



AMERICAN UNIVERSITY of KUWAIT

# ACADEMIC CATALOG

2012-2013

# AMERICAN UNIVERSITY *of* KUWAIT

## ACADEMIC CATALOG



AMERICAN  
UNIVERSITY  
*of* KUWAIT

2012 - 2013 EDITION

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# 2012-2013 ACADEMIC CALENDAR

## FALL 2012

### September

09	Su	Faculty return
12	W	Last day Tuition and Fees due De-Registration process for non-payment of Tuition for Fall courses at 3 pm
16	Su	Fall semester begins
20	Th	Fall semester Drop/Add deadline Last day to submit a Pass/Fail Option form, Permission to Audit form, an Independent Study form, or an Internship form
23	Su	Last day to withdraw from the University with a 90% refund Final De-Registration process for non-payment of Tuition for Fall semester courses at 10 am
27	Th	Last day to withdraw from individual Fall courses or from the University with a 50% refund

### October

17	W	First Tuition Installment due
21	Su	“Must Declare Major” holds placed on students
28-31	Su-W	Eid Al-Adha. University closed

### November

01	Th	Eid Al-Adha University Closed
04	Su	University reopens – classes resume
14	W	Midterm of semester
15	Th	Islamic New Year – University closed
17	Sa	Midterm grades for Fall courses due via AUK Self-Service by 11:59 pm
18	Su	University reopens – classes resume Midterm grades for Fall courses available to students via AUK Self-Service effective 9 pm
19	M	Second Tuition Installment due
21	W	Last day to withdraw with a W from a single class or from the University

### December

02	Su	Academic Advising for Spring and Summer 2013 begins
04	T	Registration for Spring and Summer 2013 begins
20	Th	Third Tuition installment due
23-24	S-M	Winter Break – University Open
25-31	T-M	University closed

## January

01	T	Winter Break/New Year's Day. University closed
02-03	W-Th	Winter Break - University open
06	Su	Classes resume
17	Th	Classes end
		Advising for Declared majors stops until January 23
19-23	Sa-W	Finals
24	T	Prophet's Birthday – University closed
26	Sa	Final grades for Fall courses due via AUK Self-Service by 11:59 pm
27-31	Su-Th	Semester Break – University Open
28	M	Grades for Fall courses available to students via AUK Self-Service effective 9 pm

## SPRING 2012

### January

27	Su	De-Registration for non-payment of Tuition for Spring courses run at 3 pm
29	T	De-Registration process for non-payment of Tuition for Spring courses registered since January 27 run at 3 pm
30	W	Academic Advising begins again for Declared majors

### February

03	Su	Spring semester begins
07	Th	Spring semester Drop/Add deadline
		Last day to submit Permission to Audit form, a Pass/Fail Option form, an Independent Study form or an Internship form
		Last day to withdraw from the University with a 90% refund
10	Su	Final purge for non-payment at close of business with no re-registration
14	Th	Last day to withdraw from individual Spring courses or University with a 50% refund
17	Su	“Must Declare Major Hold” placed on students
24-28	Su-Th	National and Liberation Days - University closed

### March

03	Su	University reopens – classes resume
		Graduation application due for Spring and Summer 2013 graduates
04	M	First Tuition Installment due
31	Su	Spring break begins for faculty and students

### April

01-04	M-Th	Spring break continues for faculty and students
04	Th	University closed – Spring break for Staff
07	Su	University reopens – classes resume
08	M	Academic Advising for Fall 2013 begins for all UG students
09	T	2nd tuition installment due
11	Th	Midterm
13	Sa	Midterm grades for Spring courses due via AUK Self-Service by 11:59 pm
14	Su	Registration for Fall 2013 begins
		Spring midterm grades available on AUK Self-Service at 9 pm
25	Th	Last day to withdraw with a W from a single course or from the University

**May**

12	Su	Third Tuition Installment due
30	Th	Last day of classes for Spring semester

**June**

01-05	Sa-W	Final Exams ( <i>see exam schedule on web</i> )
06	Th	Prophet's Ascension – University closed
08	Sa	Final grades for Spring courses due via AUK Self-Service by 11:59 pm
09-13	Su-Th	Semester Break – University Open
10	M	Final grades for Spring courses available to students via AUK Self-Service at 9 pm
13	Th	Graduation – University closed for all to help at graduation – 10 am

**SUMMER 2013 Undergraduate – Summer Full Semester****June**

10	M	Tuition and Fees due for Summer 2012 semester De-Registration process for non-payment of Tuition for full Summer courses
13	Th	Graduation – University closed for all to help at graduation – 10 am
16	Su	University reopens - Summer Full semester courses begin
20	Th	Summer Full semester Drop/Add deadline - Last day to submit Permission to Audit form, a Pass/Fail Option form, an Independent Study form or an Internship form Last day to withdraw from Full Summer courses or from the University if all classes Full Summer with a 90% refund
23	Su	Final De-registration for non-payment of full UG and IEP Summer courses with no re-registration allowed at 8 am with no re-registration
27	Th	Last day to withdraw from individual Summer Full Summer courses or University if all courses are Full Summer with a 50% refund

**July**

09	T	Holy Month of Ramadan begins – offices hours and class schedule adjusted
10	W	First Tuition Installment due
18	Th	Midterm for full Summer courses
20	Sa	Midterm grades for Summer Full semester courses due via AUK Self-Service by 11:59 pm
21	Su	Midterm grades for Summer Full semester courses available to students via AUK Self-Service at 9 pm

**August**

06	T	Last day to withdraw with a W from Summer Full Semester courses
08-11	Th-Su	Eid Al Fitr – University closed
12	M	University reopens – classes resume Second Tuition Installment due
21	W	Last day of classes for Summer Full semester courses
22	Th	Final exams for Summer Full semester courses
24	Sa	Final grades for Summer Full courses due via AUK Self-Service by 11:59 pm
26	M	Final grades for Summer Full courses available to Students via AUK Self-Service effective 9 pm



**SUMMER 2013 Undergraduate – Summer 1st Block****June**

06	Th	Prophet's Ascension – University closed
10	M	Tuition and Fees due for 1st Block summer courses De-Registration process for non-payment of Tuition for 1st Block semester courses
13	Th	Graduation – University closed for all to help at graduation – 10 am
16	Su	University reopens - 1st Block semester courses begin
17	M	Last day to withdraw from University with a 90% refund if all courses are 1st Block 1st Block semester Drop/Add deadline Last day to submit Permission to Audit form Last day to submit a Pass/Fail Option form Last day to submit an Independent Study form Last day to submit an Internship form
18	T	Final de-registration process for non-payment of Tuition for 1st Block at 8 am with no re-registration
19	W	Last day to withdraw from individual 1st Block Semester courses or from the University with a 50% refund if all courses are 1st Block

**July**

03	W	Last day to withdraw from 1st Block classes or from University if all classes are 1st Block
09	T	Holy Month of Ramadan begins – office hours and class schedule adjusted
10	W	First Tuition Installment due Disbursement of 1st Block refunds
17	W	Last day of classes for 1st Block semester Courses
18	Th	Final exams for 1st Block semester courses
20	Sa	Final grades for 1st Block semester due via AUK Self-Service by 11.59 pm
22	M	Final grades for 1st Block semester courses available to students via AUK Self-Service at 9 pm

**SUMMER 2013 Undergraduate – Summer 2nd Block****July**

09	T	Holy Month of Ramadan begins – office hours and class schedule adjusted
17	W	Tuition and Fees due for 2nd Block Summer 2012 semester De-Registration process for non-payment of Tuition for Summer 2nd Block semester courses at 3 pm
21	Su	Summer 2nd Block semester courses begin
22	M	Summer 2nd Block semester Drop/Add deadline Last day to submit Permission to Audit form, a Pass/Fail Option form, an Independent Study form or an Internship form Last day to withdraw from an individual course or the University with a 90% refund if all courses are 2nd Block
23	T	Final de-registration process for non-payment of Tuition/fees for Summer 2nd Block courses 8 am – with no-registration
24	W	Last day to withdraw with a W from individual 2nd Block semester courses with a 50% refund and from the University with a 50% refund if all courses are 2nd Block and university if all courses are 2nd Block

**August**

07	W	Last day to withdraw with a W from 2nd Block semester courses
08-11	Th-Su	Eid Al Fitr – University closed
12	M	University reopens – classes resume Second Tuition Installment due
13	T	Disbursement of Summer 2nd Block semester refunds
21	W	Last day of classes for 2nd Block semester Courses
22	Th	Final exams for 2nd Block semester courses
24	Sa	Final grades 2nd Block semester courses due via AUK Self-Service by 11:59 pm
26	M	Final grades for 2nd Block semester courses available to students via AUK Self-Service effective 9 pm

**SUMMER 2013 Intensive English Program****June**

06	Th	Prophet's Ascension – University closed
10	M	De-Registration process for non-payment of Tuition for Intensive English Summer semester courses
13	Th	Graduation – University closed for all to help at graduation – 10 am
16	Su	University reopens – Summer classes begin
20	Th	Summer semester Drop/Add deadline Last day to withdraw from the University with a 90% refund
23	Su	Final De-Registration process for non-payment of Tuition for Intensive English Summer semester courses at 8 am – with no re-registration
27	Th	Last day to withdraw from the University with a 50% refund

**July**

09	T	Holy Month of Ramadan begins – office hours and class schedule adjusted
10	W	First Tuition Installment due Disbursement of Summer semester refunds
18	Th	Midterm of Summer
20	Sa	Midterm grades Summer semester courses due via AUK Self-Service by 11:59 pm
21	Su	Midterm grades for Summer semester courses available to Students via AUK Self-Service effective 9 pm

**August**

06	T	Last day to withdraw with a W from Summer semester courses
08-11	Th-Su	Eid Al Fitr - University closed
12	Su	University reopens – classes resume Second Tuition Installment due
21	W	Last day of IEP classes for Summer semester
22	Th	IEP Final Exams
24	Sa	Final grades for Summer semester due via AUK Self Service by 11.59 PM
26	M	Final grades for Summer semester available to students via AUK Self-Service effective 9 pm

*Islamic holidays are determined after sighting the moon. Thus, actual dates may not coincide with the dates in this calendar. In the event of loss of teaching days due to unscheduled closings, AUK reserves the right to extend the Academic Calendar as necessary.*



## MESSAGE FROM THE **PRESIDENT**

Dear Students,

Since 2004, the American University of Kuwait has strived to provide the best possible education to aspiring students from Kuwait and the region and from around the world. Consciously based upon American liberal arts models, our academic programs and our campus activities are designed to stimulate individual creativity and initiative, to encourage personal growth and development, and to instill habits and patterns of thought that will serve graduates well whatever course their lives may take once they leave the University.

AUK is fortunate to be located in a very dynamic part of the world, one which not only enjoys a proud and ancient heritage but which plays a crucial role in today's world economy. As a university, we seek to transmit an appreciation of that heritage and to foster a global outlook that will enable our graduates to compete professionally in rapidly changing social, economic, and political environments.

Reflecting that global outlook, our faculty and staff are drawn from around the world and bring to our campus in Salmiya a wide variety of backgrounds and perspectives through which they create a stimulating intellectual environment and comfortable social setting for our students and for the community.

As you can see from the information in this Catalog, our undergraduate courses of study are organized in four different subject areas, the liberal arts, the social sciences, business, and science and engineering. The degrees and the requirements specific to each subject area are spelled out in detail in the pages which follow. We also offer an intensive English program for students who may need additional preparation for study in an environment where English is the language of instruction.

The Catalog is intended to provide you with accurate and comprehensive information about the University, its programs, its activities and its requirements. We invite you to utilize it in conjunction with our website, [www.auk.edu.kw](http://www.auk.edu.kw), which is updated frequently. I encourage you to contact appropriate faculty and staff at the University if you need additional information.

With best wishes,

A handwritten signature in black ink, appearing to read 'W. Thompson'.

**Winfred L. Thompson**  
*President*

# BOARD OF TRUSTEES

The Board of Trustees is AUK's governing body. The Board's terms of reference are outlined in the AUK By-Laws. The self-perpetuating and self-governing Board, currently composed of 14 members, regularly meets twice a year on the Salmiya campus in Kuwait.

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**Winfred L. Thompson, Ph.D.**

*President, (ex officio)  
American University of Kuwait*

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# ABOUT THE AMERICAN UNIVERSITY OF KUWAIT

## THE UNIVERSITY

The American University of Kuwait (AUK) is an independent, private, equal opportunity, and coeducational liberal arts institution of higher education. The educational, cultural, and administrative structure, methods and standards of AUK are based on the American model of higher learning. The language of instruction is English.

Established by Amiri Decree 139 in 2003, AUK was accredited in 2006 and re-accredited in 2008, by the Private Universities Council (PUC), Ministry of Higher Education - State of Kuwait.

AUK offers students a quality education based on an American college model. The faculty, administration, and staff work hard to create a caring environment where every aspect of the student's development gets attention and support. The course of study is designed to prepare students for the contemporary world where critical thinking, communication skills, and life-long learning have become imperative. The Liberal Arts education fulfills students' educational goals and requires rigorous effort in the Major discipline (field of study); it also brings the rewards of a broad general education useful in their future career, whatever field they choose.

The AUK faculty is a highly qualified group of international academics with first-hand experience of the American style of higher education. There are over 117 faculty members, including over 78 undergraduate faculty with PhDs or terminal degrees. With a class size of 10 to a maximum of 34 students, it is easy for students to get to know their professors and classmates.

AUK currently offers thirteen degree programs. In addition, students receive instruction in academic skills, time management, and stress reduction. At AUK students will find opportunities for internships, creative talent development, health and fitness maintenance, and community involvement. Advising is very important in the American-college Liberal Arts model, so students should be sure to seek guidance from the academic advisors and counselors at the Academic Advising Center and their professors.

## MISSION STATEMENT

The American University of Kuwait is a liberal arts institution dedicated to teaching, learning, and scholarship. The University offers programs that provide students with the knowledge and skills necessary for lifelong learning and professional success. AUK enriches society by fostering an environment encouraging critical thinking, effective communication, personal growth, service, and leadership.

## VALUES

The values that guide AUK:

- AUK values freedom of thought and expression and emphasizes the need for students to learn to think critically, to develop the art of questioning, to understand cause and effect, to communicate effectively, to write expressively, to learn about the world and to become life-long learners.



- AUK values self-awareness with a moral and ethical responsibility throughout its learning community.
- AUK values the importance of a strong and diverse educational experience and knowledge in varied fields.
- AUK values a multi-cultural and diverse environment and an active campus life.
- AUK values staff commitment to service.
- AUK values the role of faculty in teaching, scholarship, creative expression and service.

## **ACADEMIC DEGREE PROGRAMS**

The following Bachelor of Arts (BA), Bachelor of Engineering (BE), and Bachelor of Science (BS) degree programs are offered in the College of Arts & Sciences:

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in English
- Bachelor of Arts in Graphic Design
- Bachelor of Arts in International Relations
- Bachelor of Arts in Social and Behavioral Sciences (*Concentration in Anthropology*)
- Bachelor of Engineering in Computer Engineering
- Bachelor of Science in Computer Science
- Bachelor of Science in Information Systems

The following Bachelor of Business Administration (BBA) degree programs are offered in the College of Business & Economics:

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Economics
- Bachelor of Business Administration in Finance
- Bachelor of Business Administration in Management
- Bachelor of Business Administration in Marketing

## **INSTITUTIONAL & PROGRAM ACCREDITATION**

### **Local Institutional Accreditation:**

The American University of Kuwait received its Institutional Accreditation from the Private Universities Council (PUC) – Ministry of Higher Education in the State of Kuwait, as of February 1st, 2006.

### **Program Accreditation:**

The Intensive English Program at AUK is accredited by the Commission on English Language Program Accreditation (CEA) for the period August 2009 through August 2014 and upholds the CEA Standards for English Language Program and Institutions.

The Accreditation Council for Business Schools and Programs (ACBSP) Baccalaureate/Graduate Degree Board of Commissioners has awarded the American University of Kuwait accreditation of five (5) years to the Business and Economics Division on November 14, 2010. ACBSP accreditation certifies that the teaching and learning processes within the Business & Economics Division of the American University of Kuwait meet the rigorous educational standards established by ACBSP.

The American University of Kuwait was awarded International Program Accreditation from The American Academy for Liberal Education's (AALE) Board of Trustees for its Arts and Humanities Division, Social Sciences Division as well as the University General Education Program for a five (5) year period, ending September 30, 2016. AALE Membership certifies that the institution meets or exceeds the Academy's independently established Education Standards.

## UNIVERSITY CULTURE

The American University of Kuwait is committed to creating an enlightened and progressive educational culture in which all students, faculty and staff, regardless of nationality, creed, or position, will co-exist and help create a dynamic and equitable environment. All members of AUK are expected to respect the diverse nature of the AUK community and interact in a manner that is respectful of such, and that supports a commitment to life-long learning and the pursuit of academic excellence in higher education. The University encourages the freedom to engage in academic inquiry, and the fair exchange of ideas, and as such supports open access to and dissemination of information.

The University founders uphold the philosophy that one cannot create a true enlightened academic environment without practicing the very virtues and ideals it hopes to instill in its students. In upholding the highest standards of professional behavior and ethical conduct among its faculty, staff and students, the University hopes to create a community of scholars and students who will benefit from AUK's collegial atmosphere. Through these principles, AUK is prepared to reinvent and improve itself continuously as a community of life-long learners.

## UNIVERSITY FACULTY

The faculty of the American University of Kuwait is a group of highly qualified and trained academicians and professionals who are committed to high standards of teaching excellence and proficient in the use of technology in teaching and research. Full-time teaching faculty members have acquired terminal degrees from institutions in the United States and elsewhere in addition to having taught in a variety of international systems of higher education. The AUK faculty is a diverse group of exceptionally talented teachers-scholars, several of whom have been awarded competitive fellowships and grants, such as the Fulbright grant.

## AUK AND DARTMOUTH COLLEGE

Dartmouth College in Hanover, New Hampshire, is the international partner institution to the American University of Kuwait (AUK), as defined by the Private Universities Council of the State of Kuwait (Resolution no. PUC (5/21-2/2005)). Dartmouth and AUK have worked closely together since 2003, when the two institutions signed a Memorandum of Understanding that facilitated a series of advisory, consultative, and cooperative projects. The initial agreement was renewed in June 2008 to extend through 2013. The two institutions share a commitment to excellence in higher learning, and the agreement between them reflects AUK's growing stature as a premier academic institution in the Gulf region and beyond. With its deep and historic commitment to the liberal arts, Dartmouth recognizes the importance of AUK's mission and works to support the University as it develops a superlative education, based on the principles of critical inquiry, mastery of subject material, depth of curriculum, and a vibrant experience in the classroom and on campus.

Dartmouth and AUK collaborate on numerous programs, and Dartmouth provides a wide range of administrative and academic consulting services to AUK. The two institutions have developed a flourishing relationship that involves faculty, students, and staff in both locations. Dartmouth experts in engineering, information technology, library sciences, communications, governance, and other areas routinely visit Kuwait while students, faculty, and staff from Kuwait travel to the United States to work with their counterparts at Dartmouth. AUK's commitment to providing a premier learning environment based on the American model resonates with Dartmouth's history and its understanding of the importance of higher learning in a global context. Since the relationship began, the two institutions have steadily deepened and expanded their partnership, creating a dynamic, evolving, and unique cross-cultural collaboration.

Dartmouth College is a member of the group of universities in the United States known as the "Ivy League." It was founded in 1769 and offers a broad-based undergraduate education as well as advanced degrees in the arts and sciences, medicine, engineering, and business administration. Dartmouth has been accredited by the New England Association of Schools and Colleges (NEASC) since 1929.

## CAMPUS ENVIRONMENT

The AUK Campus is located in Salmiya on Salem Al-Mubarak Street in the middle of one of Kuwait's most vibrant neighborhoods.

AUK opened its doors in the Fall of 2004 and conducts its academic activity in new, rehabilitated and refurbished facilities, which will be expanded and developed as needed in the coming years. AUK's Campus has spacious, modern classrooms; computer, science, and language laboratories, an administration building, a state-of-the-art Library, coffee shops, restaurants, shops, and recreation courts; nearby parking available for students, staff, faculty and visitors. Next to the Library and central campus classrooms are a beautifully designed and landscaped central courtyard and garden which serve to provide shade and respite from the day's activities, offering AUK students, faculty and staff a pleasant place to enjoy, relax and study.

Campus life is an integral part of a student's university experience at AUK and helps to bring students, faculty, and staff together as one community. Students are encouraged to participate in Campus events and use the resources available on Campus to further enhance their educational experience at AUK.

Campus life contributes to making the time students spend on Campus a continuous and valuable learning experience. Through both classroom learning and extracurricular activities, AUK students learn the critical thinking skills, knowledge, and values needed to succeed effectively in today's modern societies in the region and internationally. Participation in extracurricular activities allows students to learn new skills and discover hidden talents, thus enhancing not only their educational experience, but personal development.

The University has a Student Government Association, a student-run newspaper and student journal, intramural and intercollegiate athletic clubs and organizations, theater, academic organizations and activities in which students can participate.

AUK's location in Salmiya adds an important dimension to Campus life. It is located within walking distance of the country's most renowned restaurants, coffee shops, shopping malls, and movie theaters, as well as the seafront and the Scientific Center of Kuwait.

## SEGREGATION

As per law no. 34 of 2000 on the "Establishment of Private Universities: in the State of Kuwait (Article 6), private universities/colleges and branches of foreign universities shall abide by the following:

1. Operate its buildings to ensure gender segregation in all departments, disciplines and student activities.
2. Observe Islamic values and time-honored traditions in relation to students' costumes and activities.

## A SAFE AND SUBSTANCE-FREE CAMPUS

AUK offers 24-hour security service to ensure the safety of its community. The laws of the country prohibit the consumption of alcoholic beverages and the use of drugs. AUK has a zero tolerance policy towards the use of alcohol or any narcotic substance, weapons and dangerous materials brought to Campus or any University sanctioned event, and physical altercations. Any person who is found guilty of alcohol consumption, substance abuse, carrying and/or using weapons or dangerous materials, or participation in a physical altercation is subject to immediate removal from the University.

## SMOKING POLICY

Smoking is not permitted in University buildings or vehicles.

## ACADEMIC RESOURCES

### UNIVERSITY LIBRARY

The mission of the Library at the American University of Kuwait is to support and advance education by facilitating access to scholarly collections and information resources. To achieve this mission, the Library provides access to print and electronic information resources and offers information literacy workshops and lectures to students and faculty. This opens the door for Library users to browse through the spectrum of information resources as they seek to achieve their educational aspirations.

The University Library occupies a beautiful, two-story modern space. It is a state-of-the-art, electronically wired building. The Library houses a collection of books and periodicals in English, Arabic and other languages related to the disciplines (fields of study) and degree programs that the University offers. The Library also has reference books, journals and media materials (DVDs, videotapes, audiotapes, etc.) to support course work. The Library is fully computerized and has online subscriptions to academic and intellectual journals needed for classroom instruction and academic research. Within the Library, there are computer workstations that allow access to the Library's online catalog and electronic databases, as well as the Internet. All Library resources are available to members of the AUK Community and other authorized users with a valid AUK I.D.

As an important resource for learning, teaching and research, the University Library provides academic support for students, faculty and staff to help them identify, locate and use the Library's resources. The Library staff coordinates collection development, cataloging and utilization of print and electronic resources.

In addition to the above, the library provides services and facilities to the AUK Community such as Circulation, Reference Services, and Reserve Section for instructional purposes where faculty can place course materials on reserve, which are then available for use for a limited time period within the building. Also, it provides Document Supply, Photocopying, Group Study Rooms, and a Conference Room with multimedia system and Video Conference facility.

The AUK library extends its services to the Kuwait community by providing library membership for people who would like to benefit from the resources for research purposes.

The University Library is distinguished by its emphasis on the student and the learning experience. As knowledge in all disciplines (fields of study) changes, one of the primary tasks of the Library user is the mastery of information strategies and skills that are transferable across subject areas and practical for a lifetime. The University Library attempts to provide students, faculty and staff with the tools and skills necessary to enhance their learning experiences, to increase their efficiency in retrieving, creating and communicating scholarly information, and to become life-long learners.

#### Library Collections and Resources:

##### Print Resources:

The library print resources include over 36049 books including: 28154 book titles, 3326 reference collection, 235 reserve collection, 373 fiction, 3007 audio-visual materials, 22 maps, 858 American Corner books, and 129 print journals.

##### E-Books:

The library has 80300 book titles. Two databases **E-brary** and **ACLS** contains thousands of E-books with full text, includes 16 key subject areas from more than 350 publishers. The subject areas are Business & Economics, Computers & IT, Education, Engineering & Technology, History & Political Science, Humanities, Interdisciplinary & Area Studies, Language, Literature & Linguistics, Law, International Relations & Public Policy, Life Sciences, Medical, Nursing & Allied Health, Physical Sciences, Psychology & Social Work, Religion, Philosophy & Classics, and Sociology & Anthropology.

### Online Resources and Databases:

The library subscribes to 34 bibliographic and full-text databases that covers approximately 49,000 electronic journals including: Columbia International Affairs Online (CIAO), Encyclopedia Britannica Online, Encyclopedia of Islam Online, Grove Art Online, Grove Music Online, Oxford, Literature Online & Literature Collection, OED – Oxford English Dictionary, Academic Search Complete - EBSCO, AnthroSource, Business Source Complete, Humanities E-Books, Ingenta, JSTOR, Lexis-Nexis Academic, Library, Information Science & Technology Abstracts, MLA International Bibliography, MLA Directory of Periodicals, Philosopher's Index, Project MUSE, PsycINFO, PsycARTICLES, Regional Business News, Sage, Ebrary, Euromonitor international, Green file, SocIndex with Full Text, IEEE, Association for Computing Machinery, the Chronicle of Higher Education, **ProQuest Dissertation & Theses (1.2 million full-text dissertation)**, **Humanities International Complete**, **Political Science Complete**, **ERIC**, & **Refworks**.

### Information Literacy:

The Library offers information literacy and instruction programs designed to familiarize students with Library services and resources. Library instruction, guided tours and in-class orientations are offered at various times throughout the academic year, generally upon the request of a faculty member.

## ACADEMIC ADVISING CENTER

The Academic Advising Center (AAC) provides academic support to all currently Undeclared Students. Programs include academic advising, academic support (tutoring, supplemental instruction and success skills workshops), and retention initiatives. The Director of the Academic Advising Center reports to the Vice President of Academic Affairs. In addition to supervising the Center, s/he follows-up on undeclared student cases with faculty advisors, program leads and division heads.

Student advising records with the Academic Advising Center are part of the College record. Advising information is released as necessary for purpose of registration and follow-ups. Student personal records are released only with the expressed written consent of the student. It is the Center's professional and ethical responsibility to respect and consider confidential all information including academic records/status, family information, health (mental/physical), and all other issues derived from the student. Parents or any other family member must obtain a signed consent from the student to receive confidential information regarding a student's record from any AAC staff member.

For additional information please visit the Academic Advising Center located in front of Gate 3, or contact by phone at Ext. 492 or by email: [AAC@auk.edu.kw](mailto:AAC@auk.edu.kw).

## WRITING CENTER

The Writing Center at the American University of Kuwait promotes an understanding of writing as a way of thinking, learning, and teaching. To serve this mission, the AUK Writing Center aims to:

- Cultivate an environment of collaborative inquiry with students seeking help with a variety of writing and reading needs, concerns, and goals.
- Develop students' understanding of the variety of writing purposes, audiences, genres, and styles.
- Develop students' strategies for critically reading and engaging with a variety of texts.
- Support students' efforts in all stages of their writing processes.
- Provide thoughtful and constructive feedback.
- Support faculty efforts to develop and integrate a variety of writing assignments into their courses.
- Provide resources on writing for the entire University community.

## UNIVERSITY LABORATORIES

### COMPUTER LABORATORIES

The Information Technology Department (IT) maintains a computer network that serves students, faculty, and staff. The University has 20 instructional computer labs - 17 Windows-based labs and 3 Macintosh labs - as well as an open lab and a PC- equipped Library. The total number of computers that are available to students for research and learning purposes is approximately 700 PC's.

Several academic software applications such as Matlab, Quartus, Multisim, SPSS, Peachtree for Accounting, 3D Studio Max, Dr. Java, Oracle, Textpath, Adobe CS3, Adobe Premiere, to name a few, are deployed in the computer labs on an as-needed basis.

All computers are connected to the internet. AUK's computer network uses state-of-the-art fiber optic cables and both wired and wireless access points to ensure complete network coverage of the Campus. AUK has internet links from two service providers totaling a bandwidth of 20 Mbps on which internet filtering is applied to ensure that bandwidth is available for academic and administrative usages. An additional 8 Mbps internet link offers free access to the internet to the whole AUK community via the wireless network.

### SCIENCE LABORATORIES

The newly instated Computer Engineering labs contain state-of-the-art devices carefully designed to provide excellent teaching, learning, and undergraduate research environments. The lab equipment supports module-based and component-level implementation options. The laboratory equipment is supported by modern measurement devices and aided by hardware/software co-design software. The computer engineering labs service several courses in the program including Electric Circuits, Electronics, Digital Logic, Computer Organization and Architecture, Signals and Systems, Microprocessors and Computer Interfacing, Embedded Systems, among others.

The different Biology laboratories provide the students with basic laboratory skills in life science and research including use of microscopy, cell structure and function, enzymes, photosynthesis, cellular reproduction, genetics, biotechnology, and animal dissection.

The objective of Physics laboratories is to help students become a better physics problem solver. The experiments are designed to expose students to different measuring instruments and to illustrate phenomena in different areas of Physics; Mechanics, Thermodynamics, Electricity and Optics.

The Chemistry laboratory provides students with quality reagents, equipment, and instrumentation to perform the basic experiments in introductory chemistry ranging from volumetric to gravimetric analysis; thus collecting accurate data for interpretation and evaluation.

These labs are fully equipped for instructional laboratory exercises. Standards of use are established and rigorously enforced by the faculty and the lab assistants to help ensure safety.

## COMMUNITY RESOURCES

### THE AMERICAN CORNER

The American Corner, located in the AUK Library, is a program that operates under a Memorandum of Understanding between the American University of Kuwait and the U.S. Embassy in Kuwait. American Corner lectures and discussions cover topics including but not limited to: U.S. politics and foreign policy, civic education, sports, culture and arts, economic development, religion, and journalism.

The American Corner also consists of the American Corner Collection, which includes selected books, periodicals, CD-ROMs and DVDs, videos, and electronic resources about the United States.



The Collection is maintained by the staff of the AUK Library, in particular the American Corner Collection Coordinator. In addition, the American University of Kuwait Library maintains Digital Video Conferencing (DVC) capability, which allows AUK faculty and students to interact with experts from the United States and other countries on subjects related to course curricula.

## CENTER FOR CONTINUING EDUCATION

The Center for Continuing Education's programs and services are designed to provide on-going learning opportunities for individuals seeking career advancement, access to higher education or enriched lives. Dedicated to meeting the diverse learning needs, CCE quality programs and services include:

- English as a Second Language (ESL) courses for limited English speakers
- Education courses customized to the specific needs of business and industry including soft skills and technology courses
- Basic skills courses for upgrading basic skills like reading, writing and mathematics
- Preparation for advanced studies or examinations such as the GMAT, GRE, TOEFL, SAT, IELTS
- Personal enrichment courses such as parenting skills, interior design, etc.
- Career and professional development courses including Certificate Programs
- Private Tutors

The Center for Continuing Education engages a diverse team of instructors with extensive experiences and education in order to ensure subject matter expertise in programs offered.

With the mission of enriching lives of people of all ages, CCE offers an array of lifelong learning opportunities throughout the year for the greater Kuwait community. The majority of programs are offered at AUK's Salmiya Campus, but some may be offered at community sites or in specialized off-campus facilities. For more information on CCE, please visit the CCE website

[www.auk.edu.kw/cce](http://www.auk.edu.kw/cce)

## CENTER FOR GULF STUDIES

The American University of Kuwait Center for Gulf Studies (CGS) is a research center that aims to promote greater cultural understanding of and increased interest in the Gulf, by facilitating free and open academic discourse on a range of issues that both shape and challenge this critical region of the world. Our goal is to enable scholars as well as political and civil society actors both within and outside the region to contribute and add value to the burgeoning field of Gulf Studies. To this end, the CGS seeks to encourage, support, and cultivate interesting and original research on the Gulf, and to create an environment in which our students and faculty can interact and collaborate with researchers and activists from around the world in creative and engaging ways. Visit the new Center for Gulf Studies website at [www.auk.edu.kw/cgs](http://www.auk.edu.kw/cgs)

## ON-CAMPUS SERVICES

### AUK BOOKSTORE

The AUK Bookstore is located on the ground floor of the Administration Building. Students are able to purchase textbooks and educational supplies as well as books for general readership, including fiction and non-fiction, books on current, regional and international affairs in Arabic and English. In addition, the AUK Bookstore has a variety of clothing and gift items, some with the AUK logo as well as a wide selection of magazines ranging from politics and economics to healthcare and entertainment.

## **BANKING**

For the convenience of the AUK community, an ATM machine provided by the National Bank of Kuwait (NBK) is located in the lobby of the Sciences Building.

## **BUSINESS CENTER**

There is a business center on Campus which provides copying, mailing, and related business services.

## **ELECTRONIC MAIL SERVICE (E-MAIL)**

Students, faculty, and staff are provided with an e-mail account. E-mail is the primary means of communication within the University. Important information is often communicated via email to the AUK community.

An AUK e-mail account is a privilege and subject to the computer usage policies of the University. University e-mail accounts are not for private or personal transactions. Abuse of the e-mail account will not be tolerated. Any purposeful activity of creating and/or disseminating computer viruses is a serious violation of the Code of Conduct and may result in suspension or dismissal from AUK.

## **MyAUK PORTAL**

MyAUK is the SCT Luminis Platform IV University portal. MyAUK provides the AUK community with a solid foundation of infrastructure, enterprise applications and features required to support a digital campus. MyAUK provides a personalized single-sign-in access for students, faculty, and staff to existing services on campus targeting individual groups with information relevant to them.

In addition to Banner integration, features of the portal include channeled content and tabbed layout; publish-and-subscribe channel model; end-user customization; separate channels for e-mail, personal and campus announcements, and a channel for 'My Courses'. Luminis provides other portal channels such as group collaboration tools that can be used by departments, organizations and clubs. You can access the portal through a link on the AUK Website or directly through the MyAUK URL: <http://myauk.auk.edu.kw>.

## **FOOD SERVICES AND COFFEE SHOPS**

There are two food service outlets on Campus. Starbucks is located on the ground floor of the Sciences Building and serves standard Starbucks' fare. The Diner is a full service cafeteria and is located on the ground floor of the Liberal Arts Building.

## **HEALTH CARE SERVICES**

The Office of Administrative and Student Affairs at AUK maintains a health care clinic operated and staffed by the International Clinic of Kuwait. At the on-campus clinic, a nurse and receptionist provide first aid, primary medical assistance and minor emergency care for members of the University Community. Additionally, a primary care physician is always on-call. Emergencies and serious health cases are immediately referred to the nearby International Clinic or other area hospital facilities. AUK medical services are designed for treating acute ailments and injuries that occur on campus, and should not be utilized in place of one's primary health care provider. Should any community member or visitor fail to use a reasonable amount of care, any injury or damage resulting from student/employee negligence is not the responsibility of the University. To find out more information about the AUK Health Clinic please stop by the Clinic located next to the Library, or contact by phone at Ext. **100/101**.



## **PARKING**

The University has limited parking facilities for faculty and staff. However, the University has upgraded a public parking lot next to the Campus which is available to students, faculty, and staff. Handicap parking access is available to qualified students through Student Affairs.

# ADMISSION, REGISTRATION GUIDANCE and TUITION

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# ADMISSION, REGISTRATION GUIDANCE and TUITION

The American University of Kuwait places special emphasis on quality education that is rooted in the liberal arts philosophy and based on the American Model of Higher Education. Applicants are considered on the basis of their educational qualifications regardless of race, color, gender, religion, age, disabilities, or national origin. Admission to the American University of Kuwait is competitive, based on evidence of potential for successful study, and on available space in the entering Admissions Class. In order to ensure AUK can provide disability accommodations if required, disclosure of accommodation requests should be made at the time of application. Prospective students will be informed if AUK has the resources to accommodate the request.

