

# AUK CONTACT INFORMATION

# UNIVERSITY ADMINISTRATION

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## OFFICE OF THE PRESIDENT

### President

Senior Assistant to the President  
Executive Assistant  
Executive Assistant to the Vice Chair  
Office Attendant

### Rawda Awwad

Dalia Ibrahim Hassaan  
Douaa ElKhatib  
Amal Hadeed  
Foyjul Ali

## OFFICE OF THE EXECUTIVE VICE PRESIDENT

### Executive Vice President

Senior Communications Officer  
Administrative Assistant  
University Receptionist

### Amal A. Al-Binali

Farah H. Jouhar  
Bashayer Sulaiman  
Samar Ahmed

## OFFICE OF ADMISSIONS

### Acting Director

Asst Director-Admissions  
Sr. Counselor-Admissions  
Sr. Counselor-Admissions  
Counselor-Admissions  
Counselor-Admissions  
Counselor-Admissions  
Coord-Admissions

### Dana Abu Naameh

Reema Al-Jabi  
Amal Jaber Jaber  
Louay Rashid  
Farah Abdelsalam  
Linda Mahmoud  
Sara Ayyoubi  
Mahmoud Al Hayek

## ALUMNI AFFAIRS AND CAREER DEVELOPMENT

### Director

Assistant Director  
Senior Career Coordinator  
International Program Coordinator  
Coordinator  
Coordinator

### Abeer AlTannir

Nadiah AlMadani  
Sheetal S. Swamy  
Lara Jadayel  
Hussein Khachab  
Fatemah Ashkanani

## OFFICE OF THE REGISTRAR

### University Registrar

Assistant Registrar  
Functional Support Specialist  
Student Support Specialist  
Senior Student Support Specialist  
Specialist-Student Support

### Mohammed W. Da'na

Azari Kadiri  
Naji Dimachkie  
Hanin Dalle  
Majed Nahas  
Malak Ahmed

## OFFICE OF PUBLIC RELATIONS & MARKETING

### Acting Director

Senior Graphic Designer  
Public Relations Coordinator  
Web Graphic Designer  
Communication Officer

### Farah H. Jouhar

Ghanema Al-Kodmani  
Hilda Bou Hatoum  
Saleem T. Aboobacker  
Yousra ElKhashab

Communication Coordinator  
Graphic Designer  
Senior University Events Coordinator  
Receptionist-PR & Marketing

Habiba Anwar  
Dima Jadayel  
Lama Abdo  
Samar Ahmed

## **OFFICE OF SCHOLARSHIP & FINANCIAL AID**

### **Director**

Assistant Director  
Coordinator

### **Noushig A. Momdjian**

Lama Z. Kablaoui  
Farah Abu Salhah

## **INSTITUTIONAL RESEARCH**

### **Director**

Assistant Director  
Data Analyst  
Data Analyst

### **Noushig Momdjian**

Enas Mohamed Azab  
Dana Charbaji  
Zeyneb Bensafi

## **CENTER FOR CONTINUING EDUCATION**

### **Director**

Curriculum Development & International Relationship Manager  
Operations Coordinator  
Senior Career Advisor  
Senior Business Development Manager  
Learning Solutions Development Manager  
Senior Operations Officer  
Customer and Sales Support Officer  
Supervisor-Business Development  
Coordinator-Marketing & PR

### **Nehal ElShafei**

Merlene Babu  
Kimberly Rozario  
Ahmed Hamam  
Diana Albostah  
Mohammad Aldwaidi  
Ahmed Mohamed  
Hebatallah Abdelbaky  
Ahmad Ebeid  
Reham Fahmy

## **COLLEGE OF ARTS & SCIENCES (CAS)**

### **Dean**

Assistant Dean  
Executive Assistant  
Senior Administrative Assistant  
Administrative Assistant  
Administrative Assistant  
Administrative Assistant

### **Ali Charara**

Stavros Hadjisolomou  
Magdalene El Neaman  
Micheline Zouein  
Hadeer A. Mathews  
Farah Al-Toum  
Hadeel M. Abdulhakeem

