites:

Description:



This course aims to focus on the evolution of interiors through a chronological overview of various trends and approaches to interior and furniture design in different cultures throughout history. Covering different cultural periods from pre-history to late modernism of the early 21st century, the course also aims to explore and discuss the evolution of the act of designing, and the changing role of the designer, from the builder and craftsman to the cultural actor.

3. Bachelor Programs in Media and Mass Communications

3.1 THE CURRICULA

The Bachelor of Arts in Media and Mass Communication Degree offered by the College is awarded after completing 126 credit hours that consist of the following:

No.	Requirements	Type	No. of Courses	No. of C.H.
a	General Education Requirements	Compulsory	11	33
b	Liberal Arts Courses	Compulsory	10	30
c	Core Requirements	Compulsory	14	42
d	Specialization	Compulsory	05	15
e	Free/Electives	Elective	02	06
	Total		42	126

a. General Educational Requirements (11 Courses / 33 Credit Hours)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	3
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	ASC 100	Study and Learning Skills	N/A	3
7	ASC 105	Islamic Culture	N/A	3
8	ASC 110	Introduction to Social Sciences	N/A	3
9	ASC 200	General Psychology	N/A	3
10	ASC 210	Natural Sciences	N/A	3
11	ASC 300	UAE and GCC Society	ASC 110	3

b. Liberal Arts (10 Courses/30 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 102	Introduction to Anthropology	N/A	3
2	ASC 104	Introduction to Sociology	N/A	3
3	ASC 205	General Statistics	MAT 100	3
4	ASC 201	Introduction to Philosophy	N/A	3
5	ASC 203	World-History	N/A	3
6	ASC 204	Middle East History	ASC 203	3
7	ASC 206	Introduction to Geography	N/A	3
8	ENG 300	English Literature	ENG 100	3
9	ASC 302	Introduction to Political Science	ASC 110	3
10	ECO 100	Microeconomics	N/A	3

c. Core Requirements (14 Courses/ 42 Credit Hours)

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 200	Introduction to Mass Communication	N/A	3
2	MMC 201	Understanding Public Relations	N/A	3
3	MMC 208	Fundamentals of News	MMC 200	3
4	CIT 205	Website Design	CIT 100	3
5	MMC 300	Introduction to Communication Technology	MMC 200 & CIT 100	3
6	MMC 301	Information and Media Studies	MMC 200	3
7	MMC 303	Writing for the Mass Media	ENG 105 & MMC	3
8	MMC 305	Internship	90 C. H.	3
9	MMC 302	Public Opinion and Propaganda	MMC 201 & ASC	3
10	MMC 304	Organizational Communication	MMC 201 & ASC	3
11	MMC 400	Mass Communication Theory and	MMC 301	3
12	MMC 401	Photojournalism	MMC 200	3
13	MMC 403	Editing for the Mass Media	MMC 303	3
14	MMC 402	Media Ethics	MMC 200	3

d. Specializations (5 Courses / 15 Credit Hours)

a. Public Relations

No.	Course Code	Course Title	Prerequisites	C.H.
1	PRE 300	Public Speaking	MMC 200	3
2	PRE 302	Writing in Public Relations	MMC 303	3
3	PRE 400	Media Strategies and Implementations	MMC 304	3
4	PRE 402	Crisis Management Communication	PRE 400	3
5	PRE 405	Capstone-Graduation Project	PRE 400, PRE 402	3

b. Radio and TV

No.	Course Code	Course Title	Prerequisites	C.H.
1	RTV 300	Writing for Radio and TV	MMC 303	3
2	RTV 302	Producing & Planning	MMC 301	3
3	RTV 400	Broadcast Advertising & Sales	ASC 200 & MMC 301	3
4	RTV 402	Media Production and Project Management	RTV 302	3
5	RTV 405	Capstone-Graduation Project	RTV 400, RTV 402	3

c. International Relations

No.	Course Code	Course Title	Prerequisites	C.H.
1	IRE 300	Introduction to International Relations	Co-MMC 302	3
2	IRE 301	Writing for Diplomacy	MMC 303	3
3	IRE 400	Public International Law	IRE 300	3
4	IRE 402	Intercultural Communication	MMC 302	3
5	IRE 405	Capstone-Graduation Project	IRE 400, IRE 402	3

d. Media Sales

No.	Course Code	Course Title	Prerequisites	C.H.
1	MGT 100	Principles of Management	ASC 200	3
2	MGT 305	Negotiation Skills	ASC 200 & MMC 200	3
3	MKT 200	Principles of Marketing	MGT 100	3

4	MSA 400	Introduction to Communications Media Sales and Promotions	MGT 200 & MMC 302	3
5	MSA 402	Capstone - Graduation Project	MGT 200, MSA 400	3

e. Free/Electives (2 Courses / 6 Credits)

Two courses (6 Credits) can be chosen from any other Colleges/ Departments/Specializations as long as the chosen courses' prerequisites are met.

1. CMMC Course Descriptions:

Course Name: Introduction to Mass Communication

Course Code: MMC 200

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

This course is an introduction to the fundamental questions, methods, and theories that define the communication discipline and the communication professions (journalism, public relations, multimedia productions, and organizational communications.) An emphasis is placed on the emergence of mass communication in the UAE and gulf region.

Course Name: Understanding Public Relations

Course Code: MMC 201

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

This course provides an overview of public relations including history of the field, theories of persuasion and communication along with legal and ethical considerations in public relations work. Discussions will address the current state of the art and consider where the field is headed in the future.

Course Name: Fundamentals of News

Course Code: MMC 208

Credit hours: 3

Course Pre-requisites: MMC 200

Course Co-requisites: N/A

Description:

This course will allow the student to understand news today. The course surveys the process of news gathering, assessment and distribution. The course will also address how historical events have shaped news in the 20th Century and how, conversely, news has influenced some historical events.

Course Name: Website Design

Course Code: CIT 205

Credit hours: 3

Course Pre-requisites: CIT 100

Course Co-requisites: N/A

Description:

Students will learn how to understand web design and create branching diagrams, manage their files, set up proper site architecture, manipulate graphic files and create effective websites that use frames, thumbnails, tables, gif animations, and image maps. Over the course of the semester, students create

a series of small websites culminating in a final project that combines all the techniques they have learned.

Course Name: Introduction to Communication Technology

Course Code: MMC 300

Credit hours: 3

Course Pre-requisites: CIT 100 & MMC 200

Course Co-requisites: N/A

Description:

This course will provide the students with a comprehensive overview of communication technology. Students will learn to use a number of these technologies in practical exercises developing multimedia projects. Discussions will include the history of technology in human communications, technologies currently in use, and emerging technologies we can expect to see in the near future. Furthermore, the effect of communication technologies in local and global society will be discussed. Students will prepare a final project and present it to their classmates at the end of the semester.

Course Name: Information and Media Studies

Course Code: MMC 301

Credit hours: 3

Course Pre-requisites: MMC 200

Course Co-requisites: N/A

Description:

This course will provide the students with a comprehensive overview of information and media studies. The students are expected to understand the basic principles of information and media studies. The course will identify and critique the major theoretical approaches to the media and how they relate to society at large. It will equally show comprehension and classification of current journalism. Furthermore, it will show the manner in which our views of the world and its matters are built and described by the news media.

Course Name: Writing for the Mass Media

Course Code: MMC 303

Credit hours: 3

Course Pre-requisites: ENG 105, MMC 202

Course Co-requisites: N/A

Description:

This course will provide the students with a comprehensive overview of writing for the Mass Media. The students are expected to understand the basic principles of writing for the mass media.

Course Name: Internship

Course Code: MMC 305

Credit hours: 3

Course Pre-requisites: 90 C.H.

Course Co-requisites: N/A

Description:

Internship is an experience external to the University for a student in a specialized field involving a written agreement between AUE/the Training and Continuing Education Centre and MMC Firms. AUE internship course provides experience related to each student's academic specialization and the opportunity is open to all MMC students who have completed 90 Credit Hours, and who have a GPA of at least 2.00.

Course Name: Public Opinion & Propaganda

Course Code: MMC 302



Credit hours: 3

Course Pre-requisites: MMC 201 & ASC 302

Course Co-requisites: N/A

Description:

This course is designed to introduce the student to the concepts, principles and skills used in the field of public opinion and propaganda. Emphasis will be directed toward the social and political sciences in particular.

Course Name: Organizational Communication

Course Code: MMC 304

Credit hours: 3

Course Pre-requisites: MMC 201 & ASC 200

Course Co-requisites: N/A

Description:

This course will provide an understanding of the tools of organizational communication along with development of the skills needed for success. This includes concepts such as information flow, motivation, influence, power, leadership transactions, networks, channels, and teamwork.

Course Name: Mass Communication Theory and Research

Course Code: MMC 400

Credit hours: 3

Course Pre-requisites: MMC 301

Course Co-requisites: N/A

Description:

This course examines the role of the mass media in modern society and the influence of media institutions and messages on individuals, communities, and society. The course includes an overview of the basic methods associated with media research. Students will be asked to integrate theoretical knowledge into media research areas relevant to communication professionals today.

Course Name: Photojournalism

Course Code: MMC 401

Credit hours: 3

Course Pre-requisites: MMC 200

Course Co-requisites: N/A

Description:

A study of the history and importance of photographs for the print media. Practice in the production of photographs appropriate for newspapers and news magazines, including composition, depth of field, and cropping. Use of digital camera technology with introduction to standard dark room techniques.

Course Name: Editing for the Mass Media

Course Code: MMC 403

Credit hours: 3

Course Pre-requisites: MMC 303

Course Co-requisites:

Description:

This course will provide the students with a comprehensive overview of editing. The students are expected to practice editing and to understand the basic principles of editing.

Course Name: Media Ethics

Course Code: MMC 402

Credit hours: 3

Course Pre-requisites: MMC 100

Course Co-requisites: N/A

Description:

This course examines the rights, responsibilities and constraints on public communication. The course also covers regulatory policies affecting advertising, public relations, journalism along with present and future electronic mass mediums. The course also examines press censorship, legal areas of libel, privacy, access to and ownership of information.

International Relations

Course Name: Introduction to International Relations

Course Code: IRE 300

Credit hours: 3

Course Pre-requisites:

Course Co-requisites: MMC 302

Description:

This course introduces students to the basic principles and institutions of international relations that remain constant despite the challenges of current international conflict. One focus of the course will be international security, examining both power politics and alternatives to power. International conflict will be examined and the work of international organizations analyzed. Enforcement of international law and the use of conflict resolution will be discussed.

Course Name: Writing for Diplomacy

Course Code: IRE 301

Credit hours: 3

Course Pre-requisites: MMC 303

Course Co-requisites: N/A

Description:

This course will provide the students with a comprehensive overview of writing for diplomacy. It is designed for potential diplomats. It requires students to integrate their oral fluency in professional settings with analytical reading and writing skills for a variety of diplomatic purposes. Students in this course will engage in writing press briefing and prepare for press interviews.

Course Name: Public International Law

Course Code: IRE 400

Credit hours: 3

Course Pre-requisites: IRE 300

Course Co-requisites: N/A

Description:

This course provides an overview of public international law, including the sources of international law, jurisdictions and states' rights and obligations. Special topics to be addressed will include environmental law, human rights, international standards of immigration and asylum. The course will conclude with discussions of future perspectives on international law.

Course Name: Inter cultural Communication

Course Code: IRE 402

Credit hours: 3

Course Pre-requisites: MMC 302

Course Co-requisites: N/A

Description:

This course examines the communication process involved when individuals from different cultures or subcultures attempt to interact. We will address possible sources of misunderstandings in

intercultural communication (e.g., time/space factors, linguistic and nonverbal factors, and ethnocentric communication) along with communication problems encountered by persons engaged in personal or professional intercultural contacts.

Course Name: Capstone - Graduation Project

Course Code: IRE 405

Credit hours: 3

Course Pre-requisites: IRE 400

Course Co-requisites: N/A

Description:

Media and Mass Communication students are required to take a three credit hour course on the Capstone Graduation Project. To be graduated, students are requested not only to passing courses and earning required credits, but also they need to show that they have developed proficiency in core-content knowledge and can demonstrate proficiency in applied learning skills in the four concentrations. It will be a challenging and rigorous journey but the reward for undertaking a meaningful experience are immense and will undoubtedly give AUE graduates a powerful start in career they may choose. In addition, English language and technology proficiency must also be demonstrated. The Capstone Graduation Projects should be in the form of field-based case studies. The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE.

Public Relations

Course Name: Public Speaking

Course Code: PRE 300

Credit hours: 3

Course Pre-requisites: MMC 200

Course Co-requisites: N/A

Description:

A course designed for the student interested in developing speaking skills. Emphasis will be placed on organization, supporting material, delivery, and audience analysis. Further attention is given to the study of social relationships and the communication process

Course Name: Writing in Public Relations

Course Code: PRE 302

Credit hours: 3

Course Pre-requisites: MMC303

Course Co-requisites: N/A

Description:

This course is an introduction to the critical elements needed for creative public relations writing projects. It will be particularly useful for students interested in entering the field of public relations. The course will address public relations writing for broadcast, print, and online media. The students will be introduced to this creative art by writing news releases, media advisories, pitch letters, public service announcements, informational brochures and feature articles.

Course Name: Media Strategies and Implementation

Course Code: PRE 400

Credit hours: 3

Course Pre-requisites: MMC 304

Course Co-requisites: N/A

Description:

This course is designed to provide you with a framework for understanding the role of strategic media planning in the overall context of marketing and advertising decision. The course will cover audience research as well as selection, evaluation, and planning of all major advertising media and consider various decisions and problems that arise in the media planning process. The knowledge gained in this course will be useful for those interested in any career that requires them to interact with the media industries, such as brand management, advertising, research, as well as the media and entertainment industry.

Course Name: Crisis Management Communications

Course Code: PRE 402

Credit hours: 3

Course Pre-requisites: PRE 400

Course Co-requisites: N/A

Description:

Focuses on the issues relevant to planning, development and execution of crisis communications programs for businesses, and organizations including public relations techniques for communication with stakeholders during a crisis.

Course Name: Capstone: Graduation Project

Course Code: PRE 405

Credit hours: 3

Course Pre-requisites: PRE 400, PRE 402

Course Co-requisites: N/A

Description:

Media and Mass Communication students are required to take a three credit hour course on the Capstone Graduation Project. To be graduated, students are requested not only to passing courses and earning required credits, but also they need to show that they have developed proficiency in core-content knowledge and can demonstrate proficiency in applied learning skills in the four concentrations. It will be a challenging and rigorous journey but the reward for undertaking a meaningful experience are immense and will undoubtedly give AUE graduates a powerful start in career they may choose. In addition, English language and technology proficiency must also be demonstrated. The Capstone Graduation Projects should be in the form of field-based case studies. The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE.

Radio and TV

Course Name: Writing for Radio & TV

Course Code: RTV 300

Credit hours: 3

Course Pre-requisites: MMC 303

Course Co-requisites: N/A

Description:

This course will provide an overview of the director's job and major responsibilities during the production of radio and television programs. Emphasis will be placed on elements preproduction in

preparation for rehearsals and performance. Differing directorial approaches will be studied and students will apply a specific directorial approach in a final project.

Course Name: Producing & Planning

Course Code: RTV 302

Credit hours: 3

Course Pre-requisites: MMC 301

Course Co-requisites: N/A

Description:

This course presents the principles of contemporary broadcast production control concepts and technologies that are used by world-class enterprises. The course will provide the students with the conceptual background needed to plan and produce broadcast programs. These concepts will then be used in practical exercises in which students can develop the creative skills needed in the professional workplace.

Course Name: Broadcast Advertising & Sales

Course Code: RTV 400

Credit hours: 3

Course Pre-requisites: ASC 200 & MMC 301

Course Co-requisites: N/A

Description:

This course examines the role of advertising in the broadcast industry. Students will study the basic techniques of selling for radio and television.

Course Name: Media Production and Project Management

Course Code: RTV 402

Credit hours: 3

Course Pre-requisites: RTV 302

Course Co-requisites: N/A

Description:

This course is designed to equip digital media students with the basic tools and processes of production and project management. To a surprising extent, these tools are independent of whether the student is an artist, programmer, theme park designer, movie producer or architect of virtual worlds and video games. The course will build students' understanding of creative leadership, techniques for management and personal strengths required to succeed in a career in media.

Course Name: Capstone - Graduation Project

Course Code: RTV 405

Credit hours: 3

Course Pre-requisites: RTV 400, RTV 402

Course Co-requisites: N/A

Description:

Media and Mass Communication students are required to take a three credit hour course on the Capstone Graduation Project. To be graduated, students are requested not only to passing courses and earning required credits, but also they need to show that they have developed proficiency in core-content knowledge and can demonstrate proficiency in applied learning skills in the four concentrations. It will be a challenging and rigorous journey but the reward for undertaking a meaningful experience are immense and will undoubtedly give AUE graduates a powerful start in career they may choose. In addition, English language and technology proficiency must also be demonstrated. The Capstone Graduation Projects should be in the form of field-based case studies. The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE.

Media Sales

Course Name: Principles of Management

Course Code: MGT 100

Credit hours: 3

Course Pre-requisites: ASC 200

Course Co-requisites:

Description:

This course introduces the four basic management functions: planning, organizing, leading, and controlling. The course discusses certain related managerial topics include decision-making, planning, organizational structure and chine of command, power and authority, delegation, leadership and teamwork, organizational communication networks, and motivational theories.

Course Name: Negotiation Skills

Course Code: MGT 305

Credit hours: 3

Course Pre-requisites: ASC 200 & MMC 200

Course Co-requisites: N/A

Course Status: Compulsory

Description:

Students in this course will learn about conflict, conflict resolution and negotiations, principally in the public sector, and will develop and practice skills to become more proficient negotiators. The course will be a combination of learning about these topics and participating in exercises and simulated negotiations. The exercises and simulations are chosen to reinforce the theories about successful conflict resolution and successful negotiators and to all students to develop their own negotiation skills

Course Name: Principles of Marketing

Course Code: MKT200

Credit hours: 3

Course Pre-requisites: MGT 100

Course Co-requisites: N/A

Description:

This course will familiarize the student with the scope, terminology, topics, and procedures of marketing in a modern firm. It introduces the principles of marketing. The four basic ingredients of the marketing mix - product, price, place, and promotion are discussed. Other topics include marketing channels; market research, consumer behavior, societal marketing, and new product planning are also discussed.

Course Name: Introduction to Communications Media Sales and Promotions

Course Code: MSA400

Credit hours: 3

Course Pre-requisites: MGT200 MMC 302

Course Co-requisites:

Description:

This course will provide the students with a comprehensive overview of media sales and promotion. This class offers the students the orientation and skills necessary for careers in media sales and promotions.

Course Name: Capstone - Graduation Project

Course Code: MSA 402

Credit hours: 3

Course Pre-requisites: MGT 200, MSA 400

Course Co-requisites: N/A

Description:

Media and Mass Communication students are required to take a three credit hour course on the Capstone Graduation Project. To be graduated, students are requested not only to passing courses and earning required credits, but also they need to show that they have developed proficiency in core-content knowledge and can demonstrate proficiency in applied learning skills in the four concentrations. It will be a challenging and rigorous journey but the reward for undertaking a meaningful experience are immense and will undoubtedly give AUE graduates a powerful start in career they may choose. In addition, English language and technology proficiency must also be demonstrated. The Capstone Graduation Projects should be in the form of field-based case studies. The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE.

Study Plan

Study plan for the Bachelor of Arts is as follows:

Semester 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 100	English	TOEFL 500+	3
2	ASC 100	Study and Learning Skills	N/A	3
3	ASC 110	Introduction to Social Sciences	N/A	3
4	ASC 200	General Psychology	N/A	3
5	ASC 210	Natural Sciences	N/A	3

Semester 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 104	Introduction to Sociology	N/A	3
2	ASC 203	World-History	N/A	3
3	ASC 204	Middle East History	N/A	3
4	ASC 206	Introduction to Geography	N/A	3
5	ASC 302	Introduction to Political Science	ASC 110	3

Semester 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 200	Introduction to Mass Communication	N/A	3
2	MMC 201	Understanding Public Relations	N/A	3
3	MAT 100	General Mathematics	N/A	3
4	CIT 100	Computer Literacy	N/A	3
5	ASC 201	Introduction to Philosophy	N/A	3

Semester 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 208	Fundamentals of News	MMC 200	3
2	CIT 205	Website Design	CIT 100	3
3	MMC 300	Introduction to Communication Technology	MMC 200 & CIT 100	3

4	ECO 100	Microeconomics	N/A	3
5	ENG 105	English for Specific Purpose	TOEFL 500+	3

For the Specialization in International Relations (semesters 5-8)

Semester 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	IRE 300	Introduction to International Relations	Co-MMC 302	3
2	ASC 102	Introduction to Anthropology	N/A	3
3	ASC 300	UAE and GCC Society	ASC 110	3
4	ENG 300	English Literature	ENG 100	3
5	MMC 301	Information and Media Studies	MMC 200	3

Semester 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 303	Writing for the Mass Media	ENG 105 & MMC 202	3
2	IRE 400	Public International Law	IRE 300	3
3	MMC 302	Public Opinion and Propaganda	MMC 201 & ASC 302	3
4	ASC 205	General Statistics	MAT 100	3
5	ASC 105	Islamic Culture	N/A	3

Semester 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 304	Organizational Communication	MMC 201 & ASC 200	3
2	MMC 400	Mass Communication Theory and Research	MMC 301	3
3	IRE 301	Writing for Diplomacy	MMC 303	3
4	MMC 401	Photojournalism	MMC 200	3
5	MMC 403	Editing for the Mass Media	MMC 303	3

Semester 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	IRE 405	Capstone-Graduation Project	IRE 400, IRE 402	3
2	IRE 402	Intercultural Communication	MMC 302	3
3	MMC 402	Media Ethics	MMC 200	3
4	MMC 305	Internship	90 C. H.	3
5	ARL-AA 100 or ARL-NA 100	Communication skills in Arabic Language	N/A	3

For the Specialization in Public Relations (semesters 5-8)

Semester 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	PRE 300	Public Speaking	MMC 200	3
2	MMC 303	Writing for the Mass Media	ENG 105 & MMC 202	3
3	ASC 300	UAE and GCC Society	ASC 110	3
4	ENG 300	English Literature	ENG 100	3
5	MMC 301	Information and Media Studies	MMC 200	3

Semester 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 102	Introduction to Anthropology	N/A	3
2	PRE 302	Writing in Public Relations	MMC 303	3
3	MMC 304	Organizational Communication	MMC 201 & ASC 200	3
4	ASC 205	General Statistics	MAT 100	3
5	ASC 105	Islamic Culture	N/A	3

Semester 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 302	Public Opinion and Propaganda	MMC 201 & ASC 302	3
2	MMC 400	Mass Communication Theory and Research	MMC 301	3
3	PRE 402	Crisis Management Communication	PRE 400	3
4	PRE 400	Media Strategies and Implementations	MMC 304	3
5	MMC 403	Editing for the Mass Media	MMC 303	3

Semester 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	PRE 405	Capstone-Graduation Project	PRE 400, PRE 402	3
2	MMC 401	Photojournalism	MMC 200	3
3	MMC 402	Media Ethics	MMC 200	3
4	MMC 305	Internship	90 C. H.	3
5	ARL-AA 100 or ARL-NA 100	Communication skills in Arabic Language	N/A	3

For the Specialization in Radio and TV (semesters 5-8)

Semester 5

No.	Course Code	Course Title	Prerequisites	C.H.
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1	RTV 300	Writing for Radio and TV	MMC 303	3
2	MMC 303	Writing for the Mass Media	ENG 105 & MMC 202	3
3	ASC 300	UAE and GCC Society	ASC 110	3
4	ENG 300	English Literature	ENG 100	3
5	MMC 301	Information and Media Studies	MMC 200	3

Semester 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 102	Introduction to Anthropology	N/A	3
2	RTV 302	Producing and Planning	MMC 301	3
3	MMC 304	Organizational Communication	MMC 201 & ASC 200	3
4	ASC 205	General Statistics	MAT 100	3
5	ASC 105	Islamic Culture	N/A	3

Semester 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	MMC 302	Public Opinion and Propaganda	MMC 201 & ASC 302	3
2	MMC 400	Mass Communication Theory and Research	MMC 301	3
3	RTV 400	Broadcast Advertising and Sales	ASC 200 MMC 301	3
4	RTV 402	Media Production & Project Management	RTV 3024	3
5	MMC 403	Editing for the Mass Media	MMC 303	3

Semester 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	RTV 405	Capstone-Graduation Project	RTV 400, RTV 402	3
2	MMC 401	Photojournalism	MMC 200	3
3	MMC 402	Media Ethics	MMC 200	3
4	MMC 305	Internship	90 C. H.	3
5	ARL-AA 100 or ARL-NA 100	Communication skills in Arabic Language	N/A	3

For the Specialization in Media Sales (semesters 5-8)

Semester 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	MGT 100	Principles and Management	ASC 200	3
2	MMC 303	Writing for the Mass Media	ENG 105 & MMC 202	3



3	ASC 300	UAE and GCC Society	ASC 110	3
4	ENG 300	English Literature	ENG 100	3
5	MMC 301	Information and Media Studies	MMC 200	3

Semester 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 102	Introduction to Anthropology	N/A	3
2	MKT 200	Principles of Marketing	MGT 100	3
3	MMC 304	Organizational Communication	MMC 201 & ASC 200	3
4	MMC 302	Public Opinion and Propaganda	MMC 201 & ASC 302	3
5	ASC 105	Islamic Culture	N/A	3

Semester 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 205	General Statistics	MAT 100	3
2	MMC 400	Mass Communication Theory and Research	MMC 301	3
3	MMC 402	Media Ethics	MMC 200	3
4	MGT 305	Negotiation Skills	ASC 200 MMC 200	3
5	MMC 403	Editing for the Mass Media	MMC 303	3

Semester 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	MSA 402	Capstone-Graduation Project	MGT 200 MMC 302	3
2	MMC 401	Photojournalism	MMC 200	3
3	MSA 400	Introduction to Communications Media Sales and Promotions	MGT 200 MMC 302	3
4	MMC 305	Internship	90 C. H.	3
5	ARL-AA 100 or ARL-NA 100	Communication skills in Arabic Language	N/A	3

4. Undergraduate Programs in Computer Science

a. GRADUATION REQUIREMENTS

Students must successfully complete all the course requirements, as well as the other academic activities that are assigned to their specialization study plan. The cumulative grade point average (GPA) of the student must be at least 2.0 out of 4.0.

b. THE CURRICULA

The Bachelor of Science in Computer Science Degree offered by the College of Computer Information Technology (CCIT) is obtained after completing 126 credit hours that consist of:

No.	Course Type	Course Count	Credit Hours
1	General Education Courses	13	39
2	Core Courses	24	72
3	Specialization Electives	05	15
	TOTAL	42	126

The program curriculum is presented in two majors: Network Security and Digital Forensics. Each major is presented in a separate section below.