AUK is particularly interested in attracting students who have demonstrated academic achievement and seriousness of purpose, and who recognize the value of a broad educational experience as an important component of their personal and professional development.

Initially established as an open admissions institution, AUK intends gradually to become more selective in its admission to undergraduate studies, with the expectation that individuals whose performance at the secondary level was outstanding and who perform well on various standardized examinations are more likely to succeed at the University. In planning this evolution, AUK recognizes the extraordinary challenges posed by the varied educational systems from which students in Kuwait and the region graduate. The evolving admission requirements which students may be expected to meet include various measures of English language proficiency, standards based upon the records established by applicants in their previous educational experiences, high school grade point averages and performance on available standardized tests or those that may be developed in the future.

AUK serves:

1. Kuwaiti nationals and expatriates living in Kuwait who seek higher education based upon American standards and models but grounded in the local cultures and traditions;
2. International students who may wish to study at AUK on a full-time, part-time, or intermittent basis, whether for cultural enrichment or for other reasons.

Each semester, the Office of Admissions will evaluate all qualified applications and extend offers of admission to academically deserving applicants. The following criteria are considered by the Office of Admissions during the admissions decision process: high school courses and grades, English proficiency, standardized test scores, all previous college level coursework, personal essay, extracurricular activities, **and the comparison of an applicant's overall competencies against those of other applicants.** All applicants must abide by the application deadlines for full consideration.

The Office of Admissions is responsible for admitting all undergraduate (First Year and Transfer) and Intensive English students to the University. Students, with exception of Government and AUK Scholarship Students, have the choice of being enrolled on a full-time basis (minimum of 12 credit hours and maximum of 18 credit hours per semester), or on a part-time basis (less than 12 credit hours per semester). Visiting and Non-degree students are also eligible for admission to the American University of Kuwait if they meet the admissions requirements.

The minimum standards required for admission to the AUK undergraduate program include (1) a high school grade point average of at least 2.25 from an American-styled secondary school or

the equivalent thereof, and (2) English language proficiency as determined by the TOEFL, IELTS, and other diagnostic measures. Applicants who do not qualify for admission to the undergraduate program due to lack of English language proficiency will be considered for admission to the AUK Intensive English Program.

The institution has very limited resources to allocate for scholarships, work-study programs, and other forms of financial assistance. Therefore students are expected to be able to manage the expenses associated with an education at AUK.

## ADMISSION APPLICATION DEADLINES

As Admission into the incoming class is competitive and limited, applicants are strongly encouraged to submit their admissions application and all required documentation as early as possible. AUK will not accept applications after the published application deadline or after the incoming admissions class has reached full capacity. Please note that the application deadlines are subject to change based upon capacity.

The Office of Admissions will accept and review applications according to the following deadlines:

<u>SEMESTER</u>	<u>APPLICATION DEADLINE</u>
Early Admission for Fall	January 30, 2012
Fall	August 28, 2012
Spring	January 17, 2013
Summer	May 29, 2013

### International Student Admission Deadlines:

The Office of Admissions will accept and review admissions applications from international applicants according to the following deadlines:

<u>SEMESTER</u>	<u>APPLICATION DEADLINE</u>
Fall	August 1, 2012
Spring	December 24, 2013
Summer	May 1, 2013

## ADMISSION PROCESS

### AUK APPLICATION FORM

The complete Application Packet, including all material listed under Admissions Requirements must be submitted to the Office of Admissions. Prospective students are encouraged to complete the online application which can be found on the AUK website at [www.auk.edu.kw](http://www.auk.edu.kw). Admissions Counselors are available to assist with any questions regarding the application process. It is the responsibility of each applicant to ensure that all required information is completed and sent directly to the Office of Admissions. The Application Form must be completed in full and signed by the applicant, guaranteeing that all information provided is complete, truthful and accurate. Submission of inaccurate and/or intentionally misleading information on the admissions application may result in the student's acceptance into AUK being rescinded.

### PERSONAL ESSAY

Applicants must submit a typed personal essay written in English with the Application Packet. More information on the topic and format of the essay is provided on the Application Form. Similar to every other portion of the Application Packet, the personal essay is considered confidential, and will only be read by the AUK Admissions Committee.

## APPLICATION FEE

All applicants must submit a **non-refundable** application-processing fee of **35 KWD** with the Application Packet. Packets received without the fee will not be processed or reviewed. Only fees paid by check or money order made payable to the American University of Kuwait may be enclosed in the Application Packet envelope. If students wish to pay cash, they may do so at the AUK Finance Department and then submit a copy of their cash receipt with the Application Packet. **Scholarship students are also required to pay the admissions application fee.**

### STEP I: APPLICATION

The complete Application Packet, including all material listed under Admission Requirements, must be submitted to the Office of Admissions by the publicized deadline. The Office of Admissions reviews applications as received. Applicants are encouraged to participate in the early admissions non-binding decision program. Applicants can expect to receive a decision regarding their admission status within four (4) weeks of submitting their complete admissions application.

### STEP II: CONFIRMATION AND ENROLLMENT DEPOSIT

Once an applicant has received an Offer of Admission from the American University of Kuwait, the applicant is required to confirm his/her intention to attend AUK. To confirm attendance and to reserve a seat in the entering class, the applicant must pay a **100 KWD** non-refundable enrollment deposit. Tuition deposits are to be paid directly to the Finance Department. The deposit will be credited to the applicant's first semester tuition amount.

If the enrollment deposit is not received by the AUK Finance Department, applicants will not be allowed to sit for the Student Orientation, Advisement and Registration program (SOAR). Not paying the fee is considered to be an indication that the applicant is no longer interested in attending AUK. The applicant may lose his/her seat in the entering class.

### STEP III: FINAL TRANSCRIPT(S)

#### **High School Transcripts**

All accepted applicants who choose to attend AUK will be required to submit an official final transcript upon graduation from high school, including any remaining test scores. All applicants must have their final high school transcript certified and stamped by the Kuwait Ministry of Education indicating that the student has met the Ministry's high school equivalency requirement. If an applicant who is accepted into AUK submits a final transcript that no longer meets AUK's admission requirements or if the applicant cannot provide a final high school transcript certified by the Kuwait Ministry of Education, AUK will rescind the acceptance.

One official and stamped copy of an applicant's high school transcript must be submitted with the Application Packet, which should list the subjects studied, grades earned, and diploma awarded. Unofficial or unsealed copies of transcripts will not be accepted in lieu of official documents. If the transcript is in a language other than Arabic or English, the transcript should be accompanied by a certified English translation.

If an applicant is still in the final year of high school at the time of application, the transcript should include his/her GPA covering the first semester of that year. It is possible to accept applicants provisionally based upon nearly complete documentation. However, students who are conditionally accepted into AUK are still required to submit an official final transcript from their high school. The Office of Admissions reserves the right to adjust the admission status or deny admission to a conditionally accepted applicant if the GPA on the official final high school transcript fails to meet AUK admission standards or does not receive Ministry of Education equivalency.

If an applicant has already graduated from high school, the transcript must be an official final transcript. Applicants who have completed their high school education in Kuwait must have the transcript certified and stamped by the Kuwait Ministry of Education. Private high school

applicants are responsible for securing the high school equivalency certification through the Kuwait Ministry of Education. Kuwait Ministry of Education certified transcripts are never considered expired by AUK. Students graduating from high schools outside of Kuwait must submit their final official transcripts and admissions application by the International Student Application deadline.

### **University/College Transcript**

Applicants who have attended another college or university are required to provide official transcripts from all institutions attended. This is a requirement regardless of academic standing, grade point average or whether transfer credit is transferable. See below for university/college transfer information.

## **ADMISSION CATEGORIES**

Students accepted at the American University of Kuwait are classified into categories based upon their goals and educational backgrounds.

### **NEW FIRST-TIME COLLEGE STUDENTS**

First-Year Students that have never attended a college or university prior to acceptance at AUK. First year students have to meet the high school equivalency requirements and the English proficiency requirement.

### **TRANSFER STUDENTS**

Transfer Students are students who have previously attended another college or university and wish to continue their education at AUK. Transfer students must provide an official transcript from all previously attended colleges or universities. Regardless of whether students are seeking credit, all previously attended institutions must be disclosed. Transfer students have to meet the English proficiency requirement for admission purposes.

### **NON-DEGREE STUDENTS**

The American University of Kuwait may offer non-degree admission to individuals who wish to enroll in undergraduate credit courses but are not pursuing an undergraduate degree program. Non-degree students may attempt up to 12 credit hours. Non-degree students are held to the same academic and AUK Student Code of Conduct standards as degree-seeking students. Students with less than a 2.00 GPA are subject to academic standards of progress limitations. Non-degree students are also subject to pre- and co-requisite requirements as defined in the Catalog.

#### **Transferring from Non-Degree Status to Degree-Seeking Status**

To apply for degree-seeking status, a non-degree student must meet all AUK undergraduate admission requirements for the semester of intended admission and must submit all appropriate application materials and supporting documents to the Office of Admissions. Students may apply a maximum of 12 credit hours earned in courses passed with a grade of “C” or higher taken in non-degree status at AUK toward a degree program.

### **VISITING STUDENTS**

Visiting students who plan to earn a degree from another institution and wish to take courses at the American University of Kuwait will be evaluated on a case-by-case basis. Students may visit for up to a maximum of one academic year or attempt up to a total of 30 semester hours. Special programs allow for students to visit up to two consecutive academic semesters. Visiting students are not required to take Math, English and Arabic placement tests if their record shows that they had taken equivalent placement tests or courses at their home institutions and accordingly placed in college courses. Or, if they had taken a pre-requisite to course that is equivalent to AUK pre-requisites. Otherwise, students must meet all AUK undergraduate admission requirements and are to present



documentation from their home institutions (an Advisor's note) indicating they are allowed to take courses at AUK as a visiting student. Visiting students should check with the Office of Admissions regarding registering for classes and tuition payment deadlines.

### **Transferring from Visiting Status to Degree-Seeking Status**

To apply for degree-seeking status, a visiting student must meet all AUK undergraduate admission requirements for the semester of intended admission and must submit all appropriate application materials and supporting documents to the Office of Admissions. Students may apply a maximum of 12 credit hours earned in courses passed with a grade of "C" or higher taken as a visiting student at AUK toward a degree program.

## **STUDENTS WITH A BACHELOR'S DEGREE**

### **General Requirements**

Students already possessing a Bachelor's degree may pursue a second Bachelor's degree in any of the following four degree programs at AUK: Bachelor of Arts, Bachelor of Business Administration, Bachelor of Engineering, or Bachelor of Science. Requirements for completing a second Bachelor's degree are as follows:

#### *AUK Graduates*

Students with a Bachelor Degree from AUK are assumed to have met all general education requirements and free electives through their first AUK Bachelor's degree. They are not subject to any further requirements of general education and electives. They have to complete major requirements for the second Bachelor's degree specified by individual program sections in this Catalog.

#### *Non-AUK Graduates*

Students who earned their first Bachelor's degree from another institution must meet all AUK general education requirements. AUK will evaluate coursework from their first Bachelor's degree for possible transfer of courses. No more than 60 credits may be transferred. Any general education requirements not satisfied by transfer credits must be taken in residence at AUK. These students are subject to the further conditions below:

1. Applicants must have earned their first Bachelor's degree from an institution approved by the Kuwait Ministry of Higher Education.
2. Applicants who earned their first Bachelor's degree from an institution whose language of instruction is not English must meet English proficiency requirements for Admissions purposes (see **page 38** for English proficiency requirements).

## **CONDITIONAL ADMISSION**

Students who are currently enrolled in high school or another university/college may receive conditional admission to the American University of Kuwait. In this case, the student's undergraduate admission remains conditional pending completion of in-progress coursework for the period of one semester only. The following rules apply:

- If a student fails to submit a certified final transcript, the student's acceptance to the University will be rescinded and s/he will be prevented from continuing studies at AUK until they satisfy these requirements.
- If a student submits a final transcript that no longer meets AUK's admission requirements, fails to meet the Ministry of Education's equivalency requirements, or cannot provide a final transcript certified by the Ministry of Higher Education, the student's acceptance to the University will be rescinded and s/he will be prevented from continuing studies at AUK until they satisfy these requirements.
- Students who have their admission to the American University of Kuwait rescinded for failing to satisfy these requirements will not be entitled to any refund of their tuition or University fees.



## DEFERRED ADMISSION

Accepted students may defer admission to the American University of Kuwait for up to one academic year. Students who decide to defer admission to a future semester must notify the Office of Admissions in writing of this decision prior to the first day of classes of the admission semester. Deferred students wishing to matriculate within the initial deferral year must notify the Office of Admissions of their intent by providing a deferral letter as well as updated transcripts in accordance with published admission deadlines. Returning Students must meet all AUK undergraduate admission requirements for the semester of intended admission.

## READMISSION

- Students who voluntarily withdraw from the American University of Kuwait in good academic standing and are seeking readmission must meet all admissions requirement and deadlines as per the catalog at the time of re-entry.
- Students dismissed for academic reasons are requested to consult the General Academic Information section of this Catalog (**page 55**).
- Students who voluntarily leave the American University of Kuwait while on academic probation may be readmitted but must meet the academic standards listed on **page 63**.
- Students who have been granted an official leave of absence may resume their studies without applying for readmission if within one academic year (Fall, Spring, Summer) of last enrolled semester.

# ADMISSION REQUIREMENTS

## ENGLISH PROFICIENCY

As instruction at the American University of Kuwait is in English, evidence of English proficiency is required of all undergraduate applicants for admission purposes.

- A composite score of 70 or above on the TOEFL Internet-Based (iBT) with a minimum score of 15 on reading and 17 on writing.
- IELTS (Academic) score of Band 6.0 or higher.
- Completion of the UG Accuplacer with a minimum score of 51 on Reading and 4 on Writing.
- Successful completion of Level 3 in AUK's Intensive English Program (IEP).

Applicants who do not qualify for admission to the undergraduate program due to lack of English proficiency will be considered for admission to the Intensive English Program.

## ADMISSION GRADE POINT AVERAGE REQUIREMENTS

The following is a list of common high school systems and the corresponding minimum high school GPA or equivalent requirements for admission to AUK.

### First Year Admission

All First Year students seeking admission to AUK must satisfy the following minimum high school GPA requirements in addition to the above:

HIGH SCHOOL SYSTEM	EQUIVALENCY	MINIMUM REQUIREMENT
Government System (Percentage)	Not- Required	65%
Government System (Modular)	Not- Required	2.25
American System	Required	2.25
Arabic Private	Required	65% or equivalent 2.25
Bilingual System	Required	2.25
British System	Required	6 IGCSE with minimum of "D" <b>[1]</b>
French Baccalaureate or equivalent	Required	Completion of Baccalaureate required with minimum average score of 13 or 65% cumulative average
Indian System	Required	Completion with a minimum cumulative average of 65% or equivalent for either: <i>Higher Secondary School Certificate;</i> <i>Intermediate Examination Certificate;</i> <i>"All India Senior School" Certificate</i>
International Baccalaureate	Required	Completion of Baccalaureate with 6 subjects (at least 3 at the higher level) and a minimum score of 24
Iranian System	Required	Completion of degree required with minimum average score of 13 or 65% cumulative average
Pakistani System	Required	Higher Secondary School Certificate (Part II) required with a minimum average of 42 or 2.25 GPA equivalent

**[1]** Ministry of Education Arabic and Religious Studies may each substitute for an IGCSE. High School systems not covered above will be reviewed on a case-by-case basis and will require at least a passing grade as well as Kuwait Ministry of Education equivalency.

## PROGRAM ADMISSION REQUIREMENTS

Certain types of secondary school certificates are accepted only for specific majors at AUK. In addition, certain majors require a certain High School GPA. Please see the table below for program specific admissions requirements.

PROGRAM	DEGREE AWARDED (Bachelor)	MAJOR	TYPE OF HIGH SCHOOL	HIGH SCHOOL GPA REQUIREMENTS
Arts and Humanities	Bachelor of Arts	Communication and Media	Literary and Scientific	A minimum GPA of 2.25 or 65%
Arts and Humanities	Bachelor of Arts	English	Literary and Scientific	A minimum GPA of 2.25 or 65%
Arts and Humanities	Bachelor of Arts	Graphic Design	Literary and Scientific	A minimum GPA of 2.25 or 65%
Social Sciences	Bachelor of Arts	International Relations	Literary and Scientific	Scientific - minimum GPA of 2.5 or 70% Literary - minimum GPA of 2.7 or 74%
Social Sciences	Bachelor of Arts	Social and Behavioral Sciences	Literary and Scientific	Scientific - minimum GPA of 2.5 or 70% Literary - minimum GPA of 2.7 or 74%
Business and Economics	Bachelor of Business Administration	Economics	Literary and Scientific	A minimum GPA of 2.25 or 65%
Business and Economics	Bachelor of Business Administration	Accounting	Literary and Scientific	A minimum GPA of 2.25 or 65%
Business and Economics	Bachelor of Business Administration	Finance	Literary and Scientific	A minimum GPA of 2.25 or 65%
Business and Economics	Bachelor of Business Administration	Management	Literary and Scientific	A minimum GPA of 2.25 or 65%
Business and Economics	Bachelor of Business Administration	Marketing	Literary and Scientific	A minimum GPA of 2.25 or 65%
Sciences and Engineering	Bachelor of Engineering	Computer Engineering	Scientific	A minimum GPA of 2.25 or 65%
Sciences and Engineering	Bachelor of Science	Computer Science	Scientific	A minimum GPA of 2.25 or 65%
Sciences and Engineering	Bachelor of Science	Information Systems	Literary and Scientific	A minimum GPA of 2.25 or 65%

## FIRST YEAR UNIVERSITY STUDENTS

Undergraduate applicants who have never attended another university or college are required to submit the following:

1. Complete Application Form with a non-refundable application fee.
2. Official high school transcripts complete up to the time of application. *See previous table for Admission Grade Point Average requirements.*
3. High School Equivalency certified by the Kuwait Ministry of Education.
4. Applicant must meet the English proficiency requirement for admission purposes.
5. Official scores from any accelerated programs, such as International Baccalaureate (IB) or Advanced Placement (AP).
6. Typed Personal essay composed by the applicant.

## TRANSFER STUDENTS

A Transfer applicant is an undergraduate student who graduated from high school, attended another college-level institution approved by the Ministry of Higher Education in the State of Kuwait, and attempted one or more courses irrespective of credits earned. Applicants for Transfer admissions are divided into two categories:

- o **Category I:** those who have earned fewer than 24 credit hours; and
- o **Category II:** those who have earned 24 credit hours and more.

*Please see admissions requirements below for each category*

### Category I: Students Transferring with Fewer than 24 Credit Hours

#### Minimum Admissions Requirements:

1. Must have a minimum cumulative transfer GPA of 2.25 from all prior institutions.
2. Must meet AUK's High School requirements. See above for Admission Grade Point Average requirements.
3. Only courses taken at institutions certified by the Ministry of Higher Education in the State of Kuwait with a grade of "C" and above may be considered for transfer evaluation.
4. Must meet the English proficiency requirement for admission purposes.

#### Required Documents:

1. Complete Application Form with a non-refundable application fee.
2. High School Equivalency and official final high school transcript certified by the Kuwait Ministry of Education.
3. Official transcript(s) of college-level courses attempted for each college/university attended. If courses are in progress at the time of application, a final and official college/university transcript must be sent to the Office of Admissions upon completion. Candidates are required to disclose all institutions at the time of application.
4. Typed Personal Essay composed by the applicant.
5. Applicants must submit course descriptions and syllabi for courses s/he wishes to be evaluated for transfer to AUK and is required to submit an official evaluation of courses attempted if the transfer institution is not based on the American model of higher education.

### Category II: Students Transferring with 24 Credit Hours or More

#### Minimum Admissions Requirements:

1. Must have a minimum cumulative transfer GPA of 2.25 from all prior institutions.
2. Only courses taken at institutions certified by the Ministry of Higher Education in the State of Kuwait with a grade of "C" and above may be considered for transfer evaluation.

3. Must meet the English proficiency requirement for admission purposes.

Required Documents:

1. Complete Application Form with a non-refundable application fee.
2. High School Equivalency and official final high school transcript certified by the Kuwait Ministry of Education.
3. Official transcript(s) of college-level courses attempted for each college/university attended. If courses are in progress at the time of application, a final and official college/university transcript must be sent to the Office of Admissions upon completion. Candidates are required to disclose all institutions at the time of application.
4. Typed Personal Essay composed by the applicant.
5. Applicants must submit course descriptions and syllabi for courses s/he wishes to be evaluated for transfer to AUK and is required to submit an official evaluation of courses attempted if the transfer institution is not based on the American model of higher education.

## TRANSFER OF CREDITS

The policy regarding the acceptance of courses by transfer is to allow credit for courses completed with satisfactory grades (C or better) at colleges and universities accredited by the Ministry of Higher Education in the State of Kuwait, provided the courses correspond in time and content to courses offered at the American University of Kuwait. Transfer credit is not calculated in the AUK grade point average, however, transfer credit at the 100-level and above will be applied toward the number of credit hours required for graduation.

The undergraduate admission decision for transfer students is based upon cumulative transfer GPA (minimum 2.25) and earned credit from all prior undergraduate coursework. All coursework taken prior to the semester of admission to AUK must be evaluated for possible transfer credit as part of the admission process. Requests for evaluation and articulation of credit earned will not be considered if courses were not disclosed at the time of application to AUK.

Courses taken in the major more than seven (7) years prior to matriculation at AUK may not be considered for transfer. The decision regarding credit awarded is made solely by the appropriate academic division chair and/or Dean.

Transfer applicants must submit an official transcript from each institution where courses were attempted. Attendance at all institutions must be reported, regardless of whether credit was earned or whether transfer credit is desired. Failure to report all previous academic work will be considered sufficient cause for rejection of an application or for rescindment of applicant's acceptance to AUK. Transcripts received after the applicant has been admitted will not be considered for evaluation.

The Office of the Registrar evaluates official documents showing previous college-level work completed, including Advanced Placement (AP), A-Level (IGCSE), and International Baccalaureate (IB) exams.

Students may transfer up to 60 credits with a grade of "C" and above from two-year and four-year institutions of higher education approved by the Ministry of Higher Education. Students from an internationally accredited four year institution of higher education approved by the Ministry of Higher Education with a grade of "C" and above may petition for up to an additional 30 credits. Students must satisfactorily complete at least the last 30 credits in residence at AUK and fulfill all academic program requirements in order to graduate. Academic departments determine the credit hours that apply towards a specific degree program. Credit earned from AP, IB and A-Level (IGCSE) exams will also count towards the transfer credit maximum. Please refer to the chart on **page 58** for the standard conversion of percentage averages to letter grades.

### **Conversion of Quarter Hours to Semester Hours**

A quarter hour is worth only .67 of a semester hour. To convert quarter hours to semester hours, divide by 1.5 and vice versa. For example, 5 quarter hours earned is equal to 3.3 semester hours.

## ADDITIONAL INFORMATION FOR APPLICANTS

### MEDICAL/HEALTH DISCLOSURE

AUK is committed to providing equality of opportunity and meaningful access for all qualified students. AUK does not discriminate in its admissions, programs or services on the basis of disability and/or medical conditions. In an effort to determine the necessity and availability of required accommodations, individuals are strongly encouraged to disclose pertinent information of any learning disability, physical limitation, or medical condition. The medical/health disclosure form is provided to every admitted student and can also be found in the student Self-Service portal. Requests for accommodations are managed on a case-by-case basis by the Academic Advising Center. Medical and health information is treated confidentially; however, it may be necessary to disclose limited information to faculty and/or staff in order to facilitate accommodations or special arrangements.

### OPTIONAL EXAMINATIONS

#### Advanced Placement (AP)

##### General guidelines

AP courses accepted by AUK are recorded as transfer credits (TR) on students' transcripts, and count towards the total credit hours required for graduation. These transfer credits will not be assigned grades, and therefore will not be factored into students' grade point average (GPA) calculations. Students cannot receive AP credit for an equivalent course taken at AUK or another university, and AP credit may be removed from a student's record if subsequent AUK coursework duplicates AP credit course content. Students may earn up to 30 transfer credits at AUK based on qualifying AP exam scores.

It is the responsibility of students seeking AP credit to provide the Registrar's Office with copies of their official AP score results. In cases where the AP exam has not previously been evaluated by AUK, students must also provide syllabi and other supporting documents pertaining to the AP subject matter so AUK faculty can complete an accurate transfer credit evaluation.

##### Three credit courses

Transfer credits are typically granted for 3 credit courses in the area of General Education. Some major and minor programs will grant credit for certain AP exams. Specific exams, when a score of 4 or 5 is earned, are eligible for a total of six AUK credits (two courses of 3 credits each). These exams are: Studio Art, Art History, English Literature, French Language, and Spanish Language.

##### Four credit courses

Four credits may be granted for Biology, Chemistry, and Physics (laboratory courses). For certain science laboratory exams where a score of 4 or 5 is earned, AUK will grant a total of eight AUK credits (two courses of 4 credits each).

##### Language Exams

Credit will not be awarded to students who have passed AP language exams in their native languages.

##### Advanced Placement Exams and AUK Course Equivalencies and/or Placement

- All AUK courses are 3 credits unless otherwise specified.
- Transfer eligibility for exams not listed below will be determined on a case-by-case basis by the relevant AUK Division.
- Applicants should provide syllabi and other supporting documents as requested.

AP EXAM TITLE	WITH AN AP SCORE OF 3 THE AUK COURSE/ PLACEMENT IS	WITH AN AP SCORE OF 4 OR 5 THE AUK COURSE/ PLACEMENT IS	COMMENTS
<b>Art:</b> 2D Design Portfolio	ART 100		
<b>Studio Art</b>	ART 121	ART 121 & ART 115 (Total 6 credits)	
<b>Art History</b>	ART 101	ART 101 & ART 215 (Total 6 credits)	
<b>Biology</b>	BIOL 101 & BIOL 102 (8 credits)		
<b>Calculus</b> AB BC	MATH 201 MATH 201 & MATH 203 (6 credits)		
<b>Chemistry</b>	CHEM 101 (4 Credits)		
<b>Computer Science A</b>	CSIS 120 (4 credits)		
<b>Economics:</b> Micro Macro	ECON 200 ECON 201		Core courses for the BBA programs
<b>ECON 201</b>			
<b>English Language</b>	Exemption from placement test; exemption from ENGL 100	Exemption from placement test; exemption from ENGL 100 ; award of ENGL101 (3 credits)	
<b>English Literature</b>	ENGL 2XX	ENGL 2XX and ENGL 2XX (total 6 credits)	These courses can count for the ENGL core courses 201, 203, 211, or 212, depending on which authors the student studied in their AP exam. Students who score 4 or 5 on the AP English Literature exam should provide a detailed AP course syllabus listing texts studied so the English Program may determine which of the four English Core courses, if any, the student should be granted credit.

<b>Environmental Science</b>	BIOL105 (3 credits) & NSCI-1xx (1 credits)		
<b>Government &amp; Politics:</b> U.S. Comparative	PLSC 203		
<b>History:</b> European United States World		IR 205 AMST 121 HIST 1xx	
<b>Language:</b> French Spanish	FRNC 101 SPAN 101	FRNC 101 & FRNC 102 (total of 6 credits);  SPAN 101 & SPAN102 (total of 6 credits)	<i>Credit not granted to native speakers of either language.</i>
<b>Music:</b> Music Theory	MUSC 220		
<b>Physics</b> B C Mechanics C Electricity & Magnetism	PHYS101 (4 credits) PHYS115 (4 credits) PHYS116 (4 credits)		
<b>Psychology</b>	PSYC 101		
<b>Statistics</b>	STAT 201		

### **A-Level (IGCSE)**

AUK awards college credit for students earning A-Level subjects above a minimum of 8 different IGCSE subjects with a minimum grade of “C” for each subject. Only subjects classified as academic (including arts and creativity group subjects) will be considered for corresponding AUK courses. Contact an Admissions Counselor for further information.

### **International Baccalaureate (IB)**

#### *General guidelines*

IB courses accepted by AUK are recorded as transfer credits (TR) on students’ transcripts, and count towards the minimum 124 total credit hours required for graduation. These transfer credits will not be assigned grades, and therefore will not be factored into the students’ grade point average (GPA) calculations. Students cannot receive IB credit for an equivalent course taken at AUK or another university, and IB credit may be removed from a student’s record if subsequent AUK coursework duplicates IB credit course content.

It is the responsibility of students seeking IB transfer credit at AUK to provide the Registrar’s Office with official copies of their IB diploma and/or certificate transcripts. Students must also provide course descriptions for each of the IB courses they wish to have transferred to AUK. Additionally, it is students’ responsibility to provide laboratory notebooks and reports when seeking laboratory credit.

#### *Diploma-holders*

Students who have earned IB Diplomas, with a total score of 24 or higher, may earn up to 30 transfer credits at the American University of Kuwait.



Of the 30 possible transfer credits, 29 may be granted for specific AUK course equivalencies, based on student scores in individual subject area exams. The remaining 1 credit will be awarded if the student has successfully completed the Theory of Knowledge (TOK) component of the IB Diploma (score of A, B, or C), and will be awarded as 1 credit of “HUM 1XX.”

Individual subject area exam scores for diploma-holders will be awarded AUK transfer credits as follows:

IB EXAM TYPE	SCORE RANGE	MAXIMUM AUK CREDITS
Higher level (HL) exams	4-7	<u>Non-lab course</u> : 6 credits (2 x 3 credit course); <u>Lab course</u> : 8 credits (2 x 4 credit lab courses)
Standard level (SL) exams	5-7	<u>Non-lab course</u> : 3 credits <u>Lab course</u> : 4 credits
Theory of Knowledge	A-C	1 credit, “HUM 1XX”

Certificate-holders

Certificate credits will be awarded to students who either 1) did not earn the IB diploma but earned scores of 5-7 on individual higher level (HL) exams or 2) took additional HL subject exams beyond the mandatory 6 diploma subjects and earned a score of 5-7.

Individual subject area exam scores for certificate-holders will be awarded AUK transfer credits as follows:

IB EXAM TYPE	SCORE RANGE	MAXIMUM AUK CREDITS
Higher level (HL) exams	5-7	<u>Non-lab course</u> : 6 credits (2 x 3 credit course); <u>Lab course</u> : 8 credits (2 x 4 credit lab courses)

International Baccalaureate Exams and AUK Credit Equivalencies

All IB exams will be evaluated for AUK course equivalency by the appropriate Division(s).

	IB EXAM TITLE	IB DIPLOMA PROGRAM		IB CERTIFICATE	
Subject Groups		Standard Level  (SL) Exam with score of 5-7	Higher Level  (HL) Exam with score of 4-7	Standard Level (SL) Exam not accepted as certificate	Higher Level (HL) Exam with score of 5-7
<b>GROUP 1: Language A1</b>	45 Languages Available	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)

<b>GROUP 2: Second Language</b>	Language ab initio	One 3 credit course	Not offered in IB curriculum	Not accepted	Not offered in IB curriculum
	Language B	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Language A2	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
<b>GROUP 3: Individuals &amp; Societies</b>	Business & Management	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Economics	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Geography	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	History	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Information Technology in a Global Society	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Islamic History	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Philosophy	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Psychology	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Social & Cultural Anthropology	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
<b>GROUP 4: Experimental Sciences</b>	Biology	One 4 credit course if lab included; one 3 credit course if no lab	Two 4 credit courses (8 credits total) if lab included; two 3 credit courses (6 credits total) if no lab	Not accepted	Two 4 credit courses (8 credits total) if lab included; two 3 credit courses (6 credits total) if no lab

	Chemistry	One 4 credit course if lab included; one 3 credit course if no lab	Two 4 credit courses (8 credits total) if lab included; two 3 credit courses (6 credits total) if no lab	Not accepted	Two 4 credit courses (8 credits total) if lab included; two 3 credit courses (6 credits total) if no lab
	Design Technology	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Physics	One 4 credit course if lab included; one 3 credit course if no lab	Two 4 credit courses (8 credits total) if lab included; two 3 credit courses (6 credits total) if no lab	Not accepted	Two 4 credit courses (8 credits total) if lab included; two 3 credit courses (6 credits total) if no lab
<b>GROUP 5: Mathematics &amp; Computer Science</b>	Mathematical Studies	One 3 credit course	Not offered in IB curriculum	Not accepted	Not offered in IB curriculum
	Mathematical Methods	One 3 credit course	Not offered in IB curriculum	Not accepted	Not offered in IB curriculum
	Mathematics	Not offered in IB curriculum	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Further Mathematics	One 3 credit course	Not offered in IB curriculum	Not accepted	Not offered in IB curriculum
<b>GROUP 6: The Arts</b>	Film	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Music	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Theater	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)
	Visual Arts	One 3 credit course	Two 3 credit courses (6 credits total)	Not accepted	Two 3 credit courses (6 credits total)

To learn more about the admissions process and University life, inquiries should be sent to: [admissions@auk.edu.kw](mailto:admissions@auk.edu.kw); or call to speak with an Admissions Counselor at (+965) 2224-8399 Ext: 206, or mail us at American University of Kuwait, Office of Admissions, P.O. Box 3323, Safat 13034, Kuwait. Applicants are encouraged to complete the online application which can be found on the AUK website at: [www.auk.edu.kw](http://www.auk.edu.kw).

## REGISTRATION GUIDANCE

The Office of the Registrar provides administrative services that support academic units, faculty, and students under the mission of AUK and that facilitates the matriculation of students. Services include matriculation of students, Banner class scheduling, student registration, grade reporting, graduation certification and academic transcript processing. Additional responsibilities include space scheduling and management, transfer credit processing, degree audit development, coordinating maintenance of the catalog, degree and enrollment verification, academic record maintenance, enrollment reporting, and course inventory maintenance. The Registrar reports to the Vice President for Academic Affairs. For additional information about the Office of the Registrar please visit the Office or contact by phone at Ext. 204, or by email: [registrar@auk.edu.kw](mailto:registrar@auk.edu.kw).

### PLACEMENT TESTING, STUDENT ORIENTATION AND REGISTRATION (SOAR)

All students admitted into the undergraduate program are required to take the mandatory AUK placement exam (English, Math, and Arabic). In addition, all undergraduate students are required to attend the mandatory Student Orientation Advising and Registration session (SOAR). SOAR is mandatory for all incoming students.

### PLACEMENT TESTING

Prior to Admission, students are evaluated for English, Math and Arabic proficiencies as part of their registration process. Students are required to take the ACCUPLACER exam for assessment in English and Math. Students who meet the English proficiency requirement for undergraduate studies (see [page 38](#)) will be exempted from English placement test. Students whose placement scores do not meet the college level benchmarks for registration in College English and/or Math will be required to take preparatory courses respectively. College preparatory courses are designed to provide students with the skills necessary in collegiate level courses. College preparatory courses are mandatory and are not counted for credit toward the completion of the bachelor's degree. Transfer students who have successfully articulated their college English or Math to AUK may be exempt from the Placement exam for that subject. All students are required to take the Arabic Placement exam. Based on the students' scores, students are placed in an appropriate Arabic language course which is necessary for satisfying the Arabic component of the student's General Education requirements.

*Students who have been placed into preparatory courses are required to complete those courses during the first term of enrollment.*

### ADVISEMENT

All incoming and non-declared students receive academic advising through the Academic Advising Center. The student's educational plan is based on, and not limited to, placement results and/or intended major/area of interest. To help facilitate the advisement process, students are encouraged to become familiar with the University's Academic Catalog and requirements for degree completion. The student's ability to register into classes is contingent upon student advising. The academic or peer advisor will assist the student in the identification and selection of courses that meet general degree requirements after which the student is eligible to register.

### REGISTRATION

Students register online through AUK's Self-Service. Students with incomplete admission files will not be able to register.