## **INTENSIVE ENGLISH PROGRAM**

### **Director**

Lab Specialist  
Administrative Assistant

### **Michael McMurray**

Jabran Butt  
Marwah Mansi

## **WRITING AND TUTORING CENTER**

### **Director**

Senior Academic Support Specialist  
Academic Support Specialist  
Academic Support Specialist  
Academic Support Specialist

### **Hanouf Al Juhail**

Hala Botros  
Sally Saleh  
Mariam El-Temtamy  
Aya Kandil

## **COLLEGE OF BUSINESS & ECONOMICS (CBE)**

### **Dean**

Executive Assistant  
Internship and Academic Program Coordinator

**Ralph Palliam**  
Tina Noronha  
Rana Abdelhamid

## **COLLEGE OF ENGINEERING & APPLIED SCIENCE**

### **Dean**

Assistant Dean  
Executive Assistant  
Administrative Assistant

Mohammed El-Abd  
Gholam Husain  
Sherwin Valsan  
Hebah Sanjar

## **CENTER FOR TEACHING EXCELLENCE**

### **Director**

Assistant Director

**Basema Dana**  
Rita Al Haddad

## **OFFICE OF RESEARCH & GRANTS**

### **Director**

Research Assistant

**Iyad Abu Doush**  
Afsah Abdullah

## **LIBRARY**

### **University Librarian**

Head-Library Systems and Applications  
Collection Development Librarian  
Assistant Circulation and Reserve  
Reference & Instruction Librarian  
Coordinator- Oral History and Documentation Project

**Asmaa Al Kanan**  
Hana Kaouri  
Thomas Kutty  
Sara Alavinejad  
Fadia AlAkhras  
Abdulaziz Almahmeed

## **DIVISION OF STUDENT AFFAIRS**

### **VICE PRESIDENT-STUDENT AFFAIRS**

Administrative Assistant

**Abdulrahman Al-Farhan**  
Carla Abbad

### **COUNSELING CENTER**

#### **Director**

Counselor  
Counselor  
Coordinator

#### **Georges Chedid**

Leen Ghader  
Fatima Ass'ad  
Ayshah Alkandari

### **OFFICE OF STUDENT LIFE**

#### **Director**

Assistant Director  
Senior Coordinator  
Senior Sports Coordinator  
Sports Coordinator  
GYM Instructor

#### **Omar Mehdi**

Fay Alhumoud  
Hesah AlMutairi  
Mohammad AlSaleh  
Anas Abdallah  
Dahlia Sandig

## **ACADEMIC ADVISING CENTER**

### **Director-AAC**

Asst Director-Academic Advising Center  
Advisor-Academic  
Advisor-Academic  
Receptionist-AAC  
Advisor-Academic

### **Nour Jaber**

Soud Ali  
Tamara Halabi  
Jassim Mohamed  
Hawraa Habach  
Hamoud Hamoud

## **OFFICE OF CORPORATE RELATIONS**

### **Head of Government Relations**

Government Relations Senior officer  
Government Relations Senior officer  
Senior Administrative Assistant  
Government Relations Officer

### **Yasser Ahmed**

Ahmad Bagheri  
Ashoor Moussa Pour  
Ahmed Ahmed  
Sabah Ghanem

## **CAMPUS SERVICES DEPARTMENT**

### **Director**

Senior Safety and Security Coordinator  
Senior Facilities Technician  
Senior Facilities Technician  
Soft Services Supervisor  
Administrative Assistant  
Painter  
Campus Services Senior Coordinator  
University Housing Officer  
Facilities Senior Technician  
Technician  
Control Room Security Coordinator  
Control Room Assistant Coordinator  
Security Guard  
Driver  
Coord-Operations  
Sr.Advisor-Career  
Painter

### **Mayce ElMostafa**

Nawaf AlBanai  
Liaqat Muhammad Ali  
Eric Fernandes  
Raghavendra Asnotkar  
Joy Kandachinakkal  
Balu Navalnath  
Mohamed El Khawaga  
Ashraf ElGeab  
Mohammed Ashrafali  
Ahmed Pasha  
Ahmed Hassan  
Manhari Pradhan  
Jemmo Palado  
Kalimullah Bhuiyan  
Kimberly Rozario  
Ahmed Hamam  
Mohamed Atia