Network Security

The CCIT's innovative Network Security specialization program is offered to meet critical business environment needs on a full time basis. The demand for security specialists in this area is constantly growing. So, maintaining secure systems and guarding company information are considered essential. Learners in this program are introduced to communication and information computer security and network technologies that have become key factors in today's economic and societal development. The concerns about security of electronic networks and information systems have grown along with the rapid increase in network users and the value of their transactions. Security has now reached a critical point where it represents a prerequisite for the growth of electronic businesses and economic functions.

Objectives

- * To increase ability to assess and understand information security risks and human factors and their implications
- * To develop and evaluate tools and resources currently available to limit risk and to mitigate the effects of hostile action and attack
- * To design, implement and maintain software systems created to support security policy planning
- * To manage the development, implementation and evolution of a security infrastructure
- * To assess and recommend the impact of policy, legislation, compliance requirements and market trends on organizational security objectives

1. General Education Required Courses (13 Courses/39 Credits)

No.	Course Code	Course Title	C.H.
1	ARL-AA 100 ARL-NA 100	Communication Skills in Arabic Language	3
2	ENG 100	English	3

3	ENG 105	English for Specific Purposes	3
4	MAT 100	General Mathematics	3
5	CIT 100	Computer Literacy	3
6	CIT 105	Introduction to IT & Applications	3
7	ASC 100	Study and Learning Skills	3
8	ASC 110	Introduction to Social Sciences	3
9	ASC 200	General Psychology	3
10	ASC 205	General Statistics	3
11	ASC 210	Natural Sciences	3
12	ASC 105	Islamic Culture	3
13	ASC 300	UAE and GCC Society	3
Total : 39 Credits			

2. Core Requirements (24 Courses / 72 Credits)

No.	Course Code	Course Title	C.H.
1	MAT 105	Calculus	3
2	CIT 201	Introduction to Programming	3
3	CIT 200	Network Essentials	3
4	CIT 207	Object Oriented Programming	3
5	CIT 212	Database Systems	3
6	CIT 203	Discrete Mathematics	3
7	CIT 215	Data Structures and Algorithms	3
8	CIT 205	Website Design	3
9	CIT 300	Multimedia Technology	3
10	CIT 301	Introduction to Operating Systems	3
11	CIT 302	Compiler Construction	3
12	CIT 303	Computer Threats and Risks	3
13	CIT 304	Cryptography and Internet Security	3
14	CIT 305	Internship	3
15	CIT 306	Computer Architecture and Organization	3
16	CIT 307	Computer Ethics	3
17	CIT 400	E-Business and E-Commerce Systems	3
18	CIT 401	Artificial Intelligence	3
19	CIT 402	System Analysis and Design	3
20	CIT 403	IT Architecture	3
21	CIT 404	IT Project Management	3
22	CIT 405	Capstone Graduation Project	3
23	CIT 406	Computer Graphics	3
24	CIT 407	Software Engineering	3
Total: 72 Credits			

3. Specialization Elective Courses (5 Courses/ 15 Credits)

No.	Course Code	Course Title	C.H.
1	CIT 310	Server Operating System & Network Management	3
2	CIT 409	Mobile Technology	3
3	CIT 411	Human Computer Interaction	3
4	CIT 412	Distributed Operating Systems & Applications	3
5	CIT 414	Modeling & Computer Simulation	3

6	CIT 415	Decision Support Systems	3
7	CIT 410	Advanced Topics in CIT	3
8	CIT 208	Network Security	3
Total: 15 Credits			

2 Digital Forensics:

CCIT pioneers a specialized program in Digital Forensics that brings together aspects of technology, forensics and risk management across the above disciplinary area. The idea is a continuum of thoughts within the industry stakeholders in developing expertise in digital forensic investigation, enterprise security, criminology, prevention of hostile cyber-behavior, criminal activity and breach of rules and procedures in a network centric environment. This includes using risk analysis to develop better and safer practices and procedures. The program aims to develop skills in understanding, pin pointing, identifying, investigating and preventing electronic crimes through appropriate security measures.

Objectives

- To understand computer networks, internet and security apparatus
- To appreciate the legal aspects of an investigation in the context of electronic crime
- To consider risk management as part of electronic environments
- To efficiently apply learned expertise to the technical content of computer forensics investigations and to reach to a successful conclusion
- To develop policies to eliminate and reduce electronic crimes

1. General Education Required Courses (13 Courses/ 39 Credits)

No	Course Code	Course Title	C.H.
1	ARL-AA 100 ARL-NA 100	Communication Skills in Arabic Language	3
2	ENG 100	English	3
3	ENG 105	English for Specific Purposes	3
4	MAT 100	General Mathematics	3
5	CIT 100	Computer Literacy	3
6	CIT 105	Introduction to IT & Applications	3
7	ASC 100	Study and Learning Skills	3
8	ASC 110	Introduction to Social Sciences	3
9	ASC 200	General Psychology	3
10	ASC 205	General Statistics	3
11	ASC 210	Natural Sciences	3
12	ASC 105	Islamic Culture	3
13	ASC 300	UAE and GCC Society	3
Total : 39 Credits			

2. Core Requirements (24 Courses / 72 Credits)

No.	Course Code	Course Title	C.H.
1	MAT 105	Calculus	3
2	CIT 201	Introduction to Programming	3
3	CIT 200	Network Essentials	3
4	CIT 207	Object Oriented Programming	3

5	CIT 212	Database Systems	3
6	CIT 203	Discrete Mathematics	3
7	CIT 215	Data Structures and Algorithms	3
8	CIT 205	Website Design	3
9	CIT 300	Multimedia Technology	3
10	CIT 301	Introduction to Operating Systems	3
11	CIT 302	Compiler Construction	3
12	CIT 303	Computer Threats and Risks	3
13	CIT 304	Cryptography and Internet Security	3
14	CIT 305	Internship	3
15	CIT 306	Computer Architecture and Organization	3
16	CIT 307	Computer Ethics	3
17	CIT 400	E-Business and E-Commerce Systems	3
18	CIT 401	Artificial Intelligence	3
19	CIT 402	System Analysis and Design	3
20	CIT 403	IT Architecture	3
21	CIT 404	IT Project Management	3
22	CIT 405	Capstone Graduation Project	3
23	CIT 406	Computer Graphics	3
24	CIT 407	Software Engineering	3
Total : 72 Credits			

2. Specialization Elective Courses (5 Courses / 15 Credits)

No	Course Code	Course Title	C.H.
1	CIT 208	Network Security	3
2	CIT 309	Introduction to Computer Crime Studies	3
3	CIT 408	Computer Crime and Investigation Techniques	3
4	CIT 410	Advanced Topics in CIT	3
5	CIT 413	Intrusion Forensics	3
6	CIT 417	Reverse Engineering	3

Total : 15 Credits

The study plan

SEMESTER 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 OR ARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ASC 100	Study and Learning Skills	N/A	3
3	CIT 100	Computer Literacy	N/A	3
4	ENG 100	English	TOEFL 500+ OR IELTS 5.0+	3
5	MAT 100	General Mathematics	N/A	3

SEMESTER 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 110	Introduction to Social Sciences	N/A	3
2	CIT 105	Introduction to IT & Applications	CIT 100	3
3	ENG 105	English for Specific Purposes	TOEFL 500+ OR IELTS 5.0+	3
4	MAT 105	Calculus	MAT 100	3
5	CIT 110	Introduction to Programming	CIT 105 (Co-requisite)	3

SEMESTER 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 200	General Psychology	N/A	3
2	ASC 205	General Statistics	MAT 100	3
3	CIT 200	Network Essentials	CIT 201	3
4	CIT 201	Object Oriented Programming	CIT 201	3
5	CIT 203	Discrete Mathematics	MAT 100, CIT 105	3

SEMESTER 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 210	Natural Sciences	N/A	3
3	CIT 202	Database Systems	CIT 201	3
2	CIT 204	Data Structures and Algorithms	CIT 203, CIT 201	3
4	CIT 205	Website Design	CIT 105	3
5	ASC 105	Islamic Culture	N/A	3

SEMESTER 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 300	UAE and GCC Society	ASC 110	3
2	CIT 300	Multimedia Technology	CIT 205	3
3	CIT 301	Introduction to Operating Systems	CIT 215	3
4	CIT 303	Computer Threats and Risks	CIT 301*	3
5	CIT 307	Computer Ethics	ENG 105, CIT 205	3
6		Free Elective		

SEMESTER 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 302	Compiler Construction	CIT 215	3
2	CIT 304	Cryptography and Internet Security	CIT 215	3
3	CIT 306	Computer Architecture and Organization	CIT 301	3
4	CIT 308	Computer Ethics	ENG 105, CIT 205	3
5		Free Elective		3

SEMESTER 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 400	E-Business and E-Commerce Systems	CIT 300	3
2	CIT 401	Artificial Intelligence	CIT 215	3
3	CIT 403	IT Architecture	CIT 301	3
4	CIT 407	Software Engineering	CIT 215	3
5		Free Elective		3
6		Free Elective		3

SEMESTER 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 402	System Analysis and Design	CIT 215	3
2	CIT 404	IT Project Management	90 C.H.	3
3	CIT 405	Capstone Graduation Project	105 C.H.	3
4	CIT 406	Computer Graphics	CIT 215	3
5		Free Elective		3

Course Name: Visual Basic Programming

Course Code: ITM 201

Credit Hours: 3

Pre requisites: CIT 105

Description:

This course is designed to introduce students to the concepts of computer programming using the Visual Basic programming environment. The student will write programs to implement a variety of typical applications. There will be an emphasis on structured programming techniques, writing readable code and developing user-friendly programs. Concepts introduced will include: data types, constants, and variables; flow of control, decisions, and loops; forms and simple Visual BASIC



controls as elements of the user interface; arrays; scope of variables; functions; string manipulation; rudimentary file operations; simple Drag and Drop and graphics operations; and error handling.

Course Name: DB Programming

Course Code: ITM 308

Credit Hours: 3 C.H. (1.5 h. lecture + 3 labs per week)

Pre requisites: ITM 202

Description:

This course provides students with the technical skills required to program a database solution by using Microsoft SQL Server. In this course students gain an understanding of relational databases through the powerful Structured Query Language (SQL). The SQL commands, functions, and operators will be covered. Students learn to create and maintain database objects such as tables, indexes, views, constraints, and sequences. Students practice SQL using SQL Workshop.

This course is designed to develop SQL programming proficiency. Emphasis is placed on data definition, data manipulation, and data control statements

Course Name: DB Administration

Course Code: ITM 310

Credit Hours: 3 C.H. (1.5 h. lecture + 3 labs per week)

Pre-requisites: ITM 308

Co-requisites: N/A

Description:

This course focuses on topics such as DBMS architectures, security, data administration, backup and recovery, software maintenance and operation, resource management, and database tuning and troubleshooting. The course aims at equipping the students with the following skills : designing and configuring SQL server security; importing and exporting data; backing up SQL server databases; restoring SQL server databases; automating SQL server administration; designing, configuring, and managing replication implementing fault tolerance, and monitoring SQL server.

Course Name: Calculus

Course Code: MAT 105

Credit Hours: 3

Pre-requisites: MAT 100

Co-requisites: N/A

Description:

This course is an introduction to differential and integral calculus. It begins with a short review of basic concepts related to functions. Then it introduces the concept of a limit to a function. It then unfolds to the study of derivatives and their applications. Thereafter it considers the area problem and its solution, the definite integral.

Course Name: Introduction to Programming

Course Code: CIT 201

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: N/A

Co-requisites: CIT 105

Description:

This course covers concepts of computer programming in C. The course covers the basic C programming syntaxes including data formats, string Input / Output, control statements, loops, functions, arrays, file Input / Output operations.

Course Name: Network Essentials

Course Code: CIT 200



Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: CIT 201

Co-requisites: N/A

Description:

This course is designed to provide background necessary to understand computer networks. It describes types of networks, how networking affects society, and the components and tools that are used to create networks in various business models. The course also discuss an introduction to networking, offering easy-to-follow details on hardware, networking protocols, remote access, and security. New networking professionals will first learn what they need to know about network technology, and then how to apply that knowledge to set up, manage, and secure networks.

Course Name: Object-Oriented Programming

Course Code: CIT 207

Credit Hours: 3 C.H. (2 h. lecture +2 labs per week)

Pre-requisites: CIT 201

Description:

Introduction to object-oriented programming includes objects, classes, abstract data types, information hiding, inheritance, polymorphism, design of graphical user interfaces, multi-threading, multimedia, and networking.

Course Name: Computer Literacy

Course Code: CIT 100

Credit Hours: 4 C.H. (2 h. Lectures and 2 h. Labs)

Pre-requisites: N/A

Co-requisites: N/A

Description:

This course presents the use of computers in everyday life. The students will learn to organize electronic filing systems as well as to communicate ideas effectively using the Microsoft Suite – MS Word, Excel, PowerPoint, and Access. This subject will also discuss some important IT concepts, such as: Electronic data interchange (EDI), Teleconferencing, Videoconferencing, Intranet systems, extranet systems, and Wireless Capabilities. Towards the end of the course, the students in groups will work to select a topic, search for the information, analyze, and organize it incorporating a software tool they learned and present it publicly.

Course Name: Management Information System

Course Code: MGT 200

Credit Hours: 3

Pre-requisites: MGT 100 and CIT 105

Co-requisites: N/A

Description:

The course discusses the information systems planning, and organizing and the application of information technology advancements. This course has a managerial perspective that describes how IS supports business goals and functions are applicable to management, what information resources are available to the manager, and how the manager is involved in the information development process.

Course Name: Database Systems

Course Code: ITM 202

Credit Hours: 3 C.H. (2 h lecture, 2 h. lab)

Pre-requisite: ITM 201

Co-requisites: N/A

Description:

This course is designed to give a theoretical and practical introduction to database management system techniques and tools. It covers the basic database concepts, data models such as hierarchical, network and relational data models, data dictionary and explores the conceptual, logical and physical design of database systems using MS-Access and MS-SQL with an emphasis on entity relationship diagrams and normalization.

Course Name: Introduction to IT & Applications

Course Code: CIT 105

Credit hours: 3

Course Pre-requisites: CIT 100

Course Co-requisites: N/A

Description

This course aims to provide the students with theory required to understand current industry IT needs and the applications used to fulfill these needs. Some of the topics to be covered: Information Systems: Concepts and Management, Modern Organization in the Digital Economy, Data and Knowledge Management, Networking, Mobile Computing and Mobile Commerce, and Acquiring IT Applications. A major component of the course is the practical application of the knowledge gained from the theoretical content.

Course Name: Data Structures and Algorithm

Course Code: CIT 215

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: CIT 203, CIT 201

Co-requisites: N/A

Description:

This course covers concepts of program performance (time and space complexity); abstract data types; recursion; abstract data structures: lists, stacks, queues, graphs, trees, binary search trees, priority queues, heaps, and operations on them and their applications; sorting; searching and hashing. This course aims at the students to think clearly and solve complex and poorly-defined programming tasks.

Algorithms describe methods for solving problems under the constraints of the computers resources. Often the goal is to compute a solution as fast as possible, using as few resources as possible. To solve a problem efficiently it may be necessary to use data structures tailored for the particular problem(s) at hand. A data structure is a specific way of organizing data that supports efficient performance of the relevant operations on that data. For instance there are data structures for organizing large numbers of records where records already present can be quickly found and/or deleted, and new records can be inserted and found fast.

Course Name: Website Design

Course Code: CIT 205

Credit Hours: 3

Pre-requisites: CIT 105

Co-requisites: N/A

Description:

Students will learn how to understand web design and create branching diagrams, manage their files, set up proper site architecture, manipulate graphic files and create effective websites that use frames, thumbnails, tables, gif animations, and image maps. Over the course of the semester, students create a series of small websites culminating in a final project that combines all the techniques they have learned.

Course Name: Multimedia Technology

Course Code: CIT 300

Credit Hours: 3 C.H. (2 h. Lecture, 2 h. labs & tutorial)

Pre-requisites: CIT 205

Co-requisites: N/A

Description:

In this course, we will discuss types of multimedia information: text, speech, audio, images, graphics, video, animation and their characterization; multimedia processing, compression standards and techniques; multimedia systems, storage and I/O devices as well as content generation and manipulation tools; multimedia networking characteristics, requirements and protocols; multimedia applications in communication, database and entertainment.

Course coverage will include both theoretical understanding of multimedia technologies, and hands-on experience with applications and hardware. Topics include perception, cognition, and communication issues, multimedia interface standards, multimedia evaluation, digitizing and manipulating images, voice, and video materials, copyright and ethics.

Course Name: Discrete Mathematics

Course Code: CIT 203

Credit Hours: 3

Pre-requisites: MAT 100, CIT 105

Co-requisites: N/A

Description:

This course will cover topics in discrete math aimed at applications in Information Technology. Fundamental principles included shall be: set theory, induction, relations, functions, Boolean algebra, techniques of counting: permutations, combinations, recurrences, algorithms to generate them, and introduction to graphs and trees

Course Name: Multimedia Technology

Course Code: CIT 300

Credit Hours: 3 C.H. (2 h. Lecture, 2 h. labs & tutorial)

Pre-requisites: CIT 205

Co-requisites: N/A

Description:

In this course, we will discuss types of multimedia information: text, speech, audio, images, graphics, video, animation and their characterization; multimedia processing, compression standards and techniques; multimedia systems, storage and I/O devices as well as content generation and manipulation tools; multimedia networking characteristics, requirements and protocols; multimedia applications in communication, database and entertainment.

Course coverage will include both theoretical understanding of multimedia technologies, and hands-on experience with applications and hardware. Topics include perception, cognition, and communication issues, multimedia interface standards, multimedia evaluation, digitizing and manipulating images, voice, and video materials, copyright and ethics.

Course Name: Introduction to Operating Systems

Course Code: CIT 301

Credit Hours: 3 C.H. (2 h lecture, 2 h. lab)

Pre-requisites: CIT 215

Co-requisites : N/A

Description:

The goal of this course is to provide an introduction to the fundamental responsibilities of modern operating systems. In particular, the course will cover processes and threads, mutual exclusion, CPU scheduling, deadlock, memory management, and file systems.

Several alternative algorithms related to the implementation for each of the major topics will be studied along with an examination of their properties, advantages, and disadvantages. Hardware

characteristics of generic computer architectures and devices are analyzed to emphasize the role of the operating system.

Related topics such as inter-process communication and synchronization, deadlocks, reliability, security, and distributed systems are also presented. Programming projects will be used to demonstrate implementation techniques for various ideas presented in class.

Course Name: Compiler Construction

Course Code: CIT 302

Credit Hours: 3

Pre-requisites: CIT 215

Co-requisites: N/A

Description:

This course is intended to explore the principal ideas and techniques of compiler construction. Topics include lexical analyzers, parsers, error detection, code generation, symbol tables, and formal languages.

Course Name: Computer Threats and Risks

Course Code: CIT 303

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Co-requisites: CIT 301

Description:

This course examines the threats, risks, and the fundamentals and historical perspective of hacking methodology and psyche. It presents the processes required for identifying threats to an organization and how to think constructively to eliminate or mitigate the associated risks of conducting business in a network world. Types of hackers include those that snoop around networks, vandalize Websites or even steal proprietary information by the use of well-known schemes, such as viruses, worms, Trojan horses, denial-of-service attacks and buffer overflows.

Course Name: Cryptography and Internet Security

Course Code: CIT 304 (ITF 206)

Credit Hours: 3 C.H. (2 h. Lecture, 2 h. lab)

Pre-requisites: CIT 215

Co-requisites: N/A

Description:

This is an introductory course into cryptography and Internet security. The class will cover security requirements for telecommunications over the Internet and other communication networks. The course covers various conventional and public-key encryption protocols, digital encryption standards, RSA and ElGamal cryptographic systems, digital signature algorithm and analysis of its crypto-immunity, and access sharing schemes.

This course will cover security threats and vulnerabilities, principles of cryptography, and practical topics in network and Internet security. The course is designed for students who have some understanding of computer networks and protocols, but no background in security. The course aims to teach students principles and practices of cryptography and network security.

Course Name: Internship

Course Code: CIT 305

Credit Hours: 3 C.H. (210 Contact Hours)

Pre-requisites: 90 C.H.

Description:

The College considers student internship as one of the most important channels that brings together the college, the students, and the job market. Moreover, internship is a means that integrates the academic theoretical environment to real life practice. The training includes actual operation of the

facilities of the employer and is similar to an on-the-job-training. The training is for the benefit of the students. The students do not displace regular employees, but work under the close observation of a regular employee or supervisor and could be guided by an AUE faculty member.

Course Name: Computer Architecture and Organization

Course Code: CIT 306

Credit Hours: 3

Pre-requisites: CIT 301

Description:

Computer architecture and organization is concerned with the structure and behavior of the various functional modules of the computer; and how they interact to provide the processing needs of the user. The way the hardware components are connected together to form a computer system.

Course Name: Computer Ethics

Course Code: CIT 307

Credit hours: 3

Course Pre-requisites: CIT 205, ENG 105

Course Co-requisites: N/A

Description:

Computer Ethics is an interdisciplinary course. The course reflects the rapid expansion of information technology and the civic and ethical challenges that have emerged from the expansion. The course content is organized around a number of issues that are of immediate concern, including threats to privacy from massive database, data mining, high-speed networks, workplace surveillance, the electronic theft of intellectual property, such as music, video, film and text, and catastrophic computer -related accidents such as airplane crashes and nuclear power plant shutdowns.

Course Name: Introduction to Computer Crime Studies

Course Code: CIT 309

Credit Hours: 3 C.H. (2 h. lecture + 2 labs per week)

Pre-requisites: N/A

Co-requisites: CIT 301

Description:

This course will provide the student with an introduction to the use of computers in policing. The material will be broken down into five sections: 1. Computing fundamentals and networking technologies; 2. Security technologies, tools and techniques; 3. Computer crime, investigating techniques, forensic examination; and 4. Administrative computing in the police environment. 5. Legal Aspects of Computer Crime (Computer as a tool of crime, as a target of crime and Computer as an evidence of crime).

This course covers the central topics in detection and prevention of computer crimes. It also covers techniques and tools for the collecting and preservation of evidence of computer crimes. General legal issues such as handling evidence, chain of custody, admissibility, and working with law enforcement is covered. There are several hands-on exercises in the labs examining images from actual compromised machines to give the student practical experiences.

Course Name: E-Business and E-Commerce Systems

Course Code: CIT 400

Credit Hours: 3 C.H. (2 h. lecture +2 labs per week)

Pre-requisites: CIT 300

Co-requisites: N/A

Description:

This course covers the fundamentals technologies used to build and market e-commerce Websites. Students learn how to construct a fully functional online business using current software as well as the various ways to advertise online, create shopping carts and process orders securely. It teaches development of E-Commerce web sites for back-end server applications. It stresses development of database information and manipulation for web delivery. Students should have complete knowledge of HTML and database management, before taking this course.

Course Name: Artificial Intelligence

Course Code: CIT 401

Credit Hours: 3

Pre-requisites: CIT 215

Co-requisites: N/A

Description:

The course is intended as an introduction and survey of the field of Artificial Intelligence (AI). The course covers survey basic, fundamental concepts and techniques that underlie many AI applications with an emphasis on symbolic AI. Techniques covered include search, knowledge representation, resolution-based reasoning, planning, and machine learning.