*Records Confidentiality: All student records are considered confidential and will not be released without the expressed written consent of the student. Confidentiality of records includes grades, counseling and advising information, and student progress. The University has the right to share whether students are enrolled and their degree program. Certain circumstances require the University to release information: Government requirement, legal request and health and safety risk. Students wishing to provide third party access to their records are required to complete the consent form available in the Academic Advising Center.*

## TUITION & FEES 2012-2013

For Fall and Spring semesters

STUDENT FEES and CHARGES	KWD		COMMENTS
<b>TUITION FEES (1)</b>			
Undergraduate Degree Program (2)	175	Per credit hour	
Intensive English Program	1,635	Per semester	
Application (3)	35		Non-refundable
Enrollment Deposit	100		Non-refundable, but adjusted towards tuition fees
<b>OTHERS FEES &amp; CHARGES (4)</b>			
Special Course and Activity (5)	As determined	Per course/ activity	
Library (6)	15	Per semester	
Technology (6)	50	Per semester	
Student Activity (6)	50	Per semester	
Graduation	50	Per graduate	
Diploma Re-Issuance Fee	10	Per diploma	
Deferred Payment Service Charge	10	Per installment	
Late Payment (7)	25	Per semester	

### NOTES:

**Important: Students should check the Academic Calendar & University emails on a regular basis in order to understand the due dates for Payment & De-Registration**

- 1) In the event that a student withdraws from the University before the last day of the first week of classes, 90% of tuition and fees will be refunded. If the student withdraws before the last day of the second week of classes, 50% of tuition and fees will be refunded. After the end of the second week, no refunds of tuition of fees will be made.
- 2) Tuition fees for courses in the Undergraduate Degree Program are applicable to all students whether they are enrolled as degree-seeking students or not.
- 3) The application fee is charged for processing a candidate's application and must be included with the Application Package or paid in the AUK Finance Department.
- 4) Other fees and charges are non-refundable.
- 5) A Special Course and Activity fee may be charged for courses and activities with extraordinary costs as determined by the President.
- 6) Library, Technology, and Student Activity fees are reduced by 50% for summer semester.
- 7) Any student who has not paid on or before the due date will be subject to late payment penalty of **KWD 25** per semester in addition to the installment fees.

- 8) Fees and charges for Continuing Education courses, programs, and activities are determined on a course/program/activity basis.
- 9) Library fines are determined and administered by the Library Director.
- 10) Students are responsible for the cost of their textbooks and other course materials and supplies.
- 11) Siblings attending AUK may be eligible for a tuition fee discount – contact the AUK Finance Department for further information.

## PAYMENT METHODS

- AUK accepts the following methods of payment:
  - 1) Checks
  - 2) Credit Cards
  - 3) Debit Cards
  - 4) Cash
  - 4) Payment gateway through AUK Self-Service  
([www.auk.edu.kw/admissions/pay\\_online.jsp](http://www.auk.edu.kw/admissions/pay_online.jsp))
- Fees and charges are payable in the AUK Finance Department located in the first floor of the Administration Building.

## ENROLLMENT DEPOSIT

Once an application has been accepted and the applicant has received an Offer of Admission from AUK, the applicant is required to confirm his/her enrollment in AUK by submitting a **KWD 100** non-refundable Enrollment Deposit to the AUK Finance Department. The deposit will be adjusted with the student's first tuition payment.

If the AUK Finance Department does not receive the Enrollment Deposit, it is considered that the applicant will not be attending AUK and s/he cannot register for courses.

## SCHOLARSHIPS

AUK offers an extensive academic scholarship program to eligible students. The following documents must be submitted to complete a Scholarship Application:

- 1) Complete Admission Application
- 2) Complete Scholarship Application
- 3) Official transcript(s) indicating courses and grades earned and/or currently in progress (required of both First Year and Transfer applicants)
- 4) Official SAT 1 score (required of First Year applicants only)
- 5) Official TOEFL score (required of First Year applicants only)
- 6) Payment, or proof of payment, of the **KWD 35** Application fee

## LEGAL CONTRACT

By registering for AUK courses, the student is entering into a legally binding contract with AUK and is obligated to pay all related student fees and charges, including any non-refundable fees and charges.

## PAYMENT OF FEES AND CHARGES

Before classes begin, students are expected to settle their accounts or to have made satisfactory arrangements for payment of the student fees and charges. Fees and charges are payable in the AUK Finance Department.

## NON-PAYMENT

AUK reserves the right to recover any amount due to it, including any additional costs incurred as a result of a collection process or legal action, and, if necessary, to forward financial obligations owed to AUK to a collection agency and/or to initiate legal proceedings.

## DE-REGISTRATION

All registered students who have not paid their tuition fees and charges, or who have not made financial arrangements with the AUK Finance Department, will be automatically dropped from their courses at the end of the day the student fees and charges are due.

## TUITION FEES REFUND

**Students may apply for a refund of tuition fees as follows:**

- 1) Dropping courses per the provision outlined in the University Catalog,
- 2) Withdrawal from AUK per the provision outlined in the University Catalog, or
- 3) Due to “extenuating circumstances”.

**Students petitioning for a refund based on extenuating circumstances must:**

- 1) Withdraw from courses by completing a ‘Withdrawal from AUK Form’ and submitting it to the Office of Registrar.
- 2) Provide a letter of request and verifiable written documentation supporting the request to the Director of Finance.

*“Extenuating circumstances” may include death of an immediate family member, call to military duty, legal proceedings, and medical illness requiring hospital stay. Students receive their refunds either in cash or checks in their name.*

## HOLDS

The AUK Finance Department will place a “hold” on those students who fail to meet their financial obligations to AUK, including on-time payment of their respective payment plan. A “hold” prevents students from, among other things, collecting their AUK transcripts and registering for future classes.

## PAYMENT OPTIONS

### *1) Full payment*

All student fees and charges are paid on the day of registration. This means that students pay in full the fees and charges upon completion of their registration. For example, if a student registers for 15 credit hours (each credit hour is **KWD 175**), the student pays **KWD 2,625**, plus **KWD 115** for other fees (Library fee, Student Life fee and Technology fee) totaling to **KWD 2,740**. After consideration of the student’s enrollment deposit, the total fee to pay at registration is **KWD 2,640**.

### *2) Deferred Payment Scheme*

Should a student decide to participate in the Deferred Payment Scheme, s/he pays 50% of his/her tuition and fees upon completion of his/her registration (inclusive of the Enrollment Deposit for newly admitted students). The remaining 50% is paid over a 3-month period, with each payment paid on or before the 30th of each month following the month of registration.

A University service charge of **KWD 10** is added to each installment.



# GENERAL UNIVERSITY

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# GENERAL UNIVERSITY

## ACADEMIC INFORMATION

### STUDENT RESPONSIBILITIES

Students are individually responsible for complying with regulations in the Catalog. Failure to read, understand and/or comply with Catalog regulations does not exempt students from requirements and responsibility. Students must:

- Consult regularly with their Academic Advisors, and seek approval for their planned academic programs;
- Keep their own records of transactions with the University; and
- Retain copies of all tests, papers, and other assignments submitted for courses in which they are formally registered.

### UNIVERSITY DEGREE REQUIREMENTS

The American University of Kuwait is committed to a liberal-arts model of education (including business), through which students are encouraged to take courses and participate in activities that go beyond their selected fields of study or Major. To cultivate this breadth of knowledge, the University requires of all students a foundational set of General Education requirements upon which students build their University education. The University offers a wide range of specializations in the Arts and Sciences as well as opportunities for second Degrees, Double Majors, Minors and electives in a variety of disciplines (fields of study). AUK believes in strengthening the student's basic skills in writing and communication, logical reasoning, quantitative reasoning (through mathematics and statistics), and scientific reasoning. AUK's solid liberal arts and sciences curriculum is designed to instill in students the passion for life-long learning, and promote academic excellence, professionalism and leadership qualities.

To graduate with a Bachelor's degree (BA, BBA, BE, BS), students must complete a minimum of 124 credit hours. These 124 credit hours are composed of the General Education requirements and all Degree Program or Major requirements. Any of the 124 credit hours remaining after the completion of all requirements may be used to complete a Minor in another discipline (field of study) or for free electives, or both. Students are encouraged to complete a Minor either in a field related to their Degree Program or Major, or in any other area of their interest. The Degree Programs and the University General Education requirements are detailed in the following pages.

The College of Arts and Sciences at the American University of Kuwait offers the following degrees:

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in English
- Bachelor of Arts in Graphic Design
- Bachelor of Arts in International Relations
- Bachelor of Arts in Social and Behavioral Sciences (*Concentration in Anthropology*)
- Bachelor of Engineering in Computer Engineering
- Bachelor of Science in Computer Science
- Bachelor of Science in Information Systems

The College of Business and Economics at the American University of Kuwait offers the following degrees:

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Economics
- Bachelor of Business Administration in Finance
- Bachelor of Business Administration in Management
- Bachelor of Business Administration in Marketing

## **ACADEMIC ADVISING**

### **GENERAL GUIDELINES**

The process of academic advising assists students in selecting appropriate courses, enhancing their academic performance, planning for graduation, and maintaining an on-going dialogue with their advisors about academic goals and career objectives commensurate with their interests and abilities. Academic advisors are responsible for assisting students with understanding and interpreting academic policies and guidelines, helping students develop an educational plan and monitoring advisee progress towards degree completion. Advisors meet with students each semester to discuss course selection for the upcoming term and provide the RAC (Registration Access Control) number. Students are responsible for contacting their advisors before each registration period or when help is needed. Undeclared students seeking academic advisement can walk-in to the Academic Advising Center (AAC). Declared students generally set an appointment with their assigned faculty advisor or meet with them during office hours. Once the courses have been identified and the RAC number received, students are responsible for completing the online registration.

### **UNDECLARED STUDENTS**

All first year and new transfer undergraduate students are assigned to the AAC for advising. The AAC also advises declared Major students on academic probation. Undergraduate students enrolled in Level III of the Intensive English Program should seek advising assistance from the AAC to facilitate a smooth transition to the undergraduate program. Scholarship students are required to seek advising from AAC based on their scholarship assigned major.

### **DECLARED STUDENTS**

When a student completes 60 credits of undergraduate work, s/he will be required to declare a major. All declared major students will be assigned a faculty advisor based upon the student's major and advisor availability. Students may seek advice from any member of the faculty, but the assigned faculty advisor is primarily responsible for working with the student on such issues as course selection and academic challenges. Students may request a change of faculty advisor by submitting a request in writing to the Division Head. The request must be signed by the current advisor, the new advisor, and the Division Head or Program Lead. The Registrar's Office should be informed of the change to update in the student system. Scholarship students are to declare their major at AUK in accordance with their scholarship assigned major.

## **ACADEMIC POLICIES**

### **MATRICULATION TO THE UNDERGRADUATE DEGREE PROGRAM**

Students may complete their General Education requirements from the catalog under which they entered the American University of Kuwait as undergraduate students, or from any subsequent catalog. Students may complete their Major requirements from the catalog under which they declared their Major, or from any subsequent catalog. Students who withdraw and then return after one year to the American University of Kuwait must meet the University admissions requirements and follow

the graduation requirements from the catalog under which they are re-admitted, or any subsequent catalog. Regardless of the catalog used for curriculum, all students are governed by policies that have been approved by the appropriate University committees.

## CLASS ATTENDANCE

### General Guidelines

The educational process requires that students attend regularly all classes, laboratories, and/or required fieldwork because absences affect students' educational experience and may affect grades. In addition, lateness and/or absence hinder the learning experience not only for the student but also for the class. The University policy is:

- Instructors are expected to maintain attendance records and to draw students' attention to attendance requirements noted in the course syllabus.
- Students who, during a semester, miss more than 15% (2 ½ weeks), of the class sessions (or the equivalent in the summer semester), the instructor will inform the Academic Advising Center (undeclared students) or the appropriate Division Head (declared students) who will advise the student to withdraw from the course. A student who has not withdrawn by the formal official date (see "withdrawal" on **page 64**) will receive a final grade of "F" for the course.
- A student who misses classes, laboratories and/or required fieldwork is responsible for the work that is covered, and for any announcements that are made, during his/her absence.
- Instructors are not obligated to give substitute assignments or examinations to students who miss class. It is left to the course instructor to determine the nature of the absence and whether to give substitute assignments or examinations to the absent student.
- Instructors are requested to excuse the absences of students who must miss class due to academic instructional activities or national athletic activities. Students are required to make up all course work due or assigned during their absences, as determined by the course instructor.

## GRADING SYSTEM

Passing grades are "A," excellent; "B," good; "C," satisfactory; and "P," passing (see Pass/No Pass option on **page 59**). These grades may be modified by a plus or minus, with the exception of the grade "A". Grades "C-", "D+", and "D-", are not awarded at the American University of Kuwait. A "D" grade represents less than satisfactory work. However, the grade may satisfy most General Education and free electives (see "Failing and Course Repetition" for more information). The qualities of performance associated with the different grades are also explained below.

A student will be given credit only once for any passed course counted toward their degree or in the calculation of the GPA. Grades for all courses completed at AUK will be recorded on the student's AUK transcript. Repeated courses will be designated in order to distinguish them from other courses.

The Grade Point Average (GPA) is based on grades earned in courses at the American University of Kuwait, and is calculated based on the following equivalencies:

<b>AUK GRADE SCALE</b>			
<b>GPA</b>	<b>Letter Grade</b>	<b>Percentage Conversion</b>	<b>Letter Grade Explanation</b>
4.00	A	94-100	“A” is the highest grade possible to achieve at AUK. An “A” is not automatically awarded to the highest grade in the course. An “A” in the course reflects excellent performance on assignments and exams, as well as attendance and conduct. This grade denotes comprehensive mastery of course learning outcomes and their integration with previously-learned material. An “A” student is usually one who proactively presents originality of thought, independent creativity, and insightful reasoning above and beyond that of his/her peers.
3.70	A-	90-93	A-
3.30	B+	87-89	B+
3.00	B	84-86	A “B” in the course represents good achievement within the course, demonstrating an understanding of concepts and a presentation of work within high standards. This student is an active participant in the class and frequently demonstrates leadership qualities, such as originality and critical inquisitiveness.
2.70	B-	80-83	B-
2.30	C+	77-79	C+
2.00	C	74-76	A “C” represents satisfactory work, demonstrating a basic comprehension of the material presented as well as basic achievement of course learning outcomes. This grade implies that the student has met the minimum standards necessary to pass the course. The student must have a minimum cumulative GPA of 2.00 “C” to graduate from AUK.
1.70	C-	70-73	AUK does not award the grade “C-” in its courses.
1.30	D+	67-69	AUK does not award the grade “D+” in its courses.
1.00	D	64-66	A “D” represents less than satisfactory work. This grade implies the student has a limited understanding of the course material and concepts and does not display leadership in thought. It signifies that coursework falls below the acceptable standards in quality and quantity. A “D” is a passing grade for some General Education courses and free elective courses.
0.70	D-	60-63	AUK does not award the grade “D-” in its courses.
0.00	F	0-59	An “F” represents a failing performance. The student has not met the standards set by the course, incomplete comprehension of the material, and incomplete submission of materials required for the course. An “F” is a failing grade.
0.00	FN	0-59	Failure for non-attendance (used by the Intensive English Program only)

**Grade notations that are not calculated in the GPA**

<b>I</b>	Incomplete
<b>AU</b>	Audit - no credit
<b>P</b>	Pass (for Pass/No Pass option only)
<b>NP</b>	No Pass (for Pass/No Pass option only)
<b>W</b>	Withdrawal
<b>NR</b>	Not Reported
<b>CR</b>	Credit awarded

The **Pass/No Pass option** is provided to encourage students to enrich their educational experience by venturing outside their areas of concentration or competence except for Internships. Students interested in enrolling in a course using the Pass/No Pass option should consult with their respective Academic Advisor beforehand. To earn a pass under the Pass/No Pass option, students must perform at the “C” level or above. A grade of Pass “P” will count toward graduation, but will carry no grade points and will not be used in computing the GPA. The grade NP indicates a failing performance in courses taken on the Pass/No Pass option. No credits will be added to the student’s record, nor will the average GPA be affected. It has no quality points. The following restrictions apply:

- A student electing the Pass/No Pass option must be in good standing (not on academic probation) and should be of sophomore standing or above.
- A student electing the Pass/No Pass option must do so at registration by completing a Pass/No Pass Option Request: No change may be made after the Drop/Add period.
- No more than 6 credit hours may be taken under the Pass/No Pass option toward a degree program, and no more than one course may be taken under the Pass/No Pass option in any one semester.
- No course taken on the Pass/No Pass option may be used to satisfy the General Education requirements or be taken in the student’s Major or Minor degree program, except for internships that are required by the Major.
- A course may be repeated once on a Pass/No Pass option, in the case of an “NP” grade earned. A course for which the grade “P” has been received may not be repeated except for courses numbered 388, 389, and 470.

**Computing the Grade Point Average**

Quality points per course are computed by multiplying the number of semester credit hours per course by the grade points earned in each course. The GPA is computed by dividing the total number of quality points by the total number of credit hours taken.

A cumulative GPA of 2.00 or higher on all work completed at AUK is required for graduation. In addition, students must obtain a grade of “C” or higher in all required Major or Minor courses. Some programs may impose higher requirements for continuance in the program or graduation.

The following types of credits are not used in computing a student’s GPA, but may be accepted towards the degree program: credits earned from Advanced Placement exams, International Baccalaureate exams, and A Level exams; credits transferred from accredited institutions; credits earned through extension work; and credit for courses taken on a Pass/No Pass basis.

**Failing and Course Repetition***Failing:*

A student is considered to have passed a course when s/he receives a passing grade of “A”, “B”, or “C.” The grade of “D” may satisfy only free electives or General Education Requirements under the following restrictions:

A student must have declared his/her Major in the 2006 – 2007 Catalog or subsequent



catalogs. The following General Education Requirements must be completed with a grade of “C” or better:

- Arabic Language
- Arabic Culture
- English Language
- Any course that is a prerequisite for a Major or Minor course.

Students must receive at least a “C” in all core courses required for their declared Major and/or Minor. Students must have a “C” average for all Major electives. All students must have a minimum of 2.00 GPA to graduate.

### **Course Repetition Policy**

#### **Repetition Due to Failure**

If a student fails a course, no re-examination is permitted. If a course is required for graduation, students failing that course must repeat the course the next term it is offered at AUK. The course may not be repeated outside AUK. A student may not attempt a course more than two times, including withdrawals. Students wishing to register for the third attempt will be referred to the appropriate Academic Dean for review and recommendation. Failure in a required course may not be addressed by substitution or waiver. Courses with an earned grade lower than a “C” may be repeated one time without the approval of the appropriate Academic Dean. Foundation courses (MATH 095, EDUC 100, ENGL 100, ENGL 101, 102 & 108) may be repeated more than one time and until the student passes them with a grade of “C” or above. Students repeating foundation courses are not allowed to register for 300-level courses or above.

#### **Repetition for Improvement of Grade**

Students may repeat up to 12 credit hours with a minimum earned grade of “C”. Students may not repeat or retake a transferred course. Students will not receive credits for taking a course at AUK for which they have received transfer credit. The transferred course would be the credit used and the repeated transferred course would be excluded from use toward graduation. A student will receive credit only once for any AUK course, with the exception of courses numbered MUSC 110; 369 (Short Course), 388 (Independent Study), 389 (Special Topics), and 470 (Internship). Students may repeat short courses, independent studies, and special topics courses for credit provided the course material is sufficiently distinct. The highest grade earned is counted in the calculation of the GPA. Grades for all courses completed at AUK will be recorded on the student’s AUK transcript, and repeated courses will be so designated, to distinguish them from other courses.

### **Incomplete Grades and Make-Up Requirements**

Requirements noted on the course syllabus must be completed by the last day of the semester. An Incomplete grade “I” may be given when a compelling and verifiable emergency prevents timely completion of course requirements, provided that the student was doing passing work at the time of the emergency. In case of unexcused incomplete work, a score of zero or grade of “F” may be given for the missing work, and the final course grade computed accordingly.

If an Incomplete “I” grade has been entered by the instructor, it is the responsibility of the student to complete or fulfill the incomplete course requirements. An assigned “I” will automatically convert to an “F” grade at the mid-term of the subsequent Fall or Spring academic term.

### **Not Reported**

A grade code of “NR” will be entered for grades that are not reported by the instructor. This coding will automatically convert to an “F” grade at the mid-term of the subsequent Fall or Spring academic term.

### **Course Grade Appeals**

Faculty members are expected to evaluate student work thoughtfully, and assign grades in a timely manner. Grade assignments are presumed to be correct and based on criteria stated in the

course syllabus. It is the responsibility of the student appealing his/her grade to demonstrate that the course instructor committed a clerical error or else engaged in prejudicial or inconsistent evaluation.

Only final course grades may be appealed, and only by the student to whom the grade was assigned. A grade appeal must be initiated within two calendar weeks of the date final grades are made available to students, regardless of the student's enrollment status. Failure to begin the process in a timely fashion will preclude any possibility of subsequent action. Students should note that grade appeals initiated for Spring semester courses may be addressed when faculty members return for duty in the subsequent Fall semester. If the grade appeal is for a prerequisite course the student cannot enroll in the subsequent course(s).

The following steps apply to the Grade Appeal process, as per the AUK Policy on Grade Appeals:

- 1) When a student does not agree with the final grade assigned for a course, s/he should first meet with the faculty member to discuss it. At this time, the student should state that s/he is initiating the formal "Grade Appeal Process". Additionally, the student should explain the grounds for believing the grade to be in error, and provide concrete evidence of the alleged error. The faculty member may choose to respond at the meeting, or at a later time, but should respond within three calendar weeks. Regardless of the outcome, the faculty member should sign the student's completed "Grade Appeal Form" as evidence that the student-instructor meeting has taken place.
- 2) If a meeting cannot be arranged (e.g., the faculty member has left the University), or if the faculty member's response does not satisfy the student, or a response is not made within the required time, the student may proceed to an appeal before the relevant Divisional Grade Appeal Committee. Students may appeal to the Divisional Grade Appeal Committee by filing a completed and signed Grade Appeal Form with the Division Head. The student must file the Grade Appeal Form within two calendar weeks of receiving the response from the faculty member subsequent to the meeting referred to above. Failure of the faculty member to respond within the three calendar week period specified above shall be deemed a negative response from the faculty member. Under no circumstances shall a Division Head accept a Grade Appeal Form prior to the student's receipt of a response from the faculty member.
- 3) Upon receiving the Grade Appeal Form, the Division Head will forward it to the Chair of the Divisional Grade Appeal Committee, who will convene a meeting within three calendar weeks of the student's request. The Grade Appeal Committee shall have the power to raise a grade or leave a grade unchanged.
- 4) Within one calendar week of their decision, the Committee shall communicate their decision, together with their justification for it, to the student, the course instructor, the Division Head, and the appropriate Academic Dean. The decision of the Divisional Grade Appeal Committee is final and binding on all parties.
- 5) The decision of the Divisional Grade Appeal Committee may only be appealed on grounds of procedural error or defect. An appeal must be directed to the appropriate Academic Dean within one calendar week of receipt of the Committee's written report. The Dean will act on the appeal within one calendar month by stating his/her decision in writing, together with his/her justification, to the Divisional Grade Appeal Committee members, the student, the faculty member, and the Division Head. The appropriate Academic Dean's decision will be final and binding on all parties.

## **Tests & Examinations**

### *General Guidelines*

Following the American model of higher education, evaluations of a student's performance may be via quizzes, tests, projects, and examinations, as well as other advanced assessment tools. Students' scholastic performance is measured by at least three assessment tools.



Students will take a minimum of two examinations (a midterm and final examination), and the third measure of assessing student performance may take the form of papers or projects. Instructors may require more quizzes or tests. Students should consult the syllabus of each course. These assessment measures will demonstrate understanding of information presented primarily during lectures.

#### Exam Logistics

Examinations are usually announced in course syllabi. Students must take examinations during the scheduled time period. A student may be asked to show photo identification, preferably the AUK ID, in order to enter the examination room. These proctored exams will be closed-book exams, and students will not be allowed to refer to texts, notes, or other materials while taking the exam. Additionally, students must abide by the AUK Code of Academic Honesty and Integrity when undertaking examinations. As per the Code, dishonest behavior during exams “includes the use of unauthorized materials, receipt of information and/or answers from others during the examination, or the transfer of unauthorized materials, information or answers to another student.”

Students are not obligated to sit for more than three examinations per day during the formal examination period. The fourth examination may be rescheduled as a make-up exam. A student missing an exam because of an illness or legitimate emergency must present an excuse considered valid by the instructor of the course. The course instructor will then determine whether the student can take a make-up examination. This policy may be noted in the instructor’s course syllabus.

#### **Change of Final Grade**

Faculty may change a student’s final grade by submitting a Change of Grade Request Form to the Office of the Registrar. Instructors may not change a student’s originally assigned grade beyond the mid-point of the subsequent Fall or Spring semester in which the grade was originally earned. If a student fails a course, no re-examination is permitted in order to raise the grade. Change of grade is not permitted once the degree has been awarded.

#### **Challenging Educational Materials**

Challenges to educational materials, whether in the classroom or the library, may come from any AUK faculty, student, or staff member. When a library material challenge occurs, the individual will fill out a Challenged Materials Form and submit it to the Library Director. For classroom materials, the form will be submitted to the appropriate Academic Dean. The appropriate Academic Dean will convene a panel to review the form and determine an appropriate action. The outcome will be communicated to the individual who has completed the form.

### **ACADEMIC PROBATION**

A student is placed on probation at the end of the semester in which her/his cumulative GPA falls below 2.0.

A student on probation is required to participate in academic success initiatives organized by the Academic Advising Center. A student on probation is required to repeat courses, subject to availability, in which s/he earned “D” or “F” grades.

#### **a) Initial Probation**

A student will be placed on initial probation at the end of the first semester when her/his cumulative GPA earned at AUK falls below 2.0. While on Initial Probation, s/he may register for no more than 13 credit hours during the Fall and Spring semesters and no more than 7 credit hours during the Summer. A student on initial probation is required to repeat courses, subject to availability, in which s/he received “D” or “F” grades.

#### **b) Final Probation**

A student will be placed on final probation at the end of the second consecutive semester (Fall, Spring or Summer) when his/her cumulative earned AUK GPA falls below 2.0. While on Final Probation, s/he may register for no more than 13 credit hours during the Fall and Spring

semesters and no more than 7 credit hours during the Summer. A student on final probation is required to repeat courses, subject to availability, in which s/he received “D” or “F” grades.

### **Removal of Academic Probation**

If at the end of the semester while on either probation, the cumulative GPA is at least 2.0, the student is returned to good standing.

### **Academic Dismissal**

A student will be academically dismissed from AUK for one academic year at the end of the third consecutive semester with an earned cumulative AUK GPA below 2.0. There is no appeal for reinstatement following the Academic Dismissal. In addition, a student will be academically dismissed from AUK with an earned cumulative AUK GPA below 2.0 for a total of five probation semesters. This condition is not applicable to a student who has been re-admitted and is facing permanent academic dismissal. Scholarship Students who maintain a GPA below 2.0 for three consecutive semesters will forfeit their scholarship.

### **Reapplying to AUK**

Academically dismissed students may reapply to AUK after one academic year of separation through the following:

- Have not attended another higher education institution in which case the student will be readmitted returning to Initial Probation. Enrollment limitations will be based on the Initial Probation statement above.
- Have attended another higher education institution approved by Kuwait Ministry of Higher Education; submitting an academic transcript directly from that institution showing a minimum of 30 earned credit hours with between a 2.0 and 2.99 GPA based on a 4.0 scale. The student will be readmitted returning to Initial Probation. Enrollment limitations will be based on the Initial Probation statement above.
- Have attended another higher education institution approved by Kuwait Ministry of Higher Education; submitting an academic transcript directly from that institution showing a minimum of 30 earned credit hours with a 3.00 or higher GPA based on a 4.0 scale. The student will be readmitted returning to Good Standing.

Re-admitted students on initial probation or good standing are subject to the catalog of re-admission or subsequent catalogs.

### **Permanent Academic Dismissal**

The student will be permanently dismissed from AUK when s/he, following readmission to AUK, has three consecutive semesters of below a 2.0 cumulative GPA. The student is permanently dismissed with no right to appeal or option of returning to AUK.

## **REGISTRATION**

Students register for classes online via AUK Banner Self-Service, based on scheduled registration times published by the Office of the Registrar. Registration through a proxy is not permitted. The registration times and priority are based upon the student’s earned credit hours.

### **Registration Holds**

Students may have a “hold” that prevents registration. “Holds” may be placed by the Finance Department, Admissions, Registrar, Library, as well as other University departments. All holds must be cleared by the appropriate office before students are allowed to register for the next term. Students can view their hold information via AUK Self-Service.

### **Drop and Add**

Students are allowed to drop and add courses online via AUK Banner Self-Service through the end of the Drop/Add period. The Drop/Add period during the Fall and Spring semesters is

usually the first week of classes, and the Drop/Add period during the Summer is usually the first two days of classes. Dropped courses are not considered attempts. If a student drops a course(s) before the last day of the first week of classes, s/he will be refunded up to 90% of tuition and fees. Dropped courses in this case will not be entered in the student's academic records.

Students are responsible for verifying the accuracy of their course registration on AUK Banner Self-Service throughout the semester(s) in which they are enrolled.

## WITHDRAWAL

### Withdrawal from Individual Courses

Students are permitted to withdraw from individual courses, with the understanding that in order to maintain full-time status, the student must be registered in a minimum of 12 credits per semester. Withdrawal from individual courses is permitted up until the Withdrawal deadline for the respective semester, generally five weeks before the last day of classes for the semester, or two weeks before the last day of classes of the Summer Semester or one week before the last day of Summer block.

A grade of "W" will be recorded in the student's transcript for the course from which the student has voluntarily withdrawn after the Drop/Add deadline for the semester. At withdrawal, a student still has financial obligations, but is free from the academic responsibilities associated with the course. Government Scholarship students are financially obligated to settle the payment of withdrawn courses. For additional information regarding the individual course withdrawal deadline, students should visit the AUK website/Academic Calendar. Students are also encouraged to consult the tuition refund schedule before withdrawing from a course.

### Withdrawal from the University

Students may withdraw from the American University of Kuwait by submitting a completed and signed Withdrawal from AUK request to the Office of the Registrar. This request must be completed before the semester Withdrawal deadline. If submitted after the withdrawal deadline, the action will be recorded for the following term and the registration status of the current term will be maintained. Scholarship students would immediately forfeit their scholarship award once they withdraw from the University, unless they have been granted prior approval for deferral by their scholarship provider.

In the event that a student withdraws from the University before the last day of the first week of classes, 90% of tuition and fees will be refunded. If the student withdraws before the last day of the second week of classes, 50% of tuition and fees will be refunded. After the end of the second week, no refunds of tuition or fees will be made.

## AUDITING

Auditing allows a student to enroll in a course without having to complete all the work of the course. Students are still required to pay the tuition and fees associated with the course. No grade is awarded for an audit, but the audited class will be recorded on the student's transcript with a grade notation of Audit "AU". Students should contact the faculty member for requirements for auditing, and must register for an audit through the Office of the Registrar. Students may only change to or from audit status through the end of the Drop/Add period. An audited course does not apply toward graduation requirements.

## LEAVE OF ABSENCE

Students desiring a leave of absence for reasons other than studying at another institution of higher education must obtain formal permission. Undeclared students should petition the Director of the Academic Advising Center and declared students should petition their faculty advisors. All leave of absence requests must be approved by the appropriate Academic Dean. The leave of absence

is limited to one academic year only during which the student cannot attend any local or foreign institution of higher education. Upon return, students will be automatically readmitted to the same degree program pending that they have not violated the terms of their leave of absence.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. Scholarship students would immediately forfeit their scholarship should they not abide by this requirement. For further assistance regarding procedures please contact the University Scholarship Coordinators via email at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw), or by visiting the AUK Scholarship Office via the Admissions Lobby.

### **Resuming Study at AUK**

Students, who stop attending the University for two consecutive semesters or longer, may not resume study until they have been formally readmitted or reinstated. Readmitted or reinstated students are subject to all University regulations and must meet all requirements in place when studies are resumed.

Readmitted students who change their degree program are subject to the regulations or requirements in effect at the time of readmission and must complete all requirements and abide by all regulations in effect at the time of readmission.

## **STUDY AT ANOTHER INSTITUTION**

### **General Guidelines**

An AUK student who plans to take courses at another institution and transfer the credit to the American University of Kuwait must be in good academic standing and must complete the Study Away Request Form, obtaining the necessary signatures from his/her academic advisor, the Division Head relevant to the course(s) requested, and the appropriate Academic Dean. The completed form must then be submitted to the Office of the Registrar for processing. AUK is not under obligation to accept transfer credits unless the programs and courses are agreed upon in advance by the relevant AUK Divisions. All students desiring to study away must have earned at least 45 credit hours toward AUK residency. International Students studying at AUK and planning to take courses at another institution are to contact the Corporate Relations Office regarding Visa and Residency implications of the Kuwait residency prior to the completion of the Study Away Request Form.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures please contact the University Scholarship Coordinators via email at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw).

### **Study Abroad: Institutions Outside of Kuwait**

A student is allowed to take courses at institutions outside of Kuwait if s/he has met the following criteria:

- 1) The institution is on the approved list of the Kuwait Ministry of Higher Education

**AND**

- 2) The student may not study away during his/her senior year at AUK.

*Failure to meet any of the above criteria will result in automatic denial of the student's request.*

### **Study Abroad at an AUK-Approved Study Abroad Program or AUK Exchange Program**

Students at AUK who choose to enroll in an AUK-approved Study Abroad program or AUK exchange program will earn transferable credits that will be counted within the 60 credit maximum for transfer credits. Additionally, students enrolled in an approved AUK-exchange program or AUK-approved Study Abroad program may take classes at another institution during their senior year.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures please contact the University Scholarship Coordinators via email at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw).

### **Study at Institutions in Kuwait**

A student is allowed to take courses at institutions in Kuwait if s/he has met the following criteria:

- 1) The course is required for the student's degree program and will not be offered at AUK prior to the student's graduation

AND

- 2) The institution is on the approved list of the Kuwait Ministry of Higher Education.

*Failure to meet any of the above criteria will result in automatic denial of the student's request.*

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures please contact the University Scholarship Coordinators via email at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw).

## **ACADEMIC SCHOLARSHIPS**

At the beginning of each Academic Year, AUK makes available to its new students a limited number of academic scholarships based on a student's academic **aptitude, performance and achievement**. The AUK Scholarship criteria, application process, and application due dates are listed below:

### **Scholarship Criteria for New Students**

#### *Eligibility for scholarship*

- Students must have a 3.75 GPA or better.
- Students will be evaluated on academic measures, including but not limited to high school and/or university GPA, TOEFL scores, and class rank.

#### *Retention of scholarship*

- Students must maintain an AUK cumulative GPA of 3.50 or better by the end of each term.
- Students must register for 12 credit hours or more per regular term.
- Students must complete 75% of courses attempted.

### **Scholarship Application Process and Deadlines**

The following documents must be submitted to the Office of Admissions a month prior to the beginning of the Fall semester of the Academic Year:

- Completed Admissions Application
- Completed AUK Scholarship Application

Applications will be reviewed by AUK's Scholarship Committee. All applicants will be informed of their status two weeks prior to the commencement of the Academic Year.

### **Scholarship Criteria for Continuing Students at the Beginning of Each Academic Year:**

- AUK awards a limited number of merit-based academic scholarships to our most academically-deserving continuing students. Scholarship applications will be evaluated on various academic measures, including, but not limited to, the AUK cumulative GPA and total earned hours at AUK.
- Students who are awarded a scholarship must maintain a 3.50 AUK GPA or better, register for 12 credit hours or more per regular term and complete at least 75% of courses attempted in order to retain their scholarship.

## STUDENT COMPLAINTS CONCERNING FACULTY

### **General guidelines**

A “student complaint” is an allegation that a faculty member has harmed a student by violating a University or course policy, rule, or regulation, or by engaging in perceived unprofessional or inappropriate conduct. Student complaints against faculty include but are not limited to: faculty member deviated from the syllabus; exams did not reflect material covered; faculty lectures did not provide fundamental knowledge necessary for completing assignments/exams; assignments were not explained; homework was excessive to course level or requirements; undue influence entered into the determination of the grade; or the faculty member used language offending the student’s religious values. Student complaints do not include grade appeals (which are covered by the Grade Appeal Policy on [page 60](#)). Complaints regarding allegations of discrimination or sexual harassment, or other conduct, for which immediate disciplinary action or suspension could result, are covered under the Code of Conduct and adjudicated by the Division of Administrative and Student Affairs.

Students’ complaints have serious consequences for both parties, apart from requiring time and resources for their resolution. False, frivolous, or malicious complaints may lead to disciplinary or legal actions, and are reported to Student Affairs and dealt with under the Code of Conduct (University Code of Conduct standard 2-3; Student Code of Conduct section 4.2).