## **FINANCE DEPARTMENT**

### **Director**

Assistant Director, Finance & Budgeting  
Chief Accountant  
Chief Accountant  
Senior Accountant  
Senior Accountant  
Senior Accountant-AR  
Senior Accountant-Payables  
Accountant  
Purchasing Officer  
Purchasing Officer  
Storekeeper  
Stores Clerk  
Driver

### **Pitambar Chakrabarty**

Kavalakkal John  
Youssef G.Habib  
Fareed K. Khan  
Abdulraheem A. Sallam  
Gopinath Mekkal  
Saleh J. Hanna  
Mina Ayoub  
Duaa Afanah  
Leonilo A. Calingasan  
Mohammad A. Hamdan  
Andres Z. Ternio  
Syed Fazululla  
Mohammed K. Navas

## **HUMAN RESOURCES DEPARTMENT**

### **Director**

Benefit Administrator  
Senior Recruitment Specialist  
Manager-Organization Development  
Administrator  
Office Attendant  
Administrator-Benefits

## **INFORMATION TECHNOLOGY**

### **Director**

Assistant Director  
Senior Network and Security Administrator  
Senior Application Database Administrator  
Senior Systems Administrator  
Systems Analyst  
Systems Administrator  
Network & Security Administrator  
Database Administrator  
Senior Administrative Assistant  
IT Support Specialist  
IT Support Specialist  
IT Support Coordinator  
IT Support Specialist  
IT Support Specialist  
Database Administrator  
Administrator-Database  
Systems Analyst  
Senior Multimedia Specialist  
Multimedia Specialist

### **Paul Bassil**

Feba Sunny  
Eman AlDesouqi  
Doha Gholam  
Tala Messelmani  
Noor Uddin  
Essam Ellibishy

### **Mohammed Maral**

Heba Al Dalou  
Abed-AlRahman Al-Mahani  
Ghouse Dandu  
Mohamed Husain  
Ola Abdullah  
Ali Asgar  
Ali Savaedi  
Mogaiseuddin Siddiqui  
Carla Saliba  
Anil Viswanath  
Zainuddin Parkar  
Neeha Khan  
Ahmed ElBehidy  
Ghouse Sheikh  
Shazia Tabbassum  
Mogaiseuddin Mohammed  
Nitya John  
Munawar Mullaji  
Vibin Jacob

# AUK CONTACT INFORMATION

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## AMERICAN UNIVERSITY OF KUWAIT

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### GENERAL INFORMATION

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### OFFICE OF THE PRESIDENT

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### OFFICE OF THE EXECUTIVE VICE PRESIDENT

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3012

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### OFFICE OF INSTITUTIONAL RESEARCH

General Inquiries: [institutionalresearch@auk.edu.kw](mailto:institutionalresearch@auk.edu.kw)

Help desk (*to submit new requests*): [IRHelpdesk@auk.edu.kw](mailto:IRHelpdesk@auk.edu.kw)

### OFFICE OF THE REGISTRAR

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### OFFICE OF ADMISSIONS

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E-Mail: [admissions@auk.edu.kw](mailto:admissions@auk.edu.kw)

### OFFICE OF PUBLIC RELATIONS & MARKETING

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3011

E-Mail: [PR@auk.edu.kw](mailto:PR@auk.edu.kw)

### OFFICE OF SCHOLARSHIP & FINANCIAL AID

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3014/3015/3022

E-Mail: [Scholarship@auk.edu.kw](mailto:Scholarship@auk.edu.kw) (*for scholarship or financial aid inquiries*)

E-Mail: [Allowance@auk.edu.kw](mailto:Allowance@auk.edu.kw) (*for PUC allowances inquiries*)

### ALUMNI AFFAIRS & CAREER DEVELOPMENT

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3232

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## **LIBRARY**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3061/ 3065

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Email: [Library@auk.edu.kw](mailto:Library@auk.edu.kw)