Course Name: System Analysis and Design

Course Code: CIT 402/ ITM 204

Credit Hours: 3 C.H. (2 h. Lecture, 2 h. lab)

Pre-requisites: CIT 215/ CIT 105

Co-requisites: N/A

Description:

This course is designed to provide an understanding of the systems development and modification processes. This course enables the students to do System Analysis and Design (SAD) after understanding the concepts of the System Development Life Cycle (SDLC) that is Planning, Analysis, Design, and Implementation. It provides the students with a basic foundation in systems analysis and design concepts, methodologies, techniques, and tools. It includes choice of a systems development methodology, people skills, understanding structured and introduction to object oriented analysis and design

Course Name: IT Architecture

Course Code: CIT 403

Credit Hours: 3

Pre-requisites: CIT 301

Description:

This course focuses on the issues surrounding the design of overall information technology architecture. Normally organizations segment the problem into four distinct areas – network, hardware, data, and applications. On the other hand, this course will focus on the interdependencies among these architectures. The student will learn how to design in the large, make appropriate choices about architecture in relationship to overall organization goals, understand the different mechanisms for coordination available, and create a process for establishing ongoing enterprise architecture

Course Name: IT Project Management

Course Code: CIT 404

Credit Hours: 3

Pre-requisites: 90 C.H.

Co-requisites: N/A

Description:

To provide basic project management skills with a strong emphasis on issues and problems associated with delivering successful IT projects. This course is designed to provide an understanding of the theory and practice of project management through an integrated view of the concepts, skills, tools, and techniques involved in the management of information technology projects. CIT 404 focuses on information technology projects with the following course objectives: the general issues and skills involved in information technology projects, cases of successful or failed information technology projects, and the practice of team work in preparation of information technology projects.

Course Name: Capstone Graduation Project

Course Code: CIT 405

Credit Hours: 3

Pre-requisites: 105 C.H.

Description:

The purpose of the graduation project is to evaluate the students' ability to complete a project in an area of their liking; Software and Web Development, Network Administration and Security Systems, Database Systems, or Digital Forensics independently. It is the responsibility of the student to identify a topic, find a faculty member willing to act as an advisor, develop a proposal for their project that clearly identifies their project goals, objectives, tasks, milestones, and time and expense budgets. They must communicate their findings by written thesis and an oral presentation. The content of the course will be highly variable depending on the project undertaken by the student.

The project is designed to give students an authentic opportunity to direct their own learning through research, self-reflection, and presentation. To allow for differences in aptitude, learning style, and interest, students may choose their own topic from a variety of project types, including academic research, school and community service, internships, student-developed businesses, or an area of personal interest.

To make sure that high expectations are established for all students, teachers must clarify their expectations, agree on uniform standards, and define them so they will provide meaningful student feedback and lead to ongoing project improvement. Learning is personalized for students through the use of small advisory groups. Students and teachers are linked in a common academic goal as teachers guide students through each step of the Graduation Project.

The project is divided into the distinct phases:

- Phase I: Project Selection, Data Gathering and Program
- Phase II: Conceptual Development
- Phase III: Design Development.

Projects are supervised by an advisor selected by the student based on topics submitted by interested faculty. Students are expected to display a wide range of skills learned and involves numerous activities consist of the following: project selection, site analysis, case study, program, and conceptual development.

Course Name: Computer Graphics

Course Code: CIT 406

Credit Hours: 3

Pre-requisites: CIT 215

Co- requisites: N/A

Description:

This course aims to provide a broad introduction to the field of Computer Graphics, and to describe the techniques that are commonly used in the graphics industry today (such as in production of special effects, computer animation, video games, and virtual reality). This course is combination of algorithms, numerical methods, representations and models of the shape and appearance of real-



world objects, and methods for their display and manipulation. It involves a lot of programming, and requires a certain degree of mathematical sophistication.

Course Name: Software Engineering

Course Code: CIT 407

Credit Hours: 3 C.H. (1.5 h. lecture, 3 h. lab)

Pre-requisites: CIT 215

Co- requisites: N/A

Description:

This course is designed to give the Theory and methodology of programming complex computer software. The course deals with analysis, design, and implementation of software programs.

Course Name: Network Security

Course Code: CIT 208

Prerequisite: CIT 200

Credit Hours: 3 C.H. (2 h. Theory, 2 h. Labs)

Description:

Students learn the various network security principles and features including protocols, and implementations used in today's networks. Students should learn about the router configuration using Access Control Lists, configuring Firewalls, and other migration techniques. Topics in this course include Security Policy, Types of Attacks, Firewalls, Virtual Private Networks, Unix Security Issues, Windows Server Security Issues and Wireless Security.

Course Name: Reverse Engineering

Course Code: CIT 417

Prerequisites: CIT 304

Credit Hours: 3 C.H. (2 h lecture + 2 labs per week)

Description:

This course introduces students to the field of reverse engineering through topics of computer internals, operating systems, and assembly language and the various applications of reverse engineering. The first section of the course deals with security-related reverse engineering and then focuses on practical aspects of reverse engineering.

During the course, each student is required to complete an individual project this will involve research on reverse engineering and will be assigned by the instructor. The second project is determined by student's interests. In order to coordinate the second project, team will need to declare their projects early in the semester.

Course Name: Intrusion Forensics

Course Code: CIT 413

Credit Hours: 3 C.H. (2 h lecture + 2 labs per week)

Pre Requisite: CIT 304

Description:

This course introduces students to network and computer intrusion detection and its relation to forensics. It further addresses key issues in intrusion forensics such as intrusion detection architecture, system types, packet analysis, and products. It also presents advanced intrusion detection topics such as intrusion prevention and active response, decoy systems, alert correlation, data mining, and proactive forensics.

The need for this course is fuelled by changes over the last few years in the field of intrusion detection, such as: the increase in the volume and sophistication of attacks, the increase in network bandwidth, and the migration from network-based to application-based attacks. All of the above changes have created numerous opportunities for the advancement of intrusion detection systems.

This has created a demand for intrusion detection to provide forensics information and analysis for the purpose of tracking, monitoring, identifying, and prosecuting attackers.

Course Name: Distributed Operating Systems and Applications

Course Code: CIT 412

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-Requisite: CIT 306

Description:

This course aims to help students understand issues in distributed operating systems and applications. Specifically, learn about high-level protocols and distributed state sharing. Study distributed shared memory, distributed system design, distributed directory services, atomic transactions and time synchronization, time access, process scheduling, process migration and remote procedure call.

Further topics to be covered: process communication, resource allocation, multi-process and network operating systems, kernel philosophies, fault-tolerant systems, virtual machines, high-level language systems and proof techniques. Task allocation and scheduling for multiprocessor and distributed operating systems.

Course Name: Modeling and Computer Simulation

Course Code: CIT 414

Credit Hours: 3

Prerequisite: CIT 406

Description:

This course is designed to present methodologies used in computer simulation, to show simulation as complementary to laboratory field experimentation in the development of better understandings of complex phenomena, and to discuss analysis, appropriate use, and limitations of simulation models. The course presents applications of software simulation process with supporting techniques.

Course Name: Server Operating System and Network Management.

Course Code: CIT 310

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisite: CIT 301

Co-requisite: N/A

Description:

This course provides concepts and theories on most of the Operating systems like DOS, IBM OS/2, Unix, and Microsoft Windows OS. This course covers the main operating system concepts like file transfer, disk management, disk access, Input-output devices, memory management, and data integrity. Students will be able to configure network protocols and services, audit resources, managing data storage, monitoring network resources, and network security are covered. Topics covered on Network management include Network policy, security principles, server security, and network infrastructure security and so on.

Course Name: Computer Crime and Investigation Techniques

Course Code: CIT 408

Prerequisites: CIT 303

Credit Hours: 3 C.H. (2 h. lecture + 2 labs per week)

Description:

This course introduces students to the field of computer forensics, and it will focus on the various contemporary policy issues and applied technologies. Topics to be covered include: legal and regulatory issues, investigation techniques, data analysis approaches, and incident response

procedures for Windows and UNIX systems. Homework in this course will relate to laboratory assignments and research exercises. Also, a group project has been integrated into this course.

This course has two purposes. The first is practical and involves an examination of how computer forensics has become a key component of Information Assurance (IA) in both the government and private sectors. We will evaluate the legal and policy contexts of computer forensics starting with its roots in the law enforcement and military agencies and its increasing role in the private sector. The second purpose of the class is to provide a format for research on computer forensics in several contexts – including the technical, policy, and management aspects.

During the course, each student is required to complete an individual project this will involve research on a policy aspect of forensics and will be assigned by the instructor. The second project is determined by student's interests. In order to coordinate the second project, team will need to declare their projects early in the semester.

Course Name: IT Project Management

Course Code: CIT 404

Credit Hours: 3

Pre-requisites: 90 C.H.

Co-requisites: N/A

Description:

To provide basic project management skills with a strong emphasis on issues and problems associated with delivering successful IT projects. This course is designed to provide an understanding of the theory and practice of project management though an integrated view of the concepts, skills, tools, and techniques involved in the management of information technology projects. The Course focuses on information technology projects with the following course objectives: the general issues and skills involved in information technology projects, cases of successful or failed information technology projects, and the practice of team work in preparation of information technology projects.

Course Name: Mobile Technology

Course Code: CIT 409

Credit Hours: 3 C.H. (2 h. lecture + 2 labs per week)

Pre Requisite: CIT 200

Description:

The course provides a lot of technical background to the mobile computing area. The important aspects of mobile and wireless communications from the Internet to signals, access protocols and cellular systems, emphasizing the key area of digital data transfer are all covered in the course.

The goal of this course is to examine the knowledge in the leading edge mobile technologies mainly telecommunications systems, satellite systems, broadcast systems and wireless LAN. This modern and learning-oriented course in information technology focuses on the Web and Mobile technologies and the business applications of telecommunication and agent based technologies.

Course Name: Advanced Topics in CIT

Course Code: CIT 410

Credit Hours: 3

Prerequisite: 90 C.H.

Description:

This course offers a variety of Seminars/Workshops/Case Studies designed to help Information Technology students conquer challenges faced in daily operations. They help AUE graduates to meet the needs in the real working environment that is characterized by a rapid change. The course provides a forum for discussion of the related aspects of each specialization. Communication skills will be emphasized though professional presentations and formal written essays.

This course is designed for the exploration of specific topics which are not covered in regularly scheduled course work. This course examines the most significant and current forces in the environment of Information Technology to understand how they are changing the managerial environment and modifying the role of business. Current issues, including social responsibility, ethics, globalization, consumerism, and the changing internal face of organization life, are studied via case studies analyses.

Though case studies, interactive classroom exercises, small group discussions, and exposure to the latest research, Seminars/workshops will prepare students to navigate successfully political, governance, and environmental constraints, as well as to choose profitable development and investment alternatives. Case studies help students to stay current on latest developments within Information Technology specializations, and those current features influencing them.

Course Name: Human Computer Interaction

Course Code: CIT 411

Credit Hours: 3 C.H. (2 h. lecture + 2 labs per week)

Pre Requisite: CIT 300

Description:

The course highlights human-computer interaction strategies from a number of perspectives as a sub-area of computer science and explores user-centered design approaches in computer systems applications. Major subjects include the design and evaluation of usable interfaces, matching computer systems with the cognitive capabilities of users, web design principles, addressing user interface and software design strategies, user experience levels, interaction styles including collaborative systems technology and an investigation of novel paradigms in HCI.

The course outlines design principles, guidelines, and methodologies for building, installing, managing, and maintaining interactive systems that optimize user productivity are reviewed. Topics include the multidisciplinary dynamics of human-computer interaction, current and projected developments in HCI research, usability engineering, computer-supported cooperative work, and strategies for implementing and evaluating human-computer dialogues.

Course Name: Decision Support Systems

Course Code: CIT 415

Credit Hours: 3 C.H. (2 h. lecture + 2 labs per week)

Prerequisite: CIT 401

Description:

This course focuses on the use and application of information systems to support the decision-making process. Knowledge-based systems, neural networks, expert systems, electronic meeting systems, group systems and web-based systems are discussed as a basis for designing and developing highly effective decision support systems. Data models, interactive processes, knowledge-based approaches and integration with database systems are also described. Theoretical concepts are applied to real-world applications.

The course is "hands-on": much of the lecture, lab, and home-work and project material will address application development using Microsoft Excel and Microsoft Access. No prior programming experience is necessary for this course

Course Name: Network Security

Course Code: CIT 208

Prerequisite: CIT 200

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Description:

Students learn the various network security principles and features including protocols, and implementations used in today's networks. Students should learn about the router configuration using Access Control Lists, configuring Firewalls, and other migration techniques. Topics in this



course include Security Policy, Types of Attacks, Firewalls, Virtual Private Networks, Unix Security Issues, Windows Server Security Issues and Wireless Security.

5. Undergraduate Program in Information Technology Management

1. INFORMATION TECHNOLOGY MANAGEMENT CURRICULA

The Bachelor of Science in Information technology Management Degree offered by the College of Computer Information Technology (CCIT) is obtained after completing 126 credit hours that consist of:

No.	Course Type	Course Count	C.H.
a	General Education Courses	13	39
b	Core Courses - Business	16	48
c	Core Courses – IT	10	30
d	Free Electives	03	09
	TOTAL	42	126

a. General Educational Requirements Courses (13 Courses / 39 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 ORARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+ /	3
3	ENG 105	English for Specific Purposes	TOEFL 500+ /	3
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	CIT 105	Introduction to IT & Applications	CIT 100	3
7	ASC 100	Islamic Culture	N/A	3
8	ASC 105	Study and Learning Skills	N/A	3
9	ASC 110	Introduction to Social Sciences	N/A	3
10	ASC 200	General Psychology	N/A	3
11	ASC 205	General Statistics	MAT 100	3
12	ASC 210	Natural Sciences	N/A	3
13	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements / Business Compulsory Courses (16 Courses / 48 Credits)

No.	Code	Course Title	Prerequisites	C.H.
1	ACC 100	Principles of Accounting	N/A	3
2	ACC 105	Managerial Accounting	ACC 100	3
3	MGT 100	Principles of Management	N/A	3
4	ECO 100	Microeconomics	N/A	3
5	MKT 200	Principles of Marketing	ECO 100	
6	MGT 200	Management Information Systems	MGT 100, CIT	3
7	ECO 200	Macroeconomics	ECO 100	3
8	MGT 202	Business Statistics	ASC 205	3
9	MGT 205	Organizational Behavior	MGT 100 & ASC	3
10	FIN 200	Financial Management	ACC 100 & MGT	3
11	MGT 301	Business Law	MGT 100	3



12	MGT 303	Quantitative Analysis	MGT 202	3
13	MGT 300	Production and Operations Management	MGT 100, MGT	3
14	MGT 302	Business Practice in UAE and GCC	MGT 100 & ASC	3
15	MGT 400	International Business	MGT 300	3
16	MGT 405	Strategic Management	MGT 400, ACC 105, FIN 300, MGT	3

c. Compulsory Courses – IT Requirements (10 Courses / 30 Credits)

No.	Code	Course Title	Prerequisites	C.H.
1	ITM 201	Visual Basic Programming	CIT 105	3
2	ITM 202	Database Systems	ITM 201	3
3	ITM 204	System Analysis and Design	CIT 105	3
4	ITM 306	Server Operating System and Network Management	CIT 105	3
5	ITM 308	Database Programming	ITM 202	3
6	ITM 310	Database Administration	ITM 308	3
7	ITM 400	E-Business and E-Commerce Systems	ITM 310	3
8	ITM 401	Mobile Technology	ITM 201	3
9	CIT 404	IT Project Management	90 C.H.s	3
10	ITM 402	Decision Support Systems	ITM 400	3

f. Free Electives (3 Courses / 9 Credit Hours)

Students are free to choose other courses offered by other Colleges/ Departments/ Specializations, as long as the chosen courses' prerequisites are met.

The study plan

First Academic Year

Semester 1

No.	Course Code	Course Title	Prerequisites	C. H.
1	ARL - AA 100 ORARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	MAT 100	General Mathematics	N/A	3
4	CIT 100	Computer Literacy	N/A	3
5	ASC 100	Study and Learning Skills	N/A	3
6	ACC 100	Principles of Accounting	N/A	3

Semester 2

No.	Course Code	Course Title	Prerequisites	C. H.
1	ASC 105	Islamic Culture	N/A	3
2	ASC 110	Introduction to Social Sciences	N/A	3
3	MGT 100	Principles of Management	N/A	3
4	ACC 105	Managerial Accounting	ACC 100	3
5	ECO 100	Microeconomics	N/A	3
6	ENG 105	English for Specific Purposes	TOEFL 500+ or IELTS 5.0+	3

Second Academic Year

Semester 1

No.	Course Code	Course Title	Prerequisites	C. H.
1	ASC 200	General Psychology	N/A	3
2	ASC 205	General Statistics	MAT 100	3
3	MGT 200	Management Information System	CIT 105& MGT 100	3
4	ECO 200	Macroeconomics	ECO 100	3
5	MKT 200	Principles of Marketing	ECO 100 & MGT 100	3
6	CIT 105	Introduction to IT & Applications	CIT 100	

Semester 2

No.	Course Code	Course Title	Prerequisites	C. H.
1	ASC 210	Natural Sciences	N/A	3
2	FIN 200	Financial Management	ACC 100 & MGT 100	3
3	MGT 202	Business Statistics	ASC 205	3
4	MGT 205	Organizational Behavior	MGT 100 & ASC 200	3
5	ITM 202	Database Systems	ITM 201	3
6	ITM 201	Visual Basic Programming	CIT 105	3

Third Academic Year

Semester 1

No.	Course Code	Course Title	Prerequisites	C. H.
1	ASC 300	UAE and GCC Society	ASC 110	3
2	MGT 300	Production and Operations Management	MGT 100	3
3	MGT 301	Business Law	MGT 100	3
4	MGT 303	Quantitative Analysis	MGT 202	3
5	ITM 204	System Analysis and Design	CIT 105	3

Semester 2

No.	Code	Course Title	Prerequisites	C. H.
1	MGT 302	Business Practice in UAE and GCC	MGT 100 & ASC 300	3
2	ITM 306	Server OS and Network Management	CIT 105	3
3	ITM 308	Database Programming	ITM 202	3
4	ITM 310	Database Administration	ITM 308	3
5		Free/Elective		

Fourth Academic Year

Semester 1

No.	Course Code	Course Title	Prerequisites	C. H.
1	MGT 400	International Business	MGT 300	3
2	ITM 400	E-Business and E-Commerce Systems	ITM 310	3

3	ITM 401	Mobile Technology	ITM 201	3
4		Free/Elective		

Semester 2

No.	Course Code	Course Title	Prerequisites	C. H.
1	MGT 405	Strategic Management	MGT 400, ACC 105, FIN 200, MGT 300, MKT 200	3
2	CIT 404	IT Project Management	90 C.H.s	3
3	ITM 402	Decision Support Systems	ITM 400	3
4		Free/Elective		3

3.2 Bachelor Degree Program in Security and Strategic Studies

1. THE CURRICULA

The Bachelor of Arts in Media and Mass Communication Degree offered by the College is awarded after completing 120 credit hours that consist of the following:

No.	Requirements	Type	No. of Courses	C.H.
a	General Education Requirements	Compulsory	06	18
b	Liberal Arts Courses	Compulsory	05	15
c	Core Requirements	Compulsory	18	57
d	Specialization	Compulsory	05	15
e	Free/Electives	Elective	05	15
	Total		39	120

a. General Educational Requirements (6 Courses / 18 Credit Hours)

No.	Course Code	Course Title	Prerequisite	C.H.
1	ENG 105	English for Specific Purpose	TOEFL 500+	3
2	ASC 100	Study and Learning Skills	N/A	3
3	ASC 110	Introduction to Social Sciences	N/A	3
4	ASC 200	General Psychology	N/A	3
5	ASC 210	Natural Sciences	N/A	3
6	CIT 100	Computer Literacy	N/A	3

b. Liberal Arts (5 Courses / 15 Credit Hours)

No.	Course Code	Course Title	Prerequisite	C.H.
1	ASC 104	Introduction to Sociology	N/A	3
2	ASC 203	World-History	N/A	3
3	ASC 204	Middle East History	N/A	3
4	ASC 206	Introduction to Geography	N/A	3
5	ASC 302	Introduction to Political Science	ASC 110	3

c. Core Requirements (18 Courses / 57 Credit Hours)

No.	Course Code	Course Title	Prerequisite	C.H.
1	SS 300	Theoretical Basis of Security & Strategic Studies	N/A	3
2	SS 301	Basic of Social Science Research	N/A	3
3	SS 302	Introduction to International Relations	N/A	3
4	SS 303	Introduction to Strategic Thought	N/A	3
5	SS 304	International Law	N/A	3
6	SS 305	Security and Environmental Politics	SS 300	3
7	SS 306	Geopolitics in International Relations	SS 302	3
8	SS 307	Comparative Politics	ASC 302	3
9	SS 308	Weapons of Mass Destruction	SS 302	3
10	SS 309	National Security and Arms Race	SS 302	3
11	SS 310	Communication and Diplomacy	N/A	3
12	SS 311	Media Strategies and Implementation	N/A	3
13	SS 312	Special Topics in Security and Strategic Studies	SS 300	3
14	SS 401	International Conflict Management	SS 303	3
15	SS 402	Terrorism	SS 302	3
16	SS 403	Defense Policies of Major Powers	SS 300	3
17	SS 404	The Emerging World Powers	SS 300	3
18	SS 410	Internship	72 Credit Hours	6

d. Specialization (5 Courses / 15 Credit hours)

i. Risk Management

No.	Course Code	Course Title	Prerequisite	C.H.
1	SSRM 400	Risk Management	SS 303	3
2	SSRM 401	Risk and Mitigation	SS 210, SS 310	3
3	SSRM 402	Enterprise Risk Management	SS 310	3
4	SSRM 403	Risk Analysis	SS 311, SSRM 400	3
5	SSRM 404	Capstone Graduation Project	SS 210 SS 303 SS 310	3

ii. Crisis Management Communication

No.	Course Code	Course Title	Prerequisite	C.H.
1	SSCM 400	Crisis Management Communication	SS 300, SS 303	3
2	SSCM 401	Crisis Management and Business Continuation	ASC 110, ASC 302	3
3	SSCM 402	Intergovernmental Crisis and Security Management	SS 307, SS 401	3
4	SSCM 403	Crisis Psychology and Mental Health	ASC 210, SS 303	3

5	SSCM 404	Capstone Graduation Project	ASC 210, ASC 206, SS 303, SS 305	3
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iii. Disaster Management

No.	Course Code	Course Title	Prerequisite	C.H.
1	SSDM 400	Disaster Management	ASC 206, SS 303, SS 306	3
2	SSDM 401	Catastrophe Sciences	SS 303, SS 307	3
3	SSDM 402	Economics of Natural Disasters	ASC 210, SSDM 400	3
4	SSDM 403	Incident Response and Disaster Recovery	ASC 210, SSDM 400	3
5	SSDM 404	Capstone Graduation Project	ASC 210, ASC 206, SS 303, SS 305	3

iv. Emergency Management

No.	Course Code	Course Title	Prerequisite	C.H.
1	SSEM 400	Emergency Management	ASC 206, SS 303, SS 306	3
2	SSEM 401	Community Preparedness	SS 303, SS 307	3
3	SSEM 402	Response and Recovery	SS 301, SS303	3
4	SSEM 403	Prevention and Planning	SS 302, SS 401	3
5	SSEM 404	Capstone Graduation Project	ASC 210, ASC 206, SS 303, SS 305	3

e. Free elective (5 Courses / 15 credit Hours)

5 Courses (15 Credits) can be chosen from any other Colleges / Departments / Specializations as long as the chosen courses prerequisites are met.

Course Description

Course Name: Theoretical Basis of Strategic Studies

Course Code: SS 300

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

This course is designed as a broad survey of the contemporary Security and Strategic Studies and has two interrelated objectives: The first is to familiarize students with the theoretical foundations of the Security and Strategic Studies. The second objective is to encourage students to link the theoretical debates in the discipline to empirical observations in Global Politics.

Course Name: Basics of Social Science Research

Course Code: SS 301

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

Research is one of the most crucial objectives within a BA Program. Getting to accustomed and developing on conducting a research, firstly in social sciences, specifically in Strategic topics in the world, is the main objective of this program and course. Conducting the research and especially orchestrating a social survey, problem of objectivity in strategic research, cultivating a specific formula on research problems and most importantly propound a right hypothesis on a deep subject are the assets of this course. To ensure and develop above mentioned processes and steps, scanning current articles, books and different studies in a specific area and pursuing selective reading techniques are cardinal elements to be studied.

Preparing extended outline in accordance with hypothesis assembled in Security Studies, extending and transformation techniques, data collection, and research writings are the steps which will be learnt in this course. Some research topics are included into study such as security history, strategic geography, modern phenomena of peacemaking and peacekeeping, disarmament, counterinsurgency, important military strategists, types of strategies, effect of military and industrial complexes on the conflicts.

Course Name: Introduction to International Relations

Course Code: SS 302/ IRE 300

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

This course studies main and basic principles of international relations. International actors, main international organizations, international affairs, rules and relations with international law are the main topics of this course. Cooperation, confrontation, conflict and compromising as “Four Cs” of the main actions among the international actors are studied as the practical implementations in this course. One focus of the course will be international security, examining both power politics and alternatives to power. International conflict will be examined and the work of international organizations analyzed. Possible conflict resolution techniques also will be examined.