### **Procedure**

#### *Step 1: Consultation with the faculty member*

When students have a concern, they are responsible for arranging a meeting with the faculty member to discuss it. A complaint must be initiated during the semester when the concern arises, or within two calendar weeks after the first day of instruction of the next regular semester. Failure to begin the process in a timely fashion will ordinarily preclude any possibility of subsequent action. Students should explain the nature of the concern and may ask for a specific action on the faculty member’s part. The faculty member may elect to respond at the meeting, or at a later time, but should respond within two calendar weeks. This stage of the procedure is neither a judicial nor a disciplinary process.

If a meeting cannot be arranged, or if the faculty member’s response does not satisfy the student, or a response is not made within the required time, the students may go to step 2.

#### *Step 2: Mediation by the Division Head*

Students may request assistance from the Head of the relevant Division by filing a complaint form (available on the AUK Registrar’s Office webpage under “Student Forms”) with the Division within one calendar week of the meeting with the faculty member, or the expiry of the two week period. The Division Head will forward to the faculty member a copy of the complaint form and confirm with him/her the date and place set for a meeting of the parties, which will ordinarily be within two calendar weeks of the student’s request. In the event that the complaint cannot be amicably resolved, the Division Head may dispose of the complaint as s/he deems warranted. The Division Head shall communicate to the parties his/her disposition of the complaint within 72 hours of the meeting. If the Division Head considers that step 2 is inappropriate in a particular case, s/he may refer the complainant(s) directly to step 3.

#### *Step 3: Appeal to the Dean or designee*

Parties not satisfied with the outcome of earlier steps may request further review by delivering the student complaint form to the appropriate Academic Dean within one calendar week of return of the form. Upon receiving the form, the Dean (or Dean’s designee) will convene an advisory panel to review the complaint.



The panel will consist of three members of the faculty. The appropriate Academic Dean and panel will arrange to meet with the parties separately. The panel may gather additional information, conduct interviews, or arrange for a joint meeting with the student(s) and the faculty member. Following this fact-finding process, the appropriate Academic Dean will issue a written report. All parties will be provided with a copy. The appropriate Academic Dean will complete this process within a calendar month, or will notify the parties of the need for additional time.

If the appropriate Academic Dean determines that the complaint is without merit, the only record will be a copy of the student complaint form, upon which such a notation will be made. The form will be placed on file with the student's permanent record. If the appropriate Academic Dean determines that the complaint is justified, an appropriate action will be initiated.

#### Step 4: Appeal

The decision of the Dean may only be appealed on grounds of procedural defect. An appeal must be directed to the Office of the President within one calendar week of receipt of the appropriate Academic Dean's written report. The President's decision will be final and binding on all parties.

*NOTE: Divisions will maintain a record of the number of complaints (without names of either party) received at Step 2, and whether complaints are resolved at that step. This information shall be forwarded to the Office of Institutional Research.*

## **COURSES AND CLASS SCHEDULES**

### **COURSE SCHEDULES**

Each semester, the University publishes its schedule of course offerings for the following semester, available through AUK Banner Self-Service. The schedule provides information on the courses to be offered, the meeting schedule and frequency, the time schedule (time of the day and days of the week), and the classrooms and laboratories for the respective courses. Students should consult the class offerings on AUK Banner Self-Service and prepare a draft of their desired courses before seeking advice from their Academic Advisor. Students are responsible for verifying the accuracy of their course schedules on AUK Self-Service throughout the semester in which they are enrolled.

### **COURSE PREFIX, LEVEL, TITLE AND CREDIT HOURS INFORMATION**

Each course offered by the University is identified by a three- or four-letter prefix signifying the academic discipline (field of study), followed by a three-digit number indicating the level of the course content. For example, "ENGL 201 World Literatures in Translation I (3)" is a sophomore course in English Literature that follows freshman course(s) at the 100-level such as "ENGL 101 Approaches to Critical Reading and Writing (3)". The number in parentheses following the title of a course indicates the number of credit hours for the course. All courses are valued in credit hours. Generally, each credit hour is equal to 15 contact hours. Each credit hour of laboratory is equal to at least 40 hours of laboratory experience.

If the frequency of a specific course offering is not indicated, it is offered at the discretion of the program or Division. Students should be careful to establish when the course will next be offered, in order to remain on target with their educational plan. Inquiries should be directed to academic divisions and programs.

## PREREQUISITES

Prerequisites are courses or conditions that must be satisfactorily completed before enrolling in certain courses. Upper-level courses, typically with 300 and 400 designations, may require one or more prerequisites. Specific prerequisites are usually noted in the course description, with the prefixes and numbers. Equivalent courses with a grade of “C” or better completed at an accredited institution of higher education may meet the prerequisite requirement through transfer of credit. Prerequisite transfer equivalency is determined by AUK. It is the responsibility of the student to enroll in the course only after completing the appropriate prerequisite(s). Students who do not satisfy the course prerequisites will have their registration for that course removed by the Office of the Registrar unless they present an approved form granting them permission to enroll. A prerequisite course in appeal will not allow a student to enroll in the subsequent course(s).

## CO-REQUISITES

A co-requisite is a requirement to be undertaken concurrently with another course, if it has not been taken previously. The co-requisite will be waived if a student has previously passed it. It is the student’s obligation to know and meet course co-requisites. These are stated in the course description section of the Catalog. Co-requisites will be enforced at registration.

## INDEPENDENT STUDY COURSES

An Independent Study course is an individually supervised, upper-level course, which offers a student the opportunity for focused study in a specific area of interest. These courses are restricted to juniors and seniors who have received Instructor approval and have a cumulative GPA of at least 2.0. Students may not take more than six (6) credit hours of Independent Study toward the 124 semester credit minimum required for graduation.

## SPECIAL TOPICS COURSES

A special topic course is an upper-level course with topics that vary by semester. These courses are normally restricted to juniors and seniors, who have received Instructor approval. Students may not take more than six (6) credits of special topics courses, which have study abroad trips, toward the 124 semester credit minimum required for graduation. Students are not limited to taking special topics courses that lack study abroad trips.

## COURSE SUBSTITUTIONS

Course substitution is restricted as follows:

- a) original course is not offered prior to the student’s graduation from AUK;
- b) substituted course must be in the same field of study as the original course;
- c) substituted course contains similar content according to the course syllabi; and
- d) substituted course is of equal rank or higher level. Gen Ed courses are not subject to substitution.

All course substitutions require the approval of Program Lead, Division Head and the appropriate Academic Dean.

## UNIVERSITY ACADEMIC OPERATION AND CLASS PERIODS

The University offers courses on a five-day schedule, from Sunday through Thursday. Courses are valued in credit hours, and normally meet either two days a week for seventy-five minutes per class session, or three days a week in sessions of fifty minutes. Laboratory, workshop, and specialized courses meet for two-to-three hour sessions per week. Upper or higher level courses, Independent



Study, and other specialized programs may have unique meeting schedules but normally are valued at three credit hours, the equivalent of 45 contact hours. Class duration and meeting frequency may differ during the Summer semester.

## **COURSE DESCRIPTIONS AND SYLLABI**

The “Course Descriptions” section of this Catalog contains descriptions of approved courses in the University curriculum, listed alphabetically by discipline (field of study), and then by course number, title, and credit hours. Non-recurring or Special Topics courses are published each semester online via AUK Self-Service. Course syllabi provide a detailed outline of the course content with the dates for the assignments, exams, and other requirements indicated. Syllabi are distributed in hard copy or in Moodle by the Instructor at the start of the course.

## **ACADEMIC LOAD**

### **FULL-TIME STUDENTS**

Full-time students must carry a course load of 12-18 credit hours per regular semester. Full-time students may enroll in a maximum of 9 credit hours, or 10 in the case of a lab, for the entire Summer term. No student may register for more than 7 (6+1 Lab) credits in one Summer Block.

### **PART-TIME STUDENTS**

Students are considered part-time if they carry a load of 11 or fewer credit hours per regular semester. Part-time students must complete the AUK application process and abide by the same academic policies as full-time students. Part-time students seeking full-time status are allowed to do so without obtaining permission.

### **MAXIMUM CREDIT LOADS**

Full-time students with a cumulative GPA of 3.00 or higher and in their semester of graduation may petition to register for 19-21 credit hours during a regular semester by completing a Credit Hours Increase Request Form, to be signed by their Academic Advisor, Division Head and the appropriate Academic Dean. Full-time students with a cumulative average of 3.00 or higher and in their term of graduation may petition to register for 11-13 credit hours during the Summer term by completing a Credit Hours Increase Request Form, to be signed by their Academic Advisor and the appropriate Academic Dean. No student may register for more than 7 (6+1 Lab) credits in one Summer semester.

### **COURSE LOAD REDUCTION**

Students who must reduce their course load below 12 credits must obtain the approval of the Director of the Academic Advising Center and the appropriate Academic Dean (undeclared students), or the Division Head and the appropriate Academic Dean (declared students). Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures please contact the Scholarship Coordinators via email at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw).

## **CATEGORIES OF STUDENTS AND CLASS STANDING**

A student who has completed up to 29 credit hours is considered a Freshman or first-year; from 30-59, Sophomore or second-year; from 60-89, Junior or third-year; from 90-124, Senior or fourth-year. Students who have completed more than 124 credits are considered fifth-year.

## GENERAL EDUCATION

The General Education requirements reflect AUK's liberal arts philosophy, and constitute an important component of all the Bachelor Degree programs offered at AUK. Most of the General Education courses should be completed in the first two years of studying toward a Bachelor's Degree. The English General Education requirements should be completed in the first year of the student's course work.

### MISSION STATEMENT FOR GENERAL EDUCATION

General Education at the American University of Kuwait offers students a broad interdisciplinary learning platform for the acquisition, application, integration, evaluation and production of knowledge, combined with intellectual and practical skills that render this knowledge useful. It provides the foundation upon which further academic and professional study is possible, and serves to create a student body that understands the interconnectedness of various academic disciplines. General Education marks the beginning of the student's journey toward civic responsibility, leadership, and propensity for life-long learning.

Students are to complete forty nine (49) General Education credit hours in the following areas:

<b>FORTY NINE (49) GENERAL EDUCATION CREDIT HOURS IN THE FOLLOWING COURSES:</b>		
<b>COURSES</b>	<b>CREDIT HOURS</b>	<b>COURSE CODE</b>
English Language Requirement	(10)	[ E ]
Oral Communication Requirement	(3)	[ C ]
Arabic Language and Culture Requirement	(6)	Language: [ A ] Culture: [ K ]
Mathematics Requirement	(6)	[ M ]
Computer Science and Information Systems Requirement	(3)	[ T ]
Essentials of Learning Requirement	(2)	[ L ]
Humanities Requirement	(6)	[ H ]
Social Sciences Requirement	(6)	[ S ]
Sciences Requirement	(7)	[ P ]

Each General Education requirement will be noted in the Course Description listings with a course code. This course code designates which area the course satisfies with regards to General Education requirements.

Grades earned in courses numbered 095 and below are not computed into the GPA, and the credit hours earned for these courses are not applied towards the total hours required for graduation.

## GENERAL EDUCATION LEARNING OUTCOMES

Upon completion of the General Education Requirements, the student will be able to:

- 1) Examine social, economic, political, cultural and scientific phenomena
- 2) Identify problems
- 3) Apply the principles of independent inquiry
- 4) Assess qualitative and quantitative information through inductive and deductive reasoning
- 5) Link theory and research, and formulate generalizations and/or recommendations
- 6) Communicate information and recommendations effectively

### **1) Examine social, economic, political, cultural and scientific phenomena:**

AUK students and graduates will be keenly aware of their global surroundings and contribute positively to any society in which they live and work. With an increased awareness of their environments enhanced by their intercultural knowledge, they will be able to understand societal interactions, human behavior, and the dynamics of human relationships. This understanding will guide them in making decisions that adhere to universal norms of moral and civic behavior.

### **2) Identify problems:**

AUK students and graduates will be able to pose important intellectual and academic questions in the fields of arts and sciences, which is a foundational process upon which solutions are developed. They will be able to contribute towards developing a model of a problem-solving intellect at work.

### **3) Apply the principles of independent inquiry:**

AUK students and graduates will be able to harness broad and deep knowledge acquired in discipline-specific and interdisciplinary coursework. This knowledge will encourage engagement in unfettered and unhampered academic inquiry. They will be able to conduct research that aims at answering both the “what” and the “why” questions. They will be able to employ such an understanding in their professional, intellectual, public, and private lives.

### **4) Assess qualitative and quantitative information through inductive and deductive reasoning:**

AUK students and graduates will be able to analyze patterns in any given data. They will be able to logically piece together processes and information. Through critical and analytical methods of inquiry, they will build the foundations for responsible decision-making.

### **5) Link theory and research, and formulate generalizations and/or recommendations:**

Through linking theory and research, AUK students and graduates will be able to arrive at thoughtful generalizations. They will be able to make sound decisions and recommendations. They will be able to develop leadership skills important in recognizing areas of society requiring strengthening, and consequently spearhead societal reform.

### **6) Communicate information and recommendations effectively:**

AUK students and graduates will be able to express a broad range of ideas in a variety of communication platforms in both written and verbal applications. They will be able to critique, defend, argue, and evaluate information in public and private forums to a range of audiences in English and Arabic.

## ADEQUATE ADVANCEMENT TOWARD THE MAJOR IN THE DEGREE PROGRAM

Undergraduate students at AUK must complete all remedial and foundation courses (MATH 095, EDUC 100, ENGL 100, ENGL 101, ENGL 102 and ENGL 108) before they register for 300-level course and above (see Course Repetition Policy on **page 60** for further details). The policy will be enforced using Banner software pre-requisites.

After the student spends his/her first two years completing the General Education requirements, the student will be able to obtain the skill sets to advance towards Degree Program or Major requirements. The student generally declares his/her Degree Program or Major after completion of the General Education Requirements, which normally is at the end of the second year (fourth semester). All students must declare their Majors by the time they complete 60 credit hours. Students may not apply any General Education credit hours toward their first major and vice versa.

### THE GENERAL EDUCATION REQUIREMENT “D” GRADE

A student is considered to have passed a course when s/he receives a passing grade of “A”, “B”, “C”, or “P”. The grade of “D” may satisfy only free electives or the General Education Requirements under the following restrictions:

- The grade of “D” may satisfy only free electives or the General Education Requirements with the following exceptions which require a “C” or better:
  - o Arabic Language
  - o Arabic Culture
  - o English Language and Oral Communication
  - o Any course that is a prerequisite for a Major or Minor course

### UPPER-LEVEL COURSES

Students are required to complete a minimum of 36 credit hours of upper-level (300 or 400-level) of which at least 18 credit hours need to be taken in the Major. Some Majors or Degree Programs require additional upper-level courses to graduate; refer to individual program sections for more information.

## GENERAL EDUCATION REQUIREMENTS

### [E]: English Language Requirement (10 credit hours)

Students can satisfy the English Requirement with a grade of “C” or better by taking the following two courses:

ENGL 100 Foundations in Academic Reading and Writing (4) [E]

ENGL 101 Approaches to Critical Reading and Writing (3) [E]  
This course should be completed by the end of the first year.

### AND

ENGL 102 Writing and Information Literacy (3) [E]  
This course should be completed by the end of the first year.

### [C]: Oral Communication Requirement (3 credit hours)

Students can satisfy the Oral Communication Requirement by taking the following course:

ENGL 108 Public Speaking (3) [C]  
This course should be completed by the end of the first year.

**[A], [K]: Arabic Language and Culture Requirement (6 credit hours)**

To fulfill the General Education Requirement for Arabic, students must take 1 course (3 credit hours) on Arabic language or literature and 1 course (3 credit hours) on Arab culture or society. These courses must be passed with a grade of “C” or better. The following are guidelines for fulfilling the Arabic Language and Culture Requirement:

**[A]: Arabic Language Requirement**

Fulfilled by taking one of the following courses:

ARAB 101 Arabic as a Second Language I (3) [A]

**OR**

ARAB 114 Arabic Basic Language Skills (3) [A]

**OR**

ARAB 215 Arabic Composition I (3) [A]

**OR**

ARAB 220 Readings in Arabic Heritage (3) [A]

Proficiency level is determined by an Arabic Placement Exam. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested (an exception to this being ARAB 215; students may take ARAB 215 after having passed ARAB 220 to improve their Arabic composition).

**[K] Arab Culture Requirement**

May be fulfilled by any course listed as satisfying the General Education Requirement for Arab Culture (see course descriptions).

**[M]: Mathematics Requirement (6 credit hours)**

For some degree programs, specific MATH courses are required or may be prerequisites for Major courses. If the student knows what s/he wishes to major in, the student is encouraged to refer to his/her degree program in order to satisfy both a General Education requirement as well as a Major prerequisite. Students can take 2 of the following college-level mathematics or statistics courses:

MATH 100 College Algebra (3) [M]

MATH 101 Finite Mathematics (3) [M]

MATH 102 Introduction to Modern Mathematics (3) [M]

MATH 103 Mathematics for Business (3) [M]

MATH 110 Pre-Calculus (3) [M]

MATH 201 Calculus I (3) [M]

MATH 203 Calculus II (3) [M]

MATH 205 Linear Algebra (3) [M]

MATH 206 Calculus III (3) [M]

MATH 210 Differential Equations (3) [M]

MATH 213 Discrete Mathematics (3) [M]

STAT 201 Statistics (3) [M]

**[T]: Computer Science and Information Systems Requirement (3 credit hours)**

To fulfill the CSIS General Education Requirement, students may take any 100-level CSIS [T] course excluding CSIS 150.

**[L]: Essentials of Learning Requirement (2 credit hours)**

To fulfill the Essentials of Learning Requirement, students may take:

EDUC 100 Essentials of Learning	(2) [L]
This course should be completed by the end of the first year.	

Students who transfer 24 or more semester credit-hours with a grade of “C” or better from another institution will be allowed to waive the EDUC 100 course. However, the two credits must be made up in another area to satisfy degree credit hour requirements.

**[H]: Humanities Requirement (6 credit hours)**

Students can fulfill the Humanities Requirement by taking a total of six (6) credit hours from among the following areas:

Arabic (ARAB) (150, 205, 220, 303, 304, 308, 310, 312, 313, 314, 315, 316, 318)	[H]
Art (ART)	[H]
Drama (DRAM)	[H]
English (ENGL) (200-level courses or above)	[H]
French (FRNC)	[H]
Music (MUSC)	[H]
Philosophy (PHIL)	[H]
Religion (RELG)	[H]
Spanish (SPAN)	[H]

**[S]: Social Sciences Requirement (6 credit hours)**

Students can fulfill the Social Sciences Requirement by taking a total of six (6) credit hours from the following areas:

American Studies (AMST)	[S]
Environmental Studies (ENVS)	[S]
History (HIST)	[S]
International Relations (IR)	[S]
Psychology (PSYC)	[S]
Political Science (PLSC)	[S]
Social and Behavioral Sciences (SBSA)	[S]

**[P]: Science Requirement (7 credit hours)**

Students are required to take a total of seven (7) credit hours to fulfill the Science Requirement; one science course with a lab (4 credit hours) as well as one science course without a lab (3 credit hours). Students can take science courses from the following areas:

Biology (BIOL)	[P]
Chemistry (CHEM)	[P]
Natural Sciences (NSCI)	[P]
Physics (PHYS)	[P]

**ACADEMIC ADVISING CENTER**

The Academic Advising Center (AAC) provides academic support to all currently Undeclared Students. Programs include academic advising, academic support (tutoring, supplemental instruction and success skills workshops and retention initiatives). The Director of the Academic Advising Center reports to the Vice President of Academic Affairs. In addition to supervising the center, s/he follows up on undeclared student cases with faculty advisors, program leads and division heads.

Student Advising records with the Academic Advising Center are part of the Colleges' records.

Advising Information is released as necessary for purpose of registration and follow-ups. Student personal records are released only with the expressed written consent of the student. It is the Center's professional and ethical responsibility to respect and consider confidential all information including academic records/status, family information, health (mental/physical), and all other issues derived from the student. Parents or any other family member must obtain a signed consent from the student to receive confidential information regarding a student's record from any AAC staff member.

For additional information about the Academic Advising Center, please visit the office across from Gate 3 or contact by phone at Ext. 492 or by email: [AAC@auk.edu.kw](mailto:AAC@auk.edu.kw).

## **ACADEMIC ADVISING**

The AAC provides academic advising for new students and those who have yet to declare a Major. Students meet with the AAC advisors to discuss educational plans based upon possible career goals and academic requirements. Once students have declared a Major, they are assigned by the appropriate Academic Division to a Faculty Advisor. AAC services are also available to Level III Intensive English Program students.

Within the Academic Advising program is the Peer Academic Leaders Program (PALs). The Peer Academic Advising program is comprised of Dean's List students who serve as Peer Advisors. This service was created to provide a mutual connection between existing and newly admitted students. Peer Academic Advisors offer support in areas of educational planning, course selection, academic support, and academic information during SOAR (Student Orientation, Advising, and Registration) periods. Peer Academic Advisors serve Freshmen students only and are guided by the AAC advisors and director.

The Academic Advising program includes educational planning, course selection, and registration. Students are ultimately responsible for reviewing and understanding the requirements of their chosen degree program.

## **ACADEMIC SUPPORT**

The Academic Advising Center advisors coordinate academic support programs such as tutoring, Supplemental Instruction (SI), and academic skills workshops. Programs are designed to help students become independent and successful learners by improving their study skills, increasing their understanding of course content, enhancing their self-confidence, and encouraging them to develop a positive attitude towards learning.

## **RETENTION INITIATIVES**

The AAC Retention Specialists are responsible for encouraging the academic success of at-risk students by providing individual academic counseling, identifying student needs and trends, and implementing programs designed to promote student persistence. The specialists develop and maintain appropriate files and records and work with faculty for the benefit of the student. Students in academic jeopardy are required to participate in the programs defined by the Retention Specialists.

## **INTERSHIPS**

An internship is a supervised experience where the student is able to gain professional knowledge and training in an occupation, either working directly in the occupation or as an apprentice to an employee of the occupation. Students involved in internships, or "interns," are not always working in a paid position.

The Major Internship course "470" is limited to three credit hours. Additional non-major internships will be registered as "473."



- Students may be interested in participating in an internship for reasons relating to their Degree Programs or Majors. Some degree programs require an internship, while others recommend participation in an internship. Internships are graded on a Pass/No Pass basis.

Students interested in an internship must have satisfied the following prerequisites:

- The student must have declared his/her Degree Program or Major.
- The student must be either a Junior (3rd year, at least 60 earned credit hours) or a Senior (4th year, at least 90 earned credit hours).
- The student must be enrolled in a “470” (Internship) course while participating in the internship. Students must register for the 470 designation that is consistent with his/her Degree Program or Major. 470 courses are available in the following areas: Accounting, Communication and Media, Computer Engineering, Computer Science and Information Systems, Economics, English, Finance, Graphic Design, International Relations, Management, Marketing, Psychology, and Social and Behavioral Sciences.
- Enrollment in an internship course is restricted. Students must have permission from a faculty member who will serve as the internship supervisor to register for a 470 course.
- The student must have a minimum GPA of 2.0.

## DEGREE PROGRAMS AND MAJOR REQUIREMENTS

The University offers four bachelor’s degrees: Bachelor of Arts, Bachelor of Science, Bachelor of Business Administration, and Bachelor of Engineering. The term “Major” refers to the specialty (major field of study) in the Degree Program. Within all Bachelor’s Degree Programs, students may choose no more than two majors (see double majors). All Degree Programs include Major requirements as well as General Education requirements (see Graduation Requirements table). No General Education Requirements may apply toward the first Major in any Degree Program. Students are also to complete at least 36 credit hours of upper-level (300 and 400 level) courses in residence at AUK, of which at least 18 credit hours need to be taken in the major. Individual majors or Degree Programs may require additional upper-level courses. Students may indicate their intended field of study at the time of application, but admission to AUK does not guarantee acceptance into any specific program as a certified Major or degree candidate.

### DECLARATION OF MAJOR IN THE DEGREE PROGRAM

Upon admission to the American University of Kuwait, undergraduate students are admitted with an undeclared major, and are assigned to the Academic Advising Center (AAC) for academic advising. A student’s first two years are usually spent satisfying General Education Requirements.

Students must formally choose and declare a Major by the end of their sophomore year or second year of full-time coursework (60 credit hours) by completing the Degree Program, Major, and/or Minor Declaration Request Form. After students declare a Degree Program and Major field and the declaration is certified, they are assigned to the appropriate Faculty Advisor in the appropriate college. For information and forms for declaring a degree program and major within the degree (if appropriate), students are advised to visit the webpage of the Office of the Registrar:

[http://www.auk.edu.kw/student\\_affairs/registrar\\_main.jsp](http://www.auk.edu.kw/student_affairs/registrar_main.jsp).

All Scholarship students are to declare their major at AUK in accordance with their scholarship assigned major, for further information please contact the University Scholarship Coordinators at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw).

### CHANGE IN DEGREE PROGRAM, MAJOR AND/OR MINOR

Changing from one Degree Program or Major to another in any of the Colleges requires a completion



of at least one full semester of work in the current Degree Program or Major. The transfer form “Degree Program, Major, and/or Minor Update Request” are available at the Office of the Registrar website. The transfer form must be cleared with the AAC and submitted to the Division Head of the prospective program at least three weeks before the end of the semester. If approved, the transfer becomes effective in the following semester.

All Scholarship students are to declare their major at AUK in accordance with their scholarship assigned major, for further information please contact the University Scholarship Coordinators at [scholarship@auk.edu.kw](mailto:scholarship@auk.edu.kw).

## COMPLETION OF THE MAJOR IN THE DEGREE PROGRAM

Each course in the Major requires a final grade of “C” or better. Persistent failure to maintain the required GPA may result in the student being decertified from the Major and is required to consult with her/his faculty advisor to seek another major. Courses required for the Major that receive grades lower than “C” must be repeated or an equivalent course taken to satisfy the specific Major or Degree Program requirement.

## DOUBLE MAJOR

Students may complete two Majors by satisfactorily completing all the Major and Major-related coursework required by the two Majors. Students with double majors are not allowed to pursue a minor.

A Double Major must be pursued within the same degree program: i.e., two Majors in the Bachelor of Business Administration programs, two Majors in the Bachelor of Arts programs or two Majors offered in the Bachelor of Science programs. No more than three courses (a total of 9 credit hours) earned for General Education Requirements may be applied to the second Major. No more than three courses (a total of 9 credit hours) earned for requirements in the first Major may be applied to the second Major. Credit hours taken for any course at AUK will only be counted once toward the total 124 credit hours for graduation. Scholarship students may not seek a double major unless within their scholarship major’s limited credit hours [the total of 124 (or 135 for CE major) required credit hours], the student would be financially liable for any additional credit hours beyond that.

## STUDENTS WITH A BACHELOR’S DEGREE

### General Requirements

Students already possessing a Bachelor’s degree may pursue a second Bachelor’s degree in any of the following four degree programs at AUK: Bachelor of Arts, Bachelor of Business Administration, Bachelor of Engineering, or Bachelor of Science. Requirements for completing a second Bachelor’s degree are as follows:

#### AUK Graduates

Students with a Bachelor Degree from AUK are assumed to have met all general education requirements and free electives through their first AUK Bachelor’s degree. They are not subject to any further requirements of general education and electives. They have to complete major requirements for the second Bachelor’s degree specified by individual program sections in this Catalog.

#### Non-AUK Graduates

Students who earned their first Bachelor’s degree from another institution must meet all AUK general education requirements. AUK will evaluate coursework from their first Bachelor’s degree for possible transfer of courses. No more than 60 credits may be transferred (see “Transfer of Credits” on [page 42](#)). Any general education requirements not satisfied by transfer credits must be taken in residence at AUK. Students must satisfactorily complete at least 30 credits in residence at AUK and complete major requirements for the second Bachelor’s degree specified by individual program sections in this Catalog. These students are subject to the further conditions below:

- 1) Applicants must have earned their first Bachelor's degree from an institution approved by the Kuwait Ministry of Higher Education.
- 2) Applicants who earned their first Bachelor's degree from an institution whose language of instruction is not English must meet English proficiency requirements for Admissions purposes (see [page 38](#) for English proficiency requirements).

## **MINOR REQUIREMENTS AND DECLARATION OF A MINOR**

A Minor is a group of courses that constitutes a limited focus or emphasis in a given academic discipline (field of study) or program outside a student's chosen Major or Degree Program. A Minor is not a Degree Program or Major. Students with one major may pursue one minor only. All AUK Minor programs consist of a minimum of 18 credit hours, at least 9 credit hours of which must be taken in residence at AUK. No Major or General Education Requirements may apply toward any Minor.

Specific course requirements for Minors are noted under the requirements for the Degree Programs. Students must consult their advisers about the procedure for declaring a Minor.

Forms for "Degree Program, Major, and/or Minor Declaration Request" are available on the Office of the Registrar webpage of the AUK website under Student Forms.

### **COMPLETION OF THE MINOR**

Each course in the Minor requires a final grade of "C" or better. Failure to maintain the required minimum GPA of 2.00 may result in the student being decertified from the Minor. Courses required for the Minor that receive grades lower than "C" must be repeated or an equivalent course taken to satisfy the specific Minor requirements. The Minor will be noted on the student's transcript. It does not appear on the diploma. Scholarship students may not seek a minor unless within [their scholarship major's limited credit hours] OR [the total of 124 (or 135 for CE major) required credit hours], the student would be financially liable for any additional credit hours beyond that.

### **UNDERGRADUATE CERTIFICATES**

The undergraduate certificate may be pursued by non-degree seeking students as well as students completing a specific program, such as the Gulf Studies Program. Undergraduate certificates are available on request to a student who has completed a minimum of 12 credit hours toward a certificate program in residence at the American University of Kuwait. The student must have a grade of "C" or higher for each course in the certificate and a minimum cumulative GPA of 2.00.

## GRADUATION

### ELIGIBILITY FOR GRADUATION AND CREDIT HOUR REQUIREMENTS

This chart provides a brief overview of the general requirements for attaining an AUK degree. Please refer to individual Degree Programs for their specific requirements.

GRADUATION REQUIREMENT	STANDARD	REMARKS
Credit hours	124 credit hours	Individual majors or Degree Programs may require more.
General Education Requirements	49 credit hours	See Catalog <b>page 73</b> for distribution
Upper division credit hours	36 credit hours of which at least 18 credit hours are in the major; individual majors or Degree Programs may require more	Numbered 300 or above
Grades	“C” or better in courses in the Major or Degree Program	Courses in the Major or the Degree Program with grades below “C” must be repeated
GPA	2.00 cumulative GPA	Earned AUK GPA
Residence requirement	60 credit hours, the last 30 of which must be at AUK	Senior year must be spent at AUK or in AUK-approved exchange programs. Exchange program courses will count in the AUK residency requirement.
Maximum number of credits that can be transferred	60 credit hours	Only grades of “C” or better transfer; all previous colleges attended must be declared at the time of application. Not all transferred courses may apply to the chosen Major/Degree Program.
Application for graduation	Must be made by deadline (see Registrar’s webpage)	Reminder sent to students with $\geq 90$ credit hours
Eligibility for participation in ceremony	Completion of all requirements. Exception: You may be eligible to walk if: a) two courses each of 3 credit hours remaining; b) seven credit hours (one course of 3 and one course of 4 credits) are remaining.	Must be completed in Summer semester immediately following the ceremony
Graduation Fee	A graduation fee applies	The fee must be paid in full in order to graduate regardless of whether the student is participating in ceremony.

### APPLICATION FOR GRADUATION

The American University of Kuwait confers degrees at the end of each academic term (Fall, Spring, and Summer). Candidates for graduation must submit a completed Application for Graduation to

the Office of the Registrar. Reminders will be sent to the AUK e-mail address of students who have a minimum of 90 earned credit hours towards their degree. After the application has been filed, the Graduation Coordinator will perform a “Degree Audit” and inform the student and his/her advisor of the remaining requirements.

The report of the “Degree Audit” will list the remaining degree requirements, as well as those completed and in progress. The audit assumes successful completion of courses in progress. Students who will not complete all degree requirements by the end of the semester for which they applied to graduate may participate in the ceremony if they have ten or fewer credit hours remaining; however, the actual awarding of the degree will not take place until the semester all requirements are completed within two weeks of the last day of the semester final exams. Material received after that date will cause the degree to be awarded in the subsequent semester.

There will be no change of grade(s) accepted once the degree has been awarded. The Registrar, on behalf of the University, will certify all candidates whose academic records indicate that they can satisfy degree requirements by the end of the semester for which they have applied. All applicants must satisfy all graduation requirements as specified by the Private Universities Council.

Students are advised that their names on the American University of Kuwait degree diploma will be spelled exactly as they appear on their passport.

While academic advisors and the Office of the Registrar continue to assist students with requirements for graduation, students are ultimately responsible for ensuring that they have met all degree requirements for graduation, including curriculum and cumulative GPA requirements.

## **CONFERRAL OF DEGREES AND THE GRADUATION CEREMONY**

The American University of Kuwait confers degrees at the end of each academic term (Fall, Spring, and Summer). The Commencement exercises are held in June. Students who complete graduation requirements in the Fall or Spring semester of the academic year or the Summer semester immediately following the June Commencement may participate in the commencement exercises. Fall, Spring, and Summer graduates (of that Academic Year) who wish to participate in June commencement should notify the Office of the Registrar of their intention by completing the appropriate form and submitting it to the Office of the Registrar no later than the date specified on the Registrar’s website.

The diploma will note the student’s degree. If the student had acquired two different degrees, s/he will receive one diploma for each degree.

AUK degrees are as follows:

### **College of Arts and Sciences**

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in English
- Bachelor of Arts in Graphic Design
- Bachelor of Arts in International Relations
- Bachelor of Arts in Social and Behavioral Sciences
- Bachelor of Engineering in Computer Engineering
- Bachelor of Science in Computer Science
- Bachelor of Science in Information Systems

### **College of Business and Economics**

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Economics
- Bachelor of Business Administration in Finance
- Bachelor of Business Administration in Management
- Bachelor of Business Administration in Marketing

The transcript or permanent record of the graduate is appropriately noted with the student's degree, the date the degree was awarded, the Major or Majors (if appropriate), and the Minor (if appropriate). Eligible students will be notified about applying for graduation, the degree audit, cap and gown information, and rehearsal information via e-mails and newsletters. Students should also consult the Office of the Registrar website for information.

### **ADDITIONAL DIPLOMAS**

Additional diplomas may be ordered through the Office of the Registrar. Students who request an additional copy of their diploma will be charged a KWD 10 fee per diploma.

## **STUDENT ACADEMIC RECORDS**

### **PERMANENT RECORD**

Every student who registers at the University has a permanent record, maintained in the Office of the Registrar under the student's AUK ID number. Students may access their academic records through their AUK Self-Service accounts. Academic Advisors and professional staff may access students' academic records through the Banner database.

### **TRANSCRIPTS**

Students may obtain unofficial transcripts of their own academic records through their AUK Self-Service account. Official AUK transcripts must be requested through the AUK Banner Self-Service (if a current student) or from the Office of the Registrar if no longer a student. Transcripts are released only upon the signed request of the student concerned. The University only issues complete transcripts and does not release any documents from the student file (e.g., copies of the non-AUK transcripts or other documents which may be part of the student's file). Once a degree has been posted to the transcript, changes will not be made to courses or grades that were earned prior to the awarding of the degree.

### **DISCLOSURE OF STUDENT RECORDS**

Student academic records are considered confidential. Students wishing to access their own official records must present a valid AUK Student ID to the appropriate office. With the exceptions noted below, student records will only be released when the student has completed and signed the Disclosure of Academic Records Form available on the Registrar webpage.

Without the student's written consent, parents, guardians, and other parties may only receive limited information, such as enrollment status, declared major and class standing.

Undeclared students should submit the completed Disclosure of Academic Records Form to the Director of the Academic Advising Center, who will obtain the requested information from the appropriate instructor(s) or staff member(s) and share it with the parents, guardians, or other parties. If the parents, guardians, or other parties request to meet with the instructor(s) directly, the Director of the Academic Advising Center will assist in making arrangements through the office of the relevant Division Head.

Declared students should submit the form to their Division Head, who will assist the parents, guardians, or other parties in obtaining the requested information and/or arranging meetings with the instructor(s).

The University may disclose information, including academic records, without prior written consent of the student:

- When the University is presented a subpoena
- For health and safety reasons at the discretion of the appropriate University official
- To University officials, academic advisors and faculty on a need to know basis

## UNIVERSITY HONORS AND AWARDS

### DEAN'S HONOR LIST

The Dean's Honor List will be published at the end of each semester. To be placed on the Dean's Honor List for the semester, a student must:

- have completed a minimum of 30 credit hours toward a major or degree program;
- have earned a minimum of 12 credit hours in graded courses numbered 100 or above; per semester;
- not be on probation and have no "I," "W," "NP," or "F" grades at the end of the same semester;
- have a 3.7 GPA or better;
- not have been found in violation of the Code of Academic Honesty and Integrity during the semester.