## **COLLEGE OF ARTS & SCIENCES**

### **OFFICE OF THE DEAN - COLLEGE OF ARTS AND SCIENCES**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3501

Fax: (+965) 2224-8385

E-Mail: [Arts\\_andSciences\\_@auk.edu.kw](mailto:Arts_andSciences_@auk.edu.kw)

### **DEPARTMENTS IN ARTS & HUMANITIES**

#### **Department of Art & Graphic Design**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3670

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#### **Department of Communication & Media**

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#### **Department of English**

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E-Mail: [ENGL@auk.edu.kw](mailto:ENGL@auk.edu.kw)

#### **Department of Music & Drama**

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#### **Department of Arabic & Foreign Languages**

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### **DEPARTMENTS in SCIENCES**

#### **Department of Math & Natural Sciences**

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### **DEPARTMENTS in SOCIAL SCIENCES**

#### **Department of International Relations**

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### **Department of Social & Behavioral Sciences**

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### **FIRST YEAR EXPERIENCE (FYE)**

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### **INTENSIVE ENGLISH PROGRAM**

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### **THE WRITING AND TUTORING CENTER**

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## **COLLEGE OF ENGINEERING AND APPLIED SCIENCES**

### **OFFICE OF THE DEAN - COLLEGE OF ENGINEERING & APPLIED SCIENCES**

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## **COLLEGE OF BUSINESS AND ECONOMICS**

### **OFFICE OF THE DEAN - COLLEGE OF BUSINESS & ECONOMICS**

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### **DEPARTMENT OF ACCOUNTING & FINANCE**

#### **Accounting**

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#### **Finance**

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### **DEPARTMENT OF ECONOMICS, MANAGEMENT, & MARKETING**

#### **Economics**

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#### **Management**

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## **Marketing**

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## **UNIVERSITY CENTERS**

### **CENTER FOR CONTINUING EDUCATION (CCE)**

Tel: (+965) 1-802040 Ext: 3189/ 3184

Direct: (+965) 2224-8398

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Fax: (+965) 2224-8373

E-Mail: [cce@auk.edu.kw](mailto:cce@auk.edu.kw)

Website: <https://www.auk.edu.kw/cce-1/home>

### **THE CENTER FOR TEACHING EXCELLENCE (CTE)**

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## **DIVISION OF STUDENT AFFAIRS**

### **OFFICE OF THE DEAN FOR STUDENT AFFAIRS**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3262-3262

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E-Mail: [StudentAffairs@auk.edu.kw](mailto:StudentAffairs@auk.edu.kw)

### **OFFICE OF STUDENT LIFE**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3276

Fax: (+965) 2224-8374

E-Mail: [StudentLife@auk.edu.kw](mailto:StudentLife@auk.edu.kw)

### **COUNSELING CENTER**

E-Mail & Microsoft Teams: [Counseling@auk.edu.kw](mailto:Counseling@auk.edu.kw)

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3251

### **ACADEMIC ADVISING CENTER (AAC)**

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## **FINANCE & ADMINISTRATION**

### **FINANCE DEPARTMENT**

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*(scholarships)*

Fax: (+965) 2224-8380

E-Mail: [finance@auk.edu.kw](mailto:finance@auk.edu.kw)

### **CAMPUS SERVICES DEPARTMENT**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3302/3333

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[cshelpdesk@auk.edu.kw](mailto:cshelpdesk@auk.edu.kw) *(Services requests)*

E-Mail: [\\_grpAUKSecurityTeam@auk.edu.kw](mailto:_grpAUKSecurityTeam@auk.edu.kw) *(security and campus access requests)*

## **CLINIC**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3400/3401

E-Mail: [clinic@auk.edu.kw](mailto:clinic@auk.edu.kw)

## **HUMAN RESOURCES DEPARTMENT**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3081

Mobile: (+965) 690 54321

WhatsApp : (+965) 690 54321

E-Mail: [HR.Helpdesk@auk.edu.kw](mailto:HR.Helpdesk@auk.edu.kw)

## **INFORMATION TECHNOLOGY**

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URL: <https://www.auk.edu.kw/about-auk/administration/information-technology>

## **OFFICE OF CORPORATE RELATIONS**

Tel: 1-802040 or (+965) 2224-8399 | Ext: 3101

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