Course Name: Introduction to Strategic Thought

Course Code: SS 303

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

The course will help the students develop and understanding about various schools of thoughts of strategic studies. Furthermore, it will bridge the gap between theory and practice of strategic studies though the study of different works by classical and contemporary experts of this field. The course will help the students understand various themes of strategic studies to develop strategic thinking. The course will create a balance between mindboggling theories and their applications.

Course Name: International Law

Course Code: SS 304

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A **Description:**

This course is an introduction to international law, generally understood as the set of rules binding the international conduct of Nation-states actors and non-state actors. Until the 20th century, International law was largely the law of nations, but today it also encompasses the rights and duties of transnational organizations and individuals.

Course Name: Security & Environmental Politics

Course Code: SS 305

Credit hours: 3

Course Pre-requisites: SS 300

Course Co-requisites: N/A

Description:

The link between International security and environmental politics is centuries old. Increased pace and frequency of conquests and annexations, supported by mechanized and well developed equipment (an outcome of industrial revolution), were responsible for making the relation more explicit. This basic fact apart, throughout human history, we see a trend of ignorance towards environmental issues as greater importance always remained associated with apparatus and procedures which were considered a pre requisite for ensuring security. These problems finally caught human attention and focus in the mid twentieth century. Since then a vast discourse has emerged to solve environmental problems by attempting to reduce the conflict between environment and International security endeavors.

The main objective of designing this course is to make students familiar with this intricate web existing between security and environment. The particular discourse introduced in this subject is based primarily on liberal and feminist approaches towards International Relations as well as International Security; the approach similar to that held by Peace studies.

Course Name: Geopolitics and International Relations

Course Code: SS 306

Credit hours: 3

Course Pre-requisites: SS 302

Course Co-requisites: N/A

Description:

The study of geopolitics involves the analysis of geography, history and social science with reference to state's foreign policy. It is the vast in its scope, and includes all aspects of the social sciences with particular emphasis on political geography, international relations, the territorial of political science and international law.

Course Name: Comparative Politics

Course Code: SS 307

Credit hours: 3

Course Pre-requisites: ASC 302

Course Co-requisites: N/A

Description:

This course introduces a sub-field of political science known as Comparative Politics. Simply put, this is the study of political relationships and processes within particular countries (as opposed to the relations between countries), using the theoretical and empirical knowledge gained from comparative analysis.

The sub-field of Comparative Politics is vast, and it often overlaps with questions of economics, international relations, history, sociology, and anthropology. One course cannot possibly

"introduce," much less "cover," all of the field's major concerns. Our goals for this course are to begin to understand the complex processes of state formation and regime transitions, the interaction of those processes with certain democratic institutions.

We begin with a brief study of the theory of Comparative Politics. This provides a foundation upon which to draw later comparisons. We then study 9 cases-- United Kingdom, France, Germany, Japan, Russia, China, India, Mexico, USA - chosen both for their significance in world political affairs and for the diversity of political phenomena that can be studied using these cases. We'll examine the significant differences as well as key similarities among these cases, and in the process, we will acquire concepts needed to develop a more sophisticated understanding of the world today.

Course Name: Weapons of Mass Destructions

Course Code: SS 308

Credit hours: 3

Course Pre-requisites: SS 302

Course Co-requisites:

Description:

The proliferation of weapon of mass destruction along with the associated technologies is recognized to be the most serious danger to the national and international security environment. The latest study indicates growth of number of states and sub-states that possess or seek to obtain such weapons and technologies are growing. The possible accession to such weapon system would severely threatens and rick the national, regional and global security dynamics by acquiring the illegal chemical, biological, radiological and nuclear materials. The course is aimed to educate people from military and security related fields to understand, the potentials of such threats and the catalyst affects such chain of proliferation. The acquisition of such weapons of mass destruction by any rogue element can lead to committing violence against the peaceful nations and the allies. It is widely believed, and historical record shows, that such groups would use nuclear weapons or other weapons of mass destruction if they can acquire or build them.

This course intends to provide learners and practitioners with the background history, and emergence of weapons of mass destructions, the development of such technologies throughout the phases of WWI, WW II, Vietnam War, Low Intensity Warfare, Soviet Occupation of Afghanistan, Iran-Iraq war, and War on Counterterrorism. They will also look into the challenges of proliferation and opportunities to thwart the spread of nuclear weapons and other weapons of mass destruction. Participants will review the framework of the international nonproliferation regime, nuclear fuel cycle, including strengthening the international control measures. Students will also be given an overview of the proliferation risks. Broad range of interactive discussions will allow learner groups to critically develop the analytical skills in assessing nonproliferation issues and gain an insight of their broader impact though case studies and sharing the floor with international reputed personalities from the same fields covering nonproliferation, counter proliferations, consequent managements, interdiction, cyber terrorism and border management, treaties and agreements and UN security council adopted resolutions.

Course Name: National Security and Arms Race

Course Code: SS 309

Credit hours: 3

Course Pre-requisites: SS 302

Course Co-requisites:

Description:

The course is designed to provide the students with deep insight and perspectives towards weapons of mass destruction and terrorism by of scientists, academics, government officials, and members

of the nation's security and intelligence communities from practical field experience in nonproliferation and counterterrorism efforts. It will help students understand responsibility of the governments to address these threats to national and international security. Students will learn basic terminologies and discusses strategic and policy debates about new forms of terrorism after the 9/11. How can weapons of mass destruction be saved from terrorists

This course will provide the students with an overview of the past, understanding for present and possible projections in the future. and future national and international responses to - and defenses against - the threat of WMD terrorism as well as predicting future WMD threats, and draw from historical events to identify lessons and strategies for the future.

Course Name: Communication and Diplomacy

Course Code: SS 310

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

This is an undergraduate course for students interested in pursuing their career in the sphere of international relations: it is for future diplomats of respective national Ministries of Foreign Affairs, those interested in working for international organizations, as well as for students interested in the day-to-day process of foreign policy making. The aim of this course is to give students an insight into the real-world practice of international relations. Lectures will introduce the most important facts and concepts about actors in the area of international relations and the basic knowledge necessary for diplomats. Other sessions will help students improve their writing and presentation skills in this area. This course will introduce students to the basic principles and techniques of modern diplomacy. The course will include discussions of international legal obligations, diplomatic policy and the role of publicity in diplomacy and different aspects of diplomacy including the public diplomacy.

Course Name: Media Strategies and Implementation

Course Code: SS 311

Credit hours: 3

Course Pre-requisites: N/A

Course Co-requisites: N/A

Description:

This course is designed to provide students with a framework for understanding the role of strategic media planning in the overall context of marketing and advertising decision. The course will cover audience research as well as selection, evaluation, and planning of all major advertising media and consider various decisions and problems that arise in the media planning process. The knowledge gained in this course will be useful for those interested in any career that requires them to interact with the media industries, such as brand management, advertising, research, as well as the media and entertainment industry.

Course Name: Special Topics in Strategic Studies

Course Code: SS 312

Credit hours: 3

Course Pre-requisites: SS 300

Course Co-requisites:

Description:

The Special Topics in Strategic Studies is intended to showcase diversified areas of teaching that has wide relevance in local, regional and global context. The course stands as a cognitive learning tool and bridge between number of additional subjects for the students who seek to gain further in-depth knowledge on the quantitative and statistical methods policy, analysis and research.

Students will have choice to learn on the Civil-Military relations, Political science, Strategy in Action, Middle East Studies and the Development of the Operational art, Organized Crime, the New Trend of Terrorism at the backdrop of conventional theory of insurgency and non-linear forms of war, Strategic Intelligence, and selected topics of International Relations. The course is also designed to learn from the visiting specialist from the Strategic and Warfare studies.

The course seeks to identify and address current and emerging Strategic challenges, and to identify strengths and weakness of the newly emerged multi-lateral and bilateral alliances between states and other nations. Special Topics offers innovative interdisciplinary subjects in regional and international Strategic studies, defense resource management, and GCC Strategy.

Course Name: International Conflict Management

Course Code: SS 401

Credit hours: 3

Course Pre-requisites: SS 303

Course Co-requisites: N/A

Description:

ICM and negotiation is the science of securing agreements between two or more interdependent parties in international arena. The central issues of this course deal with understanding the behavior of individuals, groups, and organizations in the context of competitive situations. This course ensures to understand and think about the nature of negotiation. This objective is paramount because many of the important phenomena in negotiation (such as interests, goals, and cooperation) are ambiguous and often do not have "right" answers - we cannot teach a set of formulae that will always maximize your profit (although they might help).

It also studies to gain a broad, intellectual understanding of the central concepts in negotiation. These concepts will be the building blocks from which we can systematically understand and evaluate a negotiation process. It explains how to develop confidence in the negotiation process as an effective means for resolving conflict in organizations.

Course Name: Terrorism

Course Code: SS 402

Credit hours: 3

Course Pre-requisites: SS 302

Course Co-requisites:

Description:

After 9/11 terrorism studies has emerged as a science and made a considerable number of social scientists and scholars write and debate about complex dynamics of terrorism. In all these debates paradoxes and controversies have divided scholarly approaches evidently. This course is designed to make the students understand *Contemporary Debates on Terrorism* in detail regarding number of key issues in contemporary studies on terrorism from both 'traditional' and 'critical' perspectives. A purely debate course is structured in such a way that covers two totally opposite positions for one controversy. These two perspectives represent two different schools of thoughts regarding same issues.

Course Name: Defense Policies of Major Powers

Course Code: SS 403

Credit hours: 3

Course Pre-requisites: SS 300

Course Co-requisites: N/A

Description:

The objective of this course is allowing the students to understand the Defense Policies of Major Powers and its impact on the regional and global security. This course would benefit students to

understand the underneath issues in the policy making and decision making which is an essential element in the security studies.

Course Name: Emerging World Powers

Course Code: SS 404

Credit hours: 3

Course Pre-requisites: SS 300

Course Co-requisites: N/A

Description:

The course is formulated to provide awareness about “New Emerging World Powers”, the factors and basis that helped them to emerge as a world power for example their policies strategies and factors of progress. Though OECD countries have been dominating the world economy for a long time, however, there was a great deal of decline in world trade on the part of great economic powers. And at the same time there was an evident increase by some other emerging economies. The countries were initially known as BRIC which has later become BRIICS to some; these countries namely are Brazil, Russia, India, Indonesia, China and South Africa. This course analyses key elements of the trade performance of the BRIICS in relation to the rest of the world, focusing on trade and other policies influencing that performance. Developments in global trade policy are reviewed, notably the impact of preferential trade agreements on the multilateral system and patterns of world trade are described using both indices that reveal networks of trading relations and more standard modeling results

Course Name: Internship

Course Code: SS 410

Credit hours: 3

Course Pre-requisites: 72 credit hours.

Course Co-requisites: N/A

Description:

Internship is the most important practical sample and preparing the students to the real life as a first step. AUE considers student internship in Security Studies as one of the most important channels that brings together the University, students and the job market. Moreover internship is a mean that integrates theory and practice. The training includes actual operation of the facilities and be an active part in the “operation room” in real time the students will be practice, identify explain how operation procedures are done and how outcomes are achieved. Internship within the security studies BSc.

Program will take place the students with host institutions in abroad for specialized training relevant to Security Studies, such as Risk Management, Crisis Management, and Emergency Management.

Specializations

Risk Management

Course Name: Risk management

Course Code: SSRM 400

Credit hours: 3

Course Pre-requisites: SS 303

Course Co-requisites: N/A

Description

Risk management in security studies is a systematic, analytical process to consider the likelihood that a threat will harm an asset or individuals and to identify actions that reduce the risk and mitigate the consequences of an attack or event. Risk management principles acknowledge that

while risk generally cannot be eliminated; enhancing protection from known or potential threats can reduce it. A risk management approach has three elements: assessments of threat, vulnerabilities, and criticality.

A threat assessment is used to evaluate the likelihood of terrorist activity against a given asset. It is a decision support tool that helps to establish and prioritize security-program requirements, planning, and resource allocations. A vulnerability assessment is a process that identifies weaknesses in physical structures, personnel protection systems, processes, or other areas that may be exploited by terrorists and may suggest options to eliminate or mitigate those weaknesses. For example, a vulnerability assessment might reveal weaknesses in an organization's security systems, financial management processes, computer networks, or unprotected key infrastructure such as water supplies, bridges, and tunnels. A criticality assessment is a process designed to systematically identify and evaluate important assets and infrastructure in terms of various factors, such as the mission and significance of a target.

Course Name: Risk and Mitigation

Course Code: SSRM 401

Credit hours: 3

Course Pre-requisites: SS 210 SS 310

Course Co-requisites: N/A

Description:

This course explores the use of “risk” in making individual and group decisions. It explores qualitative and quantitative methods for evaluating risk and develops practices to use such information to improve decision making processes in the context of emergency management.

It is related with Risk Management which is a systematic, analytical process to consider the likelihood that a threat will harm an asset or individuals and to identify actions that reduce the risk and mitigate the consequences of an attack or event.

Risk Mitigation is the systemic reduction in the extent of exposure to a risk and likelihood of its occurrence. The main idea of this course is decreasing the risk or risk reduction. A vulnerability assessment is a process that identifies weaknesses in physical structures, personnel protection systems, processes, or other areas that may be exploited by the “others” will be main core ideas to eliminate or mitigate those weaknesses.

Course Name: Enterprise Risk Management

Course Code: SSRM 402

Course Pre-requisites: SS 310

Course Co-requisites: N/A

Description:

Organizations have long practiced various parts of what has come to be called enterprise risk management. Identifying and prioritizing risks either with a foresight or following a disaster has long been a standard management activity. Treating risks by transfer, through insurance or by other products has also been a common practice as has contingency planning and crisis management. Although practices and theories have not been progressed uniformly through different industries, organizations and environments the general evolution toward Enterprise Risk Management can be characterized by a number of driving forces. This course focuses on these driving forces by explaining Benefits of the Risk management, Line Corporate, Portfolio, Market, and Operational Risk Managements.

Course Name: Risk Analysis

Course Code: SSRM 403

Credit hours: 3

Course Pre-requisites: SS 311.SSRM 400

Course Co-requisites: N/A

Description:

Risk Analysis is a technique to identify and assess factors that may jeopardize the success of a project or achieving a goal. This technique also helps to define preventive measures to reduce the probability of these factors from occurring and identify countermeasures to successfully deal with these constraints when they develop to avert possible negative effects on the competitiveness of the company. The analysis of risk is being increasingly viewed as a field in itself, and the demand for a more orderly and formal treatment of risk is great.

The course focuses on Vulnerability, Cost and Benefit Analysis, Response Planning, Management Audit Techniques and further analysis.

Course Name: Capstone Graduation Project

Course Code: SSRM 404

Credit hours: 3

Course Pre-requisites: SS 210, SS 303, SS 310

Course Co-requisites: N/A

Description:

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Crisis Management Communication

Course Name: Crisis Management Communication

Course Code: SSCM 400

Credit hours: 3

Course Pre-requisites: SS 300, SS 303

Course Co-requisites: N/A

Description:

This course offers students the basic s in identifying, preventing, and controlling crisis situations. It also helps students identify potential risks or situations that may precipitate a crisis or emergency and learn approaches on how to respond to such incidents

Course Name: Crisis Management and Business Continuation

Course Code: SSCM 401

Credit hours: 3

Course Pre-requisites: ASC 110 ASC 302

Course Co-requisites: N/A

Description:

This course is an introduction to crisis management and organizational continuity from private sector and public/private sector partnership perspective. Course topics and content reflect the changes in crisis management following the tragic events of September 11, 2001 and the lessons learned in recent disasters and catastrophes, particularly Hurricane Katrina and Tsunami. The topics include comprehensive emergency management, public and private roles and partnerships for emergency and crisis management, the risk management process, strategic crisis management,

contingency planning, training and exercises, emergency response, business continuity and recovery, the role of the crisis management team, and crisis communication.

Course Name: Intergovernmental Crisis & Security Management

Course Code: SSCM 402

Credit hours: 3

Course Pre-requisites: SS 307 SS 401

Course Co-requisites: N/A

Description:

This course will help students to understand the way governments manage crises and security threats. Governments at all levels of society (from local government to federal or national governments, from local police to international organizations) are traditionally obliged and naturally eager to protect its citizens. This course is organized around two main issues: the nature of intergovernmental relations and the management of crises and emergencies. The course informs about the political system in which emergency managers navigate and provides an overview of key governmental agencies and actors involved the management of crises and emergency situations.

Course Name: Crisis Psychology and Mental Health

Course Code: SSCM 403

Credit hours: 3

Course Pre-requisites: ASC 210 SS 303

Course Co-requisites: N/A

Description:

The informative and practical course on crisis mental health in theory and practice covers the psychology of the victim of crisis and disasters and discusses how to assist these victims of dramatic, life-changing events. The primary aim of this course is to support and empower those mental health practitioners and students who will be working in the trenches of disaster's aftermath. An ancillary goal is to arm disaster responders who are not mental health specialists with sufficient knowledge to consider the role of mental health and how it might be helpful. The course is a tool for disaster preparedness and planning. The course explains mental health interventions in a practical manner so that readers may obtain and develop additional skills in the wake of disaster.

Course Name: Capstone Graduation Project

Course Code: SSCM 404

Credit hours: 3

Course Pre-requisites: ASC 210 ASC 206 SS 303 SS 305

Course Co-requisites: N/A

Description:

Media and Mass Communication students are required to take a three credit hour course on the Capstone Graduation Project. To be graduated, students are requested not only to passing courses and earning required credits, but also they need to show that they have developed proficiency in core-content knowledge and can demonstrate proficiency in applied learning skills in the four concentrations. It will be a challenging and rigorous journey but the reward for undertaking a meaningful experience are immense and will undoubtedly give AUE graduates a powerful start in career they may choose. In addition, English language and technology proficiency must also be demonstrated. The Capstone Graduation Projects should be in the form of field-based case studies. The Capstone Graduation Project is designed to give students a constructive working understanding of the requirements and expectations needed to graduate from AUE.

Disaster Management

Course Name: Disaster Management

Course Code: SSDM 400

Credit hours: 3

Course Pre-requisites: ASC 210 SS 303

Course Co-requisites: N/A

Description:

This course introduces students to the process and practice of disaster/emergency planning. The goal is to create broad experience that includes the many elements of planning as the primary path to preparedness. Students will learn the relationship of Emergency planning to the field of disaster management. The students will learn the bases of incident management systems and emergency operations centers.

Course Name: Catastrophes Sciences

Course Code: SSDM 401

Credit hours: 3

Course Pre-requisites: ASC 210 ASC 206 SS 305

Course Co-requisites: N/A

Description:

This course will consider those events so dramatic and catastrophic that they leave evidence in the geologic record and threaten life on Earth. Included will be violent volcanic eruptions, mega-earthquakes and the tsunami arising from them, rapid climatic changes and associated storms, and impacts from asteroids and comets. The course will use the examples of catastrophic events in the history and identify the processes related to them to help interpret. The content of the course incorporates definitions of basic geologic terminology and describes those concepts required to proceed irrespective of background knowledge.

Course Name: Economics of Natural Disasters

Course Code: SSDM 402

Credit hours: 3

Course Pre-requisites: ASC 104 ASC 110 ASC 206

Course Co-requisites: N/A

Description:

Since the turn of the millennium, more than one million people have been killed and 2.3 billion others have been directly affected by natural disasters including wild fires around the world. In cases like the 2010 Haiti earthquake or the 2004 Indian Ocean tsunami, these disasters have time and time again wrecked large populations and national infrastructures. While recognizing that improved rescue, evacuation, and disease control are crucial to reducing the effects of natural disasters, in the final analysis, poverty remains the main risk factor determining the long-term impact of natural hazards. Furthermore, natural disasters have themselves a tremendous impact on the poorest of the poor, who are often ill-prepared to deal with natural hazards and for whom a hurricane, an earthquake, or a drought can mean a permanent submersion in poverty. This course is a study of the economics associated with international, national, state, or local level disaster. Students will study, analyze, and conduct research on the direct and indirect economic losses associated with disaster. The course will cover the economics associated with both public and private institutions.

Course Name: Incident Response and Disaster Recovery

Course Code: SSDM 403

Credit hours: 3

Course Pre-requisites: ASC 210 SSDM 400

Course Co-requisites: N/A

Description:

The purpose of this course is to enable students to understand and think critically about response and recovery operations in the profession of emergency management. Students will learn about the nature of emergencies and disasters, and assess alternative viewpoints about how practitioners should deal with them. While reviewing the disaster research literature, important functions will be mentioned along with various strategies and tools to be utilized for the effective management of response activities. The course will also survey recovery policies and programs, and methods to promote a quick return to normalcy with the mitigation of future disasters in mind. This course focuses on the standards and technologies used to establish organization structures that will support information technology incident response, business continuity and disaster recovery efforts. This course introduces incident response, business continuity and disaster recovery planning concepts as well as tools and techniques. Topics include the development and implementation of incident response, business continuity and disaster recovery plans, attack traffic analysis, and network based and host based hardware and software. Concepts will be examined and evaluated with appropriate exercises.

Course Name: Capstone Graduation Project

Course Code: SSDM 404

Credit hours: 3

Course Pre-requisites: ASC 210 ASC 206 SS 303 SS 305

Course Co-requisites: N/A

Description:

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Emergency Management

Course Name: Emergency Management

Course Code: SSEM 400

Credit hours: 3

Course Pre-requisites: ASC 206 SS 303 SS 306

Course Co-requisites: N/A

Description:

The course aims to develop a theory-cum-practical base for the participants who enjoy background and share responsibilities in the field of Emergency Management. However to meet growing demands, yet, the course is designed to meet the needs and interests of people and groups from private, corporate and public sectors who deal or want to develop keen knowledge on the protection of life and properties. These groups come from host areas like security forces, emergency services, police, ambulance, fire services, local government, community emergency services, health services, risk and insurance and manufacturing industry.

There is a quantum increase in the damage caused due to the natural hazards and incidents in the world in recent times. This has duly affected communities and people from natural and technological hazards. The response to meet these hazards had been significant though

governmental initiatives to prepare, prevent, reduce, readiness, response and recovery from emergency situations. In the course the concepts will be addressed broadly and principles of emergency management demonstrated, contextualized and applied in practice. Besides, the management of disasters is more formalized through legislation that has helped to establish emergency management organizations, which now have plans and developed the mechanism to maintain community based counter-emergency preparedness at all levels of the society.

The participants will also have clear knowledge and insight to understand how communities become more resilient and sustainable from an emergency management perspective, as they ensure that they continue to develop the emergency management capabilities. The development phase of the plan, assessment, strategy, hazard, risk, emergency management operational management and community recovery aspects will assist in reversing the hazard trend by reducing the risk of hazards, occurrence and the consequences. Such activities are essential aspect of comprehensive emergency management practices and students should effectively learn and apply on the key areas of emergency management planning, emergency operational management and emergency recovery principles and practices associated with the management of emergencies within the communities.

Course Name: Community Preparedness

Course Code: SSEM 401

Credit hours: 3

Course Pre-requisites: SS 303 SS 307

Course Co-requisites: N/A

Description:

This course provides an understanding of how communities prepare for disasters through social vulnerability analysis and community capacity analysis. It examines historical, geographical, social, and cultural factors and conditions that put people differentially at risk in the community and require integration and coordination among agencies and organizations.

Course Name: Response and Recovery

Course Code: SSEM 402

Credit hours: 3

Course Pre-requisites: SS 301 SS 303

Course Co-requisites: N/A

Description:

The response and recovery to any disaster event both small and large scale, natural, unnatural or manmade cannot be anticipated. More rationally early preparedness to handle disaster situation, response and appropriate recovery measures can limit damages to facilities, public lives, properties, human resources, services and operation systems. This course analyzes the methods by which governmental organizations, private sector entities, and the general public can respond to and recover from natural, intentional, and technical disasters.

The outline of the course deals with Disaster Response and Recovery plans that are aimed to assess the potential risks and impact to the business and operations in all sectors in the event of a disaster. It also enumerates plan of actions with allocated responsibilities to be followed in order to provide an adequate immediate response and a responsible follow-up for recovery should a disaster occur. The emphasis is also placed upon facilitating swift and effective reaction to disaster emergencies and implementing suitable recovery procedures. Disaster prevention methods, including studying appropriate structural design and maintenance rules. It covers topics such as crisis action planning, conducting a needs assessment, establishing unity of effort, and integrating key personnel and organizations.

This course also positions various organizational capabilities in an innovative partnership, outlining their inherent strength and uniqueness to evolving areas in the disaster recovery and response. This will allow students to gain knowledge about humanitarian professionals, the

techniques of supporting and building sustainable, resilient communities and nations covering existing practice-knowledge with the right blend of academic and practical approaches to reduce vulnerabilities and risks to hazards. The course addresses these areas in a comprehensive and holistic manner; including pre-disaster preparedness and mitigation, rescue and relief in the context of disaster, post disaster rehabilitation, reconstruction and recovery, disaster risk reduction, development planning and disaster response and recovery. There will also be a project paper writing component as work assignment.

Course Name: Prevention and Planning

Course Code: SSEM 403

Credit hours: 3

Course Pre-requisites: SS 302 SS 401

Course Co-requisites: N/A

Description:

This course analyzes the methods by which governmental organizations, private sector entities, and the general public can prevent and prepare for natural, intentional, and technical disasters. It will discuss topics such as vulnerability and threat assessments, resources and capabilities identification/integration, and training and exercise programs.