### PRESIDENT'S HONOR ROLL

The President's Honor Roll will be published at the end of each semester. To be placed on the President's Honor Roll for the semester, a student must:

- have completed a minimum of 30 credit hours toward a major or degree program;
- have earned a minimum of 12 credit hours in graded courses numbered 100 or above per semester;
- not be on probation and have no "I," "W," "NP," or "F" grades at the end the same semester;
- have a 4.00 GPA;
- not have been found in violation of the Code of Academic Honesty and Integrity during the semester.

### GRADUATION HONORS

The University grants Latin Honors at graduation. To be eligible for graduation honors, students must have completed a minimum of 60 credit hours required for their degree in residence at the American University of Kuwait and have achieved the requisite cumulative GPA. These are:

<b>Summa cum laude</b>	"With the greatest honor"	3.90 - 4.00
<b>Magna cum laude</b>	"With high honor"	3.70 - 3.89
<b>Cum laude</b>	"With honor"	3.50 - 3.69

Latin Honors are listed on the Commencement Program, the student's permanent record, and the diploma.

## UNIVERSITY LIABILITY

The University bears no liability should a student ignore the advice of his/her Academic Advisor(s) or fail to abide by or comply with the Catalog regulations.





# COLLEGE OF ARTS AND SCIENCES

DEAN OF THE COLLEGE OF ARTS AND SCIENCES

OFFICE OF THE DEAN

MISSION

VISION

GOALS

PROGRAMMATIC ACCREDITATION

ACADEMIC DIVISIONS

**DIVISION OF ARTS AND HUMANITIES**

Mission

Major Degree Programs

Minors

Disciplines (Fields of Study)

Degree Programs in the Division of Arts and Humanities

*Bachelor of Arts (BA) in Communication and Media (COMM)*

*Bachelor of Arts (BA) in English (ENGL)*

*Bachelor of Arts (BA) in Graphic Design (GDES)*

Minors in the Division of Arts and Humanities

Division of Arts and Humanities Internship

**DIVISION OF SCIENCES AND ENGINEERING**

Mission

Major Degree Programs

Minors

Disciplines (Fields of Study)

Degree Programs in the Division of Sciences and Engineering

*Bachelor of Engineering (BE) in Computer Engineering (CPEG)*

*Bachelor of Science (BS) in Computer Science (CS)*

*Bachelor of Science (BS) in Information Systems (IS)*

Minors in the Division of Sciences and Engineering

Division of Sciences and Engineering Internship

**DIVISION OF SOCIAL SCIENCES**

Mission

Major Degree Programs

Certificate Programs

Minors

Disciplines (Fields of Study)

Degree Programs in the Division of Social Sciences

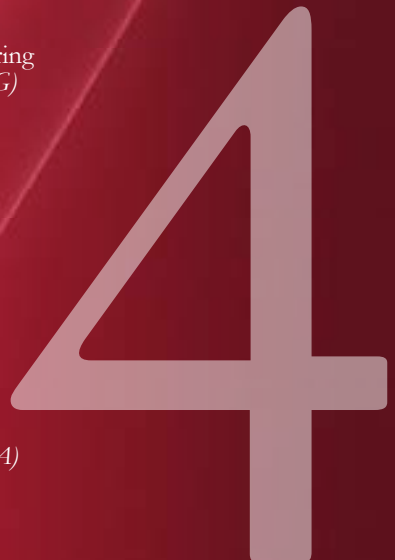
*Bachelor of Arts (BA) in International Relations (IR)*

*Bachelor of Arts (BA) in Social and Behavioral Sciences (SBSA)*

*Gulf Studies Certificate Program*

Minors in the Division of Social Sciences

Division of Social Sciences Internship





# COLLEGE OF ARTS AND SCIENCES

## DEAN OF THE COLLEGE OF ARTS AND SCIENCES

**Dr. NIZAR HAMZEH**

*Professor of Political Science and International Law*

## OFFICE OF THE DEAN

### WELCOMING NOTE

Welcome to the American University of Kuwait and the College of Arts and Sciences. The College offers excellent undergraduate programs leading to Bachelor's degrees (BA, BE, and BS). Students enroll in a diverse array of majors and minors, working closely with outstanding faculty and learning resource units, to pursue their educational goals. Our mission is to serve all undergraduate students with personalized, attentive, caring, and high-quality academic experiences that support their intellectual, professional and personal development. We also prepare our students in their programs of study with the tools and specialized knowledge necessary for professional success. Our students receive a comprehensive education blended in the tradition of liberal arts education that helps them not only enter the workforce after graduation and/or continue their education in graduate or professional school, but also become leaders and engaged citizens.

The College of Arts and Sciences at the American University of Kuwait provides exceptional opportunities and experiences. It is an exciting place to be. On behalf of our faculty and staff, I extend to all of our students best wishes for a successful academic year.

**Dr. Nizar Hamzeh,**  
*Dean, College of Arts and Sciences*

### PERSONNEL OF THE OFFICE OF THE DEAN:

Assistant Dean for Accreditation and Curriculum:	Assistant Professor Rawda Awwad
Assistant to the Dean:	Ms. Sameera Al-Qenna
Executive Assistant to the Dean:	Ms. Amal Hadeed
Senior Faculty Support Coordinator:	Ms. Dalia Hassaan

## MISSION

The College of Arts and Sciences, under the mission of the University, is committed to cultivating life-long learning that empowers men and women to pursue not only technical competency in professional fields, but also self-awareness, a sense of civic and moral responsibility, and breadth of vision in the tradition of Liberal Arts Education.

The College offers excellent undergraduate programs leading to Bachelor's degrees (BA, BE, and BS). It expects to offer graduate education leading to Master's degrees in selected fields in the future.

## VISION

The vision of the College is to become the premier college offering professional and liberal arts education for students from Kuwait, the Gulf and the Middle East, excelling in teaching and providing high-quality research and service.

## GOALS

The goals of the College of Arts and Sciences are:

**Excellence in Education:** To provide excellent and fully-accredited professional and liberal arts education for students. Students should receive an excellent education that offers a balance between the goals of liberal arts education and specialization in specific fields, either in a Major in the Arts and Sciences or through participation in the undergraduate program. The engagement of all its academic programs in achieving this goal is vital to the success of the College's mission and vision.

**Scholarly Research and Creative Work:** To promote a high quality faculty and student research environment. Quality research and creative work are encouraged and supported by the College and the University, for the purpose of maintaining high standards of education, attracting high quality faculty and developing students' research skills.

**Leadership and Integrity:** To foster within the University community the values of strong leadership, intellectual curiosity, ethical behavior, civic responsibility, mutual cooperation and social tolerance.

## PROGRAMMATIC ACCREDITATION

### American Academy for Liberal Education (AALE)

The American Academy for Liberal Education (AALE) Board of Commissioners has awarded the American University of Kuwait international accreditation for the following Programs: Division of Arts and Humanities, Division of Social Sciences, and the University General Education Program. For more information, please visit [www.aale.org](http://www.aale.org).

### Accreditation Board for Engineering & Technology (ABET)

The Division of Sciences and Engineering has initiated its steering committees for the ABET accreditation. The Division expects to complete its Self-Study in Fall 2013.

## ACADEMIC DIVISIONS

The College of Arts and Sciences is administratively divided into three principal Academic Divisions:

- Arts and Humanities
- Sciences and Engineering
- Social Sciences

DIVISION OF  
**ARTS AND HUMANITIES**

**DIVISION HEAD:** Dr. Craig Loomis

## MISSION

As a keystone of the liberal arts experience, the Arts and Humanities emphasize intelligent communication and logical analysis. Students examine, interpret and evaluate expressions of cultural achievement in world traditions. Through creative processes and critical inquiry, students gain a fuller appreciation of the values of mutual respect and diversity as they cultivate their moral judgment, aesthetic sensibilities and emotional maturity in preparation for becoming socially responsible members of their local, national and global communities.

## MAJOR DEGREE PROGRAMS

The Division of Arts and Humanities oversees Bachelor of Arts programs with Majors in the following academic disciplines:

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in English
- Bachelor of Arts in Graphic Design

## MINORS

The Division of Arts and Humanities oversees the following Minor programs:

- Communication and Media
- English
- Graphic Design
- Arabic

## DISCIPLINES (FIELDS OF STUDY)

The Division of Arts and Humanities includes the following disciplines (fields of study):

- Art (ART)
- Arabic (ARAB)
- Communication and Media (COMM)
- Drama (DRAM)
- Education (EDUC)
- English (ENGL)
- French (FRNC)
- Graphic Design (GDES)
- Music (MUSC)
- Philosophy (PHIL)
- Religion (RELG)
- Spanish (SPAN)
- Translation (TRAN)

# DEGREE PROGRAMS IN THE DIVISION OF ARTS AND HUMANITIES

## COMMUNICATION AND MEDIA (COMM)

The American University of Kuwait Communication and Media program allows students to explore different communication theories that try to explain how, why, when, what, and where humans, of diverse cultural and ethnic backgrounds, communicate differently and similarly. Overall, the Communication and Media program teaches students skills in critical thinking and analysis, writing, and public speaking.

To accomplish this, the AUK Communication and Media program employs a flexible approach that allows students to become a communication generalist. The student is exposed to various fields of Communication and Media, such as advertising, journalism, and public relations. Laboratory courses sharpen students' skills, while lecture courses enable students to view the profession from a variety of perspectives.

Classes are taught in state-of-the-art computer labs in a fully digital environment. The networked labs are equipped with the latest software and served by in-house servers and databases. Separate Mac and PC labs designed for video editing, graphics, photo-journalism and multimedia are each equipped with appropriate film and flatbed scanners, CD and DVD drives and burners, DV decks and printers.

Communication and Media graduates can embark upon rewarding and prosperous careers in fields such as government, advertising management, marketing communications, mediation, public affairs, public policy, media policy and regulation, speech writing, print or electronic reporting, editing, media planning, promotions, public relations, and media sales.

## BACHELOR OF ARTS IN COMMUNICATION AND MEDIA

**Program Lead:** Dr. Mohamed Satti

**Program E-mail:** [COMM@auk.edu.kw](mailto:COMM@auk.edu.kw)

### COMMUNICATION AND MEDIA LEARNING OUTCOMES:

Upon completion of the AUK Major in Communication and Media, the student will:

- Examine the manner in which communication impacts social process
- Recognize the manner in which communication is influenced by and influences political, cultural and economic dynamics
- Demonstrate appropriate knowledge and use of communication theory and research principles
- Apply appropriate technology in the development and dissemination of media messages
- Develop effective communication practices based on ethical principles
- Design media messages for diverse target audiences

### ADMISSION TO THE PROGRAM:

- Students wishing to Major in Communication and Media should apply for Major declaration by the end of their sophomore year.
- Cumulative GPA of 2.0 or better.
- Grade of "C" or better in ENGL 101 and in ENGL 102.



## UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Arts in Communication and Media, students must complete at least 124 credit hours. In addition, students are required to complete a minimum of 36 credit hours of upper-level courses (300-level and above) at AUK of which at least 18 credits hours need to be taken in the major.

- General Education Requirements (49)
- Communication Core Courses (27)
- Communication Area Courses (18)
- Communication Electives (9)
- Free Electives (21)
- A grade of “C” or better in all courses required for the Major.

### Communication and Media Core Requirements (27 credit hours)

COMM 101	Introduction to Mass Communication	(3)
COMM 110	Introduction to Digital Media Design	(3)
COMM 201	Principles of Journalism	(3)
COMM 205	Writing for Mass Media	(3)
COMM 210	Research Methods in Communication	(3)
COMM 225	Theories of Communication	(3)
COMM 230	Principles of Advertising	(3)
COMM 240	Principles of Public Relations	(3)
COMM 470*	Internship in Communication	(3)

\* Information on internship assessment for internships offered by the Division of Arts and Humanities is also located at the end of the “Division of Arts and Humanities” section of the Catalog.

The student is limited to a maximum of 6 credit hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major, if the Major requires an internship. If a student takes an additional 1-3 credit hours of internship, those credits may be counted towards a student’s second Major, Minor, or as free electives. For the duration of the semester, students should work approximately 2.5 hours per week for each academic credit hour.

### Communication Area Courses (18 credit hours)

Students are to complete each course in each area.

#### **Advertising courses:**

COMM 455	Advertising Media Planning	(3)
COMM 460	Advertising Campaigns	(3)

#### **Journalism courses:**

COMM 310	Broadcast Journalism	(3)
COMM 312	News Reporting and Editing	(3)

#### **Public Relations courses:**

COMM 360	Public Relations Writing	(3)
COMM 402	PR Campaigns	(3)

### Communication Electives (9 credit hours)

Students are to complete three additional COMM or GDES courses (9 credit hours) of their choice in consultation with their Academic Advisor. At least two of these three courses must be a 300-level course or higher.

### Free Electives (21 credit hours)

Students may take 21 credit hours of free electives.

## COMMUNICATION AND MEDIA 2012-2013 4-YEAR PLAN\*

Check course listings for prerequisites and restrictions

<b>YEAR 1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	101	Approaches to Critical Reading and Writing
COMM	101	Introduction to Mass Communication
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
<b>YEAR 1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	102	Writing and Information Literacy
COMM	110	Introduction to Digital Media Design
ENGL	108	Public Speaking
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
COMM	201	Principles of Journalism
COMM	230	Principles of Advertising
COMM	240	Principles of Public Relations
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
COMM	205	Writing for Mass Media
COMM	210	Research Methods in Communication
COMM	225	Theories of Communication
General		General Education Requirement
General		General Education Requirement
<b>YEAR 3</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
COMM	310	Broadcast Journalism
COMM	312	News Reporting and Editing
COMM	360	Public Relations Writing
General		Upper Level General Education Requirement
Elective		Free Elective

<b>YEAR 3</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
COMM	402	PR Campaigns
COMM	460	Advertising Campaigns
COMM/ GDES		Additional Course in COMM or GDES
General		General Education Requirement
Elective		Upper Level Free Elective
<b>YEAR 4</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
COMM	455	Advertising Media Planning
COMM/ GDES		Upper Level Additional Course in COMM or GDES
Elective		Upper Level Free Elective
Elective		Free Elective
Elective		Free Elective
<b>YEAR 4</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
COMM	470	Internship in Communication
COMM/ GDES		Upper Level Additional Course in COMM or GDES
Elective		Upper Level Free Elective
Elective		Upper Level Free Elective
Elective		Free Elective

\* Does not include students' placement into ENGL 100.

# ENGLISH (ENGL)

In keeping with the liberal arts tradition, the mission of the English Program is to provide AUK students with the ability to use English language effectively so that they can think creatively and critically, cultivate a lifelong process of inquiry, and can reach their full potential as individuals and as productive citizens. Through the development of students' cultural awareness and information literacy, the program prepares students for the increasingly complex challenges of the 21st Century.

For students Majoring or Minor in English, the program provides a sound foundation in the structure of the English language and its literary traditions; it also educates students in the exploration of the relationships of language and literature to the individual and society, and to history and politics. The program also provides a broad range of American, British, and world literature carefully selected by the faculty to include work by women and men of diverse backgrounds and in a variety of literary forms and periods.

Thus, students' command of written language, their ability to analyze concepts, and their broad understanding of human nature and social realities may give them a competitive advantage in the pursuit of careers in a variety of fields, including education, media, business, and civil service or, with appropriate graduate work, in professions such as law and higher education.

## BACHELOR OF ARTS IN ENGLISH

**Program Lead:** Dr. Angelica DeAngelis

**Program E-mail:** [English@auk.edu.kw](mailto:English@auk.edu.kw)

### ENGLISH LEARNING OUTCOMES:

Upon completion of the AUK Major in English, the student will be able to:

- Recognize a wide range of literary works of world cultures, sub-cultures and minority groups
- Compare and contrast texts produced in different periods and genres
- Identify and discuss representative authors, works and movements
- Analyze cultural and literary texts using theory
- Develop independent thought and judgment to carry out research projects
- Develop and communicate ideas clearly in writing
- Evaluate cultural and literary texts within socio-political, historical and economic contexts

English Majors begin their coursework with surveys of Western Literature and World Literatures in English and then advance to courses that focus on particular motifs, genres, critical approaches, time periods, authors or countries.

### ADMISSION TO THE PROGRAM:

Formal admission to the Major requires a cumulative GPA of 2.00.

### UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Arts in English, students must complete at least 124 credit hours. In addition, students are required to complete a minimum of 36 credit hours of upper-level courses (300-level and above) at AUK of which at least 18 credits hours need to be taken in the major.

- General Education Requirements (49)
- English Core Requirements (18)
- English Electives (27)
- Free Electives (30)

A grade of “C” or higher is required for all Major Core and elective courses

**English Core Requirements (18 credit hours)**

Students must complete the following 6 courses (18 credit hours):

ENGL 201	World Literatures in Translation I	(3)
ENGL 203	World Literatures in Translation II	(3)
ENGL 211	World Literatures in English I	(3)
ENGL 212	World Literatures in English II	(3)
ENGL 300	History of the English Language	(3)
ENGL 415	Literary Theory and Criticism	(3)

**English Electives (27 credit hours)**

In consultation with their Academic Advisor, students must take 9 courses (27 credit hours) from any remaining ENGL 300 or 400-level courses, or ENGL 207, or any one TRAN 200-300-level course.

**Free Electives (30 credit hours)**

Choose 10 courses (30 credit hours) in consultation with the Academic Advisor.

ENGL 485, Senior Thesis (3 credit hours), applies as an English Elective.

Information on internship assessment for internships offered by the Division of Arts and Humanities is also located at the end of the “Division of Arts and Humanities” section of the Catalog.

The student is limited to a maximum of 6 credit hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major, if the Major requires an internship. If a student takes an additional 1-3 credit hours of internship, those credits may be counted towards a student’s second Major, Minor, or as free electives. For the duration of the semester, students should work approximately 2.5 hours per week for each academic credit hour.

**ENGLISH 2012-2013 4-YEAR PLAN\***

Check course listings for prerequisites and restrictions

<b>YEAR 1</b>		
<b>SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	101	Approaches to Critical Reading and Writing
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
<b>YEAR 1</b>		
<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	102	Writing and Information Literacy
ENGL	108	Public Speaking
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2</b>		
<b>SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	201	World Literatures in Translation I
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
English Elective		English Elective
<b>YEAR 2</b>		
<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	203	World Literatures in Translation II
General		General Education Requirement
General		General Education Requirement
English Elective		English Elective
Elective		Free Elective
<b>YEAR 3</b>		
<b>SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	211	World Literatures in English I
English Elective		English Elective
English Elective		Upper Level English Elective
Elective		Upper Level Free Elective
Elective		Upper Level Free Elective
<b>YEAR 3</b>		
<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	212	World Literatures in English II

English Elective		English Elective
English Elective		Upper Level English Elective
Elective		Upper Level Free Elective
Elective		Upper Level Free Elective
<b>YEAR 4</b>	<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	300	History of the English Language
English Elective		English Elective
English Elective		Upper Level English Elective
Elective		Upper Level Free Elective
Elective		Upper Level Free Elective
<b>YEAR 4</b>	<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	415	Literary Theory and Criticism
English Elective		Upper Level English Elective
English Elective		Upper Level English Elective
Elective		Upper Level Free Elective
Elective		Free Elective

\* Does not include students' placement into ENGL 100.

# GRAPHIC DESIGN (GDES)

The Graphic Design (GDES) degree program offers students the opportunity to pursue a degree emphasizing a balance of theory and practice in the art and science of visual communication. Both the teaching and practice are emphasized to foster critical thinking and problem solving that prepare the student for the real-world challenges one will face in the professional sphere. The program is also inspired by a vision that design methodology and technologies can support the creative exploration of traditional and modern design concepts and principles. The program includes history of graphic design, typography, symbols, information design, systems, 3D, and multi-media design.

Graphic Design program graduates are instilled with the skills of marketable designers and are prepared for employment in graphic design studios, publishing houses, corporations, non-profit institutions, film and video production companies, advertising, and multimedia firms.

## BACHELOR OF ARTS IN GRAPHIC DESIGN

**Program Lead:** Ms. Marcella Kulchitsky

**Program E-mail:** [Graphics@auk.edu.kw](mailto:Graphics@auk.edu.kw)

### GRAPHIC DESIGN LEARNING OUTCOMES:

Upon completion of the AUK Major in Graphic Design, the student will be able to:

- Apply critical thinking, design concepts, and problem-solving methodologies to a variety of design problems and possibilities.
- Demonstrate an understanding of how design processes and skills are related to social and scientific issues and discourse.
- Produce a design portfolio showcasing sensibilities toward diversity for issues and discourse.
- Use professional skills and behaviors necessary to compete in the marketplace.
- Adapt and pursue a lifelong sense of communal responsibility locally and internationally.

### ADMISSION TO THE PROGRAM:

- Students wishing to Major in Graphic Design should apply for Major declaration by the end of their sophomore year.
- Cumulative GPA of 2.0 or better.
- Grade of “C” or better in ENGL 101.
- Grade of “C” or better in any Art or Art History course.

### UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Arts in Graphic Design, students must complete at least 124 credit hours. In addition, students are required to complete a minimum of 36 credit hours of upper-level courses (300-level and above) at AUK of which at least 18 credits hours need to be taken in the major.

- General Education Requirements (49 credit hours), composed of:

GDES Prerequisites (two of the following courses ART 101, ART 121 and ART 115 may be applied to the Humanities General Education requirement, the remaining three courses (9 credits) must be taken as GDES prerequisites).

- ART 101
- ART 121
- GDES 102
- GDES 110
- GDES/ART 115

- GDES Core Courses (33 credit hours)
- GDES Elective (12 credit hours)
- GDES Related Electives (6 credit hours)



- Free Electives (15 credit hours)
- A grade “C” or better in all courses required for the major.

• GDES Major Requirements (60 credit hours), composed of:

- Graphic Design Program Prerequisites (9)
- Graphic Design Core Courses (33)
- Graphic Design Electives (12)
- Graphic Design Related Field Electives (6)

• Free Electives (15)

A grade of “C” or higher in all courses required for the Major.

• Graphic Design Program Prerequisites (9 credit hours)

ART 101	Art History I	(3) [H]
ART 121	Drawing I	(3) [H]
GDES 102	Creative Visualization	(3)
GDES 110	Digital Foundations	(3)
GDES 115	Color Theory	(3)

**Graphic Design Core Requirements (33 credit hours)**

ART 122	3D Design	(3)
ART 102	Art History II	(3)
GDES 220	Graphic Design I	(3)
GDES 221	Typography I	(3)
GDES 320	Graphic Design II	(3)
GDES 321	Typography II	(3)
GDES 330	Print Production	(3)
GDES 420	Graphic Design III	(3)
GDES 421	Typography III	(3)
GDES 470	Internship in Graphic Design	(3)
GDES 490	Capstone	(3)

**NOTE:** The student is limited to a maximum of 6 credit hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major, if the Major requires an internship. If a student takes an additional 1-3 credit hours of internship, those credits may be counted towards a student’s second Major, Minor, or as free electives. For the duration of the semester, students should work approximately 2.5 hours per week for each academic credit hour.

**Graphic Design Electives (12 credit hours)**

GDES 204	Digital Photography	(3)
GDES 208	Film Production I	(3)
GDES 242	Digital Imaging I	(3)
GDES 315	History of Design	(3)
GDES 337	Environmental Design	(3)
GDES 342	Digital Imaging II	(3)
GDES 351	Web Design	(3)
GDES 369	Short Course	(3)
GDES 388	Independent Study	(3)
GDES 389	Special Topics	(3)
GDES 404	Professional Practice	(3)
GDES 452	3D Modeling & Animation	(3)
GDES 453	Motion Graphics	(3)

**Graphic Design Related Field Electives (6 credit hours)**

Students must select 2 courses (6 credit hours), in consultation with their Academic Advisor, from the following designations: ART, COMM, and SBSA.

**Free Electives (15 credit hours)**

Students must take 5 courses (15 credit hours) among other disciplines (fields of study) in consultation with their Academic Advisor.

NOTE: Information on internship assessment for internships offered by the Division of Arts and Humanities is also located at the end of the "Division of Arts and Humanities" section of the Catalog.

**GRAPHIC DESIGN 2012-2013 4-YEAR PLAN**

Check course listings for prerequisites and restrictions

<b>YEAR 1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	101	Approaches to Critical Reading and Writing
ART	101	Art History I
GDES	102	Creative Visualization
GDES	110	Digital Foundations
General		General Education Requirement
<b>YEAR 1 SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	102	Writing and Information Literacy
ENGL	108	Public Speaking
GDES	115	Color Theory
ART	121	Drawing I
ART	105	Art History II
<b>YEAR 2 SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
GDES	220	Graphic Design I
GDES	221	Typography I
ART	122	3D Design
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2 SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
GDES		Graphic Design Elective
GDES		Graphic Design Elective
Related		Graphic Design Related Field Elective
General		General Education Requirement
General		General Education Requirement

<b>YEAR 3</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
GDES	320	Graphic Design II
GDES	321	Typography II
GDES		Upper Level Graphic Design Elective
General		General Education Requirement
General		General Education Requirement
<b>YEAR 3 SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
GDES	421	Typography III
GDES		Upper Level Graphic Design Elective
GDES		Upper Level Graphic Design Elective
General		General Education Requirement
General		General Education Requirement
<b>YEAR 4 SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
GDES	420	Graphic Design III
GDES	470	Internship in Graphic Design*
Related		Graphic Design Related Field Elective
Free		Upper Level Free Elective
Free		Upper Level Free Elective
<b>YEAR 4 SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
GDES	490	Senior Portfolio
GDES		Upper Level Graphic Design Elective
Free		Upper Level Free Elective
Free		Upper Level Free Elective
Free		Free Elective

\* The Graphic Design Program recommends that Majors take GDES 470 Internship in Graphic Design over the Summer, between their Junior and Senior year at AUK.

# MINORS IN THE DIVISION OF ARTS AND HUMANITIES

## MINOR IN COMMUNICATION AND MEDIA (21 CREDIT HOURS)

**Program Lead:** Dr. Mohamed Satti

The Minor requires a minimum of 21 credit hours, including the core of 4 COMM courses (12 credit hours) listed below and 3 COMM or GDES elective courses (9 credit hours). At least 3 credit hours must be in upper-level courses and at least 9 credit hours must be taken in residence at AUK.

### ADMISSION TO THE PROGRAM:

Students enrolling in the Communication Minor should have normally completed a minimum of 30 credit hours of coursework and be in good academic standing.

#### Minor Core Requirements in Communication (12 credit hours):

COMM 101	Introduction to Mass Communication	(3)
COMM 110	Introduction to Digital Media Design	(3)
COMM 205	Writing for Mass Media	(3)
COMM 225	Theories of Communication	(3)

#### Minor Electives (9 credit hours):

Students must complete at least 3 courses (9 credit hours), in consultation with their Academic Advisor, from recommended COMM and GDES courses. One course (3 credit hours) must be at the 300- level or above.

## MINOR IN ENGLISH (18 CREDIT HOURS)

**Program Lead:** Dr. Melissa Dykes

Students wishing to Minor in English are required to take six (6) courses (18 credit hours). Students must take any 3 courses (9 credit hours) of the following four core courses:

ENGL 201	World Literatures in Translation I	(3) [H]
ENGL 203	World Literatures in Translation II	(3) [H]
ENGL 211	World Literatures in English I	(3) [H]
ENGL 212	World Literatures in English II	(3) [H]

Students must also take 3 additional courses (9 credit hours) from any 300 or 400-level English courses.

## MINOR IN GRAPHIC DESIGN (21 CREDIT HOURS)

**Program Lead:** Ms. Marcella Kulchitsky

The Graphic Design Minor provides students with the tools necessary to compete creatively in a professional arena. The classes taught are designed to prepare students for real world situations. Students will develop basic portfolios that meet with international Graphic Design standards. The ability to visually illustrate ideas that affect the advertising and marketing fields is a quintessential asset to have in the commercial art and communication market.

The Minor requires a minimum of 21 credit hours including the core of 6 GDES courses (18 credit hours) listed below and 1 course (3 credit hours) from the GDES electives list. Please check the Graphic Design Major listing for the GDES electives list.

**Minor Core Requirements in Graphic Design (18 credit hours):**

GDES 110	Digital Foundations	(3)
GDES 115	Color Theory	(3)
GDES 220	Graphic Design I	(3)
GDES 221	Typography I	(3)
GDES 320	Graphic Design II	(3)
GDES 322	Typography II	(3)

**Minor Electives (3 credit hours):**

Students must complete at least 1 course (3 credit hours) in consultation with their Academic Advisor from the GDES electives list at the 300-level or above.

**MINOR IN ARABIC (18 CREDIT HOURS)**

**Program Lead:** Dr. Raymond Farrin

The Arabic Minor program strengthens students’ communication skills in Arabic and familiarizes students with the rich Arabic literary heritage. It develops skills of fluid expression in formal Arabic and leads to an informed awareness of the Arabic literary tradition.

**ARABIC LEARNING OUTCOMES:**

Upon completion of the AUK Minor in Arabic, the student will be able to:

- Express complex ideas clearly and fluently in formal Arabic Language
- Examine Arabic literary texts from diverse cultural periods
- Evaluate Arabic literary texts within socio-historical contexts

**REQUIREMENT OF THE PROGRAM**

At least 9 credit hours must be taken at AUK

**Arabic Core Courses (9 credit hours)**

To complete a Minor in Arabic, students must complete the following core courses:

- ARAB 215 Arab Composition I (3) [A]
- ARAB 220 Readings in Arabic Heritage (3) [A], [H]
- ARAB 312 Modern Arabic Literature (3) [H], [K]

In addition, students must complete (in consultation with their academic advisor) 3 other courses (9 credit hours) from the following:

- ARAB 205 Survey of Arab-Islamic Civilization (3) [H], [K]

**AND/OR**

- ARAB 221 Creative Writing (3)

**AND/OR**

- Any **ARAB course at the 300-level or higher.**

All ARABIC courses are listed in the academic catalog as either taught in English or Arabic, except for ARAB 369: Short Course, ARAB 388: Independent Study and ARAB 389: Special Topics. These courses are not listed as taught either in English or Arabic, since the language of instruction may change in any given semester according to the desires of the individual professor.

## **DIVISION OF ARTS & HUMANITIES INTERNSHIP**

The Internship Program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Internships are completed in the Junior or Senior year and while in residency at AUK.

The student is limited to a maximum of 6 credit hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major. If a student taken an additional 1-3 credit hours of internship, those credits may be counted towards a student's second Major, Minor, or as free electives. For the duration of the semester, students are responsible for working 40 hours per semester for each credit hour. Students are to refer to the various programs' Internship handbook for further details of the internship process, requirements and method of assessment.



# DIVISION OF **SCIENCES AND ENGINEERING**

**DIVISION HEAD:** Dr. Shereef Abu Al-Maati



## MISSION

The mission of the Sciences and Engineering Division is to provide excellence in an undergraduate Science and Engineering education within a Liberal Arts context through instruction, scholarship and service. The Division prepares generations of engineers and computing scientists for success and leadership in their careers in industry, government and graduate studies and for continual development as highly competent professionals and responsible members of society.

## MAJOR DEGREE PROGRAMS

The Division of Sciences and Engineering oversees degree programs with Majors in the following academic disciplines:

- Bachelor of Engineering in Computer Engineering
- Bachelor of Science in Computer Science
- Bachelor of Science in Information Systems

## MINORS

The Division of Sciences and Engineering oversees the following Minor programs:

- Computer Science
- Information Systems
- Mathematics
- Natural Sciences

## DISCIPLINES (FIELDS OF STUDY)

The Division of Sciences and Engineering includes the following disciplines (Fields of Study):

- Biology (BIOL)
- Chemistry (CHEM)
- Computer Engineering (CPEG)
- Computer Science and Information Systems (CSIS)
- Electrical Engineering (ELEG)
- Engineering (ENGR)
- Mathematics (MATH)
- Natural Sciences (NSCI)
- Physics (PHYS)
- Statistics (STAT)

# DEGREE PROGRAMS IN THE DIVISION OF SCIENCES AND ENGINEERING

## COMPUTER ENGINEERING (CEP)

The world we live in has become increasingly dependent on advances made in part by technology and computer engineering. The impact of technology spans a wide spectrum of products and services, ranging from communication systems, to computers and computer networks, to instruments for all sectors of society from entertainment to health care, from space exploration to ocean exploration. These products are in part the result of creations of computer engineers. Computer engineers embed computers in other machines and systems, build networks to transfer data, and develop ways to make computers, faster, smaller, and more capable. Computer engineers are improving the ability of computers to “see” and “think.” They are making computers more mobile, and even incorporating computers into fabrics, clothes, and building materials.

The Computer Engineering program at AUK prepares future engineering leaders through an innovative Computer Engineering education that bridges science and technology, enterprise and society. AUK’s Computer Engineering curriculum is built on four pillars: Math & Science; Computer Engineering Design; Arts, Humanities & Social Sciences; and Entrepreneurship. The Math & Science sequence teaches fundamental ideas and techniques in science and math whose application makes engineering possible. Under the Design pillar, students complete design projects that enable them to apply technical and non-technical knowledge and skills, develop understanding of design process, identify and define problems and muster the resources necessary to realize solutions. This process comes to a synthesis in a year-long capstone design course. Under the Arts, Humanities & Social Sciences pillar, students develop a broad knowledge of social, cultural and humanistic contexts and foster the ability to apply contextual thinking in the study of computer engineering and other disciplines (fields of study). Entrepreneurship is the process of identifying opportunities, fulfilling human needs, and creating value. Under this pillar, AUK Computer Engineering students will demonstrate a capacity to identify social, technical, and economic opportunities, to predict challenges and the cost associated with the pursuit of opportunities, and to make decisions about which opportunities are worthy of pursuit.

Typical industries hiring computer engineers, include both private & government sectors such as financial services, computer software & hardware companies, petroleum & chemical companies, defense & interior contractors, consulting, transportation, manufacturing, and consumer goods, to name a few. Computer engineers are equally successful in large multinational firms and small startups. If you would like to be a part of this exciting development and would like to have a wide choice of career opportunities in industry, government, and graduate studies, then you will want to major in Computer Engineering at AUK.

The American University of Kuwait offers a Dual Degree Program in conjunction with Dartmouth College’s Thayer School of Engineering, which allows AUK students to earn a Bachelor of Engineering (BE) degree in Computer Engineering at AUK and a Bachelor of Engineering (BE) degree in General Engineering from the Thayer School of Engineering after five years of study. For more information on the Dual Degree Engineering Program, please refer to [page 114](#).

# BACHELOR OF ENGINEERING IN COMPUTER ENGINEERING

Program Lead: Dr. Issam Damaj

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

## COMPUTER ENGINEERING LEARNING OUTCOMES:

Upon completion of the AUK CPEG major, the student will be able to:

- Have a solid grounding in fundamental principles of mathematics, science, and computer engineering, and the ability to apply this knowledge to the design, analysis, and implementation of engineering systems using modern engineering tools.
- Develop creative solutions that are responsive to technical, social, economic and other realistic constraints and considerations.
- Demonstrate the ability to recognize opportunity, take initiative, communicate, and work effectively on multidisciplinary teams.
- Understand the broad social, economic, environmental, and ethical implications of their work, and will be cognizant of their professional responsibilities.
- Possess a broad understanding of the arts, humanities, social sciences, English, Arabic and entrepreneurship, and build on this foundation throughout their careers to identify and respond to emerging technical and social developments.

## ADMISSION TO PROGRAM:

Admission to the Computer Engineering program takes place in the 2nd year of the engineering program after the student has completed all required first year program prerequisites with an overall University GPA of 2.70 (B-) or higher on the selected program prerequisites shown below. The program prerequisites are MATH 201, MATH 203, CSIS 120, CSIS 130, PHYS 115, PHYS 116, and CHEM 101. These program prerequisites satisfy all General Education Requirements in the Sciences, Mathematics, and Computer Science fields. A program fee may apply upon certification of the declaration of the Major.

Transfer equivalencies from ABET accredited programs (<http://abet.org>) or equivalent will be considered.

We also accept transfer from non-accredited programs for the courses that do not fall under the prefixes CSIS, CPEG, ELEG or ENGR.

## UNIVERSITY DEGREE REQUIREMENTS (135 CREDIT HOURS):

To receive a Bachelor of Engineering in Computer Engineering, students must complete at least 135 credit hours:

- General Education Requirements (49 credit hours), composed of:
  - Program Prerequisites (16 credit hours) applicable to General Education Requirements
  - Remaining General Education Requirements (33 credit hours)
- Program Prerequisites (10 credit hours) not applicable to General Education Requirements
- Major Requirements (76 credit hours), composed of:
  - Computer Engineering Core (46 credit)
  - Computer Engineering Electives (9 credit hours)
  - Related Field Requirements (21 credit hours), composed of:
    - Math (12 credit hours)
    - Entrepreneurship (9 credit hours)
- Students are required to complete a minimum of 36 credit hours of upper-level courses (300-level or above) at AUK of which at least 18 credits hours need to be taken in the major.

**Program Prerequisites (26 credit hours)**

MATH 201	Calculus I	(3) [M]
MATH 203	Calculus II	(3) [M]
CSIS 120	Computer Programming I	(4) [T]
CSIS 130	Computer Programming II	(4) [T]
PHYS 115	General Physics I	(4) [P]
PHYS 116	General Physics II	(4) [P]
CHEM 101	General Chemistry I	(4) [P]

**Major Requirements**

Students must complete all 14 courses (46 credit hours) listed in the Computer Engineering Core courses, 3 courses (9 credit hours) from the Computer Engineering elective courses and 7 courses (21 credit hours) in Related Field Requirements which is composed of Math 4 courses (12 credit hours) and Entrepreneurship 3 courses (9 credit hours).

*Computer Engineering Core Courses (46 credit hours)*

CPEG 210	Digital Logic Design	(4)
CPEG 220	Computer Organization and Architecture	(3)
CPEG 330	Microprocessors and Interfacing	(4)
CPEG 340	Embedded System Design	(3)
CPEG 475	Senior Design Capstone I	(3)
CPEG 480	Senior Design Capstone II	(3)
CSIS 210	Data Structures & Algorithms	(3)
CSIS 310	Introduction to Operating Systems	(3)
CSIS 322	Net-Centric Computing	(3)
CSIS 330	Software Engineering	(3)
ELEG 220	Electric Circuits	(4)
ELEG 270	Electronics	(4)
ELEG 320	Signals & Systems	(3)
ENGR 330	Engineering Economics	(3)

*Computer Engineering Elective Courses (9 credit hours)*

Three Computer Engineering elective courses (9 credits), selected in consultation with the Academic Advisor, from 200-level or higher CPEG, ELEG, ENGR and/or CSIS courses. A maximum of one elective course could be selected from the following CSIS courses: CSIS 230, 250, 255, 260, 300, 320, 370, 400, 405, 415, 425, or 440. At least two of the elective courses should be 300-level or higher courses.

*Related Field Requirements (21 credit hours)*

Students must complete:

**Math Requirements: 4 courses (12 credit hours)**

MATH 206	Calculus III	(3)
MATH 210	Differential Equations	(3)
MATH 213	Discrete Mathematics	(3)
STAT 214	Statistics for Engineers	(3)

**Entrepreneurship Requirements: 3 courses (9 credit hours)**

MGMT 201	Principles of Management	(3)
ENTR 201	Principles of Entrepreneurship	(3)
ENTR 301	Intermediate Entrepreneurship	(3)

Information on internship assessment for internships offered by the Division of Sciences and Engineering is also located at the end of the "Division of Sciences and Engineering" section of the Catalog.

**COMPUTER ENGINEERING 2012-2013 4-YEAR PLAN\***

Check course listings for prerequisites and restrictions

<b>YEAR 1</b>		<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	120	Computer Programming I	4
MATH	201	Calculus I	3
ENGL	101	Approaches to Critical Reading and Writing	3
EDUC	100	Essentials of Learning	2
PHYS	115	General Physics I	4
<b>TOTAL</b>			<b>16</b>
<b>YEAR 1</b>		<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	130	Computer Programming II	4
ENGL	102	Writing & Info. Literacy	3
MATH	203	Calculus II	3
PHYS	116	General Physics II	4
CHEM	101	General Chemistry I	4
<b>TOTAL</b>			<b>18</b>
<b>YEAR 2</b>		<b>SEMESTER-3</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	210	Data Structures and Algorithms	3
MATH	213	Discrete Math	3
MATH	210	Differential Equations	3
CPEG	210	Digital Logic Design	4
ELEG	220	Electric Circuits	4
<b>TOTAL</b>			<b>17</b>
<b>YEAR 2</b>		<b>SEMESTER-4</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
MATH	206	Calculus III	3
MGMT	201	Principles of Management	3
ENGL	108	Public Speaking	3
ELEG	270	Electronics	4
CPEG	220	Computer Organizations & Architecture	3
<b>TOTAL</b>			<b>16</b>
<b>YEAR 3</b>		<b>SEMESTER-5</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CPEG	330	Microprocessors and Interfacing	4
CSIS	322	Net-Centric Computing	3
		Arabic I	3
ENTR	201	Principles of Entrepreneurship	3

CSIS	310	Operating System	3
		<b>TOTAL</b>	<b>16</b>
<b>YEAR 3</b>	<b>SEMESTER-6</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
ENGR	330	Engineering Economics	3
ELEG	320	Signals & Systems	3
STAT	214	Statistics for Engineers	3
CSIS	330	Software Engineering	3
CPEG	340	Embedded System Design	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 4</b>	<b>SEMESTER-7</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CPEG	475	Senior Capstone Design I	3
ENTR	301	Intermediate Entrepreneurship	3
		Major Elective	3
		Humanities Elective	3
		Social Sciences Elective	3
		Arabic II	3
		<b>TOTAL</b>	<b>18</b>
<b>YEAR 4</b>	<b>SEMESTER-8</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CPEG	480	Senior Capstone Design II	3
		Major Elective	3
		Major Elective	3
		Social Sciences Elective	3
		Humanities Elective	3
		<b>TOTAL</b>	<b>15</b>

\* Does not include students' placement into ENGL 100.

## DUAL DEGREE PROGRAM WITH DARTMOUTH'S THAYER SCHOOL OF ENGINEERING

This initiative provides an opportunity for AUK students to go to Thayer School of Engineering at Dartmouth College for a summer term (preferably sophomore year), and then to return for a 5th year after completing the requirements for the AUK Bachelor of Engineering (BE) degree in Computer Engineering. Upon successful completion of their AUK BE and the 5th year at Dartmouth, students would earn an ABET-accredited BE degree at Dartmouth. The Thayer School of Engineering degree is in General Engineering, (not in Computer Engineering). Thayer is one of the top engineering schools in the United States. It is known for a distinctive curriculum, which emphasizes breadth of engineering training in a highly collaborative learning environment. AUK students admitted to this special program will study with Dartmouth faculty and students in Thayer's state of the art facilities. See: <http://engineering.dartmouth.edu/about/maclean.html>

Admission to the summer program at Dartmouth is based on prior academic performance and recommendation letters. Admission to the 5th year program is based primarily on performance in the summer program at Dartmouth. No more than 10 students annually will be accepted into the program in its first two years; this is subject to admissions criteria. The cap may be adjusted after a trial period of two years.

Incoming students will receive program-specific orientation at Dartmouth, and AUK students will have seen substantial amounts of the material for Engineering Sciences 21 (ENGS 21), which will ease their transition. ENGS 21 is essential preparation for the 190-290 sequence of courses students will take upon their return to Dartmouth for the 5th Thayer BE year. AUK students will take all core courses required of Dartmouth AB and BE students (see list below). These courses are listed in the Thayer School of Engineering Catalog:

<http://engineering.dartmouth.edu/undergraduate/index.html>

### SUMMER TERM

ENGS 21

ENGS 22

ENGS 33 (or 25)

### SAMPLE BE YEAR PROGRAM (YEAR 5)

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
ENGS 190 (2A)	ENGS 290 (arr)	ENGS 112 (11)
ENGS 91 (12)	ENGS 27 (2)	ENGS 23 (9L)
ENGS 116 (10)	ENGS 24 (10)	ENGS 31 (12)

There are variations possible on this schedule depending on student interests. For more information on Thayer School of Engineering, see: <http://engineering.dartmouth.edu/about/index.html>

# COMPUTER SCIENCE AND INFORMATION SYSTEMS PROGRAM (CSIS)

Computers are everywhere in our society. The infrastructure of business, government, science, and everyday life are increasingly based on computers and digital communication. Whether you are listening to your digital music player, text messaging with a friend, driving a modern car, trading stocks, producing a movie, buying anything on the Internet, flying an airplane, searching for information, performing or being subject to a medical procedure, or playing a video game, you depend on networks of computers that store, exchange and process information in increasingly elaborate ways. Understanding the foundations of this technology, what it can do, what its limitations are, how it relates to information processing in living things and society, and how you can use it will put you in a better position to understand, create, and decide in whatever career, further education, or personal pursuits you choose. Computing is a critical tool for controlling and shaping the processes of modern society. If you want to take advantage of what this Major has to offer, consider one of the several options that the Computer Science and Information Systems program at AUK offers, from single introductory courses through a Minor to a BS Major.

The Computer Science and Information Systems (CSIS) program at AUK encompasses the principles of computing that enables students to keep abreast of developments in a rapidly changing technology. CSIS students not only gain a solid foundation in the theory and design of modern computing systems, but are exposed to a variety of applied applications, both in lab assignments as well as in internships and in a semester based senior capstone project course. The students are also encouraged to explore cross-disciplinary connections by completing a Minor in a related field.

## BACHELOR OF SCIENCE IN COMPUTER SCIENCE

**Program Lead:** Dr. Amir Zeid

**Program E-mail:** [CSIS@auk.edu.kw](mailto:CSIS@auk.edu.kw)

### COMPUTER SCIENCE LEARNING OUTCOMES:

Upon completion of the AUK CS major, the student will be able to:

- Apply knowledge of computing and mathematics appropriate to the discipline.
- Analyze a problem, and identify and define the computing requirements appropriate to its solution.
- Design, implement, and evaluate a computer-based system, process, component or program to meet desired needs.
- Function effectively on teams to accomplish a common goal.
- Understand professional, ethical, legal, security and social issues and responsibilities.
- Communicate effectively with a range of audiences.
- Analyze the local and global impact of computing on individuals, organizations, and society.
- Recognize the need for and an ability to engage in continuing professional development.
- Use current techniques, skills, and tools necessary for computing practice.
- Apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices.
- Apply design and development principles in the construction of software systems of varying complexity.

### ADMISSION TO PROGRAM:

Admission to the Computer Science program takes place in the 2nd year of the program after the student has completed all required first year program prerequisites with an overall University GPA of 2.5 or higher on the selected program prerequisites shown below. The program prerequisites are



MATH 201, CSIS 120, CSIS 130, and 8 credit hours in Science in Biology (BIOL 101 and 102), Chemistry (CHEM 101 and 102), or Physics (PHYS 115 and 116). These program prerequisites satisfy all General Education Requirements in the Sciences, Mathematics, and Computer Science fields.

Transfer equivalencies from ABET accredited programs (<http://abet.org>) or equivalent will be considered.

We also accept transfer from non-accredited programs for the courses that do not fall under the prefixes CSIS, CPEG, ELEG or ENGR.

## UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Science in Computer Science, students must complete at least 124 credit hours:

- General Education Requirements (49 credit hours), composed of:
  - Program Prerequisites (16 credit hours) applicable to General Education Requirements
  - Remaining General Education Requirements (33)
- Program Prerequisites (6 credit hours) not applicable to General Education Requirements
- Major Requirements (69 credit hours), composed of:
  - Computer Science Core Course Requirements (39 credit hours)
  - Computer Science Elective Courses (12 credit hours)
  - Related Field Requirements (18 credit hours)
    - Math (9 credit hours)
    - Science (3 credit hours)
    - Business (6 credit hours)
- Students are required to complete a minimum of 36 credit hours of upper-level courses (300-level or above) at AUK of which at least 18 credits hours need to be taken in the major.

Some program prerequisites do not count toward the General Education Requirements, as that area has already been filled. For example, the student is asked to complete 8 credit hours of computer science for the program prerequisite, however, only 3 credits may be counted toward General Education.

### Program Prerequisites (22 credit hours)

CSIS 120	Computer Programming I	(4) [T]
CSIS 130	Computer Programming II	(4) [T]
MATH 201	Calculus I	(3) [M]
MATH 213	Discrete Mathematics	(3) [M]
BIOL 101	General Biology I	(4) [P]
	<b>AND</b>	
BIOL 102	General Biology II	(4) [P]
	<b>OR</b>	
CHEM 101	General Chemistry I	(4) [P]
	<b>AND</b>	
CHEM 102	General Chemistry II	(4) [P]
	<b>OR</b>	
PHYS 115	General Physics I	(4) [P]
	<b>AND</b>	
PHYS 116	General Physics II	(4) [P]

### Major Requirements (69 credit hours)

#### Computer Science Core Course Requirements (39 credit hours)

Students should earn a grade of “C” or better in the Major courses.

CSIS 150	Professional and Ethical Issues in CSIS	(3)
CSIS 210	Data Structures and Algorithms	(3)
CSIS 220	Computer Architecture and Assembly Language	(3)
CSIS 250	Database Systems	(3)
CSIS 255	Web Technologies	(3)
CSIS 310	Introduction to Operating Systems	(3)
CSIS 320	Principles of Programming Languages	(3)
CSIS 330	Software Engineering	(3)
CSIS 400	Theory of Computation	(3)
CSIS 405	Analysis of Algorithms	(3)
CSIS 475	Compiler Construction	(3)
CSIS 490	Computer Science Capstone I	(3)
CSIS 491	Computer Science Capstone II	(3)

Computer Science Elective Courses (12 credit hours)

Four CSIS courses (12 credit hours), selected in consultation with the Academic Advisor, from any 300-level or higher CSIS, CPEG, or ELEG courses.

For a double Major in CS and IS, core electives should be mutually exclusive. Students will need an additional 9 credit hours of MATH (if choosing CS as the additional Major) and 15 credit hours of Core Courses. The student must complete, therefore, an additional 24 credit hours.

Computer Science and Information Systems Majors do not need to take CSIS 101 to fulfill their General Education Requirements, as CSIS 120 will automatically fulfill that requirement.

Related Field Requirements (18 credit hours)

**Math Requirements (9 credit hours)**

Students who plan on a BS degree in Computer Science will take the following courses:

STAT 201	Statistics	(3)
MATH 203	Calculus II	(3)
Any other 200 or 300-level Math course up to the student's choice		(3)

**Science Requirements (3 credit hours)**

Any 3 credit science course in BIOL, CHEM, or PHYS

**Business Requirements (6 credit hours)**

MGMT 201	Principles of Management	(3)
ENTR 201	Principles of Entrepreneurship	(3)

Information on internship assessment for internships offered by the Division of Sciences & Engineering is also located at the end of the "Division of Sciences & Engineering" section of the Catalog.

**COMPUTER SCIENCE 2012-2013 4-YEAR PLAN\***

Check course listings for pre-requisites and restrictions

<b>YEAR 1</b>		<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	120	Computer Programming I	4
Math	201	Calculus I	3
ENGL	101	Approaches to Critical Reading and Writing	3
EDUC	100	Essentials of Learning	2
		Science-1	4
		<b>TOTAL</b>	<b>16</b>
<b>YEAR 1</b>		<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	130	Computer Programming II	4
CSIS	150	Professional and Ethical Issues in CSIS	3
Math	203	Calculus II	3
General		GER-3	3
		Science-2	4
		<b>TOTAL</b>	<b>17</b>
<b>YEAR 2</b>		<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	210	Data Structures and Algorithms	3
CSIS	255	Web Technologies	3
General		GER-4	3
Math	213	Discrete Math	3
General		GER-12	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 2</b>		<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
General		GER-5	3
Stat	201	Statistics	3
CSIS	250	Database Systems	3
Science		Elective	3
CSIS	220	Computer Architecture and Assembly Language	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 3</b>		<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	310	Operating Systems	3
Math		Math Elective	3
General		GER-6	3
General		GER-7	3

CSIS	330	Software Engineering	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 3</b>	<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
MGMT	201	Principles of Management	3
CSIS		Upper Level CS Elective-1	3
General		GER-8	3
CSIS	320	Principles of Programming Languages	3
CSIS	405	Algorithms	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 4</b>	<b>SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS		Upper Level CS Elective-2	3
CSIS	400	Theory of Computation	3
ENTR	201	Principles of Entrepreneurship	3
CSIS	490	Computer Science Capstone I	3
General		Upper Level GER-9	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 4</b>	<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	475	Compiler Construction	3
CSIS		Upper Level CS Elective-3	3
General		Upper Level GER-11	3
CSIS	491	Computer Science Capstone II	3
		<b>TOTAL</b>	<b>12</b>

\* Does not include students' placement into ENGL 100.

## BACHELOR OF SCIENCE IN INFORMATION SYSTEMS

**Program Lead:** Dr. Amir Zeid

**Program E-mail:** CSIS@auk.edu.kw

### INFORMATION SYSTEMS LEARNING OUTCOMES:

Upon completion of the AUK IS major, the student will be able to:

- Apply knowledge of computing and mathematics appropriate to the discipline
- Analyze a problem, and identify and define the computing requirements appropriate to its solution
- Design, implement, and evaluate a computer-based system, process, component or program to meet desired needs
- Function effectively on teams to accomplish a common goal
- Understand professional, ethical, legal, security and social issues and responsibilities
- Communicate effectively with a range of audiences
- Analyze the local and global impact of computing on individuals, organizations, and society
- Recognize the need for and an ability to engage in continuing professional development
- Use current techniques, skills, and tools necessary for computing practice.
- Understand processes that support the delivery and management of information systems within a specific application environment.

### ADMISSION TO PROGRAM:

Admission to the Information Systems program takes place in the 2nd year of the program after the student has completed all required first year program prerequisites with an overall University GPA of 2.5 or higher on the selected program prerequisites shown below. The program prerequisites are MATH 201, CSIS 120, CSIS 130, and 8 credit hours in Science in Biology (BIOL 101 and 102), Chemistry (CHEM 101 and 102), or Physics (PHYS 115 and 116) These program prerequisites satisfy all General Education Requirements in the Sciences, Mathematics, and Computer Science fields.

Transfer equivalencies from ABET accredited programs (<http://abet.org>) or equivalent will be considered.

We also accept transfer from non-accredited programs for the courses that do not fall under the prefixes CSIS, CPEG, ELEG or ENGR.

### UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS):

To receive a Bachelor of Science in Information Systems, students must complete at least 124 credit hours:

- General Education Requirements (46 credit hours), composed of:
  - Program Prerequisites (13 credit hours) applicable to General Education Requirement
  - Remaining General Education Requirements (33)
- Program Prerequisites (6 credit hours) not applicable to General Education Requirements
- Major Requirements (72 credit hours), composed of:
  - Information Systems Core Course Requirements (39 credit hours)
  - Information Systems Elective Courses (12 credit hours)
  - Related Field Requirements (21 credit hours)
    - Math (6 credit hours)
    - Business (15 credit hours)
- Students are required to complete a minimum of 36 credit hours of upper-level course (300-level or above) at AUK of which at least 18 credits hours need to be taken in the major.

**Program Prerequisites (19 credit hours)**

CSIS 120	Computer Programming I	(4) [T]
CSIS 130	Computer Programming II	(4) [T]
MATH 213	Discrete Mathematics	(3) [M]
BIOL 101	General Biology I	(4) [P]
	<b>AND</b>	
BIOL 102	General Biology II	(4) [P]
	<b>OR</b>	
CHEM 101	General Chemistry I	(4) [P]
	<b>AND</b>	
CHEM 102	General Chemistry II	(4) [P]
	<b>OR</b>	
PHYS 115	General Physics I	(4) [P]
	<b>AND</b>	
PHYS 116	General Physics II	(4) [P]

**Major Requirements (72 Credit hours)***Information Systems Core Course Requirements (39 credit hours)*

Students should earn a grade of "C" or better in the Major courses.

CSIS 110	Information Systems	(3)
CSIS 150	Professional and Ethical Issues in CSIS	(3)
CSIS 210	Data Structures and Algorithms	(3)
CSIS 220	Computer Architecture and Assembly Language	(3)
CSIS 250	Database Systems	(3)
CSIS 255	Web Technologies	(3)
CSIS 260	Analysis and Design	(3)
CSIS 300	E-Commerce	(3)
CSIS 322	Net-Centric Computing	(3)
CSIS 330	Software Engineering	(3)
CSIS 440	Software Project Management	(3)
CSIS 490	Information Systems Capstone I	(3)
CSIS 491	Information Systems Capstone II	(3)

*Information Systems Elective Courses (12 credit hours)*

Four CSIS courses (12 credit hours), selected in consultation with the Academic Advisor, from any 300-level or higher CSIS, CPEG, or ELEG courses.

For a double Major in CS and IS, core electives are mutually exclusive. Students need an additional 9 credit hours of MATH (if choosing CS as the additional Major) and 15 credit hours of Core Courses. The student must complete, therefore, an additional 24 credit hours.

Computer Science and Information Systems Majors do not need to take CSIS 101 to fulfill their General Education Requirements: CSIS 120 will automatically fulfill that requirement.

*Related Field Requirements (21 credit hours)***Math Requirements (6 credit hours)**

Students who plan on a BS degree in Information Systems will take the following courses:

- STAT 201      Statistics      (3) [M]

Students will need one additional MATH course (3 credit hours)

**Business (15 credit hours)**

The following 2 courses are required for CSIS students:

- MGMT 201 Principles of Management (3)
- ENTR 201 Principles of Entrepreneurship (3)

And 3 other courses (9 credit hours) from the following prefix designation: BUS, ACCT, ECON, BEAL, ENTR, FINC, MGMT, and MRKT (At least 6 credit hours of the 9 should be 300-level or higher.)

Information on internship assessment for internships offered by the Division of Sciences and Engineering is also located at the end of the “Division of Sciences and Engineering” section of the Catalog.

**INFORMATION SYSTEMS 2012-2013 4-YEAR PLAN\***

Check course listings for prerequisites and restrictions

YEAR 1		SEMESTER-1	
Prefix	Number	Title	Credits
CSIS	120	Computer Programming I	4
CSIS	110	Information Systems	3
ENGL	101	Approaches to Critical Reading and Writing	3
EDUC	100	Essentials of Learning	2
		Science-1	4
<b>TOTAL</b>			<b>16</b>
YEAR 1		SEMESTER-2	
Prefix	Number	Title	Credits
CSIS	130	Computer Programming II	4
CSIS	150	Professional and Ethical Issues in CSIS	3
MATH	213	Discrete Mathematics	3
MGMT	201	Principles of Management	3
General		GER-5	3
<b>TOTAL</b>			<b>16</b>
YEAR 2		SEMESTER-1	
Prefix	Number	Title	Credits
CSIS	210	Data Structures and Algorithms	3
CSIS	255	Web Technologies	3
General		GER-4	3
MATH		Elective	3
ENTR	201	Principles of Entrepreneurship	3
<b>TOTAL</b>			<b>15</b>
YEAR 2		SEMESTER-2	
Prefix	Number	Title	Credits
General		GER-6	3
STAT	201	Statistics	3
CSIS	250	Database Systems	3

Electives		Business Electives	3
CSIS	220	Computer Architecture and Assembly Language	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 3</b>	<b>SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	260	System Analysis and Design	3
Electives		Upper Level Business Electives	3
General		Upper Level GER-7	3
General		GER-8	3
CSIS	330	Software Engineering	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 3</b>	<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
Electives		Business Electives	3
CSIS		Upper Level Elective-1	3
General		GER-9	3
General		Upper Level Elective	3
CSIS	300	E-commerce	3
		<b>TOTAL</b>	<b>15</b>
<b>YEAR 4</b>	<b>SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS		Upper Level CS Elective-2	3
CSIS	322	Net-Centric Computing	3
		Science-2	4
CSIS	490	Information Systems Capstone I	3
General		Upper Level GER-10	3
		<b>TOTAL</b>	<b>16</b>
<b>YEAR 4</b>	<b>SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Credits</b>
CSIS	470	Practicum in Computing and Information Systems	3
CSIS		Upper Level CS Elective-3	3
General		Upper Level GER-12	3
CSIS	491	Information Systems Capstone II	3
		<b>TOTAL</b>	<b>12</b>

\* Does not include students' placement into ENGL 100.



# MINORS IN THE DIVISION OF SCIENCES AND ENGINEERING

## MINOR IN COMPUTER SCIENCE (20 CREDIT HOURS)

**Program Lead:** Dr. Amir Zeid

Students must take the following 4 core courses (14 credit hours):

CSIS 120	Computer Programming I	(4) [T]
CSIS 130	Computer Programming II	(4) [T]
CSIS 210	Data Structures and Algorithms	(3)
CSIS 330	Software Engineering	(3)

AND any 2 additional courses (6 credit hours) from the Computer Science Major Core Course Requirements.

## MINOR IN INFORMATION SYSTEMS (20 CREDIT HOURS)

**Program Lead:** Dr. Amir Zeid

Students must take the following 4 core courses (14 credit hours):

CSIS 110	Information Systems	(3) [T]
CSIS 120	Computer Programming I	(4) [T]
CSIS 130	Computer Programming II	(4) [T]
CSIS 210	Data Structures and Algorithms	(3)

AND any 2 courses (6 credit hours) from the Information Systems Major Core Course Requirements.

## MINOR IN MATHEMATICS (21 CREDIT HOURS)

**Program Lead:** Dr. Neamat Mossad

Mathematics is a group of related subjects that concern the study of numbers, geometry, shape, space, and pattern and their inter-relationships, applications, generalizations, and abstractions. After centuries of evolution, it has become a body of knowledge that intersects with logic and philosophy and effectively describes natural, social, and technological processes.

Although thinking mathematically is considered difficult by most students, everyone is born with mathematical ability. In fact, it is one of the most natural ways of thinking. Mathematics is also one of the most useful bodies of knowledge. In view of these features, the mathematics faculty members at AUK offer a Minor in this subject with the purpose of demonstrating its use as well as its relation to other subjects.

### PROGRAM REQUIREMENTS:

- At least 9 credit hours must be taken at AUK.
- A minimum grade of “C” must be achieved in each mathematics course.

### MATHEMATICS MINOR LEARNING OUTCOMES:

Upon completion of the Minor in mathematics, students will be able to:

- Demonstrate a working knowledge of selected topics from calculus, linear algebra, and a distribution of other branches of mathematics.
- Use mathematics to analyze mathematical problem situations, to make decisions and to verify results.
- Use computational tools effectively and apply mathematics to several fields.
- Demonstrate the ability to communicate mathematical ideas clearly.

**Mathematics Core Courses (12 credit hours):**

To complete a Minor in Mathematics, students must complete the following core courses:

MATH 201	Calculus 1	(3) [M]
MATH 203	Calculus 2	(3) [M]
MATH 205	Linear Algebra	(3) [M]
MATH 206	Calculus 3	(3) [M]

In addition, students must complete (in consultation with the academic advisor) 3 other courses (9 credit hours) chosen from among the following:

MATH 210	Differential Equations	(3) [M]
MATH 213	Discrete Mathematics	(3) [M]
STAT 214	Statistics for Engineers	(3) [M]
MATH 325	Numerical Computing	(3) [M]
MATH 389	Special Topics	(3) [M]

## **MINOR IN NATURAL SCIENCES [BIOLOGY, CHEMISTRY, PHYSICS] (21 CREDIT HOURS)**

**Program Lead:** Dr. Ali Charara

Natural Sciences are deeply involved in the activities that are essential to our modern civilization. The breadth of the Natural Sciences reflects the blurring of boundaries between the different sciences: biological problems are increasingly being solved using techniques which require an understanding of physics and chemistry, whilst many of the most pressing problems being addressed by chemists and environmental scientists require knowledge of physics and biology.

The mission of the Natural Science program is the development of literacy in the concepts, goals, and methods of a variety of science disciplines (fields of study), by offering courses in biology, chemistry, and physics. Students choose between a curriculum that stresses a solid knowledge base in biology, and a curriculum that emphasizes the physical or chemical sciences with less intense coverage of biology. Students can expect to deepen their knowledge through hands-on laboratory investigations, to develop observational and experimental skills. Students will develop critical thinking skills and a more detailed understanding of scientific concepts and methods through completion of a minor in Natural Science.

The broad flexibility of the program is intended to accommodate the needs and goals of students who wish to pursue a career in natural sciences as well as the needs of students who are taking courses in business, English literature, computer science, history and international relations, and other disciplines (fields of study).

The minor in Natural Sciences, combined with any major in liberal arts, prepares students for further studies and helps them in future employment in biology, physics, chemistry, medicine and allied health fields, engineering, bioinformatics, and environment management. Science-based career opportunities are widely distributed among business, industry, journalism, government, and education.

A minor in Natural Sciences requires the completion of 21 credit hours of coursework in Natural Sciences. The 7 credit hours of science courses taken under General Education Requirements can be used to fulfill the minor.

### **NATURAL SCIENCE MINOR LEARNING OUTCOMES:**

Students who successfully complete the natural sciences minor will be able to:

- Demonstrate knowledge and understanding of the major concepts and principles in biology, chemistry, or physics according to the levels of courses completed in each subject area.
- Demonstrate problem-solving abilities and apply scientific methods to investigate the natural world.

- Synthesize a convincing argument in the language of science.
- Acquire adequate preparation for careers in natural sciences and/or be admitted to and be successful in professional programs.

**PROGRAM REQUIREMENTS:**

- Students must have a “C” or better in Natural Science courses taken for the minor.

**Natural Sciences Core Courses (8 credit hours)**

Students must complete, in consultation with the academic advisor, two from among the following core courses (8 credit hours):

BIOL 101	General Biology I	(4) [P]
BIOL 102	General Biology II	(4) [P]
CHEM 101	General Chemistry I	(4) [P]
CHEM 102	General Chemistry II	(4) [P]
PHYS 101	Introduction to Physics I	(4) [P]
PHYS 102	Introduction to Physics II	(4) [P]
PHYS 115	General Physics I	(4) [P]
PHYS 116	General Physics II	(4) [P]

**Minor Electives (13 credit hours)**

Students must choose in consultation with the academic advisor 13 credit hours, of which 6 hours must be upper level courses (300 or higher) from among BIOL, CHEM, PHYS and NSCI courses.

## DIVISION OF SCIENCES AND ENGINEERING INTERNSHIP

The Internship is completed in the following stages:

*Program Discussion:* Potential Interns (Junior or Senior Majors) are advised on the nature and purpose of an internship. The essential point is that they learn that there is a significant difference between the theory they learn in the classroom and the practice they will encounter during their internship.

*Eligibility:* A student with a departmental average of at least "B-" at the beginning of the Junior or Senior year may elect to pursue an internship course.

*Internship Contract Signed:* The next stage is to have a meeting with the organization which has agreed to provide the internship. At this meeting the nature of the internship is discussed and the student, the off-campus supervisor and the 470 instructor all sign the form. At this meeting special details of the internship are agreed in the format of a contract between the three parties.

*Visit to Place of Work:* At the time of the contract signing, or at a time near to this meeting, the 470 instructor visits the place of work where the student is going to be working and checks that the environment is suitable and that the nature of the work and the place of work go together.

*Contact Off-campus Supervisor:* Contact is established between the off-campus supervisor and the 470 instructor to ensure that if any problems arise during the internship there is a clear understanding of the roles each party will play in making sure that the student has a quality learning experience.

*Bi-monthly Progress Reports from Intern:* During the period of the internship, interns are expected to email the 470 instructor bi-monthly, at least once every other week, to report on progress and activity. Students are expected to record their activities so that they can in the future review what activities have occupied their time while they are on an internship.

*Mid-term Assessment of the Intern:* is initially made by results of the bi-weekly progress reports. Also, the off-campus supervisor will be consulted by the 470 instructor before the mid-term grade is posted.

*Intern's Internship Final Report:* At the end of an intern's period of work the intern is required to present a Report of Activity. This report is to record the activities that the student has completed. The program will provide a general template for the report. Students may add to the template. Once the report is submitted it is reviewed by the 470 instructor, additions may be requested during an interview and discussion with the student.

*Final Presentation:* The student has to give a public presentation to the program/division about his/her experience.

*Final Assessment:* The final assessment begins with a final assessment by the off-campus supervisor. This is submitted by the off-campus supervisor. The 470 instructor then confirms the off-campus supervisor assessment. The student will have to present his/her findings, the 470 instructor will then submit the final grade, of either Pass or No Pass.

### GRADE DISTRIBUTION

1) Bi-weekly progress reports	30%
2) Work supervisor report	10%
3) Final report	40%
4) Final presentation	20%

## GUIDELINES

- 1) The student is limited to a maximum of 6 credits hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2 or 3 credits) may be applied to the major electives. An additional 3 credit hours of internship may be counted towards a second Major, Minor or as free electives.
- 2) For the durations of the semester, 16 weeks, students should work at least 2.5 hours per week (for 1 credit); 7.5 hours per week (for 3 credits); 10 hours per week (for 4 credits); and 15 hours per week (for 6 credits); A minimum of 120 hours is required for 3 credits, 80 hours for 2 credits and 40 hours for 1 credit.
- 3) The Division of Sciences and Engineering sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
- 4) The Division of Sciences and Engineering may assist students to find suitable employment.
- 5) Students are encouraged to find their own placements. However, the Division of Sciences and Engineering must be advised before a student approaches a prospective organization.
- 6) The 470 instructor will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of work are in synergy.
- 7) Contact will be established between the 470 instructors and on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience.
- 8) A placement is not secured until it has been approved by the Program Lead and Division Head of Sciences and Engineering, and the student has signed and returned the Student Internship Agreement.
- 9) Students are required to meet with the 470 instructor at least once a week to report on progress and activity.
- 10) Any student who is dismissed from his/her internship must notify the Program Lead immediately, who, in turn, will notify the Division Head. Failure to do so within a reasonable amount of time will result in a failing grade.

# DIVISION OF **SOCIAL SCIENCES**

**DIVISION HEAD:** Dr. Christopher Ohan

## **MISSION**

The Mission of the American University of Kuwait's Social Sciences Division is advancing knowledge through critical inquiry. The Division strives to achieve this Mission by employing qualitative and quantitative methodologies to explore systems and processes of human behavior, societies and cultures on the theoretical and practical levels.

## **MAJOR DEGREE PROGRAMS**

The Division of Social Sciences oversees Bachelor of Arts programs with Majors in the following academic disciplines:

- Bachelor of Arts in International Relations
- Bachelor of Arts in Social and Behavioral Sciences

## **CERTIFICATE PROGRAMS**

- Gulf Studies Certificate Program

## **MINORS**

The Division of Social Sciences oversees the following Minor programs:

- Environmental Studies
- History
- International Relations
- Social and Behavioral Sciences

## **DISCIPLINES (FIELDS OF STUDY)**

The Division of Social Sciences includes the following disciplines (fields of study):

- American Studies (AMST)
- Environmental Studies (ENVS)
- History (HIST)
- International Relations (IR)
- Political Science (PLSC)
- Psychology (PSYC)
- Social and Behavioral Sciences, (concentration in Anthropology) (SBSA)

# DEGREE PROGRAMS IN THE DIVISION OF SOCIAL SCIENCES

## INTERNATIONAL RELATIONS (IR)

The International Relations program seeks to educate students through a traditional liberal arts and interdisciplinary curricula. The program is committed to teaching skills in critical and perspectival thinking, problem solving, communication, research, teamwork, and communication technology.

The program is structured with a set of general core course requirements, which students should complete by the beginning of their junior year. Additionally, students take courses in two of the IR fields in which the student chooses to concentrate (Diplomacy and Conflict Resolution, International Law and Organizations, International Political Economy). Finally, in consultation with their advisor, students select courses as International Relations Electives.

The program is ideal for those who want to pursue careers in diplomacy, media, local and national government, and international and non-governmental organizations. It is also an excellent stepping stone toward graduate programs in international relations, history, political science, public administration, law, and business. It is strongly recommended that a student majoring in International Relations also Minor in History.