Course Name: Capstone Graduation Project

Course Code: SSEM 404

Credit hours: 3

Course Pre-requisites: ASC 210 ASC 206 SS 303 SS 305

Course Co-requisites: N/A

Description:

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STUDY PLAN

Study plan for the Bachelor in Security and Strategic Studies Program is as in the following:

Semester 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ENG 105	English for Specific Purpose	TOEFL 500+	3
2	ASC 100	Study and Learning Skills	N/A	3
3	ASC 110	Introduction to Social Sciences	N/A	3
4	ASC 200	General Psychology	N/A	3
5	ASC 210	Natural Sciences	N/A	3

Semester 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 104	Introduction to Sociology	N/A	3

2	ASC 203	World-History	N/A	3
3	ASC 204	Middle East History	N/A	3
4	ASC 206	Introduction to Geography	N/A	3
5	ASC 302	Introduction to Political Science	ASC 110	3

Semester 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	SS300	Theoretical Basis of Strategic Studies	NA	3
2	SS 301	Basic of Social Sciences Research	NA	3
3	SS 302	Introduction to International Relations	NA	3
4	SS 303	Introduction to Strategic Thinking	NA	3
5	SS 304	International Law	NA	3

Semester 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	SS 305	International Security and Environmental Politics	SS 300	3
2	SS 306	Geopolitics in International Relations	SS 302	3
3	SS 307	Comparative Politics	ASC 302	3
4	SS 308	Weapons of Mass Destruction	SS 302	3
5	SS 309	National Security and Arms Race	SS 302	3

Semester 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	SS 310	Communication and Diplomacy	NA	3
2	SS 311	Media Strategies and Implementations	NA	3
3	SS 312	Special Topics in Strategic Studies	SS 300	3
4	SS 401	International Conflict Management	SS 303	3
5	SS 402	Terrorism	SS 302	3

Semester 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	SS 403	Defense Policies of Major Powers	SS 300	3
2	SS 404	The Emerging World Powers	SS 300	3
3	XXX	Free Elective-1		3
4	SSXX- 400	Specialization Course -1		3
5	SSXX- 401	Specialization Course -2		3

Semester 7

No.	Course Code	Course Title	Prerequisites	C.H.
1	SSXX- 402	Specialization Course -3		3



2	SSXX- 403	Specialization Course -4		3
3	XXX	Free Elective-2		3
4	XXX	Free elective-3		3
5	XXX	Free elective-4		3

Semester 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	XXX	Free elective-5		3
2	SS 410	Internship	72 credit hours	9
3	SSXX- 404	Capstone Graduation Project		3

I. BACHELOR PROGRAMS IN COMPUTER INFORMATION TECHNOLOGY

4.1 Computer Science

1. THE CURRICULA

The Bachelor of Science in Computer Science Degree offered by the College of Computer Information Technology (CCIT) is obtained after completing 126 credit hours that consist of:

No.	Course Type	Course Count	C.H.
a	General Education Courses	13	39
b	Core Courses	24	72
c	Free Electives	05	15
	TOTAL	42	126

a. General Educational Requirement Courses (13 Courses / 39 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL -AA 100 ORARL -NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	3
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	CIT 105	Introduction to IT & Applications	CIT 100	3
7	ASC 100	Study and Learning Skills	N/A	3
8	ASC 110	Introduction to Social Sciences	N/A	3
9	ASC 200	General Psychology	N/A	3
10	ASC 205	General Statistics	MAT 100	3
11	ASC 210	Natural Sciences	N/A	3
12	ASC 105	Islamic Culture	N/A	3
13	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements (24 Courses / 72 Credits)

No.	Course Code	Course Title	Prerequisite	C. H.
1	MAT 105	Calculus	MAT 100	3
2	CIT 211	Introduction to Programming	CIT 105*	3
3	CIT 214	Network Essentials	CIT 211	3
4	CIT 207	Object Oriented Programming	CIT 211	3
5	CIT 212	Database Systems	CIT 207	3
6	CIT 203	Discrete Mathematics	MAT 100, CIT 211	3
7	CIT 215	Data Structures and Algorithms	CIT 203, CIT 207	3
8	CIT 205	Website Design	CIT 105	3
9	CIT 300	Multimedia Technology	CIT 205	3
10	CIT 301	Introduction to Operating Systems	CIT 215	3
11	CIT 302	Compiler Construction	CIT 215	3
12	CIT 303	Computer Threats and Risks	CIT 301*	3
13	CIT 304	Cryptography and Internet Security	CIT 215	3
14	CIT 305	Internship	90 C.H.s	3
15	CIT 306	Computer Architecture and	CIT 301	3
16	CIT 307	Computer Ethics	ENG 105, CIT 205	3

17	CIT 400	E-Business and E-Commerce	CIT 300	3
18	CIT 401	Artificial Intelligence	CIT 215	3
19	CIT 402	System Analysis and Design	CIT 215	3
20	CIT 403	IT Architecture	CIT 301	3
21	CIT 404	IT Project Management	90 C.H.	3
22	CIT 405	Capstone Graduation Project	105 C.H.s	3
23	CIT 406	Computer Graphics	CIT 215	3
24	CIT 407	Software Engineering	CIT 215	3

* Co Requisite

c. Elective Courses (5 Courses / 15 Credits)

Specializations

a. Computer Science

Students who would like to specialize in Computer Science (General) can select five free elective courses from the above list of 12 electives in the CS Program, or from the core courses from the IMT Program within CCIT, or any other courses offered by other Colleges/ Departments/ Specializations as long as the chosen courses' prerequisites are met.

b. Network and Security and Digital Forensics

The following table shows the major courses covered in each one of the two specializations:

NETWORK SPECIALIZATION		FORENSICS SPECIALIZATION	
CIT 214 - Network Essentials	CIT 207 - Network Security	CIT 303 -Computer Threats and Risks	CIT 207 - Network Security
CIT 310 - Server Operating System and Network Management	CIT 409 - Mobile Technology	CIT 309 - Introduction to Computer Crime Studies	CIT 408 - Computer Crime and Investigation Techniques
CIT 410 -Advanced Topics in CIT	CIT 411 - Human Computer Interaction	CIT 410 - Advanced Topics in CIT	CIT 413 - Intrusion Forensics
CIT 412 - Distributed Operating Systems and Applications	CIT 414 - Modeling and Computer Simulation	CIT 417 - Reverse Engineering	
CIT 415 - Decision Support Systems			

The study plan

SEMESTER 1

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 ORARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ASC 100	Study and Learning Skills	N/A	3
3	CIT 100	Computer Literacy	N/A	3
4	ENG 100	English	TOEFL 500+	3
5	MAT 100	General Mathematics	N/A	3

SEMESTER 2

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 110	Introduction to Social Sciences	N/A	3
2	CIT 105	Introduction to IT & Applications	CIT 100	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	3
4	MAT 105	Calculus	MAT 100	3
5	CIT 110	Introduction to Programming	CIT 105 (Co-requisite)	3

SEMESTER 3

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 200	General Psychology	N/A	3
2	ASC 205	General Statistics	MAT 100	3
3	CIT 200	Network Essentials	CIT 110	3
4	CIT 201	Object Oriented Programming	CIT 110	3
5	CIT 203	Discrete Mathematics	MAT 100, CIT 105	3

SEMESTER 4

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 210	Natural Sciences	N/A	3
3	CIT 202	Database Systems	CIT 201	3
2	CIT 204	Data Structures and Algorithms	CIT 203, CIT 201	3
4	CIT 205	Website Design	CIT 105	3
5	ASC 105	Islamic Culture	N/A	3

SEMESTER 5

No.	Course Code	Course Title	Prerequisites	C.H.
1	ASC 300	UAE and GCC Society	ASC 110	3
2	CIT 300	Multimedia Technology	CIT 205	3
3	CIT 301	Introduction to Operating Systems	CIT 204	3
4	CIT 303	Computer Threats and Risks	CIT 301*	3
5	CIT 307	Computer Ethics	ENG 105, CIT 205	3
6		Free Elective		

* - Co Requisite

SEMESTER 6

No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 302	Compiler Construction	CIT 204	3
2	CIT 304	Cryptography and Internet Security	CIT 204	3
3	CIT 306	Computer Architecture and Organization	CIT 301	3
4	CIT 308	Computer Ethics	ENG 105, CIT 205	3
5		Free Elective		3

SUMMER SEMESTER

No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 305	Internship	90 C.H.	3

SEMESTER 7



No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 400	E-Business and E-Commerce Systems	CIT 300	3
2	CIT 401	Artificial Intelligence	CIT 204	3
3	CIT 403	IT Architecture	CIT 301	3
4	CIT 407	Software Engineering	CIT 204	3
5		Free Elective		3
6		Free Elective		3

SEMESTER 8

No.	Course Code	Course Title	Prerequisites	C.H.
1	CIT 402	System Analysis and Design	CIT 204	3
2	CIT 404	IT Project Management	90 C.H.	3
3	CIT 405	Capstone Graduation Project	105 C.H.	3
4	CIT 406	Computer Graphics	CIT 204	3
5		Free Elective		3

Course Name: Visual Basic Programming

Course Code: ITM 201

Credit Hours: 3

Pre requisites: CIT 105

Description:

This course is designed to introduce students to the concepts of computer programming using the Visual Basic programming environment. The student will write programs to implement a variety of typical applications. There will be an emphasis on structured programming techniques, writing readable code and developing user-friendly programs. Concepts introduced will include: data types, constants, and variables; flow of control, decisions, and loops; forms and simple Visual BASIC controls as elements of the user interface; arrays; scope of variables; functions; string manipulation; rudimentary file operations; simple Drag and Drop and graphics operations; and error handling.

Course Name: DB Programming

Course Code: ITM 308

Credit Hours: 3 C.H. (1.5 h. lecture + 3 labs per week)

Pre requisites: ITM 202

Description:

This course provides students with the technical skills required to program a database solution by using Microsoft SQL Server. In this course students gain an understanding of relational databases through the powerful Structured Query Language (SQL). The SQL commands, functions, and operators will be covered. Students learn to create and maintain database objects such as tables, indexes, views, constraints, and sequences. Students practice SQL using SQL Workshop. This course is designed to develop SQL programming proficiency. Emphasis is placed on data definition, data manipulation, and data control statements

Course Name: DB Administration

Course Code: ITM 310

Credit Hours: 3 C.H. (1.5 h. lecture + 3 labs per week)

Pre-requisites: ITM 308

Co-requisites: N/A

Description:

This course focuses on topics such as DBMS architectures, security, data administration, backup and recovery, software maintenance and operation, resource management, and database tuning and troubleshooting. The course aims at equipping the students with the following skills: designing and configuring SQL server security; importing and exporting data; backing up SQL server databases; restoring SQL server databases; automating SQL server administration; designing, configuring, and managing replication implementing fault tolerance, and monitoring SQL server.

Course Name: Calculus

Course Code: MAT 105

Credit Hours: 3

Pre-requisites: MAT 100

Co-requisites: N/A

Description:

This course is an introduction to differential and integral calculus. It begins with a short review of basic concepts related to functions. Then it introduces the concept of a limit to a function. It then unfolds to the study of derivatives and their applications. Thereafter it considers the area problem and its solution, the definite integral.

Course Name: Introduction to Programming

Course Code: CIT 110

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: N/A

Co-requisites: CIT 105

Description:

This course covers concepts of computer programming in C. The course covers the basic C programming syntaxes including data formats, string Input / Output, control statements, loops, functions, arrays, file Input / Output operations.

Course Name: Networking Essentials

Course Code: CIT 200

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: CIT 110

Co-requisites: N/A

Description:

This course is designed to provide background necessary to understand computer networks. It describes types of networks, how networking affects society, and the components and tools that are used to create networks in various business models. The course also discuss an introduction to networking, offering easy-to-follow details on hardware, networking protocols, remote access, and security. New networking professionals will first learn what they need to know about network technology, and then how to apply that knowledge to set up, manage, and secure networks.

Course Name: Object-Oriented Programming

Course Code: CIT 206

Credit Hours: 3 C.H. (2 h. lecture, 2 labs per week)

Pre-requisites: CIT 110

Description:

Introduction to object-oriented programming. Topics include objects, classes, abstract data types, information hiding, inheritance, polymorphism, design of graphical user interfaces, multi-threading, multimedia, and networking.

Course Name: Computer Literacy
Course Code: CIT 100
Credit Hours: 4 C.H. (2 h. lectures and 2 labs)
Pre-requisites: N/A
Co-requisites: N/A

Description:

This course presents the use of computers in everyday life. The students will learn to organize electronic filing systems as well as to communicate ideas effectively using the Microsoft Suite – MS Word, Excel, PowerPoint, and Access. This subject will also discuss some important IT concepts, such as: Electronic data interchange (EDI), Teleconferencing, Videoconferencing, Intranet systems, extranet systems, and Wireless Capabilities. Towards the end of the course, the students in groups will work to select a topic, search for the information, analyze, and organize it incorporating a software tool they learned and present it publicly.

Course Name: Management Information System
Course Code: MGT 200
Credit Hours: 3
Pre-requisites: MGT 100 and CIT 100
Co-requisites: N/A

Description:

The course discusses the information systems planning, and organizing and the application of information technology advancements. This course has a managerial perspective that describes how IS supports business goals and functions are applicable to management, what information resources are available to the manager, and how the manager is involved in the information development process.

Course Name: Database Systems
Course Code: ITM 202
Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)
Pre-requisite: ITM 201
Co-requisites: N/A

Description:

This course is designed to give a theoretical and practical introduction to database management system techniques and tools. It covers the basic database concepts, data models such as hierarchical, network and relational data models, data dictionary and explores the conceptual, logical and physical design of database systems using MS-Access and MS-SQL with an emphasis on entity relationship diagrams and normalization.

Course Name: Introduction to IT & Applications
Course Code: CIT 105
Course Pre-requisites: CIT 100
Credit hours: 3
Course Co-requisites: N/A

Description:

This course aims to provide the students with theory required to understand current industry IT needs and the applications used to fulfill these needs. Some of the topics to be covered: Information Systems: Concepts and Management, Modern Organization in the Digital Economy, Data and Knowledge Management, Networking, Mobile Computing and Mobile Commerce, and Acquiring IT Applications. A major component of the course is the practical application of the knowledge gained from the theoretical content.

Course Name: Data Structures and Algorithm

Course Code: CIT 204

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: CIT 203, CIT 201

Co-requisites: N/A

Description:

This course covers concepts of program performance (time and space complexity); abstract data types; recursion; abstract data structures: lists, stacks, queues, graphs, trees, binary search trees, priority queues, heaps, and operations on them and their applications; sorting; searching and hashing. This course aims at the students to think clearly and solve complex and poorly-defined programming tasks.

Algorithms describe methods for solving problems under the constraints of the computers resources. Often the goal is to compute a solution as fast as possible, using as few resources as possible. To solve a problem efficiently it may be necessary to use data structures tailored for the particular problem(s) at hand. A data structure is a specific way of organizing data that supports efficient performance of the relevant operations on that data. For instance there are data structures for organizing large numbers of records where records already present can be quickly found and/or deleted, and new records can be inserted and found fast.

Course Name: Website Design

Course Code: CIT 205

Credit Hours: 3

Pre-requisites: CIT 105

Co-requisites: N/A

Description:

Students will learn how to understand web design and create branching diagrams, manage their files, set up proper site architecture, manipulate graphic files and create effective websites that use frames, thumbnails, tables, gif animations, and image maps. Over the course of the semester, students create a series of small websites culminating in a final project that combines all the techniques they have learned.

Course Name: Multimedia Technology

Course Code: CIT 300

Credit Hours: 3 C.H. (2 h. lecture, 2 labs & tutorial)

Pre-requisites: CIT 205

Co-requisites: N/A

Description:

In this course, we will discuss types of multimedia information: text, speech, audio, images, graphics, video, animation and their characterization; multimedia processing, compression standards and techniques; multimedia systems, storage and I/O devices as well as content generation and manipulation tools; multimedia networking characteristics, requirements and protocols; multimedia applications in communication, database and entertainment.

Course coverage will include both theoretical understanding of multimedia technologies, and hands-on experience with applications and hardware. Topics include perception, cognition, and communication issues, multimedia interface standards, multimedia evaluation, digitizing and manipulating images, voice, and video materials, copyright and ethics.

Course Name: Discrete Mathematics

Course Code: CIT 203

Credit Hours: 3

Pre-requisites: MAT 100, CIT 110

Co-requisites: N/A

Description:

This course will cover topics in discrete math aimed at applications in Information Technology. Fundamental principles included shall be: set theory, induction, relations, functions, Boolean algebra, techniques of counting: permutations, combinations, recurrences, algorithms to generate them, and introduction to graphs and trees

Course Name: Multimedia Technology

Course Code: CIT 300

Credit Hours: 3 C.H. (2 h. lecture, 2 labs & tutorial)

Pre-requisites: CIT 205

Co-requisites: N/A

Description:

In this course, we will discuss types of multimedia information: text, speech, audio, images, graphics, video, animation and their characterization; multimedia processing, compression standards and techniques; multimedia systems, storage and I/O devices as well as content generation and manipulation tools; multimedia networking characteristics, requirements and protocols; multimedia applications in communication, database and entertainment.

Course coverage will include both theoretical understanding of multimedia technologies, and hands-on experience with applications and hardware. Topics include perception, cognition, and communication issues, multimedia interface standards, multimedia evaluation, digitizing and manipulating images, voice, and video materials, copyright and ethics.

Course Name: Introduction to Operating Systems

Course Code: CIT 301

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: CIT 204

Co-requisites: N/A

Description:

The goal of this course is to provide an introduction to the fundamental responsibilities of modern operating systems. In particular, the course will cover processes and threads, mutual exclusion, CPU scheduling, deadlock, memory management, and file systems.

Several alternative algorithms related to the implementation for each of the major topics will be studied along with an examination of their properties, advantages, and disadvantages. Hardware characteristics of generic computer architectures and devices are analyzed to emphasize the role of the operating system.

Related topics such as inter-process communication and synchronization, deadlocks, reliability, security, and distributed systems are also presented. Programming projects will be used to demonstrate implementation techniques for various ideas presented in class.

Course Name: Compiler Construction

Course Code: CIT 302

Credit Hours: 3

Pre-requisites: CIT 204

Co-requisites: N/A

Description:

This course is intended to explore the principal ideas and techniques of compiler construction. Topics include lexical analyzers, parsers, error detection, code generation, symbol tables, and formal languages

Course Name: Computer Threats and Risks

Course Code: CIT 303

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Co-requisites: CIT 301

Description:

This course examines the threats, risks, and the fundamentals and historical perspective of hacking methodology and psyche. It presents the processes required for identifying threats to an organization and how to think constructively to eliminate or mitigate the associated risks of conducting business in a network world. Types of hackers include those that snoop around networks, vandalize Websites or even steal proprietary information by the use of well-known schemes, such as viruses, worms, Trojan horses, denial-of-service attacks and buffer overflows.

Course Name: Cryptography and Internet Security

Course Code: CIT 304 (ITF 206)

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisites: CIT 302

Co-requisites: N/A

Description:

This is an introductory course into cryptography and Internet security. The class will cover security requirements for telecommunications over the Internet and other communication networks. The course covers various conventional and public-key encryption protocols, digital encryption standards, RSA and ElGamal cryptographic systems, digital signature algorithm and analysis of its crypto-immunity, and access sharing schemes.

This course will cover security threats and vulnerabilities, principles of cryptography, and practical topics in network and Internet security. The course is designed for students who have some understanding of computer networks and protocols, but no background in security. The course aims to teach students principles and practices of cryptography and network security.

Course Name: Internship

Course Code: CIT 305

Credit Hours: 3 C.H. (210 Contact Hours)

Pre-requisites: 90 C.H.

Description:

The College considers student internship as one of the most important channels that brings together the college, the students, and the job market. Moreover, internship is a means that integrates the academic theoretical environment to real life practice. The training, although it includes actual operation of the facilities of the employer and is similar to an on-the-job-training. The training is for the benefit of the students. The students do not displace regular employees, but work under the close observation of a regular employee or supervisor and could be guided by an AUE faculty member.

Course Name: Computer Architecture and Organization

Course Code: CIT 306

Credit Hours: 3

Pre-requisites: CIT 301

Description:

Computer architecture and organization is concerned with the structure and behavior of the various functional modules of the computer; and how they interact to provide the processing needs of the user. The way the hardware components are connected together to form a computer system.

Course Name: Computer Ethics

Course Code: CIT 307

Course Pre-requisites: CIT 105, ENG 105

Credit hours: 3

Course Co-requisites: N/A

Description:

Computer Ethics is an interdisciplinary course. The course reflects the rapid expansion of information technology and the civic and ethical challenges that have emerged from the expansion. The course content is organized around a number of issues that are of immediate concern, including threats to privacy from massive database, data mining, high-speed networks, workplace surveillance, the electronic theft of intellectual property, such as music, video, film and text, and catastrophic computer -related accidents such as airplane crashes and nuclear power plant shutdowns.

Course Name: Introduction to Computer Crime Studies

Course Code: CIT 307

Credit Hours: 3 C.H. (2 h. lecture, 2 h. labs per week)

Pre-requisites: CIT 301 and CIT 200

Co-requisites: N/A

Description:

This course will provide the student with an introduction to the use of computers in policing. The material will be broken down into five sections: 1. Computing fundamentals and networking technologies; 2. Security technologies, tools and techniques; 3. Computer crime, investigating techniques, forensic examination; and 4. Administrative computing in the police environment. 5. Legal Aspects of Computer Crime (Computer as a tool of crime, as a target of crime and Computer as an evidence of crime).

This course covers the central topics in detection and prevention of computer crimes. It also covers techniques and tools for the collecting and preservation of evidence of computer crimes. General legal issues such as handling evidence, chain of custody, admissibility, and working with law enforcement is covered. There are several hands-on exercises in the labs examining images from actual compromised machines to give the student practical experiences.

Course Name: E-Business and E-Commerce Systems

Course Code: CIT 400

Credit Hours: 3 C.H. (2 h. lecture, 2 h labs per week)

Pre-requisites: CIT 300

Co-requisites: N/A

Description:

This course covers the fundamentals technologies used to build and market e-commerce Websites. Students learn how to construct a fully functional online business using current software as well as the various ways to advertise online, create shopping carts and process orders securely. It teaches development of E-Commerce web sites for back-end server applications. It stresses development of database information and manipulation for web delivery. Students should have complete knowledge of HTML and database management, before taking this course.

Course Name: Artificial Intelligence

Course Code: CIT 401

Credit Hours: 3

Pre-requisites: CIT 204

Co-requisites: N/A

Description:

The course is intended as an introduction and survey of the field of Artificial Intelligence (AI). The course covers survey basic, fundamental concepts and techniques that underlie many AI

applications with an emphasis on symbolic AI. Techniques covered include search, knowledge representation, resolution-based reasoning, planning, and machine learning.

Course Name: System Analysis and Design

Course Code: CIT 402/ ITM 204

Credit Hours: 3 C.H. (2 h. Lecture, 2 h. lab)

Pre-requisites: CIT 206

Co-requisites: N/A

Description:

This course is designed to provide an understanding of the systems development and modification processes. This course enables the students to do System Analysis and Design (SAD) after understanding the concepts of the System Development Life Cycle (SDLC) that is Planning, Analysis, Design, and Implementation. It provides the students with a basic foundation in systems analysis and design concepts, methodologies, techniques, and tools. It includes choice of a systems development methodology, people skills, understanding structured and introduction to object oriented analysis and design

Course Name: IT Architecture

Course Code: CIT 403

Credit Hours: 3

Co-requisites: CIT 401

Description:

This course focuses on the issues surrounding the design of overall information technology architecture. Normally organizations segment the problem into four distinct areas – network, hardware, data, and applications. On the other hand, this course will focus on the interdependencies among these architectures. The student will learn how to design in the large, make appropriate choices about architecture in relationship to overall organization goals, understand the different mechanisms for coordination available, and create a process for establishing ongoing enterprise architecture

Course Name: IT Project Management

Course Code: CIT 404

Credit Hours: 3

Pre-requisites: 90 C.H.

Co-requisites: N/A

Description:

To provide basic project management skills with a strong emphasis on issues and problems associated with delivering successful IT projects. This course is designed to provide an understanding of the theory and practice of project management through an integrated view of the concepts, skills, tools, and techniques involved in the management of information technology projects. CIT 404 focuses on information technology projects with the following course objectives: the general issues and skills involved in information technology projects, cases of successful or failed information technology projects, and the practice of team work in preparation of information technology projects.

Course Name: Capstone Graduation Project

Course Code: CIT 405

Credit Hours: 3

Pre-requisites: 105 C.H.

Description:

The purpose of the graduation project is to evaluate the students' ability to complete a project in an area of their liking; Software and Web Development, Network Administration and Security

Systems, Database Systems, or Digital Forensics independently. It is the responsibility of the student to identify a topic, find a faculty member willing to act as an advisor, develop a proposal for their project that clearly identifies their project goals, objectives, tasks, milestones, and time and expense budgets. They must communicate their findings by written thesis and an oral presentation. The content of the course will be highly variable depending on the project undertaken by the student.