## BACHELOR OF ARTS IN INTERNATIONAL RELATIONS

**Program Lead:** Dr. Dmytro Roman Kulchitsky

**Program E-mail:** [IR@auk.edu.kw](mailto:IR@auk.edu.kw)

### INTERNATIONAL RELATIONS LEARNING OUTCOMES:

Upon completion of the AUK Major in International Relations, the student will be able to:

- Examine diverse theories and perspectives of international relations.
- Identify problems, issues, patterns and questions relevant to the study of international politics.
- Apply research methods involved in the study of contemporary international relations.
- Assess both qualitative and quantitative data relevant to different political and economic systems and their institutional arrangements.
- Apply critical thinking and writing skills when analyzing political and economic problems, issues, and arguments in a variety of local, national, regional, and international contexts.
- Reconstruct concepts, models, and theories of international relations.
- Communicate decisions as leaders in the national, regional, and international arena.

### ADMISSION TO THE PROGRAM:

- High school Graduates of Scientific Section: 70% for Thanawiya Amma and British System (2.5 for Muqararat and American School)
- High school Graduates of Literary Section: 74% for Thanawiya Amma and British System (2.7 for Muqararat and American School)

### UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive the degree of Bachelor of Arts with a Major in International Relations, students must complete at least 124 credit hours. Students should be mindful of the College requirement that a minimum of 36 hours of upper-level (300-level and above) courses must be completed at AUK. The eighteen (18) of these upper-level hours need to be taken in the IR major.



- General Education Requirements (49)
- Major Requirements (45), composed of:
  - Core Courses (18)
  - Area Studies Courses (27)
- International Relations Electives (12)
- Free Electives (18)

**Major Requirements (45 credit hours)**

Major requirements include 6 required core courses (18 credit hours), followed by 9 Area Studies courses (27 credit hours) in “Diplomacy and Conflict Resolution,” “International Law and Organizations,” and “International Political Economy”:

*Core Courses (18 credit hours)*

Students must take the following core courses (18 credit hours):

HIST 105	World History Since 1900	(3)[S]
HIST 201	History and Politics of Kuwait	(3)[S]
IR 101	Introduction to International Relations	(3)[S]
IR 210	Methods of Research in International Relations	(3)[S]
PLSC 202	International Relations	(3)[S]
PLSC 204 I	International Political Economy	(3)[S]

*Field Concentrations (27 credit hours)*

Majors are also expected to take 9 (27 credit hours) additional upper-division (300-level or above) courses, three courses from each of the two fields in which the student chooses to concentrate, and three other courses including two senior seminars, to be selected from courses in the IR program.

**Diplomacy and Conflict Resolution**

AMST 409	American Foreign Policy Since World War II	(3)
HIST 202	History and Politics of the Iranian World	(3)[S]
HIST 389*	Special Topics	(3)[S]
IR 310	20th Century Arab Middle East	(3)[S]
IR 345	Conflict Resolution	(3)[S]
IR 386	Perspectives on US Foreign Policy in Middle East	(3)[S]
IR 389*	Special Topics	(3)[S]
PLSC 207	International Relations of Arab States	(3)[S]
PLSC 321	Islamic Political Philosophy	(3)[S]
PLSC 322	Western Political Theory	(3)[S]
PLSC 327	Comparative Ethnicity, Identity, and Ethnic Conflict	(3)[S]
PLSC 389*	Special Topics	(3)[S]
IR 485	Senior Seminar in Conflict Resolution	(3)

\* The student must consult with their Academic Advisor to ensure that the Special Topics course with the prefix IR, HIST or PLSC falls under the “Diplomacy and Conflict Resolution” concentration.

**International Law and Organizations**

HIST 389*	Special Topics	(3)[S]
IR 339	International Organizations	(3)[S]
IR 341	Public International Law	(3)[S]
IR 342	International Human Rights	(3)[S]
IR 343	Terrorism and International Law	(3)[S]
IR 389*	Special Topics	(3)[S]
PLSC 389*	Special Topics	(3)[S]
IR 486	Senior Seminar in International Law and Organizations	(3)

\* The student must consult with their Academic Advisor to ensure that the Special Topics course with the prefix IR, HIST or PLSC falls under the “International Law and Organizations” concentration.

### International Political Economy

HIST 389*	Special Topics	(3)[S]
HIST 401	Economic History: 20th Century	(3)
IR 309	Dynamics of Globalization	(3)[S]
IR 389*	Special Topics	(3)[S]
IR 405	Comparative Economic and Political Systems	(3)[S]
IR 412	Sustainable Development	(3)[S]
PLSC 389 *	Special Topics	(3)[S]
PLSC 306	Global Political Economy	(3)[S]
IR 487	Senior Seminar in International Political Economy	(3)

*\* The student must consult with their Academic Advisor to ensure that the Special Topics course with the prefix IR HIST or PLSC falls under the "International Political Economy" concentration.*

### **International Relations Electives (12 credit hours)**

Students must choose 4 courses (12 credit hours), in consultation with their Academic Advisors, from the following prefix designations: AMST, HIST, IR, PLSC, and SBSA. Students may also substitute courses approved by the Program Lead from the following prefix designations: FRNC, ECON, PHIL and SPAN.

### **Free Electives (18 credit hours)**

Majors are expected to take 6 courses (18 credits hours) of their choice from among courses in Arts and Sciences.

Information on internship assessment for internships offered by the Division of Social Sciences is also located at the end of the "Division of Social Sciences" section of the Catalog.

## INTERNATIONAL RELATIONS 2012-2013 4-YEAR PLAN\*

Check course listings for prerequisites and restrictions

<b>YEAR 1 SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	101	Critical Reading and Writing
IR	101	Introduction to International Relations
EDUC	100	Essentials of Learning
General		General Education Requirement
General		General Education Requirement
<b>YEAR 1 SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	102	Writing and Information Literacy
HIST	105	World History since 1900
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2 SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
ENGL	108	Public Speaking
PLSC	202	International Relations
IR	210	Methods of Research in International Relations
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2 SEMESTER-2</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
HIST	201	History and Politics of Kuwait
PLSC	203	Comparative Politics
PLSC	204	International Political Economy
General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
<b>YEAR 3 SEMESTER-1</b>		
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
IR		Field Concentration
IR		Field Concentration
IR		Field Concentration
IR		Elective
General		General Education Requirement

<b>YEAR 3</b>		<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	
IR		Field Concentration	
IR		Elective	
IR		Elective	
Elective		Free Elective	
Elective		Free Elective	
<b>YEAR 4</b>		<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	
IR		Field Concentration	
IR		Field Concentration	
IR		Field Concentration	
Elective		Free Elective	
Elective		Free Elective	
<b>YEAR 4</b>		<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	
IR		Field Concentration	
IR		Field Concentration	
IR		Field Concentration	
IR		Elective	
Elective		Free Elective	

\* Does not include students' placement into ENGL 100.

## SOCIAL AND BEHAVIORAL SCIENCES (SBSA)

The Social and Behavioral Sciences Program is the study of human beings and societies across time and around the globe. Social and behavioral scientists study how human societies and cultures comprise, and are shaped by, natural and human-made environments, systems of social groupings and status relationships, material exchanges, and language-based capacities for symbolic expression and communication.

At the American University of Kuwait, Social and Behavioral Sciences offers a concentration in Anthropology. Social and Behavioral scientists, with a concentration in Anthropology, focus on the comparative study of “culture” - the past and present conditions and evolution of human environments, institutions, systems of thought, and their dynamic interconnections. Social and Behavioral scientists with a concentration in Anthropology use qualitative (“ethnographic”) and quantitative methods, and investigate such contemporary issues as class formation, gender relationships, ethnicity and ethnic revitalization, religious movements, poverty and economic development, violence, visual culture and mass media, and migration.

Graduates of Social and Behavioral Sciences, with a concentration in Anthropology, find employment in government agencies, non-governmental organizations, international aid and development agencies, and in the private sector in management positions, community service, social service, and in media and research organizations. With knowledge of the quantitative and qualitative methods of social and behavioral sciences research, graduates can also be employed by research and consulting agencies, polling organizations, and print and electronic media institutions. Graduates in SBSA can also go on to graduate programs in Anthropology, Cultural Studies, Social Work and Media Studies.

### BACHELOR OF ARTS IN SOCIAL AND BEHAVIORAL SCIENCES

**Program Lead:** Dr. Pellegrino Luciano

**Program E-mail:** [SBSA@auk.edu.kw](mailto:SBSA@auk.edu.kw)

#### SOCIAL AND BEHAVIORAL SCIENCES LEARNING OUTCOMES:

Upon completion of the AUK Major in Social and Behavioral Sciences, the student will be able to:

- Recognize the fundamental concepts in social and behavioral sciences with regard to different societies and cultures
- Examine how categories of difference are socially constructed
- Examine how culture constructs behaviors of everyday life
- Demonstrate sensitivity to diverse cultural perspectives, critical in today’s global society
- Apply appropriate ethical standards in the study and research of other cultures
- Assess the impact of global media, telecommunication, travel, migration and immigration on societies and cultures

#### ADMISSION TO THE PROGRAM:

- High school Graduates of Scientific Section: 70% for Thanawiya Amma and British System (2.5 for Muqararat and American School)
- High school Graduates of Literary Section: 74% for Thanawiya Amma and British System (2.7 for Muqararat and American School)

## UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Arts in Social and Behavioral Sciences, students must complete at least 124 credit hours. Students should be mindful of the College requirement that a minimum of 36 hours of upper-level (300-level and above) courses must be completed at AUK. Eighteen (18) of these upper-level hours need to be taken in the SBSA major.

- General Education Requirements (49)
- Major Requirements (45), composed of:
  - Core Courses (9)
  - Concentration Courses (36)
- Social and Behavioral Sciences Electives (12)
- Free Electives (18)

### **Major Requirements (45 credit hours)**

The Major in Social and Behavioral Sciences has a core of 3 required courses (9 credit hours):

#### *Core Courses (9 credit hours)*

SBSA 101 Introduction to Social and Behavioral Sciences, (3)[S]  
concentration in Anthropology

SBSA 200 Ethnographic and Qualitative Research Methods (3)[S]

#### **Capstone Course in the senior year (3 credit hours):**

SBSA 485 Seminar in Social and Behavioral Sciences, (3)  
concentration in Anthropology

#### *Concentration Courses 36 (credit hours)*

Students must complete, in consultation with their Academic Advisors, at least 4 courses (12 credit hours) in each of the three categories (total 36 credit hours). Twelve of these total credit hours must be upper-division (300-level or above).

#### **Category 1: Social and Cultural Formations**

SBSA 205	Fundamentals of Arab Society	(3) [K, S]
SBSA 210	Arab Society and Culture	(3) [K, S]
SBSA 235	Identity, Difference and Deviance	(3) [S]
SBSA 270	The Indigenous Americas	(3) [S]
SBSA 275	Secrecy and Secret Societies in Cross-Cultural Perspective	(3) [S]
SBSA 280	Kinship and Family in the Global Era	(3) [S]
SBSA 341	Women in Cross-Cultural Perspective	(3) [S]
SBSA 342	Gender Relations in the Arab World	(3) [S]

#### **Category 2: Visual and Material Culture**

SBSA 214	Lost Worlds	(3) [S]
SBSA 220	Culture and Visual Arts	(3) [S]
SBSA 224	Shopping and Consumerism	(3) [S]
SBSA 226	The Material Culture of Clothing	(3) [S]
SBSA 249	Images of Women in the Media	(3) [S]
SBSA 260	Ethnographic Film	(3) [S]
SBSA 265	South Asian Film: A Global Perspective	(3) [S]
SBSA 366	Popular Culture in South Asia: Film and Beyond	(3) [S]
SBSA 368	Technology and Culture	(3) [S]
SBSA 370	Music of the Arabian Peninsula	(3) [K, S]

**Category 3: Applied SBSA**

SBSA 218	Museums as Artifacts	(3) [S]
SBSA 222	Global Media and Spaces of Identity	(3) [S]
SBSA 230	Genocide and Refugees	(3) [S]
SBSA 239	Nation and Migration	(3) [S]
SBSA 255	Health, Medicine and Curing	(3) [S]
SBSA 344	Tourism and Culture Change	(3) [S]
SBSA 345	Globalization: In its Defense and its Discontents	(3) [S]
SBSA 372	Anthropology of Business	(3) [S]

**Social and Behavioral Sciences Electives (12 credit hours)**

Students must choose 4 courses (12 credit hours) of which 1 (3 credit hours) must be upper-division (300-level or above), in consultation with their Academic Advisor, from the following disciplines (fields of study): AMST, HIST, PLSC, IR, PSYC, SBSA.

**Free Electives (18 credit hours)**

Majors are expected to take 18 credit hours of their choice from among courses in Arts and Sciences.

Information on internship assessment for internships offered by the Division of Social Sciences is also located at the end of the “Division of Social Sciences” section of the Catalog.

**SOCIAL AND BEHAVIORAL SCIENCES 2012-2013  
4-YEAR PLAN\***

Check course listings for prerequisites and restrictions

YEAR 1		SEMESTER-1	
Prefix	Number	Title	
ENGL	101	Approaches to Critical Reading and Writing	
SBSA	101	Introduction to Social and Behavioral Sciences, concentration Anthropology	
EDUC	100	Essentials of Learning	
General		General Education Requirement	
General		General Education Requirement	
General		General Education Requirement	
YEAR 1		SEMESTER-2	
Prefix	Number	Title	
ENGL	102	Writing and Information Literacy	
SBSA	200	Ethnographic and Qualitative Research Methods	
SBSA		Category 1	
SBSA 2		Category 2	
General		General Education Requirement	
YEAR 2		SEMESTER-1	
Prefix	Number	Title	
ENGL	108	Public Speaking	
SBSA		Category 1	
SBSA		Category 2	

General		General Education Requirement
General		General Education Requirement
General		General Education Requirement
<b>YEAR 2</b>	<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
SBSA		Category 1
SBSA		Category 2
SBSA		Category 3
General		General Education Requirement
General		General Education Requirement
<b>YEAR 3</b>	<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
SBSA		Category 1
SBSA		Category 2
SBSA		Category 3
General		General Education Requirement
General		General Education Requirement
<b>YEAR 3</b>	<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
SBSA		Category 3
SBSA Elective		
SBSA Elective		
General		General Education Requirement
<b>YEAR 4</b>	<b>SEMESTER-1</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
SBSA		Category 3
Elective		
SBSA Elective		
Elective		
Elective		
<b>YEAR 4</b>	<b>SEMESTER-2</b>	
<b>Prefix</b>	<b>Number</b>	<b>Title</b>
SBSA	485	Seminar in Social and Behavioral Sciences, concentration Anthropology
Elective		
Elective		
SBSA		
Elective		
Elective		

\* Does not include students' placement into ENGL 100.



## GULF STUDIES CERTIFICATE PROGRAM

**Program Lead:** Dr. Farah Al-Nakib

**E-mail:** [cgs@auk.edu.kw](mailto:cgs@auk.edu.kw)

### BENEFITS OF A GULF STUDIES CERTIFICATE PROGRAM

- Exposure to Gulf society, culture, and lifestyle.
- Opportunity to begin/expand Arabic language study.
- Enhanced understanding of Arab traditions, history, and culture.
- Preparation for careers in a variety of fields.

The Gulf Studies Certificate Program is designed for visiting students or non-degree-seeking students who wish to spend a semester at AUK focusing on regional history, politics, society, culture, and the arts. Students are required to take a total of 4 courses (12 credit hours) from the courses recommended by the Program Lead, who is also the Director of the Center for Gulf Studies. Students are asked to contact the Program Lead for current course listings.

All courses must be completed with a grade of “C” or better. Not all courses may be available every semester. As new courses are developed, more choices will become available for certificate electives. For students with no background in Arabic, ARAB 102 or ARAB 201 (Arabic as a Second Language I or II) is recommended. For students with a background in Arabic, ARAB 215 (Arab Composition I) or ARAB 205 (Arab-Islamic Civilization) is recommended.

It is recommended that students choose courses applicable to the Gulf Studies Program in both the humanities (including the following prefixes: **ARAB, ART, COMM, ENGL, and MUSC**) and in the social sciences (including the following prefixes: **HIST, IR, PLSC, and SBSA**) in consultation with the Program Lead and/or in consultation with their Academic Advisor.

## MINORS IN THE DIVISION OF SOCIAL SCIENCES

### MINOR IN ENVIRONMENTAL STUDIES (18 CREDIT HOURS)

The Environmental Studies Minor Program allows students to concentrate courses from a variety of disciplines (fields of study) in order to increase their awareness of the complex environmental issues faced by the human society.

The objective of the program is to provide students with a basic understanding of the scientific, technical, social, cultural, economic, and political issues that are related to global and regional environmental concerns, including the policy dimension of environmental issues. In addition, this program will allow students to refine their knowledge of environmental values, and prepare them to translate these values into practical actions in the society or simply as better informed individuals.

#### ADMISSION TO THE PROGRAM:

- A grade of “C” or better in each course.
- At least 6 credit hours must be taken in upper level courses (300-level or above).
- To complete a Minor in Environmental Studies, students must complete the following courses:

**ENVIRONMENTAL STUDIES CORE COURSES (3 CREDIT HOURS)**

Choose from one of the following:

BIOL 105	Environmental Science	(3)[P]
CHEM 105	Environmental Chemistry	(3)[P]
PHYS 105	Environmental Physics	(3)[P]

**ENVIRONMENTAL STUDIES ELECTIVES (15 CREDIT HOURS)**

Choose one natural science course, one math course, and three environmental studies courses:

**Natural Sciences (3 credit hours)**

Choose one course from the following:

BIOL 220	Ecology	(3)[P]
ENVS 220	Energy & the Environment	(3)[S]
ENVS 230	Environmental Geology	(3)[P]

**Math (3 credit hours)**

Choose one course from the following:

STAT 201	Statistics	(3)[M]
ENVS 215	Environmental Data Analysis	(3)[S]

**Environmental Studies (9 credit hours)**

Choose three courses from the following:

ENVS 305	Environmental Health	(3)[P]
ENVS 310	Environmental Ethics	(3)[S]
ENVS 320	Global Environmental Policy	(3)[S]
ENVS 388	Independent Study	(1– 3)
ENVS 389	Special Topics	(1– 3)

**MINOR IN HISTORY (18 CREDIT HOURS)****Program Lead:** Dr. Christopher Ohan**HISTORY MINOR LEARNING OUTCOMES:**

Upon completion of the AUK History Minor, the student will be able to:

- Demonstrate a basic historical understanding of modern world history
- Acquire familiarity with the uses of historical comparison as an analytic tool
- Demonstrate the capacity to deal with differences in interpretation
- Demonstrate an ability to recognize and interpret multiple forms of evidence (textual, visual, oral, statistical, artifacts from material culture)
- Apply basic historical methods of research
- Recognize the distinction between primary and secondary sources, understand how each are used to make historical claims

Students wishing to Minor in History are required to take 6 courses (18 credit hours) of which at least 3 courses (9 credits hours) must be taken at AUK. Students must complete 3 core courses (9 credit hours):

HIST 105	World History Since 1900	(3)[S]
IR 205*	Modern Europe	(3)[S]

And one of the following:

HIST 110	Twentieth Century Middle East	(3)[S]
HIST 201	History and Politics of Kuwait	(3)[S]

\*Since many history courses at AUK do not carry the HIST prefix, non HIST-prefix history courses are listed below and may be counted toward the Minor in History:

AMST 121	US History Since 1900	(3)[S]
AMST 220	Early American Political History	(3)[S]
AMST 402	American Social History in the Twentieth Century	(3)[S]
AMST 409	American Foreign Policy Since WWII	(3)[S]
IR 204	Survey of European Political History	(3)[S]
IR 205	Modern Europe	(3)[S]
IR 310	Twentieth Century Arab Middle East	(3)[S]
IR 319	The British Empire	(3)[S]
IR 400	Colonialism	(3)[S]
IR 484	Islamic Militant Movements	(3)[S]

Students must also take an additional three 300-level or above HIST courses (9 credit hours) and/or history courses which are 300-level and above in AMST or IR.

## MINOR IN INTERNATIONAL RELATIONS (18 CREDIT HOURS)

**Program Lead:** Dr. Dmytro Roman Kulchitsky

Students wishing to Minor in International Relations are required to take 6 courses (18 credit hours) of which at least 3 courses (9 credits hours) must be taken at AUK. Students must complete the following four core courses (12 credit hours):

HIST 201	History and Politics of Kuwait	(3)[S]
IR 101	Introduction to International Relations	(3)[S]
PLSC 202	International Relations	(3)[S]
<b>AND</b>		
PLSC 203	Comparative Politics	(3)[S]
<b>OR</b>		
PLSC 204	International Political Economy	(3)[S]

Students must also take an additional two 300-level or above courses (6 credit hours) in the following prefixes: **AMST**, **HIST**, **IR**, and **PLSC**. Students may also substitute one upper-level course approved by the Minor's Program Lead from the following prefix designations: **ECON**, **PHIL**, and **SBSA**.

## MINOR IN SOCIAL AND BEHAVIORAL SCIENCES (18 CREDIT HOURS)

**Program Lead:** Dr. Pellegrino Luciano

Students must complete the following course:

SBSA 101	Introduction to Social and Behavioral Sciences, concentration in Anthropology	(3)[S]
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And 5 additional courses (15 credit hours), with at least 3 courses (9 credit hours) from the 300-level series in any of the three categories listed for the SBSA major above: Category 1: Social and Cultural Formations, Category 2: Visual and Material Culture, Category 3: Applied SBSA.

## DIVISION OF SOCIAL SCIENCES INTERNSHIP

The internship is a practicum course that explores Social Sciences through a variety of work experiences, both governmental and non-governmental. Students are expected to perform work for academic credit and submit, as part of their course requirements, written evaluative reports based on their experiences under the guidance of faculty of the Social Sciences Division, as well as an oral presentation at the end of the internship. Students with a general average of at least “C” at the beginning of the senior year may petition the department for internship approval.

*Grading:* The grading scale used will be the standard scale for the Division of Social Sciences. Grades will be determined as follows:

- |   |     |
|---|-----|
| 1) Field experience report              | 35% |
| 2) Midterm Observations and Reflections | 25% |
| 3) Learning Logs                        | 15% |
| 4) Presentation to the Program/Division | 25% |

### MAJOR ASSIGNMENTS

*Field Experience Report:* Students are required to turn in a comprehensive report that describes their field experience. Early in the semester students will receive detailed information regarding the expectations with respect to compiling their report.

*Midterm Observations and Reflections:* The on-site supervisor will make the initial assessment and forward this to the 470 instructor. Students must meet with their coordinating 470 instructor halfway through the internship to discuss their progress. Within one week following the observation, students should submit a brief reflection paper (3-4 pages typed, double-spaced, 12 pt. font) to the professor who observed them. Students’ reflection papers should contain their own critical reflection on their learning experience.

*Learning Logs:* The learning log is designed to be an ongoing collection of student’s day-to-day work in the course and their own self-assessment of that work, as well as a record of their growth in understanding during the course. This will also help in future review of activities during the internship.

*Intern’s Internship Final Report:* At the end of the student’s period of work, the student is required to present a Report of Activity. The Report is to record the activities that the student has completed. The report is reviewed by the 470 instructor. Additions may be requested after discussions with the student.

*Presentation to the Program/Division:* Students must prepare an oral presentation for the Program/Division.

### FINAL ASSESSMENT

The final assessment begins with the on-site supervisor, who submits his/her report to the 470 instructor. The 470 instructor then confirms the on-site supervisor’s assessment; and if necessary, discusses it with the on-site supervisor.

The 470 instructor takes into account all the above mentioned points for grading (see Grading) and then submits the final grade.

## OVERALL ASSESSMENT

The most positive assessment of the student comes when the student is either encouraged to return to the company where the internship is carried out; or as may happen in rare cases, the student is offered immediate employment.

The most important assessment for the student is his/her understanding of the differences in the work day between the tasks and deadlines in the academic environment and the tasks and deadlines in the work environment.

## GUIDELINES

- 1) A student with a departmental average of at least “C” at the beginning of the senior year may elect to pursue an internship course.
- 2) The Social Sciences Division sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
- 3) The Social Sciences Division may assist students to find suitable employment.
- 4) Students are encouraged to find their own placements. However, the Social Sciences Division must be advised before a student approaches a prospective organization.
- 5) The 470 instructor will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of the work are in synergy.
- 6) Contact will be established between the 470 instructor and on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience.
- 7) A placement is not secured until it has been approved by the Program Lead and Division Head, Social Sciences, and the student has signed and returned the Student Internship Agreement (see below).
- 8) A student must secure an internship for the entire semester.
- 9) Students should work at least 2.5 hours per week for 1 credit hour; 5 hours per week for 2; and 7.5 hours per week for 3. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major, if the Major requires an internship. If a student takes an additional 1-3 credit hours of internship, those credits may be counted towards a student's second Major, Minor, or as free electives.
- 10) Students are required to work with the 470 instructor at least once a week to report on progress and activity.
- 11) Any student who is dismissed from his/her internship must notify the Program Lead immediately, who, in turn, will notify the Division Head. Failure to do so within a reasonable amount of time will result in a failing grade.
- 12) All students will be treated equally and given the same opportunities.

## ATTENDANCE

In accordance with AUK policy, the expectation is that students will be present, on time, and prepared for every class meeting with the 470 instructor. Students are also required to be present, on time, and prepared for their internship.

**WRITING STANDARDS AND ACADEMIC INTEGRITY:**

The quality of students' ideas as well as their presentation will be taken into consideration when assigning grades. They are expected to produce written documents that include no spelling errors, and are easily read, well-organized, clearly understood, and grammatically correct. Students are encouraged to use the grammar and spell-check capabilities of their word-processor, and to ask their peers or staff from the AUK Writing Center to proof-read their papers prior to submitting them to the professor. In accordance with AUK policy, a student's grade on any assignment may be reduced if s/he fails to attend to these aspects of his/her written assignments. Furthermore, the University policy on Academic Integrity will be strictly adhered to in this course.



# COLLEGE OF **BUSINESS AND ECONOMICS**

DEAN OF THE COLLEGE OF BUSINESS AND ECONOMICS

OFFICE OF THE DEAN

MISSION

VALUES

PROGRAMMATIC ACCREDITATION

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- Bachelor of Business Administration (BBA) in Management (MGMT)
- Bachelor of Business Administration (BBA) in Marketing (MRKT)
- Bachelor of Business Administration (BBA) in Economics (ECON)

MINORS IN THE COLLEGE OF BUSINESS AND ECONOMICS







# COLLEGE OF BUSINESS AND ECONOMICS

## DEAN OF THE COLLEGE OF BUSINESS AND ECONOMICS

Dr. Douglas R. Munro

### OFFICE OF THE DEAN

#### WELCOMING NOTE

The newly created College of Business and Economics at the American University of Kuwait recognizes the important role commerce plays in the Arab World and the global economy. The College offers rigorous business education with a strong liberal arts foundation to prepare graduates for future leadership positions in private and public sector institutions. The College's goal is to develop critical thinkers who also have the technical knowledge to become socially-responsible leaders who will guide organizations in enhancing the quality of life in Kuwait and beyond. The College offers undergraduate programs leading to the Bachelor of Business Administration (BBA) degree with majors in Accounting, Economics, Finance, Management and Marketing. Each of these disciplines offers a variety of specializations to assist students in preparing for a wide range of career opportunities. Our aim is to provide students with the highest level of academic and intellectual training to enable them to achieve their personal and professional goals.

On behalf of my faculty and staff I welcome you to the College of Business and Economics at the American University of Kuwait, and wish each one of you an enjoyable and rewarding school experience in addition to a successful academic year.

**Douglas R. Munro**  
*Dean, College of Business and Economics*

### MISSION

Developing leaders with quality ideas, who recognize numeration, is of the past and leadership is of the future.

### VALUES

Strengthening future management in Kuwait for the advancement of business and society in Kuwait, the Gulf Cooperation Council Countries and the Middle East.

### PROGRAMMATIC ACCREDITATION

The Accreditation Council for Business Schools and Programs (ACBSP) has awarded the American University of Kuwait full accreditation for its business programs. ACBSP is a specialized accrediting organization that reviews the quality and integrity of business degree programs.

## MAJOR DEGREE PROGRAMS

The College of Business and Economics oversees Bachelor of Business Administration programs with Majors in the following disciplines:

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Economics
- Bachelor of Business Administration in Finance
- Bachelor of Business Administration in Management
- Bachelor of Business Administration in Marketing

## MINORS

The College of Business and Economics oversees the following Minor programs:

- Accounting
- Business Administration (for non-Business Majors)
- Economics
- Finance
- Human Resource Management
- Management
- Marketing

## DISCIPLINES (FIELDS OF STUDY)

The College of Business and Economics includes the following disciplines:

- Accounting (ACCT)
- Business (BUS)
- Business Ethics and Law (BEAL)
- Economics (ECON)
- Entrepreneurship (ENTR)
- Human Resource Management (HR)
- Finance (FINC)
- Management (MGMT)
- Marketing (MRKT)

## ACADEMIC AND PROFESSIONAL SKILLS DEVELOPED BY THE DEGREE PROGRAMS

The BBA degree provides students with concepts and skills useful for administration, management, decision-making and future leadership in public, private, for profit or not-for-profit organizations. The curriculum covers functional areas in business including administration, accounting, finance, human resource management, business operations, and marketing as well as the ethical, legal and global economic context in which administrators and managers must make decisions. The curriculum is also designed to develop mathematical and computer skills needed by administrators and managers in modern organizations.

While the BBA majors develop specific skills in accounting, economics, finance, management and marketing, the liberal arts background provides broad academic experience in the humanities, sciences, arts, and social sciences that teach students to think critically, analyze problems, reach creative solutions, and communicate clearly. Teaching methods include analytical problem-solving and business-related case studies.

The social and leadership opportunities provided through extracurricular activities at AUK encourage

students to develop the ability to deal effectively with people, to learn and practice organizational and management skills, and develop their potential for leadership in their careers and their communities.

An excellent way to prepare for a career is to supplement academic education with on-the-job experience. The BBA program at AUK is designed with that purpose in mind. Students pursuing a Business Administration degree are required to participate in an internship, where students learn to apply their academic knowledge. Internships give students insights into practical business experience, more confidence in job interviewing, and an opportunity that could lead to further career prospects.

The skills gained through the BBA program are transferable to many career fields, but they are particularly appropriate for students who wish to start their careers in business administration. The BBA program's unique combination of professional and liberal arts education provides students with the flexibility, adaptability and creativity necessary for personal growth, job satisfaction and life-long learning. These characteristics are essential in our rapidly changing global society, and provide a sound foundation for students to enter respected and rewarding professions, as well as local, regional and international graduate programs.

Shown below is an itemized list of professions, positions and activities that BBA students may assume on graduation.

<b>Professions</b>	<b>Positions and/orActivities</b>
Economics	Banking, Corporate Planning, Cost Benefit Analysis, Economist, International Economist, Researcher, Regulatory Policy Analysis and Design, and Resource Management.
Accounting	Accountant, Accounting Supervisor, Auditor, Budget Manager, Financial Accountant, Financial Controller, Budget Manager, Controller, Corporate Planning, Cost Accountant, and Management Accountant.
Financial Services	Banking, Company Financial Officer, Currency Exchange, Financial Analyst, Investment Analysis, and Portfolio Management.
Human Resource Management	Administration, Benefits, HR Manager, Performance Appraisal, Records, Policies, Recruitment, Re-location, and Retention.
Management	Corporate Planning & Controlling, Management of Manufacturing or Merchandizing Operations, and Production.
Marketing and Promotion	Advertising & Promotion, Marketing Research, Product Management, Retail & Supply Chain Management, Public Relations, and International Marketing Management.

## OVERVIEW OF REQUIREMENTS FOR THE BACHELOR OF BUSINESS ADMINISTRATION PROGRAMS

### UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS):

To receive a BBA with a Major in Accounting, Finance, Management, or Marketing, students must complete at least 124 credit hours:

- General Education Requirements (49)
- BBA Core Courses (37)
- BBA Major Courses (18)
- Internship & Common Capstone (6)
- Free Electives (14)

Students are required to complete a minimum of 39 credit hours of upper level courses (300-level and above) at AUK of which at least 18 credit hours need to be taken in the major depending on the stipulations of each program. Of the 39 credit hours of upper level courses, 27 credit hours should be in residence at AUK.

### GENERAL EDUCATION REQUIREMENTS:

Students who plan on a BBA degree are required to complete the following General Education Requirements:

MATH 103	Mathematics for Business	(3) [M]
STAT 201	Statistics	(3) [M]

These courses are prerequisites for many Business courses, and must be completed with a grade of “C” or better.

MATH 201 (Calculus I) is additionally recommended for the BBA in Finance.

### BBA CORE COURSES (37 CREDIT HOURS):

BBA students majoring in Accounting, Finance, Management or Marketing must complete the following core courses:

ACCT 201	Principles of Financial Accounting	(4)
ACCT 205	Managerial Accounting	(3)
BEAL 401	Legal & Ethical Issues in Business	(3)
<b>OR</b>		
BEAL 403	Corporate Governance & Ethics	(3)
BUS 210	Research Methods for Business	(3)
BUS 321	International Business Management	(3)
ECON 200	Principles of Microeconomics	(3)
ECON 201	Principles of Macroeconomics	(3)
ENGL 305	Professional Writing and Communication	(3)
FINC 332	Financial Management	(3)
HR 205	Human Resources Administration & Development	(3)
MGMT 201	Principles of Management	(3)
MRKT 200	Principles of Marketing	(3)

**BBA UPPER LEVEL COURSES (18 CREDIT HOURS):**

Students may elect to pursue the BBA degree in Accounting, Economics, Finance, Management, or Marketing. Students who choose to pursue one of these Majors must follow the specified guidelines for completing the Business Administration Core Requirements (applicable to Accounting, Finance, Management, and Marketing majors) and complete 18 upper level credit hours related to the degree program of choice (Accounting, Finance, Management or Marketing). Students Majoring in Economics must complete all required courses within the program. Upper level courses in the BBA program are listed at the Junior (300) and Senior (400) level with the following prefix designations: ACCT, BUS, BEAL, ECON, ENTR, FINC, HR, MGMT, and MRKT.

Of the 18 upper level credit hours, 12 credit hours must be earned in courses specified by the relevant degree program. The remaining 6 credits (major electives) must be chosen by the student in consultation with their Academic Advisor. Courses should be selected from the Junior (300-level) or Senior (400-level) offered by the College of Business and Economics.

**Double Major**

Students may elect to complete two majors in the BBA program (for example Accounting and Finance, Management or Marketing) by completing all the major and major-related coursework required by the two majors including internships. A maximum of 6 credits can be shared between the two majors.

**INTERNSHIP AND COMMON CAPSTONE:****Internship (470/473):**

All students must participate in an Internship Program for each BBA Major. The Internship Program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Internships are completed in the Junior or Senior year and while in residency at AUK. The student is limited to a maximum of 6 credit hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major. If a student takes an additional 1-3 credit hours of internship, those credits may be counted towards a student's second Major, Minor, or as free electives. For the duration of the semester, students are responsible for working 42 hours per semester for each credit hour. Students are to refer to the College's Internship Handbook for further details of the internship process, requirements, and method of assessment.

**Common Capstone BUS 490 (3 CREDIT HOURS):**

BBA students majoring in Accounting, Finance, Management and Marketing are required to complete the Common Business Administration Capstone course that integrates material from the different disciplines developed in the BBA program using cases studies. The Capstone requires Senior Standing.

**FREE ELECTIVES:**

Students must take sufficient electives to complete the 124 credit hour requirement for graduation. They are strongly advised to consult with their Academic Advisor when choosing these electives.

## DEGREE PROGRAMS IN THE COLLEGE OF BUSINESS AND ECONOMICS

### BACHELOR OF BUSINESS ADMINISTRATION IN ACCOUNTING (ACCT)

#### ACCOUNTING PROGRAM LEARNING OUTCOMES:

Upon completion of the AUK Major in Accounting, the student will be able to:

- Display understanding of basic accounting skills such as double-entry and other generally accepted accounting principles.
- Determine product and period costs and income statements for manufacturing companies.
- Explain and illustrate the nature and purpose of International Financial Reporting Standards.
- Describe the nature of ethical problems facing financial and management accountants, and possible impediments to ethical behavior.
- Critically compare and contrast traditional and activity based costing allocation methods.
- Construct, interpret, compare and evaluate company annual reports; including the income statement, balance sheet and statement of cash flows, for service and merchandizing companies.