The project is designed to give students an authentic opportunity to direct their own learning through research, self-reflection, and presentation. To allow for differences in aptitude, learning style, and interest, students may choose their own topic from a variety of project types, including academic research, school and community service, internships, student-developed businesses, or an area of personal interest.

To make sure that high expectations are established for all students, teachers must clarify their expectations, agree on uniform standards, and define them so they will provide meaningful student feedback and lead to ongoing project improvement. Learning is personalized for students through the use of small advisory groups. Students and teachers are linked in a common academic goal as teachers guide students through each step of the Graduation Project.

The project is divided into three distinct phases:

- Phase I: Project Selection, Data Gathering and Program
- Phase II: Conceptual Development
- Phase III: Design Development.

Projects are supervised by an advisor selected by the student based on topics submitted by interested faculty. Students are expected to display a wide range of skills learned and involves numerous activities consist of the following: project selection, site analysis, case study, program, and conceptual development.

Course Name: Computer Graphics

Course Code: CIT 406

Credit Hours: 3

Pre-requisites: CIT 204

Co- requisites: N/A

Description:

This course aims to provide a broad introduction to the field of Computer Graphics, and to describe the techniques that are commonly used in the graphics industry today (such as in production of special effects, computer animation, video games, and virtual reality). This course is combination of algorithms, numerical methods, representations and models of the shape and appearance of real-world objects, and methods for their display and manipulation. It involves a lot of programming, and requires a certain degree of mathematical sophistication.

Course Name: Software Engineering

Course Code: CIT 407

Credit Hours: 3 C.H. (1.5 h. lecture, 3 h. lab)

Pre-requisites: CIT 204

Co- requisites: N/A

Description:

This course is designed to give the Theory and methodology of programming complex computer software. The course deals with analysis, design, and implementation of software programs.

Course Name: Network Security

Course Code: CIT 208

Prerequisite: CIT 200

Credit Hours: 3 C.H. (2 h. Theory, 2 h. labs)

Description:

Students learn the various network security principles and features including protocols, and implementations used in today's networks. Students should learn about the router configuration using Access Control Lists, configuring Firewalls, and other migration techniques. Topics in this course include Security Policy, Types of Attacks, Firewalls, Virtual Private Networks, Unix Security Issues, Windows Server Security Issues and Wireless Security.

Course Name: Reverse Engineering

Course Code: CIT 417

Prerequisites: CIT 304

Credit Hours: 3 C.H. (2 h. lecture, 2 labs per week)

Description:

This course introduces students to the field of reverse engineering through topics of computer internals, operating systems, and assembly language and the various applications of reverse engineering. The first section of the course deals with security-related reverse engineering and then focuses on practical aspects of reverse engineering.

During the course, each student is required to complete an individual project this will involve research on reverse engineering and will be assigned by the instructor. The second project is determined by student's interests. In order to coordinate the second project, team will need to declare their projects early in the semester.

Course Name: Intrusion Forensics

Course Code: CIT 413

Credit Hours: 3 C.H. (2 h. lecture, 2 labs per week)

Pre Requisite: CIT 304

Description:

This course introduces students to network and computer intrusion detection and its relation to forensics. It further addresses key issues in intrusion forensics such as intrusion detection architecture, system types, packet analysis, and products. It also presents advanced intrusion detection topics such as intrusion prevention and active response, decoy systems, alert correlation, data mining, and proactive forensics.

The need for this course is fuelled by changes over the last few years in the field of intrusion detection, such as: the increase in the volume and sophistication of attacks, the increase in network bandwidth, and the migration from network-based to application-based attacks. All of the above changes have created numerous opportunities for the advancement of intrusion detection systems. This has created a demand for intrusion detection to provide forensics information and analysis for the purpose of tracking, monitoring, identifying, and prosecuting attackers.

Course Name: Distributed Operating Systems and Applications

Course Code: CIT 412

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-Requisite: CIT 306

Description:

This course aims to help students understand issues in distributed operating systems and applications. Specifically, learn about high-level protocols and distributed state sharing. Study distributed shared memory, distributed system design, distributed directory services, atomic transactions and time synchronization, time access, process scheduling, process migration and remote procedure call.

Further topics to be covered: process communication, resource allocation, multi-process and network operating systems, kernel philosophies, fault-tolerant systems, virtual machines, high-level language systems and proof techniques. Task allocation and scheduling for multiprocessor and distributed operating systems.



Course Name: Modeling and Computer Simulation

Course Code: CIT 414

Credit Hours: 3 C.H.

Prerequisite: CIT 4

Description:

This course is designed to present methodologies used in computer simulation, to show simulation as complementary to laboratory field experimentation in the development of better understandings of complex phenomena, and to discuss analysis, appropriate use, and limitations of simulation models. The course presents applications of software simulation process with supporting techniques.

Course Name: Server Operating System and Network Management.

Course Code: CIT 310

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Pre-requisite: CIT 301

Co-requisite: N/A

Description:

This course provides concepts and theories on most of the Operating systems like DOS, IBM OS/2, Unix, and Microsoft Windows OS. This course covers the main operating system concepts like file transfer, disk management, disk access, Input-output devices, memory management, and data integrity. Students will be able to configure network protocols and services, audit resources, managing data storage, monitoring network resources, and network security are covered. Topics covered on Network management include Network policy, security principles, server security, and network infrastructure security and so on.

Course Name: Computer Crime and Investigation Techniques

Course Code: CIT 408

Prerequisites: CIT 303

Credit Hours: 3 C.H. (2 h. lecture, 2 labs per week)

Description:

This course introduces students to the field of computer forensics, and it will focus on the various contemporary policy issues and applied technologies. Topics to be covered include: legal and regulatory issues, investigation techniques, data analysis approaches, and incident response procedures for Windows and UNIX systems. Homework in this course will relate to laboratory assignments and research exercises. Also, a group project has been integrated into this course.

This course has two purposes. The first is practical and involves an examination of how computer forensics has become a key component of Information Assurance (IA) in both the government and private sectors. We will evaluate the legal and policy contexts of computer forensics starting with its roots in the law enforcement and military agencies and its increasing role in the private sector. The second purpose of the class is to provide a format for research on computer forensics in several contexts – including the technical, policy, and management aspects.

During the course, each student is required to complete an individual project this will involve research on a policy aspect of forensics and will be assigned by the instructor. The second project is determined by student's interests. In order to coordinate the second project, team will need to declare their projects early in the semester.

Course Name: IT Project Management

Course Code: CIT 404

Credit Hours: 3

Pre-requisites: 90 C.H.

Co-requisites: N/A

Description:

To provide basic project management skills with a strong emphasis on issues and problems associated with delivering successful IT projects. This course is designed to provide an understanding of the theory and practice of project management through an integrated view of the concepts, skills, tools, and techniques involved in the management of information technology projects. The Course focuses on information technology projects with the following course objectives: the general issues and skills involved in information technology projects, cases of successful or failed information technology projects, and the practice of team work in preparation of information technology projects.

Course Name: Mobile Technology

Course Code: CIT 409

Credit Hours: 3 C.H. (2 h. lecture, 2 h. labs per week)

Pre Requisite: CIT 200

Description:

The course provides a lot of technical background to the mobile computing area. The important aspects of mobile and wireless communications from the Internet to signals, access protocols and cellular systems, emphasizing the key area of digital data transfer are all covered in the course. The goal of this course is to examine the knowledge in the leading edge mobile technologies mainly telecommunications systems, satellite systems, broadcast systems and wireless LAN. This modern and learning-oriented course in information technology focuses on the Web and Mobile technologies and the business applications of telecommunication and agent based technologies.

Course Name: Advanced Topics in CIT

Course Code: CIT 410

Credit Hours: 3

Prerequisite: 90 C.H.

Description:

This course offers a variety of Seminars/Workshops/Case Studies designed to help Information Technology students conquer challenges faced in daily operations. They help AUE graduates to meet the needs in the real working environment that is characterized by a rapid change. The course provides a forum for discussion of the related aspects of each specialization. Communication skills will be emphasized through professional presentations and formal written essays.

This course is designed for the exploration of specific topics which are not covered in regularly scheduled course work. This course examines the most significant and current forces in the environment of Information Technology to understand how they are changing the managerial environment and modifying the role of business. Current issues, including social responsibility, ethics, globalization, consumerism, and the changing internal face of organization life, are studied via case studies analyses.

Though case studies, interactive classroom exercises, small group discussions, and exposure to the latest research, Seminars/workshops will prepare students to navigate successfully political, governance, and environmental constraints, as well as to choose profitable development and investment alternatives. Case studies help students to stay current on latest developments within Information Technology specializations, and those current features influencing them.

Course Name: Human Computer Interaction

Course Code: CIT 411

Credit Hours: 3 C.H. (2 h. lecture, 2 h. labs per week)

Prerequisite: CIT 300, CIT 201

Description:

The course highlights human-computer interaction strategies from a number of perspectives as a sub-area of computer science and explores user-centered design approaches in computer systems applications. Major subjects include the design and evaluation of usable interfaces, matching computer systems with the cognitive capabilities of users, web design principles, addressing user interface and software design strategies, user experience levels, interaction styles including collaborative systems technology and an investigation of novel paradigms in HCI.

The course outlines design principles, guidelines, and methodologies for building, installing, managing, and maintaining interactive systems that optimize user productivity are reviewed. Topics include the multidisciplinary dynamics of human-computer interaction, current and projected developments in HCI research, usability engineering, computer-supported cooperative work, and strategies for implementing and evaluating human-computer dialogues.

Course Name: Decision Support Systems

Course Code: CIT 415

Credit Hours: 3 C.H. (2 h. lecture, 2 labs per week)

Prerequisite: CIT 401

Description:

This course focuses on the use and application of information systems to support the decision-making process. Knowledge-based systems, neural networks, expert systems, electronic meeting systems, group systems and web-based systems are discussed as a basis for designing and developing highly effective decision support systems. Data models, interactive processes, knowledge-based approaches and integration with database systems are also described. Theoretical concepts are applied to real-world applications.

The course is "hands-on": much of the lecture, lab, home-work and project material will address application development using Microsoft Excel and Microsoft Access. No prior programming experience is necessary for this course

Course Name: Network Security

Course Code: CIT 207

Prerequisite: CIT 200

Credit Hours: 3 C.H. (2 h. lecture, 2 h. lab)

Description:

Students learn the various network security principles and features including protocols, and implementations used in today's networks. Students should learn about the router configuration using Access Control Lists, configuring Firewalls, and other migration techniques. Topics in this course include Security Policy, Types of Attacks, Firewalls, Virtual Private Networks, Unix Security Issues, Windows Server Security Issues and Wireless Security.

Undergraduate Program in Information Technology Management

1. CURRICULA

The Bachelor of Science in Information technology Management Degree offered by the College of Computer Information Technology (CCIT) is obtained after completing 126 credit hours that consist of:

No.	Course Type	Course Count	Credit Hours
a	General Education Courses	13	39
b	Core Courses - Business	16	48
c	Core Courses – IT	10	30
d	Free Electives	03	09
	TOTAL	42	126

a. General Educational Requirements Courses (13 Courses /39 Credits)

No.	Course Code	Course Title	Prerequisites	C.H.
1	ARL - AA 100 ORARL - NA 100	Communication Skills in Arabic Language	N/A	3
2	ENG 100	English	TOEFL 500+	3
3	ENG 105	English for Specific Purposes	TOEFL 500+	3
4	MAT 100	General Mathematics	N/A	3
5	CIT 100	Computer Literacy	N/A	3
6	CIT 105	Introduction to IT & Applications	CIT 100	3
7	ASC 100	Islamic Culture	N/A	3
8	ASC 105	Study and Learning Skills	N/A	3
9	ASC 110	Introduction to Social Sciences	N/A	3
10	ASC 200	General Psychology	N/A	3
11	ASC 205	General Statistics	MAT 100	3
12	ASC 210	Natural Sciences	N/A	3
13	ASC 300	UAE and GCC Society	ASC 110	3

b. Core Requirements / Business Compulsory Courses (16 Courses / 48 Credits)

No.	Code	Course Title	Prerequisites	C.H.
1	ACC 100	Principles of Accounting	N/A	3
2	ACC 105	Managerial Accounting	ACC 100	3
3	MGT 100	Principles of Management	N/A	3
4	ECO 100	Microeconomics	N/A	3
5	MKT 200	Principles of Marketing	ECO 100	
6	MGT 200	Management Information Systems	MGT 100,	3
7	ECO 200	Macroeconomics	ECO 100	3
8	MGT 202	Business Statistics	ASC 205	3
9	MGT 205	Organizational Behavior	MGT 100 &	3
10	FIN 200	Financial Management	ACC 100 &	3
11	MGT 301	Business Law	MGT 100	3
12	MGT 303	Quantitative Analysis	MGT 202	3
13	MGT 300	Production and Operations Management	MGT 100,	3
14	MGT 302	Business Practice in UAE and GCC	MGT 100 &	3
15	MGT 400	International Business	MGT 300	3
16	MGT 405	Strategic Management	MGT 400, ACC	3

c. Compulsory Courses – IT Requirements (10 Courses / 30 Credits)

No.	Code	Course Title	Prerequisites	C.H.
1	ITM 201	Visual Basic Programming	CIT 105	3
2	ITM 202	Database Systems	ITM 201	3
3	ITM 204	System Analysis and Design	CIT 105	3
4	ITM 306	Server Operating System and Network	CIT 105	3
5	ITM 308	Database Programming	ITM 202	3
6	ITM 310	Database Administration	ITM 308	3
7	ITM 400	E-Business and E-Commerce Systems	ITM 310	3
8	ITM 401	Mobile Technology	ITM 201	3
9	CIT 404	IT Project Management	90 C.H.s	3



10	ITM 402	Decision Support Systems	ITM 400	3
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d. Free Electives (3 Courses / 9 Credit Hours)

Students are free to choose other courses offered by other Colleges/ Departments/ Specializations as long as the chosen courses' prerequisites are met.

II. BACHELOR OF LAW

السنة الأكاديمية الأولى

الفصل الدراسي الأول

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
N/A	3	المدخل إلى علم القانون	Law 100	1
N/A	3	مبادئ علم الاقتصاد	ECO 100	2
N/A	3	الثقافة الإسلامية	ASC 105	3
N/A	3	مهارات النصال باللغة العربية	ARLAA 100	4
N/A	3	اللغة الإنكليزية	ENG 100	5
	15 ساعة	المجموع		

الفصل الدراسي الثاني

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
N/A	3	القانون الدستوري والنظم السياسية	Law 102	1
N/A	3	المدخل إلى الشريعة الإسلامية النصل الدراسي الأول	Law 103	2
N/A	3	المدخل إلى الحاسب الآلي	CIT 100	3
N/A	3	مهارات الدراسة والتعلم	ASC 100	4
	3	متطلب لدرجة اختباري		5
	3	متطلب لدرجة اختباري		6
	18 ساعة	المجموع		

السنة الأكاديمية الثانية

الفصل الدراسي الأول

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
Law 100	2	قانون العقوبات/ القسم العام (1)	Law 200	1
Law 100	3	مصادر الالتزام (1)	Law 201	2
Law 100	3	مبادئ القانون التجاري	Law 203	3
Law 100	3	القانون الإداري	Law 207	4
Law 100	3	Legal Studies in English	Law 105	5
	3	متطلب لدرجة اختباري		6
	17 ساعة	المجموع		

الفصل الدراسي الثاني

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
Law 201	2	مصادر الالتزام (2)	Law 205	1
Law 200	2	قانون العقوبات/ القسم العام (2)	Law 202	2
Law 103	3	الأحوال الشخصية (1)	Law 204	3
Law 100	3	International Law	Law 206	4
ECO 100	3	المالية العامة والتشريعات الاقتصادية	Law 211	5
	3	متطلب لدرجة اختباري		6
	16 ساعة	المجموع		

السنة الأكاديمية الثالثة

الفصل الدراسي الأول

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
Law 203	3	الشركات التجارية والفلاس	Law 300	1
Law 205	2	أحكام التزام	Law 301	2
Law 202	3	قانون العقوبات / القسم الخاص (1)	Law 302	3
Law 306	3	قانون الإجراءات المدنية	Law 304	4
Law 204	3	الأحوال الشخصية (2) (أحكام الحوارية)	Law 305	5
Law 203	2	الملكية الفكرية	Law 315	6
	16 ساعة	المجموع		

الفصل الدراسي الثاني

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
N/A	2	فن الخطابة والبراعة	MMC 200L	1
Law 302	2	قانون العقوبات / القسم الخاص (2)	Law 303	2
Law 205	3	العقود المسماة	Law 306	3
Law 301	3	الخقوق العينية	Law 308	4
Law 203	3	العمال المصرية والوراق التجارية	Law 310	5
Law 205	2	أحكام الإثبات	Law 312	6
	15 ساعة	المجموع		

السنة الأكاديمية الرابعة

الفصل الدراسي الأول

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
Law 303	3	قانون الإجراءات الجزائية	Law 400	1
Law 304	2	القانون الدولي الخاص (1)	Law 401	2
Law 103	3	علم أصول النزه	Law 403	3
Law 207	2	قانون حماية البيئة	Law 405	4
Law 304	2	قانون التزويد	Law 407	5
Law 312	3	قانون العمل والضمان الاجتماعي	Law 409	6
Law 304+Law 400	1	التدريب العملي الداخلي والخارجي	Law 411	7
N/A	2	المدخل الى طرق البحث العلمي	Law 104	8
	18 ساعة	المجموع		

المتطلب السابق	الساعات المعتمدة	عنوان المساق	رقم المساق	التسلسل
Law 401	2	القانون الدولي الخاص (2)	Law 402	1
Law 304	2	التحكيم في المنازعات المدنية والتجارية	Law 404	2
Law 203	2	القانون البحري	Law 307	4
115 ساعة	3	بحث التخرج	Law 416	5
	3	مساق حر		6
	15 ساعة	المجموع		

Course Description

Course Code: LAW 100

Course Name: مدخل الى علم القانون

Credit Hours: 3

Pre requisite: None

Description: توصيف المساق

يُدرس هذا المساق نظرية القانون وأقسامه، وفروعه، ونقسيه القاعدة القانونية من حيث زونها في الإلزام ومعيار التمييز بين القواعد الأحكام والمفصلة، وماهية نكرة النظام العام والآداب وتطبيقاتها في القانون العام والخاص، ومصادر القاعدة القانونية ونطاق تطبيقها، لذلك يُدرس نظرية الحق، من حيث تعريف الحق وأنواعه ومصادره وأركانه ومحلّه، والشخص الطبيعي والقانوني والتمييز بين العقار والمزقول، والأشياء المملوكة والأشياء المُؤتممة، والنتائج التي تنتج عن التفرقة بينهما.

Course Code: LAW 103

Course Name: مدخل الى الشريعة الإسلامية

Credit Hours: 3

Pre requisite: None

Description: توصيف المساق

يُتناول هذا المساق مقدمة النزه التعريف بالشريعة الإسلامية وأثرها على حالة العرب المجتمعية والقانونية في الإسلام، ومعونة قانون الأسرة الذي كان سبباً، وعلاقة الشريعة بالفقه وعلاقة الشريعة بالفنون وشارب من ثقلنا وأثره في شاربنا، وكذلك معرفة القواعد الكلية للشريعة الإسلامية، وأدوار النزه الإسلامية في كافة العصور، ومعرفة المذاهب والفرق الإسلامية التي ظهرت، ومعرفة مصادر النزه الإسلامية.

Course Code: LAW 105

Course Name: Legal Studies in English

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

This course deals with the study of legal terminology in English equivalent of the Arabic course of Introduction to Legal Studies. The course defines the law, and indicates its various norms and sources in addition to various judicial principles. Also, it discusses the concept of rights, and outlines their types and principles.

Course Code: MMC 200L

Course Name: فن الخطابة والمرافعة

Credit Hours: 2

Pre requisite: Law 304

Description: توصيف المساق

لقد وضع هذا المساق لإلجابة على سؤال مهم جدا وهو كيف نصيح محاميا متراخعا ؟
رغم أن بعض الأساتذة المحاميين قد جملوا على المترائة بالنظره وبالموهبة الطبعية، إل أنه ينبغي للمحامي المترافع أن يقوم بتدريب نفسه
وإنشاء العبارات الجميلة وإنشاء العبارات الجميلة والنقاط ما يبدو له منيدا ني مترافعه لذلك عليه حنظ بعض أساليب المترائة أو خواتيم
الخطبة. وكذلك فإن هذا المساق يقوم على تنمية الشجاعة والثقة بالنفس وكذلك معرفة نن تحضير الخطاب ومعرفة اللقاء
الجيد. والإحاطة بالمترائة وأشكالها وكيفية المترائة واللقاء.

Course Code: ECO 100L

Course Name: مبادئ علم الاقتصاد

Credit Hours: 3

Pre requisite: None

Description: توصيف المساق

يتناول هذا المساق تعريف الاقتصاد وتحديد مفهومه، وموضوع علم الاقتصاد والمشكلة الاقتصادية، والمبادئ العامة للاقتصاد في
الاسلم، وخصائص النظام الاقتصادي الرأسمالي. الاقتصاد الوحدى (الجزئى) ويشتمل: الطلب والعرض والتوازن الجزئى، سلوك
المستهلك - المنافسة والمحتكار الاقتصاد الكلى (ويشتمل الدخل القومي وتوازنه.

Course Code: LAW 102

Course Name: القانون الدستوري والنظم السياسية

Credit Hours: 3

Pre requisite: N/A

Description: توصيف المساق

يتناول هذا المساق الحديث عن ماهية الدستور وطبيعته. كما يتناول ماهية القانون الدستوري وصلته بفروع القانون الأخرى، ومصادر
القواعد الدستورية، وأنواع الدستور وأساليب نشأتها والرقابة القضائية على دستورية القوانين. كما يتناول بالدراسة الدولة وعناصرها،
وأنظمة الحكم، ثم بين النظام الدستوري لدولة الإمارات العربية المتحدة.

Course Code: LAW 201

Course Name: مصادر الالتزام 1

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

تتضمن دراسة هذا المساق التعريف بالالتزام ومصادره الإرادية والتي تشمل على ما يلي:
العقد: دراسة العقد وأركانه وآثاره وانحلاله.
النصرف الإرادى: دراسة الأحكام العامة للنصرف الإرادى وأهم تطبيقاته.

Course Code: LAW 205

Course Name: مصادر الالتزام 2

Credit Hours: 2

Pre requisite: LAW 201

Description: توصيف المساق

يتناول هذا المساق التعريف بالمسؤولية التقديرية والتعديدية وبين المسؤولية العقدية والجمع والخيرة بين المسؤولية وأركان
المسؤولية التقديرية) الفعل الضار والضرر والعلة السببية) ويتناول الفعل الضار والمسؤولية عن الخطأ الشخصي والمسؤولية عن عمل
الغير والمسؤولية عن الشايع، والضرر بنوعيه المادى والذبي، والعلة السببية بين الفعل الضار والضرر، ودراسة دعوى
المسؤولية التقديرية والتعديدية، دراسة الفعل النافع والقانون بإعتبارهما مصدران غير إراديين للالتزام.

Course Code: LAW 200

Course Name: قانون العقوبات القسم العام 1

Credit Hours: 2

Pre requisite: LAW 100

Description: توصيف المساق

يناول هذا المساق دراسة نصيبية وتحليلية لنظرية العامة للجريمة، من حيث التعريف بالجريمة وأنواعها، ودراسة ركزها (المادي والمعنوي) مع بيان سريان القانون الجنائي من حيث الزمان والمكان والأشخاص، وبين الآثار الخاصة، وبين الآثار العامة وأحكامها، وموانع المسؤولية الجنائية وأسباب الباحة.

Course Code: LAW 303

Course Name: قانون العقوبات القسم الخاص 2

Credit Hours: 2

Pre requisite: LAW 302

Description: توصيف المساق

يناول هذا المساق دراسة أهم الجرائم المسبحة التي أقرها التمد العلمي والتشريعي ومن هذه الجرائم المسبحة:

- 1 . جرائم غسل الأموال.
 - 2 . جرائم الحاسوب والإنترنت.
 - 3 . جرائم بطاقات الائتمان.
 - 4 . جرائم الإتجار بالبشر.
- مع استبعاد هذا المساق للجرائم المسبحة الأخرى التي يبرزها التمد العلمي المسبحة .

Course Code: LAW 202

Course Name: قانون العقوبات القسم العام 2

Credit Hours: 2

Pre requisite: LAW 200

Description: توصيف المساق

يناول هذا المساق دراسة النظرية العامة للجزاء الجنائي حيث تشمل على:

بين الأحكام والقواعد العامة للعقوبات، تعريف العقوبة وخصائصها ونسبها وقواعد تنفيذها. تفريد العقوبة في أشكالها الثلاثة (التفريد الشخصي والرضائي والرضائي والتفريقي) مع بيان نظام العود إلى الجريمة ووقف تنفيذ العقوبة ونظام الإنعاش الجزائي. ودراسة أساليب الباحة والنقض والإعفاء العقوبة وزوالها مع بيان نظام رد العتبار. وأخيراً دراسة نظام التدابير الاحترازية من حيث بيان ماهيتها وخصائصها وأنواعها.

Course Code: LAW 301

Course Name: أحكام اللتزام

Credit Hours: 2

Pre requisite: LAW 205

Description: توصيف المساق

يناول هذا المساق دراسة آثار اللتزام وألوصاف المعذلة للتلزام، ثم بيان أنقوال اللتزام، وحوالة الحق، وحوالة الدين، وأنقضاء اللتزام.

Course Code: LAW 203

Course Name: القانون التجاري

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

يناول هذا المساق التعريف بالقانون التجاري وتاريخه ومصنوعه، ودراسة نظرية الأعمال التجارية، ودراسة التجارة، ومنها صفة التاجر، والالتزامات التجارية " التمد في الساجل التجاري، وإمساك الدفاتر التجارية " وكذلك دراسة العقود التجارية والرهن التجاري والوكالة بالعمولة والسامساراة بصورة عامة والحماية القانونية للمتجر بشأنها الحماية التفضيلية والقانونية وحماية المتجر من المنافسة غير المشروعة.

Course Code: LAW 206

Course Name: Public International Law

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

This course discusses the Public International Law and its branches. It explains the legal basis of such law, and identifies entities that are subject to its rules.. It concentrates also on the international agreements illustrating their conditions, consequences, termination, and their international recognition.

Course Code: LAW 207

Course Name: القانون الإداري

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

تتناول هذه المادة ببن ماهية القانون الإداري من حيث نشأته ونوعيته وخصائصه، ومصطلحاته وعلاقته بالقوانين الأخرى. كما يتناول هذا المساق دراسة التنظيم الإداري وكذلك أساليب التنظيم الإداري، ويتناول أيضاً دراسة الشرائط الإدارية، والمراتب العامة والضبط الإداري والعهود الإداري والأحوال العامة وكذلك يتناول هذا المساق الوظيفة العامة.

Course Code: LAW 312

Course Name: أحكام الإثبات

Credit Hours: 2

Pre requisite: LAW 205

Description: توصيف المساق

يشتمل هذا المساق على دراسة مبادئ قواعد الإثبات، والطرق المختلفة المبتدعة في الإثبات، وهي (الكتابة – الشهادة – اليمين – الخبرة – الزاين-القرار).

Course Code: LAW 300

Course Name: الشركات التجارية والفاس

Credit Hours: 3

Pre requisite: LAW 203

Description: توصيف المساق

يتناول هذا المساق بيان تطور الشركات التجارية والتي وردت أحكامها في قانون الشركات التجاري المعملونفاصل أول أحكامها من حيث تأسيسها وإدارتها ونصونها وإزوائها ويشمل ذلك (شركات التضامن، والتوصية بسيرة، والتوصية بالسهم، والشركات المساهمة العامة والخاصة، ويتناول هذا المساق أيضاً شارس أحكام الإنالاس التجاري وإشهاره والصالح الوافي والآثار المترتبة عليه.

Course Code: LAW 302

Course Name: قانون العيوبات القسم الخاص 1

Credit Hours: 3

Pre requisite: LAW 202

Description: توصيف المساق

يتناول هذا المساق التعريف بالتأسيس بالخاص للقانون العيوبات وأهميته، ودراسة نوعين من الجرائم:

1. الجرائم الواقعة على الأشخاص:

تتناول دراسة أهم الجرائم الواقعة على الأشخاص وهي: جرائم التنبيل العمد وأوصافه وظروفه، والتنبيل الخطأ، والإبذاء البدني، ودراسة جرائم الاعتداء على الآداب والأخلاق العامة، والجرائم الماسة بالحريّة والاعتبار.

2. الجرائم الواقعة على الأحوال والجرائم المضرة بالمصلحة العامة:

تتناول دراسة أهم الجرائم الواقعة على الأحوال مثل جريمة التزوير وظروفها المشددة وجريمة التنبيل وجريمة خيانة الأمانة وجريمة الرشوة والخبث السوال تزوير.

Course Code: LAW 306

Course Name: العقود المسماة

Credit Hours: 3

Pre requisite: LAW 205

Description: توصيف المساق

يتناول هذا المساق دراسة مفهوم العقود المسالمة والبنود فيها وبين العقود غير المسالمة من حيث مصادرها وطبيعتها وأهدافها، ثم يبيح ذلك دراسة أهم نواتج من العقود المسالمة (عقد البيع وعقد الإيجار وعقد المعاوضة) من حيث شروطها وأركانها وعناصرها والالتزامات التي يترتبها لكل منهما، ودراسة القوانين المحلية والخاصة بإيجار العقار في بعض الإمارات، ودراسة مقارنة مع أحكام قانون المعاملات المدنية الاتحادي وأصولها من النوه السالمة وأحكام القضاء بشأنها.

Course Code: LAW 308
Course Name: الحقوق العينية
Credit Hours: 3
Pre requisite: LAW 301
Description: توصيف المساق

يتناول هذا المساق دراسة الحقوق العينية ونوازلها وأهمها:
الحقوق العينية الأصلية:

تتضمن دراسة حق الملكية بصور عامة ونطاق هذا الحق ووسائل حمايته وخصائصه وعناصره والبيود الواردة عليه، وكذلك الملكية الشائعة، مع دراسة صور من أسباب اكتساب الملكية وما يتفرغ عنها من حقوق بالإضافة إلى الحقوق العينية الناعية وهي الرهن الحيازي والتاميني وحقوق المنيان.

Course Code: LAW 310
Course Name: الأعمال المصرفية والأوراق التجارية
Credit Hours: 3
Pre requisite: LAW 203
Description: توصيف المساق

يتناول هذا المساق دراسة الجوانب القانونية لأهم العمليات المصرفية مثل الودائع المصرفية والتحويلات المصرفية، والحسابات الجارية والقروض المصرفية وخطابات الضمان والعمادات المصرفية، ويشتمل كذلك الأوراق التجارية مثل: الكمبيالة والشيك والسند الأذني، ودراسة أحكامها والالتزامات وتداولها والوفاء بها.

Course Code: LAW 400
Course Name: قانون العمل والضمان الاجتماعي
Credit Hours: 3
Pre requisite: LAW 312
Description: توصيف المساق

يتناول هذا المساق دراسة المبادئ العامة لقانون العمل، عقد العمل الفردي وعقد العمل الجماعي والأموال التي عالجها القانون في مجال علاقة العمل بصاحب العمل، الضمان الاجتماعي، قانون الضمان الاجتماعي وأهميته، إصابات العمل، وأمراض المهنة، التمييز ضد الشريحة وخاصة في دولة الإمارات العربية المتحدة.

Course Code: LAW 304
Course Name: قانون الإجراءات المدنية
Credit Hours: 3
Pre requisite: LAW 306
Description: توصيف المساق

يتناول هذا المساق التعريف بقانون أصول المحاكمات المدنية، ودراسة التنظيم القضائي من حيث تشكيل المحاكم ودرجات التقاضي ورجال القضاء ومعاييرهم وقواعد الخصائص ونظرية الدعوى والأحكام وأنواعها والطعن فيها.

Course Code: LAW 401
Course Name: القانون الدولي الخاص 1
Credit Hours: 2
Pre requisite: LAW 304
Description: توصيف المساق

يتناول الدراسة في هذا المساق التعريف بالذانون الدولي الخاص وبين مصادره وقواعده ومبادئه وكذلك دراسة أحكام الجنسية (الأصلية والكمبسية) والقواعد العامة للتجنس، وقد الجنسية في دولة الإمارات العربية المتحدة والمواطن والمعاملة القانوني لألجانب.

Course Code: LAW 402

Course Name: القانون الدولي الخاص 2

Credit Hours: 2

Pre requisite: LAW 401

Description: توصيف المساق

تتناول الدراسة العلاقات الخاصة الدولية ومشكلة تنازب القوانين، تنازب القوانين وتنازب الاختصاص القضائي الدولي، وكيفية حلها في النزاعات
لأغراض الإسناد في قانون المعاملات المدنية الاتحادي، كما تتناول الدراسة تحديداً الوابط الاختصاص القضائي الدولي للمحاكم الاتحادية.

Course Code: LAW 407

Course Name: قانون التنفيذ

Credit Hours: 2

Pre requisite: LAW 304

Description: توصيف المساق

تتناول هذا المساق شأرا من النظرية العامة في التنفيذ الجبري والتعريف بقانون الإجراء، ودراسة دائرة الإجراء من حيث اختصاصها
والقائم عليها، والخصائص العامة في التنفيذ وطرق التنفيذ الجبري على أموال المدين وعلى شخصه وتوزيع حصص الأرباح في التنفيذ،
وإشكال التنفيذ.

Course Code: LAW 307

Course Name: القانون البحري

Credit Hours: 2

Pre requisite: LAW 203

Description: توصيف المساق

تتناول هذا المساق التعريف بالقانون البحري، ودراسة السفينة: تعريفها وحالتها، ملكيتها والجنسية عليها، والحجز على السفينة
والنظام القانوني لطاقت السفينة، وكذلك دراسة "أسغال السفينة" عقد الزلزال البحري، والحوادث البحرية، ومسؤولية مالك السفينة، ثم
التأمين البحري".

Course Code: LAW 315

Course Name: الملكية النكزية

Credit Hours: 2

Pre requisite: LAW 203

Description: توصيف المساق

تتناول هذا المساق دراسة ماهية الملكية النكزية وعناصرها المتمثلة في حقوق الملكية الدببة والنزوية، وحقوق الملكية التجارية
والصناعية وحمايتها على الصعيد الدولي وفي الشرائع الداخلي، والتعرض لالتفقيت الدولية للمنظمة لحقوق الملكية النكزية مثل
اتفاقية برن واتفاقية باريس واتفاقيات الجات في نطاق التجارة الدولية.

Course Code: LAW 404

Course Name: التحكيم في المنازعات المدنية والتجارية

Credit Hours: 2

Pre requisite: LAW 304

Description: توصيف المساق

يتناول هذا المساق التعريف بمهاتبة التحكيم وأهميته في حل المنازعات التجارية على الصعيد الدولي والقواعد الخاصة بالتحكيم لمختلف
مراكز التحكيم الإقليمية والعربية والاتفاقيات الخاصة بتنفيذ أحكام التحكيم وكذلك وجود المنظمات الدولية في إيجاد قواعد
محددة للتحكيم وكل ما يتعلق باتفاق التحكيم وشروطه ومشارطة التحكيم وكذلك كالتحكيم في القوانين والاتفاقيات العربية.

Course Code: LAW 405

Course Name: قانون حماية البيئة

Credit Hours: 2

Pre requisite: LAW 207

Description: توصيف المساق

تتناول هذا المساق التعريف بالبيئة وتلوثها ومصادر التلوث، وحماية البيئة من الناحية القانونية والجزاءات القانونية الجنائية والمدنية
والإدارية التي تنتج على تلوث البيئة وذلك من خلال دراسة قانون حماية البيئة الاتحادي.

Course Code: LAW 211

Course Name: المدايرة العامة والتشريعات الإلئبص ادبية

Credit Hours: 3

Pre requisite: LAW ECO 100L

Description: توصيف المساق

يناول هذا المساق دراساة المدخل إلى علم المدايرة العامة، والقواعد التي تنظم مدايرة الدولة (الموازنة والنفقات والإيرادات) مع التركيز على التطبيقات التشاررية لهذه الأساس في التشاررية المالي التشارري مثل التشارريات المنظمة لاس التشار والتشارريات المنظمة للجمارك مع الإشارة إلى الضرائب وأنواعها.

Course Code: LAW 400

Course Name: قانون الإجراءات الجزائية

Credit Hours: 3

Pre requisite: LAW 303

Description: توصيف المساق

يناول هذا المساق التعريفي بقانون الإجراءات الجنائية، ودراسة الدعوى العمومية من حيث إقامتها والسلطات المختصة بها، وسبل إرضائها، وكذلك دراساة الدعوى المدنية التابعة للدعوى الجزائية، كما تتضمن الدراسة مرحلة التحري والسؤال، وهي المرحلة التي تتوالها أجهزة التشاررية المختصة، ومرحلة التحقيق الابتدائي وهي التي تتوالها الزيادة العامة، ومرحلة المحاكمة وهي التي تتوالها المحاكم الخاصة. وكذلك دراسة طرق الطعن بالأحكام الجزائية (المعارضة، الاستئناف، التمييز، التماس إعادة النظر).

Course Code: LAW 204

Course Name: أالحوال الشخصية 1 احكام الزواج والطلاق

Credit Hours: 3

Pre requisite: LAW 103

Description: توصيف المساق

يناول هذا المساق بيان مفهوم الأحوال الشخصية وتطور تشارريتها وأهمية الأسرة والنسأل ومكانتها في الإسلام. كما يدرس مقدمات الزواج، الخطبة وأحكامها، وعقد الزواج من حيث مفهومه وأحكامه ومشروعه، والولاية ني الزواج والمحرمان وشروط عقد الزواج وأثاره، والمهر، وعرضه وحكمه وأنواعه، والنفقة وعرضها وحكمها وأنواعها ومقدارها وشروطها، ثم بيان الطالق من حيث تعريفه وحكمه ومشروعيه ونسألها والخلع وحكمه ومشروعيه، والتفريق وأنواعه وأثار المترتبة عليه، وبين العدة وحكمها وأثارها، وأخيرا بيان النفقة من حيث تعريفها وصورها وحكمها وأثارها.

Course Code: LAW 305

Course Name: الأحوال الشخصية 2 الوصايا والمواريث

Credit Hours: 3

Pre requisite: LAW 204

Description: توصيف المساق

بيان الحقوق المتعلقة بالتركة وكيفية تأسيس التركة على الورثة من العصائب وذوي الرحم، وبيان نصيب كل من هم ني التركة، واصول المسائل الرثوية، والرد والاعول، وقسمة المسائل الرثوية، والمناسخات والتخارج، واحكام ميراث الجنين والمفرد والخزني. والتعريف بالوقف ومشروعيه وحكمه وأنواعه وشروطه واحكامه، وبيان معنى الوصاية ومشروعيتها وحكمها وأنواعها

واحكامها واثار نظام الوقف والوصايا والمواريث في تحقيق التكافل الاجتماعي في المجتمع المسلم.

Course Code: LAW 403

Course Name: علم أصول الفقه

Credit Hours: 3

Pre requisite: LAW 103

Description: توصيف المساق

يناول هذا المساق التعريفي بأصول الفقه وبيان موضوعه وفنائه والتأليف فيه وتعريف الحكم الشرعي وبيان قسمة (التكليف والوضعي)، وأنواع كل واحد منهما وشروط التكليف بالندعل. كما يدرس هذا المساق العلم والخاص والأمر والنهي والمطلق والمؤبد والمشترك والجزئية



والمجاز والصريح والكنائية والظاهر والنص والمفسر والمحكم والخفي والمشكل والمجمل والمشابه، وعجالة النص وإشارة النص ودلالة النص وإقضاء النص ومفهوم المخالفة، ويتم هذا المساق ببيان الجهاد ودوره في نفس الأير النص الوص

الشراعية والقانونية ويُدرس كذلك مص الأدر التشاريع (مص الأدر اس التنباط الحكام) القرآن والسراة والمجاب والؤياس والس التحس الان والمصالح المرسله).

Course Code: LAW 104

Course Name: المدخل إلى البحث العلمي

Credit Hours: 2

Pre requisite: None

Description: توصيف المساق

يهدف هذا المساق إلى تزويد الطالب بالمهارات الأساسية التي تخطيط وتنفيذ البحوث والدراسات العلمية. وكيفية اختيار المشاكلة البحثية وصياغتها، ومقدمة البحث وعزوانه، والإطار المرجعي، وتصميم الفرضيات، وأهداف البحث بطريقة صحيحة من ارتباطاً، وكذلك التعرف الدقيق على المصطلحات العلمية المستخدمة في الدراسات والبحوث العلمية، وإكساب الطالب المهارات الضرورية في تحليل مشكلات وفرضيات وأهداف الدراسة، وتفسير النتائج بالأسلوب العلمي.

Course Code: LAW 416

Course Name: بحث التخرج

Credit Hours: 3

Pre requisite: 110 hours

Description: توصيف المساق

يُنص الممن الجازب النظري دراساة طرق وأساليب البحث، وكيفية اختيار موضوع الأوب البحث ومرآل إعداده، أدوات البحث وكيفية التعرف عليها والبحث فيها، وكيفية إعداد خطة البحث، وإعداد المقدمة والموضوع والخاتمة. يُنص الممن الجازب العملي إعداد الطالب بحثاً قانونياً في التخصص الذي يختاره الطالب. ويُتولى الأمام العملي الذي يُدعه موضوع الأوب البحث الجوانب على العزوان المُؤنر للبحث ويُعج مشارنا له لكي يُتولى الإشراف عليه خلال مرحلة إعداد البحث. وعزب الإزباء من البحث يُقوم الطالب بتسليمه للمشرف (أربعة زس على الأزل) قبل بدء الإمتحانات النهائية بأسبوعين على الألقبث تم مناقشة البحث في الموعد المحدد من قبل المشرف وعضو هيئة تدريسي آخر يختاره القسم العلمي

Course Code: LAW 411

Course Name: التدریب العملي

Credit Hours: 4

Pre requisite: Law 400 and Law 304

Description: توصيف المساق

يشتمل على التدریب الخارجي والداخلي معاً ويتم دمجمما في مساق واحد ويشتمل أن يكون التدریب الداخلي بالمحكمة التعلیمیة بالكلية وأن يتم التدریب الخارجي في مختلف الدوائر والجهات القانونية والوضائية الأخرى ذات العلاقة.

Electives Subjects

Course Code: LAW 412

Course Name: Money & Banking Credit Hours: 3

Pre requisite: ECO 100 L

Description: توصيف المساق

This course introduces the concepts of money, its functions and the monetary systems. In addition, it explains banking systems including central and commercial banks. It also explains the current development in the financial and credit systems and financing problem of the national economics

Course Code: LAW 414

Course Name: International Economy

Credit Hours: 3

Pre requisite: ECO 100L

Description: توصيف المساق

This course introduces the concepts of the international economics. It discusses the nature, the development and performance of the international economic system. Also, it addresses the theoretical

background of international economic relations, and their connection with the overall economic system.

Course Code: LAW 408

Course Name: International commercial Contract

Credit Hours: 3

Pre requisite: LAW 203

Description: توصيف المساق

This course covers the concept of the law of international trade at it addresses its origin, development and its relation with other applicable laws. It focuses on the international agreements and organizations that regulate and scrutinize the legal basis of international trade. Also, the course focuses on international sale contracts as the primary tool for conducting contractual relations between parties of international trade by discussing their formation, and the internationality in the legal rules governing such contracts.

Course Code: LAW 410

Course Name: The Legal Regulation of the E-Commerce

Credit Hours: 3

Pre requisite: Law 205

Description: توصيف المساق

This course identifies the concepts of E commerce, E Contracts, E signature, and E approval. In addition, it emphasizes the importance of E Commerce, as a common method of conducting business transactions. In doing so, it addresses the concepts of E-Money, E-Payments in addition to those of assurance and privatization within the electronic transactions.

Course Code: LAW415

Course Name: International Organizations

Credit Hours: 3

Pre requisite: 206

Description: توصيف المساق

This course describes the definition of the international organization and the historical development they witnessed over the years. The course examines topics such as, the legal status of the international organizations and their employees, their functions, and the consequences of their international recognition. The course recognizes the significant importance of the United Nations as an international organization, so it provides an insight into its role and its main specialized agencies. It also studies some regional and Arab organizations, namely the Arab League.

Other Elective Courses in Arabic

Course Code: LAW 213

Course Name: حقوق الإنسان في الجوانب الدولية والشريعة الإسلامية

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

يتناول هذا المساق دراسة تطور حقوق الإنسان والتعريف بها منذ بدايات المجتمعات القديمة مروراً بالعصر الوروس الطى وانها بالمرحلة الدولية. وكذلك دراسة حقوق الإنسان وضماناتها في القانون الدولي قبل وبعد وضع ميثاق الأمم المتحدة. وكذلك دراسة أبرز المنظمات الدولية في هذا الشأن، وبعض المنظمات الدولية ذات المس التوى الإقليمي ومقارنة ذلك مع حقوق الإنسان في الشريعة الإسلامية.

Course Code: LAW 406

Course Name: الطب الشرعي

Credit Hours: 3

Pre requisite: Law 303

Description: توصيف المساق

يمثل موضوع الخبرة في المسائل الجنائية دوراً كبيراً في كشف الحوادث والإسراف في إنهاء الإجراءات الجنائية حيث إن القضاء في أغلب الأحيان يكون بحاجة إلى من يساعده في هذا المجال. ويمثل الطب الشرعي أحد المجالات التي لا غنى عنها في الكثير من المسائل الجنائية، لذلك فإن هذا المساق سيقدم لأول المحاضرات التالية: ماهية الطب الشرعي وعلاقته بمسائل الجريمة، وحالات الوفاة والحوادث، السجلات النارية وحالات الشرائق والخنق والغرق وجرائم الإغصاب والجور والإصابات.

Course Code: LAW417

Course Name: علم النفس القانوني

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

يقدم هذا المساق التعاون بين علم النفس والوقائع وخدمة علم النفس للعدالة في ضلوع حاجة المجتمع الحديث إلى خدمات علم النفس القضائي، والإحاطة بالدراسات السايكولوجية في القضاء، والإشارة إلى السمات النفسية للقضاء الإسلامي.

Course Code: LAW 413 Course

Name: قانون حماية المستهلك

Hours: 3

Pre requisite: LAW 205

Description: توصيف المساق

يقدم هذا المساق التعريف بالمستهلك العادي والإلكتروني وطرق حمايته في ضوء القواعد العامة مثل عقود الإذعان وخيار الرقابة والالتزام بالعالم، والقواعد الخاصة مثل الحق في الرجوع، ودور اتفاقات منظمة التجارة العالمية في هذا الخصوص.

Course Code: LAW 209

Course Name: علم الإجرام والعقاب

Credit Hours: 3

Pre requisite: LAW 100

Description: توصيف المساق

يقدم هذا المساق التعريف بعلم الإجرام وتطوره وفروعه وأساليب البحث فيه، ويبين أنواع المذاهب المختلفة التي تبلورت في نفس الأمر الظاهرة الإجرامية، وكذلك بيان العوامل الخارجية والداخلية في تفسير الظاهرة الإجرامية. لذلك يقدم هذا المساق بيان مفهوم علم العقاب وتطوره وعلاقته بالعلوم الأخرى، ويبين المؤسسات العقابية وأنواعها وتاريخها، ودراسة الجزاء الجنائي في التشريعات الربيع التحدي ومقارنته بالتشريعات الأخرى من حيث أنواعه وطرق تنفيذه وأساليب المعاملة العقابية داخل المؤسسات العقابية.

بكالوريوس الآداب في الاتصال الجماهيري تخصص العلاقات العامة

المتطلبات الجامعية الإلزامية

رُبع المساق: **ARLAA100**

اسم المساق: مهات الاتصال باللغة العربية

الساعات المعتمدة: 3 ساعات معتمدة

نوصف المساق:

يهدف هذا المساق لتمكين الطالب الناطق باللغة العربية من المهارات اللغوية الضرورية، وخاصة التركيز على خطوات كتابة التقارير والرسائل الإدارية والبحوث المنهجية؛ ولتحقيق ذلك جاءت المهارات منوعة ومندرجة، لتزويد قدرات الطالب على الفهم الصحيح والأداء المتميز لما يُؤرأ ويُسمع، ولتكنسب القدرة على كتابة المقالات والنوادر ومحاضر الاجتماعات وتوصيات المؤتمرات والندوات بصورة سليمة، لذا عني المساق بتدريب الطالب على المهارات الأساسية للكتابة؛ كإعداد الإملاء المتعددة وعالمات الترقيم ونظام النقرة وكتابة المقال على نحو مندرج.

رُبع المساق: **ASC 100**

اسم المساق: مهات الدارة ولعلم

الساعات المعتمدة: 3 ساعات معتمدة

نوصف المساق:

يهدف هذا المساق بصناعة عامة إلى تحقيق هدفين رئيسيين هما:
أوال :- مساعدة الطلبة الذين يعانون من عدم المعرفة الكافية بمهارات الدراسة والسننكار بصناعة عامة.
ثانيا :- مساعدة الطلبة الذين لديهم بعض مهارات الدراسة لممارسوها بصورة أفضل مع أداء فريد من مهارات الدراسة التي يتطلبها العصر الحالي، كتنك التي تربط بتقنيات المعلومات والاتصال؛ وبنا على ذلك فإن أهداف ومحتوى هذا المقرر سوف تؤدم ني صورة تخدم كل الطلبة المهتمين ني الدراسة بالمرحلة الجامعية.

رُبع المساق: **ENG 100**

اسم المساق: اللغة الإنجليزية

عدد الساعات: 3

نوصف المساق:

يزود هذه المساق الطالب بمهارات اللغة الإنجليزية الضرورية لتخصصاتهم المختلفة. فالمساق يساعد الطالب على تطوير ونسب مهارات السماع والمحادثة والقراءة والكتابة. كما يزود المساق الطالب بالمهارات اللازمة لإعداد المقالات والبحوث.

رُبع المساق: **MAT 100**

اسم المساق: رياضيات عامة

عدد الساعات: 3

نوصف المساق:

يبدأ المساق بمراجعة مواضيع حسابية مختارة: الكسور، الحسابات العشرية، النسب المنوية المنوعة ومراجعة موجزة للعملات الرقمية. ويتقوم هذا المساق بتغطية أساسيات الجبر مثل المتغيرات، المعادلات الخطية، التطبيقات وعدم التعادل وكذلك الزوايا والخطوط البيانية.

رُبع المساق: **CIT 100**

اسم المساق: فنة الحاسب الآلي

عدد الساعات: 3

نوصف المساق:

يقوم هذا المساق على استخدام أجهزة الكمبيوتر في الحياة اليومية. سوف يتعلم الطالب على تنظيم أنظمة الابدال الإلكتروني وكذلك توصيل الأفكار بشكل فعال باستخدام مايكروسوفت وورد ، إكسل ، باور بويت ، وأكسس. وسوف يناقش هذا الموضوع أيضا بعض المفاهيم الهامة لتكنولوجيا المعلومات ، مثل : التبادل الإلكتروني للبيانات (EDI) ، وعقد المؤتمرات ، مؤتمرات الفيديو ، وأنظمة إنترنت ، ونظم الإنترنت ، وقدرات السلوكية. قرب نهاية الدورة ، سوف يقوم الطالب في مجموعات عمل لتحديد الموضوع ، البحث عن المعلومات وتحليلها وتنظيمها دمج أداة البرامج التي تعلمها وتقييمها للجمهور.

رقم المساق: ASC 110

اسم المساق: مقدمة في العلوم الاجتماعية

عدد الساعات: 3

توصيف المساق:

هذا المساق يقدم للطلاب دراسة واسعة ومؤثرة في العلوم الاجتماعية. يركز المساق على العلوم الإنسانية، علم النفس، و العلوم السياسية، الإقتصاد، و أحيانا على التاريخ و الجغرافيا. و هذا المساق أيضا ينمي المهارات في التحليل الرؤي و يسلط الضوء على التغيرات في القضايا الاجتماعية في المجتمع و مؤسسته.

رقم المساق: ASC105L

اسم المساق: التثنية الإسلامية

الساعات المعتمدة: 3

توصيف المساق:

يهدف هذا المساق إلى التعريف بمفهوم التثنية الإسلامية وخصائصها، واز البحوث التي تواجها، وتكوين القدرة على التنبؤات النقدية من خلال التحليل بها.

رقم المساق: ASC 200

اسم المساق: علم النفس العام

عدد الساعات: 3

توصيف المساق:

التعريف: يتضمن مساق علم النفس المبادئ الأساسية للمؤرر، بما فيها النظريات الرئيسية والعوامل البيولوجية المؤثرة في السلوك والتعلم والذاكرة والتفكير والنماء والتعلم والشخصية .

رمز المساق: ASC 300

اسم المساق : دولة الإمارات ودول مجلس التعاون الخليج

الساعات المعتمدة : 3

توصيف المساق :

تم تصميم هذا المساق أولًا للتعريف بالبناء العام، ولتعزيز ذات القاعدة العريضة عن التنمية المستدامة وكذلك عالوة التنمية الاقتصادية والنمو البشرية، وليبنة. وسيتكون الطلبة على د اوة بنظريات التنمية. ولتعمق بد اوة التحليل في خصائص وزوع الحياة في دول مجلس التعاون الخليجي وقارنها بتلك الموجودة في بلدان أخرى كما سيتم التركيز على الأسباب والمشكلات ولتحددات

المخصصة بتطوير دول مجلس التعاون الخليجي مثل التركيبة السكانية وسياسات التوظيف، و جدوى دمج دول مجلس التعاون الخليجي، ولتر الإنتاج الرقبي وغير الرقبي على التنمية.

اسم المساق: اللغة الإنجليزية أ ل غ ارض التخصص
عدد الساعات: 3
نوصف المساق:
يُبنى هذا المساق بالجوانب اللغوية المطلوبة والمنشطرة في السياقات المهنية والتي تزود الطلبة بالخلنية المطلوبة في وظائفهم
واختصاصاتهم مثل الهياكل التنظيمية، والمفردات الوظيفية، والعمليات والأنظمة التشغيلية، والصحة والسلامة، وعلاقات العملاء.

اسم المساق: العلوم الطبيعية
الساعات المعتمدة: 3
نوصف المساق:
يُقدم مساق العلوم الطبيعية للطلاب مفاهيم وألأبب العلوم الأساسية، و يعزز إدراك الطالب للتطورات العلمية وأثرها على المجتمع
ولبيئة. كذلك يزود الطالب بالمصطلحات والمفاهيم والنظريات العلمية ويمكنهم من صياغة الفرضيات التجريبية
المسبقة من د اسة العمليات الفيزيائية والكائنات الحية.
المتطلبات الجامعية الإلجبارية / العلوم الإنسانية

اسم المساق: مقدمة ني أل أنثروبولوجيا
المتطلب السابق: أل يوجد
نوصف المساق
ير لى هذا المساق على تطور الجنس البشري ويربط ما بين التطور البشري والآنصاا والمجتمع والصحة.

اسم المساق: الإحصاء العام
الساعات المعتمدة : 3
نوصف المساق :
يهدف هذا المساق إلى تطوير الفهم الجيد للمفاهيم الرئيسية للنظريات الإحصائية والحتمالت، وتطبيق التوزيعات، وخاصة تلك
المفاهيم الخاصة بالتطبيقات المعاصرة هذا المساق يلقى النظر في مجالات الطبيعة، وألأوت، واللغة، وتفسير الإحصاءات العامة.
تنظيم وتحليل البيانات، وتوزيع الترددات والمتوسطات، والحتمالت والتباين، وتوزيع العد، التوزيع الطبيعي، وطرق أخذ العينة،
وتقدير وثبات الثقة واختبارات الفرضيات، ومسئوليات المهمة، z-scores, t-scores, X2 test ، وتحليل المتغيرات. ويشمل
المساق أيضا الإحصاءات السننتيجة، و نقاط وتغير الفواصل الزمنية واختبارات الفروض الإحصائية والاستدالت الخاصة بهم.
كما يشمل المساق استخدام أجهزة الكمبيوتر لتحليل حزم البيانات الإحصائية.

رمز المساق: ASC 201
الساعات المعتمدة: 3
نوصف المساق:
يُبنى هذا المساق بالملفاهيم و ألأدوات الرئيسية للعلوم السياسية. ويناقش المساق دور ووظيفة الأقطاب الرئيسية في المجال
السياسي.

اسم المساق: تاريخ العالم
الساعات المعتمدة: 3
نوصف المساق:
يُبنى هذا المقرر لمحة عامة عن التاريخ العالمي / العام. وسيختم هذا المساق بمناقشات حول وجهات النظر بشأن التاريخ العالمي.

رقم المساق: ASC 204

اسم المساق: تاريخ الشرق الأوسط

عدد الساعات: 3

نوصف المساق:

يؤم هذا المساق نظرة عامة لتاريخ الشرق الأوسط وكذلك مصادر المعلومات بالزسبة لموضوعه. و تشمل نهاية المساق نظرات مسؤلية بالزسبة لهذه المنطوة.

رقم المساق: ASC206

اسم المساق: مقدمة في علم الجغرافيا

الساعات المعتمدة: 3

المساق:

نوصف

يؤم هذا المساق نظرة شاملة للجغرافيا. مع التركيز على المفاهيم الضرورية لفهم القضايا المعاصرة والبيئية والمحلية. هذا بالطبع يشمل أيضاً مواضيع في الجغرافيا البشرية والمادية على حد سواء.

رقم المساق: ASC 110

اسم المساق: مقدمة في العلوم السياسية

الساعات المعتمدة: 3

نوصف المساق:

مساق مباحي ومطلب لثوية، ويهدف إلى تعريف الطالب بالأسس العامة للعلوم السياسية والمنطلقات الأيديولوجية والنفسية، ومقومات الدولة الحديثة، والمبادئ التي تنطلق منها سياسة الدولة. ونشأة ونطور مفهوم الديمقراطية، والفرديّة، والعلاقة بين الدولة والفراد. ونماذج من الأحداث المعاصرة، كما يناقش المساق الدساتير، والحزاب، ودور الفاعلين السياسيين في عمليات صناعة القرارات.

رقم المساق: ERI 300

اسم المساق: المدخل الى العلاقات الدولية

الساعات المعتمدة: 3

نوصف المساق:

يؤدم هذا المساق للطلبة المبادئ الأساسية للعلاقات الدولية، ومنظمات وهيئات الأمم المتحدة التي تظل ثابتة على الرغم من تحديات الصراب الدولي الراهن. ويركز المساق بصنة أساسية على قضايا الأمن الدولي، والعولمة وتداعياتها وتأثيراتها، والنظام العالمي المعاصر، ودراسة سياسات القوة والبدائل إلى السلطة. وسيتّم نحص وتلّيل الصراب الدولي في أعمال المنظمات الدولية. وسيناقش أيضاً هذا المساق القانون الدولي واستخدامه في حل النزاعات.

رقم المساق: ECO 100 L

اسم المساق: مبادئ علم الاقتصاد

الساعات المعتمدة: 3 ساعات معتمدة

نوصف المساق:

يتناول هذا المساق تعريف الاقتصاد وتحديد مفهومه، وموضوع علم الاقتصاد والمشكلة الاقتصادية، والمبادئ العامة للاقتصادية في العالم، وخصائص النظام الاقتصادي الرأسمالي. الاقتصاد الوحدى (الجزئي) ويشتمل: الطلب والعرض والتوازن الجزئي، سلوك المنتج - المنافسة والمحتكار الاقتصادي (التجمعي) ويشتمل الدخل القومي وتوازنه.

رقم المساق: LAW 100

مسمى المساق: المدخل إلي القانون

الساعات المعتمدة: 3

توصيف المساق:

يُدرس هذا المساق نظرية القانون وأقسامه، وفروعه، وتوسيم القاعدة القانونية من حيث قونها في إلزام ومعيار التمييز بين القواعد الأحكام والمكاملة، وماهية نكرة النظام العام والآداب وتطبيقها في القانون العام والخاص، ومصادر القاعدة القانونية ونطاق تطبيقها، وكذلك يدرس نظرية الحق، من حيث تعريف الحق وأنواعه ومصانده وأركانها ومحلها، والشخص الطبيعي والاعتبارية والتمييز بين العقار والمزوقول، والأشياء المثلوية والأشياء الذموية، والنتائج التي تنتج عن الترتيب على التفرقة بينهما.

رمز المساق: MGT 100

اسم المساق: مبادئ علم الإدارة
الساعات المعتمدة : 3

توصيف المساق:

يغطي المساق أربعة مهام أساسية للإدارة : التخطيط، التنظيم، القيادة، السيطرة. وتشمل المادة بعض المواضيع الإدارية المتصلة بتنظيم القرار، والتخطيط، والهيكل التنظيمي و النظام المؤسسي، القوة والسلطة، والنويض والقيادة والعمل الجماعي، وشبكات الاتصال والتنظيمية، والنظريات التحفيزية.

رمز المساق: MKT200

اسم المساق: مبادئ التسويق
عدد الساعات: 3

توصيف المساق:

يهدف المساق الي تعريف الطالب بمبادئ ومفردات ومضامين ومجالات واجراءات التسويق في زمننا المعاصر. حيث يشمل علي شرح مبادئ التسويق واهم مكونات المزيج التسويقي (المزيج، السعر، المكان، التوزيع) كما يضمن شرح مواضيع اخري هامة مثل منافذ التوزيع وابعاد السوق وسلوك المستهلك والتسويق من منظور اجتماعي وتخطيط المزيج الجدي.

متطلبات الكلية الإجبارية:

رؤم المساق: MMC 200AR

مسمى المساق: المدخل إلي الاتصال الجماهيري
الساعات المعتمدة: 3

توصيف المساق:

تم تصميم هذا المساق ليكون فاتحة لدراسة تخصص العلاقات العامة السريعة، وتقديم خلفية مبنية وشاملة عن مفهوم الاتصال، ومسئولياته ونشأته وتطوره، ووسائله التقليدية، والحديثة، والوظائف التي يؤديها في الحياة المعاصرة. كما يركز المساق بشكل أساسي على دراسة نظريات الاتصال وتصوير وطول المدى وتأثيراتها المحتملة في جماهير المتلقيين المتغيرة. مع الأهتمام بتطوير الطلبة بنظم وأخلاقيات العمل العالمي.

رقم المساق: MMC 213

مسمى المساق: وسائل الاتصال في دولة الإمارات
الساعات المعتمدة: 3

توصيف المساق:

مساق متوسط يسعى إلى تزويد الطلبة بتاريخ ومراحل تطور وسائل الاتصال في دولة الإمارات العربية المتحدة، و هيئات مؤسسات الاتصال ووظائفها، ويستعرض المساق ويحلل بيئة المؤسسات الصحفية والإذاعية والتلفزيونية ووكالة الأنباء الإمارات، مع التركيز على دور الإعلام الإماراتي في ترسيخ الاتحاد، كما يناقش زمام الحرية المتناس، والطرق القانونية والتشريعات الإعلامية التي تحدد المسار العام للممارسة المهنية لإعلام المطبوع والإلكتروني. وتتنس للطلبة نصص لزيارة مؤتمرات الصحف ومحطات الإذاعة والتلفزيون.

رقم المساق MMC315

مسمى المساق: فن الإذاعة



الساعات المعتمدة: 3

توصيف المساق:

يُقدم المساق لمحة تاريخية عن نشأة وتطور نون الأوزاع ، وعلقة القاع بنون الخطابة . ويركز المساق بشكل أساسي علي شرح وتطوّل نماذج ونظريات الأوزاع الأكلر نطبوًا ني الوؤت والراهن. وسعي المساق أيضا على إكساب الطلبة المهارات الأخاصة بلسرانؤجيات وأساليب وؤؤؤؤات الأوزاع.

رقم المساق: MMC 316

مسمى المساق: مناهج البحث العلمي

الساعات المعتمدة: 3

توصيف المساق:

مساق منؤدم بلن عرض الأجاهات الأءبئة ني مناهج البحث العلمى والأسرانؤجيات الألسبؤة المسبؤءمة ني مجال العالقات الأءامة والأعلان. ويؤلي المساق أءمبؤة معبيرة للبعؤث المءبذانبؤة والوصنبؤة والأطلببؤة والأطؤل المءؤؤى (المضمون)، والبعؤث الأكببؤة وأخاصة دراسة الأءالة ومجموعات الأؤؤاش المءكؤة. مع الأركبؤ على آؤوات البحث العلمى الأءالمى والأآلبقات المءبؤة في سباق إءءاء البعؤث للعالقات الأءامة الأسرانؤبؤة.

رقم المساق MMC 412 الساعات

مسمى المساق: الرأى العام

المعتمدة: 3

توصيف المساق:

مساق مءؤسط المسؤؤى ، يءءف إلى تزؤبء الأءارسبؤن بالأمعارف المءبؤؤة الأى الأآؤص بآءببء منءوم الرأى العام ونشأئة وتؤوره وأؤواعه وأآصائصه. ويركؤ المساق بؤؤورة أؤؤرا نئصؤال على عؤامل نؤكؤبؤ الرأى العام ، وطرق ئؤباسه ، وأءمبؤة بعؤث وإسبؤال عات الرأى العام ني لممارسب العالقات الأءامة ني الوؤت الراءن.

رقم المساق: PR 222

مسمى المساق: مبادئ العالقات الأءامة

الساعات المعتمدة: 3

توصيف المساق:

بؤلى هءا المساق أءمبؤة مءعظمة لنشأة وتؤور العالقات الأءامة ونماؤجها المآؤئئة، وإكساب الطلبة مهارات الأآؤطؤب الأؤؤببم للعالقات الأءامة ونؤؤبم برامؤ العالقات الأءامة. كما بؤل أءوار وأآصائص ممارسب العالقات الأءامة ، وؤؤؤورات آؤلببم بالأؤبم الأرفبؤة ، ويركؤ المساق بؤبؤة بؤهربؤة على وسائل الأؤؤؤال الأؤببؤة والأؤؤؤؤبؤة الأى بؤؤءمها ممارسو العالقات الأءامة ، وبؤل أءمبؤة نآءبؤء جمءور العالقات الأءامة

التصال التنظيمي Course Name: Organisationnel Communication
Course Code: PR 321 Credit hours: 3

Course Description

This middle level undergraduate course focuses on the study and the analysis of the principles of communication in organizations. It will provide an understanding of the tools of organizational communication along with development of the skills knowledge, values needed for success. The course will emphasize the application of theories, approaches in the organizational setting through case studies

رقم المساق: PR225

مسمى المساق: ننون التحريير الصحفي
الساعات المعتمدة: 3

توصيف المساق:

يهدف المساق إلي تزويد الطلبة بالمعارف والمهارات الأساسية لنون الخبر والتفريير والحديث والتحيوي والمقال . ويركز المساق بشركل خاص على كتيبة إسئواء الأخبار وكتابتها طيوا للؤواب النوية، وإعداد وكتابرة التؤارير، وإجراء وإعداد الأحدث والحوارات والتحيويات , وكتابرة المؤالرة الصحنبة طيوا ألحدث التبيبات العمليبة.

رقم المساق: PR 331

مسمى المساق: العالؤات العامة السئرائجيبة
الساعات المعتمدة: 3

وصف المساق:

مطلب تخصص إجباري مؤوسط المسئوي يسعى إلي تعزيير ئدرات الطلبة ومدهم بالمعارف الأساسية والمهارات اللازمة السئعاب وتحليل النصال السئرائجي في المنظمات وإدارات العالقة العامة والإعلان. ويطرس المساق بشركل مكثف الزمادج والنظربات المبععة والقواعد الأخالؤية والمهنية التي تمكن الدارسين من إتخاذ الأؤارات المالئمة وإدارة المنظمات وهئئلة العالقة العامة ووكالرة الإعلان ، وكتيبة التعامل مع الجماهير وأصحاب المصلحة لتطبيق النصال السئرائجي بصورة فعالة.

رقم المساق: PR 332

مسمى المساق: الكابة للعالؤات العامة
الساعات المعتمدة: 3

توصيف المساق:

مساق مؤؤدم المسئوي يولي أهمية معئبرة للكتابة التخصصبة بما في ذلك: حئمة الكتابة للعالؤات العامة السئرائجيبة ومقارنئها بالنصوص الأئرى والتعرف علي أنماط النصال التي نضمئها للكتابة للعالقة العامة والترجه للكتابها بوضوح ودقة وشئانية، ويركز المساق بصفة جوهريبة على إكساب الدارسين الرؤى والئدرات الئقئبة والتطليبة، ومهارات الكتابة والمؤثرة للعالقة العامة والإعلان بما في ذلك: البيانات الإخباريبة ، والمذكراة، والمطويات، والتفاريير والكئيبلات والبريد الإلكتروني، والنصوص الإذاعريبة والتلفزيونيبة، بصورة تحقق أهداف المؤوسسات، وحل المعضلات المائلة . كما يئوي المساق على تطبيقت عمليبة على إعداد النصوص وتصميمها وإخراجها.

Course Name: International Public Relations
Course Pre-requisites: PR331

العلاقات العامة الدولية Course Code: PR 431
Credit hours: 3

Course Learning Outcomes:

After completing this course, students will be able to:

- 1-- Analyze international public relations approaches and theories.
- 2-- Differentiate among different types of international public relations systems.
- 3-- Examine media transparency in international public relations practices
- 4-- Evaluate the contextual, cultural and environmental variables that affect international public relations
- 5-- Assess different international public relations case studies

مطلوبات التخصص الاختيارية:
مسمى المساق: العلاقات العامة عبر الإنترنت
رقم المساق PR 226
الساعات المعتمدة: 3

توصيف المساق: مساق

تخصص إخباري يهدف إلى تعريف الطلبة بالكيفية التي يستخدم بها ممارسة العلاقات العامة عبر شبكة الإنترنت لتحليل الأهداف التواصلية لمؤسساتهم، من حيث العالم والترويج وبناء الصورة الذهنية الإيجابية. ويتيح المساق للطلبة فرصاً لتعرف على مفاهيم العلاقات العامة السرانية بحركة الإنترنت، مثل إعانات الويب، والعلاقات العامة الإلكترونية، ونفاذ المؤسسة مع جمهورها عبر الشبكة، وحضور المؤسسة الفاعل ضمن شبكات التواصل الاجتماعي، واستراتيجيات أبحاث الجمهور عبر الشبكة.

مسمى المساق: البروتوكول والإتيكيت
رقم المساق PR 227
الساعات المعتمدة: 3

المطلب السابق: PR222

توصيف المساق:

يختص هذا المساق بتزويد الطلبة بالمفاهيم والمبادئ الأساسية لبنون البروتوكول والإتيكيت، وتزويدهم بالمعارف الجوهرية الخاصة بالقواعد التي تنظم الاجتماعات والمؤتمرات واللقاءات والحفلات الدبلوماسية و الأسبقيات المحددة في هذا السياق. ويركز المساق بصورة تفصيلية على إكساب الطلبة المهارات الأساسية التي يتوجب أن يضطلع بها أخصائيو العلاقات العامة في مجالات البروتوكول والإتيكيت المنوعة.

رقم المساق: PR 333

مسمى المساق: التصوير الرقمي
الساعات المعتمدة: 3

توصيف المساق:

مساق تقني التوجه، يسعى إلى تزويد بالمعارف والتقنيات الأساسية وإكساب الطلبة مهارات التصوير الرقمي المنوعة. ويشتمل المساق على مسارين نظري وتطبيقي حيث يتناول الجانب النظري التعريف بالصورة الفوتوغرافية والتعليق وأسس تصميمها وكذلك التعريف بكاميرا التصوير الفوتوغرافي وكاميرا التصوير الرقمي. ويتناول الجانب العملي استخدام كاميرا التصوير الفوتوغرافي والرقمي وعمليات إنتاج الصورة الفوتوغرافية الأبيض والأسود والملونة وكذلك الصورة الرقمية وأسس استخدام برامج الكمبيوتر لتعديل الصور الرقمية وطابعها والاستفادة من المهارات التي يتعلمها الطالب في إنتاج الصورة الفوتوغرافية والرقمية ووظيفتها في مجالات العالم والعلاقات العامة

رقم المساق: PR 334

مسمى المساق: اتصال إدارة الأزمات
الساعات المعتمدة: 3

توصيف المساق:

مساق إختباري منبؤدم المسنوي يسي إلى تحديد المفاهيم وإيضاح الفروقات الجوهرية بين الأزمة والكارثة، ومد الطلبة بالمعلومات الأساسية بأنواع ومراحل الأزمة، والعوامل المؤثرة في طبيعة الأزمة، وأهمية الاتصال في إدارة الأزمة، وإكساب الطلبة مهارات التخطيط لمرحلة ما قبل الأزمة، وإدارة الاتصال أثناء الأزمة وبعدها. وينطبق المساق إلى الأزمات الدولية وقواعد إدارتها، والتأثيرات العالمية المستخدمة في إدارة الأزمات الدولية بشكل عام.

رقم المساق : PR 426
الساعات المعتمدة: 3

مسمى المساق: إنتاج المواد الإعلامية للعلاقات العامة (ورشة عمل)
المحتطلب السابق: PR 332

توصيف المساق:

يهدف هذا المساق إلى تعريف الطلبة بالمفاهيم والمصطلحات المستخدمة في إعداد وتصميم المطبوعات للعلاقات العامة؛ وإكسابهم المعارف والمهارات اللازمة لإنتاج المطبوعات التي تستخدم في التواصل الخارجي والداخلي وتعزيز صورة المؤسسة وهبتها لدى الجمهور. ينضمّن المساق أسس تصميم مطبوعات وحواد العلاقات العامة الورقية و الإلكترونية والإذاعية، كالمجلات والنشرات الإخبارية والمطويات والملصقات وبطاقات العمل والمواد الإذاعية والتلفزيونية، والإعلانات... وغيرها. بالإضافة إلى عمليات الطباعة سواء داخل المؤسسة أو خارجها.

رقم المساق: PR435

مسمى المساق: الاتصال التسويقي المتكاملة
الساعات المعتمدة: 3

توصيف المساق:

مساق منبؤدم المسنوي يسي إلى بلورة مفهوم الاتصال التسويقي المتكاملة، وترويج المنتجات والسلع والخدمات. ويركز المساق على إكساب الطلبة المعارف العامة والمهارات الضرورية الخاصة بالاتصال التسويقي المتكاملة وتحديد وظائفها وخصائصها المتنوعة والتفريق والتمييز بينها وكيفية استخدامها طبقاً لمطلوبات التسويق.

رقم المساق: PR 444

مسمى المساق: موضوعات خاصة في العلاقات العامة الاستراتيجية
الساعات المعتمدة: 3

توصيف المساق:

مساق منبؤدم يناول مجموعة متنوعة من الموضوعات والاتجاهات الجديدة في مجال العلاقات العامة. وتتوزع الموضوعات طبقاً للمهام الدراسية وبروز موضوعات جديدة في مجال العلاقات العامة. ترفق الكلية توصيفات لعدد من المساقات التي قد ندرج ضمن هذا المساق. وال يتوقف الإختيار عندها بل يتخطاهما ليؤتمل مجموعة أخرى متنوعة ومحددة.