Students must complete 4 of the following courses (12 credit hours):

ACCT 301	Intermediate Accounting I	(3)
ACCT 305	Intermediate Accounting II	(3)
ACCT 413	Accounting Capstone: Auditing	(3)
	<b>AND</b>	
ACCT 401	Advanced Managerial Accounting	(3)
	<b>OR</b>	
ACCT 405	Advanced Financial Accounting	(3)

Students must also choose in consultation with their Academic Advisor 2 courses (6 credit hours), 300-level or above, from among the disciplines offered by the College of Business and Economics (ACCT, BUS, BEAL, ECON, ENTR, HR, FINC, MGMT, MRKT).

# BACHELOR OF BUSINESS ADMINISTRATION IN FINANCE (FINC)

## FINANCE PROGRAM LEARNING OUTCOMES:

Upon completion of the AUK Major in Finance, the student will be able to:

- Discount cash flows.
- Evaluate stock and bond prices.
- Appreciate the power and utility of net present value as an analytical tool.
- Understand the key guiding principles of Islamic Finance.
- Distinguish between systematic risk and asset specific risk.
- Begin to build an investment portfolio.
- Estimate and evaluate corporate and project cost of capital.
- Analyze the financial feasibility of projects.
- Explain the key distinguishing characteristics of financial markets in Kuwait and the Gulf.

Students must complete the following 4 courses (12 credit hours):

FINC 341	Corporate Finance	(3)
FINC 345	Investment and Securities Analysis	(3)
FINC 355	Financial Markets and Institutions in Kuwait and the Gulf	(3)
FINC 413	Finance Capstone: Financial Markets and Institutions	(3)

Students must also choose in consultation with their Academic Advisor 2 courses (6 credit hours), 300-level or above, from among the disciplines offered by the College of Business and Economics (ACCT, BUS, BEAL, ECON, ENTR, HR, FINC, MGMT, MRKT).

Students interested in Majoring in Finance (undeclared students) are strongly encouraged to take STAT 202, Regression for Business.



# BACHELOR OF BUSINESS ADMINISTRATION IN MANAGEMENT (MGMT)

## MANAGEMENT PROGRAM LEARNING OUTCOMES:

Upon completion of the AUK Major in Management, the student will be able to:

- Create an application of management reporting systems and critically assess business performance employing management information systems.
- Demonstrate the analytical skills required for the evaluation of an organization's strategic plan compared with actual results and provide solutions to problems that occur when actual results fail to meet plans.
- Demonstrate the ability to communicate effectively and ensure internal controls that provide assurance for users of financial statements are professionally implemented.
- Demonstrate understanding of basic technical skills such as the application of variance, ratio, and comparative entity analysis to control activity and protect corporate assets.
- Demonstrate awareness of cultural differences in business environments.
- Apply ethical reasoning and teambuilding practices in business management.

Students must complete the following 4 courses (12 credit hours):

ENTR 201	Principles of Entrepreneurship	(3)
MGMT 301	Change Management	(3)
MGMT 333	Organizational Behavior	(3)
MGMT 413	Management Capstone: Business Operations	(3)

Students must also choose in consultation with their Academic Advisor 2 courses (6 credit hours), 300-level or above, from among the disciplines offered by the College of Business and Economics (ACCT, BUS, BEAL, ECON, ENTR, HR, FINC, MGMT, MRKT).

# BACHELOR OF BUSINESS ADMINISTRATION IN MARKETING (MRKT)

## MARKETING PROGRAM LEARNING OUTCOMES:

Upon completion of the AUK Major in Marketing, the student will be able to:

- Demonstrate the understanding of basic technical skills relating to such concepts as market research surveys, assessment techniques and comparative analysis of product markets.
- Critically assess the target market for a product and demonstrate the ability to create a plan to achieve a market share objective.
- Analyze survey results to examine the make-up of merchandise and manufacturing markets.
- Professionally present analysis of market potential and communicate unique product attributes.
- Demonstrate awareness of cultural differences in product markets and in practices relative to domestic markets.
- Apply ethical reasoning and teambuilding practices in marketing goods and services.

Students must complete the following 4 courses (12 credit hours):

MRKT 329	International Marketing	(3)
MRKT 355	Promotion and Advertising	(3)
MRKT 401	Marketing Research	(3)
MRKT 413	Marketing Capstone: Marketing Strategy	(3)

Students must also choose in consultation with their Academic Advisor 2 courses (6 credit hours), 300-level or above, from among the disciplines offered by the College of Business and Economics (ACCT, BUS, BEAL, ECON, ENTR, HR, FINC, MGMT, MRKT).

## BACHELOR OF BUSINESS ADMINISTRATION 2012-2103 4-YEAR PLAN (ACCT, FINC, MGMT, MRKT)\*

YEAR 1	SEMESTER-1 (FRESHMAN)		
	Prefix	Number	Title
Gen Ed	ENGL	101	Approaches to Critical Reading and Writing
Gen Ed	EDUC	100	Essentials of Learning
Free Elective	MATH	100	College Algebra
Gen Ed	ARAB	[A]	
Gen Ed	HUM	[H]	

YEAR 1	SEMESTER-2 (FRESHMAN)		
	Prefix	Number	Title
Gen Ed	ENGL	102	Writing & Information Literacy
Gen Ed/Core	MATH	103/110	Mathematics for Business or Pre-Calculus
Gen Ed	ARAB	[K]	
Gen Ed	HUM	[H]	
Gen Ed	CSIS	[I]	

YEAR 2	SEMESTER-3 (SOPHOMORE)		
	Prefix	Number	Title
Gen Ed	ENGL	108	Public Speaking
Gen Ed	STAT	201	Statistics
Core	ACCT	201	Principles of Financial Accounting
Core	ECON	200	Principles of Microeconomics
Core	MGMT	201	Principles of Management

YEAR 2	SEMESTER-4 (SOPHOMORE)		
	Prefix	Number	Title
Gen Ed	SOCSC	[S]	
Gen Ed	SCI	[P]	
Core	ACCT	205	Managerial Accounting
Core	FINC	332	Financial Management
Core	MRKT	200	Principles of Marketing

YEAR 3	SEMESTER-5 (JUNIOR)		
	Prefix	Number	Title
Gen Ed	SCI	[P]	
Core	ECON	201	Principles of Macroeconomics

Core	MGMT	305	Professional Writing and Communication
Major	ACCT301, FINC341, ENTR201, MRKT329		
Major	ACCT401, FINC345, MGMT301, MRKT355		

YEAR 3		SEMESTER-6 (JUNIOR)	
	Prefix	Number	Title
Gen Ed	SOCSI	[S]	
Core	HR	205	Human Resources Administration & development
Core	BUS	210	Research Methods for Business
Core	BUS	321	International Business Management
Major	ACCT305 , FINC355, MGMT333, MRKT401		
Free Elective			

YEAR 4		SEMESTER-7 (SENIOR)	
	Prefix	Number	Title
Core	BEAL	401 or 403	Legal & Ethical Issues in Business or Corporate Governance and Ethics
Major	ACCT/FINC/MGMT/MRKT 413 Discipline Capstone		
Major Elective			
Free Elective			
Free Elective			

YEAR 4		SEMESTER-8 (SENIOR)	
	Prefix	Number	Title
Major Elective			
Free Elective			
Free Elective			
Internship	ACCT/FINC/MGMT/MRKT 470		
Capstone	BUS	490	Business Administration Capstone

\*Does not include students' placement into ENGL 100.

# BACHELOR OF BUSINESS ADMINISTRATION IN ECONOMICS (ECON)

## **ACADEMIC AND PROFESSIONAL SKILLS DEVELOPED BY THE DEGREE PROGRAM**

Economics is the science of making choices among scarce resources. These choices are made by individuals who act through numerous social institutions such as families, business firms, financial institutions, governments, labor unions, trade associations, and charities. Economics applies a rigorous method for analyzing choices-constrained maximization to investigate how these institutions make decisions to purchase, produce, and trade resources and goods that satisfy human desires. The Economics Degree program at AUK provides the student with the comprehensive study of domestic and international economics. The student will learn the principles of economics, the theories and methods of economic analysis, the nature of international economic activity, the character of regional Arab economics and the economics of oil and energy. In this Program, students will also examine economic issues including labor, trade, finance and investment.

Graduates with a Bachelor of Business Administration in Economics are sought after by banks, businesses, international corporations, government agencies and non-government organizations. In addition, the degree program in economics at AUK will provide the student with a solid foundation to continue graduate work in economics. Furthermore, the study of economics complements the study of management and business administration and other social sciences, including anthropology, political science, and sociology and provides a solid undergraduate foundation for students intending to pursue graduate programs in business, law, accounting, finance and public administration.

## **ECONOMICS LEARNING OUTCOMES:**

Upon completion of the AUK degree in Economics, the student will be able to:

- Critically assess the economic impact of shocks to a market by utilizing the skills learned in microeconomics and macroeconomics. These include being able to determine the impact of changes in variables on economies, identify correlative factors within a market, and distinguish empirical statistical data findings from normative results.
- Understand analytical concepts such as comparative advantage and exchange to identify efficient market resource allocation as well as acquire the ability to determine the opportunity cost of alternatives and to compare static data analyses.
- Professionally present an interpretation and analysis of economic data and markets.
- Demonstrate understanding of basic technical skills when organizing and analyzing statistical data and presenting visual information.

## **ADMISSION TO THE PROGRAM:**

- Students must formally declare their interest in taking the BBA in Economics by the end of their sophomore year or second year of full-time coursework.
- Students must have completed STAT 201 with a grade of “C” or better.

**UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS):**

To receive a BBA in Economics, students must complete at least 124 credit hours:

- General Education Requirements (49)
- Core Courses (25)
- Major Courses (12)
- Major Electives (12)
- Internship (3)
- Free Electives (23)

**GENERAL EDUCATION REQUIREMENTS (49 CREDIT HOURS):**

Students who plan on a BBA degree in Economics are advised to complete the following General Education Requirement courses:

MATH 103	Mathematics for Business	(3) [M]
	<b>OR</b>	
MATH 110	Pre-Calculus	(3) [M]
	<b>AND</b>	
STAT 201	Statistics	(3) [M]

These are prerequisites for many Economics courses and must be completed with a grade of “C” or better.

**CORE COURSES (25 CREDIT HOURS):**

Students majoring in Economics must take the following 8 courses (25 credit hours):

ACCT 201	Principles of Financial Accounting	(4)
ECON 200	Principles of Microeconomics	(3)
ECON 201	Principles of Macroeconomics	(3)
ECON209	Math & Stat for Econ & Business	(3)
ENGL 305	Professional Writing and Communication	(3)
FINC 332	Financial Management	(3)
MGMT 201	Principles of Management	(3)
MRKT 200	Principles of Marketing	(3)

**MAJOR COURSES (12 CREDIT HOURS):**

Students must complete the following 4 Core Courses (12 credit hours):

ECON 300	Intermediate Microeconomics	(3)
ECON 301	Intermediate Macroeconomics	(3)
ECON 351	Money and Banking	(3)
ECON 363	Environmental & Resource Economics	(3)

**MAJOR ELECTIVES (12 credit hours):**

Students are required to complete 4 courses from among the following, 2 of which must be at the 400-level.

ECON 304	Economics of Labor	(3)
ECON 305	International Economics	(3)
ECON 315	Managerial Economics	(3)
ECON 369	Short Course	(3)
ECON 389	Special Topics	(3)
ECON 405	Comparative Economic Systems	(3)
ECON 409	Economic Development	(3)
ECON 429	Advanced Environmental & Energy Economics	(3)
ECON 452	Econometrics	(3)
ECON 485	Seminar in Economics	(3)

**INTERNSHIP (470/473):**

All students must participate in an Internship Program for each BBA Major. The Internship Program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Internships are completed in the Junior or Senior year and while in residency at AUK. The student is limited to a maximum of 6 credit hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one Major. If a student takes an additional 1-3 credit hours of internship, those credits may be counted towards a student's second Major, Minor, or as free electives. For the duration of the semester, students are responsible for working 42 hours per semester for each credit hour. Students are to refer to the College's Internship Handbook for further details of the internship process, requirements, and method of assessment.

**FREE ELECTIVES (23 CREDIT HOURS):**

Students must take sufficient electives to complete the 124 credit hour requirement for graduation. They are strongly advised to consult with their Academic Advisor when choosing these electives.

## BACHELOR OF BUSINESS ADMINISTRATION (ECON) 2012-2103 4-YEAR PLAN\*

YEAR 1	SEMESTER-1 (FRESHMAN)		
	Prefix	Number	Title
Gen Ed	ENGL	101	Approaches to Critical Reading and Writing
Gen Ed	EDUC	100	Essentials of Learning
Gen Ed	MATH	100	College Algebra
Gen Ed	ARAB	[A]	
Gen Ed	HUM	[H]	

YEAR 1	SEMESTER-2 (FRESHMAN)		
	Prefix	Number	Title
Gen Ed	MATH	110	Pre-Calculus
Gen Ed	ENGL	102	Writing & Information Literacy
Gen Ed	ARAB	[K]	
Gen Ed	HUM	[H]	
Gen Ed	CSIS	[T]	

YEAR 2	SEMESTER-3 (SOPHOMORE)		
	Prefix	Number	Title
Gen Ed	STAT	201	Statistics
Core	ECON	200	Principles of Microeconomics
Core	ACCT	201	Principles of Financial Accounting
Core	MGMT	201	Principles of Management
Gen Ed	SCI	[P]	

YEAR 2	SEMESTER-4 (SOPHOMORE)		
	Prefix	Number	Title
Core	ECON	201	Principles of Macroeconomics
Core	ECON	209	Math & Stat for Econ & Business
Core	MRKT	200	Principles of Marketing
Gen Ed	ENGL	108	Public Speaking
Gen Ed	SBSA	[S]	

YEAR 3	SEMESTER-5 (JUNIOR)		
	Prefix	Number	Title
Major	ECON	300	Intermediate Microeconomics
Major	ECON	363	Environmental & Resource Economics
Core	ENGL	305	Professional Writing and Communication



Core	FINC	332	Financial Management
Gen Ed	SCI	[P]	

YEAR 3	SEMESTER-6 (JUNIOR)		
	Prefix	Number	Title
Major	ECON	301	Intermediate Macroeconomics
Major	ECON	351	Money and Banking
Free Elect			
Free Elect			
Free Elect			

YEAR 4	SEMESTER-7 (SENIOR)		
	Prefix	Number	Title
Major Elect	ECON	304	Economics of Labor
Major Elect	ECON	405	Comparative Economic Systems
Internship	ECON	470	Internship
Free Elect			
Free Elect			

YEAR 4	SEMESTER-8 (SENIOR)		
	Prefix	Number	Title
Major Elect	ECON	305	International Economics
Major Elect	ECON	409	Economic Development
Free Elect			
Free Elect			
Free Elect			

\*Does not include students' placement into ENGL 100.

## **MINORS IN THE COLLEGE OF BUSINESS AND ECONOMICS**

Students may elect to complement their Major with a Minor, defined as specialization in a discipline (field of study) outside their chosen Major. Students choosing to add a Minor in one of the following areas should consult an advisor in the appropriate discipline (field of study).

The College oversees the following Minors:

- Accounting
- Business Administration (for non-Business majors)
- Economics
- Finance
- Human Resource Management
- Management
- Marketing

The Minor in Business Administration is designed for students majoring in any of AUK's degree programs (BA, BBA, BE or BS) except the BBA degree programs in Accounting, Finance, Management and Marketing.

The Minor in Economics is designed for students majoring in any of AUK's degree programs (BA, BBA, BE or BS) except the BBA degree in Economics.

The Minor in Human Resource Management is designed for students majoring in any of AUK's degree programs.

### **GENERAL REQUIREMENTS FOR A MINOR**

Students may pursue one minor only. All AUK Minor programs consist of a minimum of 18 credit hours, at least 9 credit hours of which must be taken in residence at AUK. No Major or General Education Requirements may apply toward any Business Minor.

# MINOR IN BUSINESS ADMINISTRATION

## PROGRAM PURPOSE

This Minor is designed to provide non-business majors the opportunity to complement their undergraduate education with an understanding of business administration.

## PROGRAM REQUIREMENTS

The program requires students to complete 6 courses (18 or 19 credits) comprising 4 core courses and 2 electives. The program may be completed in 3 consecutive semesters. Commencing in the student's junior year the 4 core courses provide students with a balanced and integrated exposure to key functional areas in business and to ways of thinking about, and analyzing, the world from a responsible business perspective. The 2 electives provide students the opportunity to develop knowledge in or explore a specific aspect of business of their choice. One of the disciplines (Financial Management) involves a 4 credit course (ACCT 201 Principles of Financial Accounting) and so requires completion of 19 credits.

## REQUIRED CORE COURSES

BUS 100	Introduction to Business	(3)
ECON 101	Introduction to Contemporary Economic Issues	(3)
PHIL 203	Professional Ethics	(3)
MGMT 333	Organizational Behavior	(3)

In addition students must select 2 courses from one of the following disciplines.

### 1. ECONOMICS

ECON 200	Principles of Microeconomics
	<b>AND</b>
ECON 201	Principles of Macroeconomics

### 2. ENTREPRENEURSHIP

ENTR 201	Principles of Entrepreneurship
	<b>AND</b>
ENTR 301	Intermediate Entrepreneurship

### 3. FINANCIAL MANAGEMENT

ACCT 201 (4 credits)	Principles of Financial Accounting
	<b>AND</b>
FINC 332	Financial Management

### 4. HUMAN RESOURCE MANAGEMENT

HR 205	Human Resource Management and Administration
	<b>AND</b>
PSYC 203	Social Psychology

### 5. MANAGEMENT ACCOUNTING

ACCT 205	Managerial Accounting
	<b>AND</b>
ACCT 401	Advanced Managerial Accounting

**6. MARKETING**

MRKT 200	Principles of Marketing
	<b>AND EITHER</b>
MRKT 329	International Marketing
	<b>OR</b>
MRKT 355	Advertising and Promotion

**7. ORGANIZATIONAL CHANGE & INTERNATIONAL MANAGEMENT**

MGMT 301	Leading Organizational Change
	<b>AND</b>
BUS 321	International Business Management

**MINOR IN ECONOMICS**

Students must complete 6 courses (18 credit hours) for the Minor.

The following 2 courses (6 credit hours) are core courses for the Economics Minor:

ECON 200	Principles of Microeconomics	(3)
ECON 201	Principles of Macroeconomics	(3)

In addition, students must choose in consultation with their Academic Advisor 4 courses (12 credit hours) from among the following:

ECON 209	Math & Stat for Business & Economics	(3)
ECON 300	Intermediate Microeconomics	(3)
ECON 301	Intermediate Macroeconomics	(3)
ECON 304	Economics of Labor	(3)
ECON 305	International Economics	(3)
ECON 315	Managerial Economics	(3)
ECON 351	Money and Banking	(3)
ECON 363	Environmental & Resource Economics	(3)
ECON 369	Short Course	(1-3)
ECON 389	Special Topics	(3)
ECON 405	Comparative Economic Systems	(3)
ECON 409	Economic Development	(3)
ECON 429	Advanced Environmental & Energy Economics	(3)
ECON 452	Econometrics	(3)
ECON 485	Seminar in Economics	(3)

Up to 2 non-economic but related courses at the 300-level or above can be taken instead of 2 from the above in consultation with the student's Academic Advisor and Economics Program Lead.

**MINOR IN HUMAN RESOURCE MANAGEMENT**

This interdisciplinary minor seeks to develop well-rounded graduates with personal qualities and skills that extend beyond familiarity with current HR practices to include a sound understanding of social, behavioral and political sciences. It seeks to develop graduates who are able to think critically, act ethically and meet the challenges of an ever changing environment.

The minor is structured with a small core, comprising Human Resources Administration, Organizational Behavior and Advanced Topics in Human Resource Management that is embedded in a selection of electives reflecting a traditional liberal arts and interdisciplinary curricula. The electives include courses from such disciplines as Economics, International Relations, Political Science, Psychology and the Behavioral Sciences.

Because an interdisciplinary background is especially appropriate for positions in HR this minor is ideal for students majoring in one of the Social Science Programs as well as those majoring in Business. The minor is ideal for those who want to pursue careers in business, government and/or educational institutions.

### **HUMAN RESOURCE MANAGEMENT LEARNING OUTCOMES:**

Upon completion of the Minor in Human Resource Management the student will be able to:

- Discuss the importance of thinking systematically and strategically about managing human assets.
- Explain how cultures frame options open to human resource managers around the world.
- Formulate, implement and evaluate human resource policies and procedures.
- Demonstrate understanding of theories and practices affecting employee motivation and control.
- Critically discuss and assess contemporary issues confronting human resource policy formulation and implementation in private, public, for profit and not-for-profit organizations.

### **OVERVIEW OF REQUIREMENTS FOR THE HUMAN RESOURCE MINOR**

Students wishing to Minor in Human Resources are required to take 6 courses (18 credit hours) comprised of 3 required core courses and three electives.

#### **Required Core Courses:**

HR 205	Human Resources Administration and Development	(3)
HR 325	Contemporary Issues in Human Resource Management	(3)
MGMT 333/PLSC333	Organizational Behavior	(3)

Students must also complete 3 of the courses listed below:

ECON 304	Economics of Labor	(3)
HR 345/INST 345	Conflict Resolution	(3)
HR 389	Special Topics in Human Resource Management	(3)
HR 470	Internship in Human Resource Management	(3)
INST 342	International Human Rights	(3) [S]
MGMT 303	Management and Leadership Development	(3)
PLSC 302	Public Policy	(3) [S]
PLSC 306	Global Political Economy	(3) [S]
PSYC 203	Social Psychology	(3) [S]
SBSA 341	Women in Cross-Cultural Perspective	(3) [S]
SBSA 372	Anthropology of Business	(3) [S]

# COURSE DESCRIPTIONS BY DISCIPLINE

## GLOSSARY OF TERMS

## DISCIPLINES (FIELDS OF STUDY)

## EXPLANATION OF COURSE DESCRIPTIONS

## COURSE DESCRIPTIONS

Accounting (ACCT)  
American Studies (AMST)  
Arabic Language & Literature (ARAB)  
Art (ART)  
Business Ethics and Law (BEAL)  
Biology (BIOL)  
Free Elective Under Any Business & Economics Discipline (BUEL)  
Business (BUS)  
Chemistry (CHEM)  
Communication Studies (COMM)  
Computer Engineering (CPEG)  
Computer Science & Information Systems (CSIS)  
Drama (DRAM)  
Economics (ECON)  
Education (EDUC)  
Electrical Engineering (ELEG)  
English Language & Literature (ENGL)  
Engineering (ENGR)  
Entrepreneurship Studies (ENTR)  
Environmental Studies (ENVS)  
Finance (FINC)  
French (FRNC)  
Graphic Design (GDES)  
Health and Fitness (HFIT)  
History (HIST)  
International Relations (IR)  
Mathematics (MATH)  
Management (MGMT)  
Marketing (MRKT)  
Music (MUSC)  
Natural Sciences (NSCI)  
Philosophy (PHIL)  
Physics (PHYS)  
Political Science (PLSC)  
Psychology (PSYC)  
Religion (RELG)  
Social and Behavioral Sciences (SBSA)  
Free Elective Under Any Sciences Discipline (SCEL)  
Free Elective Under Any Social Sciences (SOEL)  
Spanish (SPAN)  
Statistics (STAT)  
Translation (TRAN)

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# COURSE DESCRIPTIONS BY DISCIPLINE

## **GLOSSARY OF TERMS**

### **CO-REQUISITE:**

A co-requisite is a requirement to be undertaken concurrently with another course. It is a course that must be taken concurrently, if it has not been taken previously. The co-requisite will be waived if a student has previously obtained standing in it. It is the student's obligation to know and meet course co-requisites. These are stated in the course description section of Catalog. Co-requisites will be enforced at registration..

### **COURSE DESCRIPTION:**

The Course Description explains the content of the course.

### **COURSE RESTRICTION:**

A course restriction is a constraint placed upon a course to ensure that the student is prepared to take the course. Most of the time, there are no course restrictions on 100-level courses. In the example above, FINC 470, the student must be at least a junior and must have the permission of the instructor to enter the course. In order to have the permission of the instructor, the student must fill out a form, receive the necessary signatures, and turn in the form to the Registrar.

### **COURSE PREFIX AND NUMBER:**

The course prefix is a four letter mnemonic that represents the discipline (field of study). In this example, "ARAB" is the prefix for Arabic. The course number denotes the difficulty level of the course material. In general, lower-level courses (100 and 200 level courses) are taken by Freshmen and Sophomore students, while upper-level courses (300 and 400 level courses) are taken by Junior and Senior students.

### **COURSE TITLE:**

The course title denotes the name of the course.

### **CREDIT HOURS:**

The amount of credit hours reflects the numerical value of the course as it relates to course load. A student at AUK is expected to complete at least 120 credit hours in order to graduate. With an average course load of 15 credit hours per semester (usually around 5 courses), the student is expected to graduate in 4 years.

### **CROSS-LISTED:**

If a course is cross-listed, it means that the course is offered jointly by more than one discipline (field of study). Students may choose to take the course under the prefix (discipline/field of study) that aligns with the student's Major.

### **GEN ED REQUIREMENT:**

A "Gen Ed Requirement" is a General Education Requirement. All students of AUK must complete 45 credits of General Education, dispersed among 10 disciplines (fields of study). Upon completion of General Education, the student will have learned several skill sets and mental abilities.



**PREREQUISITE:**

A prerequisite is a course or courses that the student must take before s/he may take the course with the prerequisite[s]. In the example above, a student must take English 101 before taking the course Arabic 150.

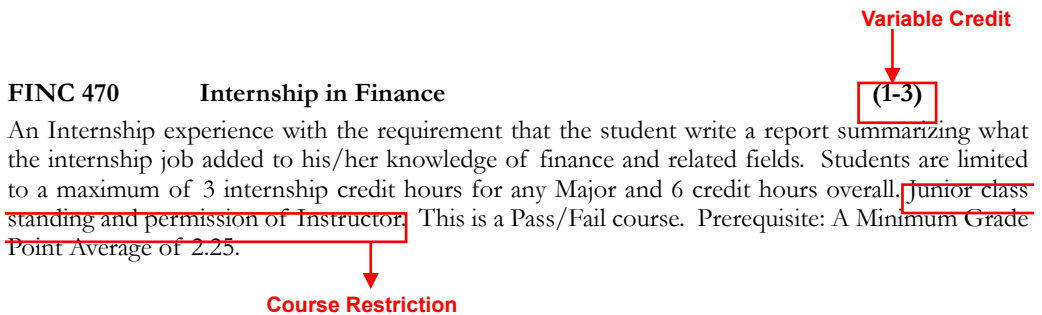
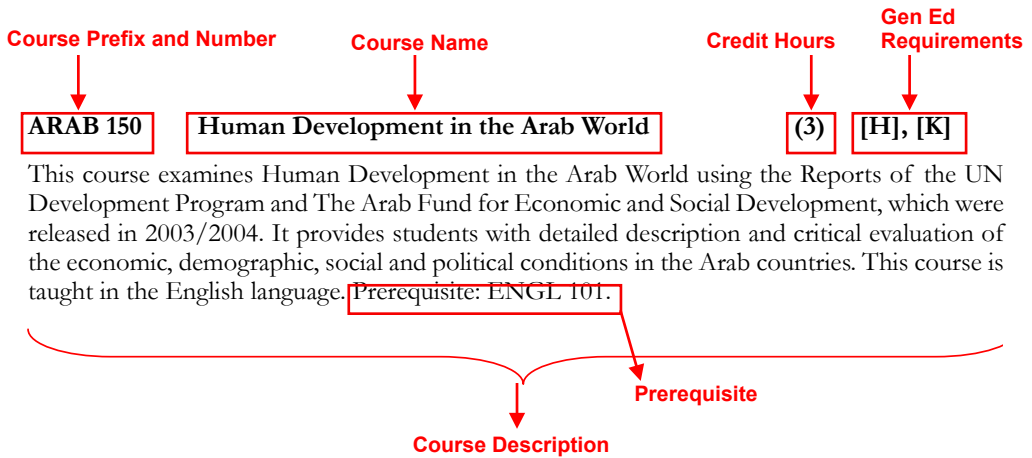
**VARIABLE CREDIT:**

Some courses have variable credit, meaning that the course may be worth 1, 2, or up to six credit hours. Verify the amount of credit hours with the instructor and/or Division Head before the class begins. Each student wishing to take a course with variable credit should fill out a form with the assigned number of credit hours and receive the appropriate signatures before turning the form into the Registrar.

**DISCIPLINES (FIELDS OF STUDY)**

- Accounting (ACCT)
- American Studies (AMST)
- Arabic Language & Literature (ARAB)
- Art (ART)
- Business Ethics and Law (BEAL)
- Biology (BIOL)
- Free Elective Under Any Business & Economics Discipline (BUEL)
- Business (BUS)
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- Communication Studies (COMM)
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- Computer Science & Information Systems (CSIS)
- Drama (DRAM)
- Economics (ECON)
- Education (EDUC)
- Electrical Engineering (ELEG)
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- Psychology (PSYC)
- Religion (RELG)
- Social and Behavioral Sciences (SBSA)
- Free Elective Under Any Sciences Discipline (SCEL)
- Free Elective Under Any Social Sciences (SOEL)
- Spanish (SPAN)
- Statistics (STAT)
- Translation (TRAN)

## EXPLANATION OF COURSE DESCRIPTIONS



## ACCOUNTING (ACCT)

- ACCT 201 Principles of Financial Accounting (4)**  
An introduction and overview of financial accounting. Topics include basic concepts and principles of accounting; the accounting cycle, financial statements, cash, cash flow statement, receivables, inventories, assets and liabilities and merchandizing operations. Prerequisite MATH 103 or MATH 110.
- ACCT 205 Managerial Accounting (3)**  
An introduction to internal accounting including cost measurement, product costing, cost-volume relationship, budgeting and budget variance analysis, performance evaluation. Co-requisite or Prerequisite: ACCT 201. Prerequisite: MATH 103 or MATH 110.
- ACCT 301 Intermediate Accounting I (3)**  
This course begins in-depth analysis of financial accounting. Topics include accounting standards and theory, the balance sheet, statement of cash flows, comprehensive income, revenue recognition, profitability analysis, receivables and investment valuation; inventory and departures from historic cost, operational assets and impairment. Prerequisite: ACCT 201.
- ACCT 305 Intermediate Accounting II (3)**  
This course builds on applications, standards, and practices taught in ACCT 301, providing in-depth analysis of financial accounting, advancing to consider liabilities and owners' equity. Topics include accounting for current liabilities, contingencies, bonds, long term notes, pensions, leases, income tax and shareholders' equity, embracing contributed capital, retained earnings, and dividends and earnings per share. Co-requisite or Pre-requisite: ACCT 301.
- ACCT 334 Individual & Corporate Tax (3)**  
An analysis of international taxation theory and the application of tax theory for domestic and international activity in Kuwait. Prerequisite: ACCT 201.
- ACCT 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit. Permission of Instructor.
- ACCT 388 Independent Study (1 - 3)**  
A research and writing project to be determined in consultation with the Instructor. Cannot be repeated for credit. Junior standing. Prerequisite: ACCT 201.
- ACCT 389 Special Topics (3)**  
Can be repeated for credit. Permission of Instructor.
- ACCT 401 Advanced Managerial Accounting (3)**  
Issues of cost management and its use to achieve organizational goals. Relationship of performance measurement, compensation, authority to organizational structure, organizational development and success. Prerequisites: ACCT 205.
- ACCT 405 Advanced Financial Accounting (3)**  
This course builds on disciplinary knowledge and techniques provided in earlier Financial Accounting courses to develop higher order cognitive skills needed to address complex issues emerging in accounting. Topics include: Accounting Theory, Concepts and Standards, Standard Setting Process, Emerging Issues, Accounting Institutions, Accounting Regulation, and Ethical Issues in Accounting. Prerequisite: ACCT 301.
- ACCT 413 Accounting Capstone: Auditing (3)**  
Accounting and auditing principles and standards, reporting methods, controls and test of controls, function of the independent auditor. Prerequisites: ACCT 301.
- ACCT 421 International Financial Reporting Standards (3)**  
An overview of International Financial Reporting Standards and the accounting standards generally

accepted in Kuwait. Students are introduced to the Financial Reporting requirements of global capital markets. Prerequisite: ACCT 201.

**ACCT 470 Internship in Accounting (1 - 3)**

An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of accounting and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. This is a pass/Fail course. Permission of Instructor.

## **AMERICAN STUDIES (AMST)**

**AMST 121 US History since 1900 (3) [S]**

Examination of the major political and economic themes in the US from 1900 to the present. Topics will include the world wars, prohibition and the Depression, the rise of the US as a global power, the Cold War, and the Gulf War.

**AMST 220 Early American Political History (3) [S]**

The course traces the political history of America from the period of European colonial settlement through the Gilded Age. Topics include colonialism, independence, the US Constitution, Jacksonian Democracy; the Civil War and Reconstruction, westward expansion and modernization. Prerequisite: ENGL 101.

**AMST 333 American Culture (3) [S]**

An interdisciplinary study of America's view of itself; contemporary society including race, ethnicity, politics, literature and film; issues of violence, discrimination, racism and attitudes that shape contemporary American culture. Sophomore standing or Permission of Instructor.

**AMST 369 Short Course (1 - 3)**

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**AMST 388 Independent Study (1 - 3)**

A research and writing project to be determined in consultation with the instructor. Can be repeated for credit with different topic. Pre-requisite: Senior Standing and Permission of Instructor.

**AMST 389 Special Topics (1 - 3)**

Can be repeated for credit with different topic. Junior standing. Permission of Instructor. Prerequisite any 100 or 200-level HIST course, or AMST 121 or INST 204 or 205.

**AMST 402 American Social History in the Twentieth Century (3)**

The economic boom and the conservative/traditional 50s; the Civil Rights movement; the anti-war movement; the feminist movement; the counter-culture movement; the student movement; the response of the political right; the information revolution; transformation of the culture and the political landscape. Junior standing. Prerequisite: Any 100 or 200-level HIST course, or AMST 121 or INST 204 or 205.

**AMST 409 American Foreign Policy since WWII (3)**

Investigation of American foreign policy since World War II; the process of decision making; the role of the Presidency, the State Department and Pentagon bureaucracy, the Congress, and Public Opinion. Focuses on the Cold War and the Middle East. Junior standing or Permission of Instructor.

## **ARABIC (ARAB)**

**ARAB 101 Arabic as a Second Language I (3) [A]**

This course introduces the student to the Arabic alphabet, the script of modern written Arabic, and develops the student's knowledge in the four language skill areas. The materials are designed in the effective modern approach to foreign language teaching. This course is taught in the Arabic

language. Prerequisite: Arabic Admission Placement or Arabic Placement Exam score less than or equal to 4.

**ARAB 114      Arabic Basic Language Skills      (3) [A]**

This course introduces students to basic Arabic language skills: listening, speaking, reading and writing. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic Admission Placement or Arabic Placement Exam score between 5 and 14.

**ARAB 150      Human Development in the Arab World      (3) [H], [K]**

This course examines Human Development in the Arab World using the Reports of the UN Development Program and The Arab Fund for Economic and Social Development, which were released in 2003/2004. It provides students with detailed description and critical evaluation of the economic, demographic, social and political conditions in the Arab countries. This course is taught in the English language. Prerequisite: ENGL 101.

**ARAB 201      Arabic for Non-Native Speakers II      (3) [A]**

This course extends ARAB 101 and is designed to enhance further the non-native speaker's knowledge and proficiency of Arabic. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: ARAB 101.

**ARAB 205      Survey of Arab-Islamic Civilization      (3) [H], [K]**

The course acquaints students with the past influence and present importance of Arab-Islamic civilization. It investigates how Islam has shaped many different cultures in Asia, Europe and Africa over the last 1400 years. The religious, political and cultural values associated with Arab-Islamic culture will be discussed. Furthermore, students will be familiarized with the historical forces that shaped the past, and what these forces mean for the world today. This course is taught in the English language. This course satisfies the General Education Requirement for Arab Culture. Prerequisite: ENGL 101.

**ARAB 215      Arabic Composition I      (3) [A]**

This course introduces native speakers of Arabic-with English curricula education-to intermediate reading and writing skills in Arabic. Using various literary and non-literary styles, students will be exposed to functional grammar, sentence structure and paragraph writing. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic Admission Placement or Arabic Placement Exam 15 or higher.

**ARAB 220      Readings in Arabic Heritage      (3) [A], [H]**

This course surveys selections of writings from classical Arabic works. The main aim of the selections is to reflect the intellectual, literary and cultural developments of the Arabs from pre-Islamic times up to the present day. The course is thematically organized to allow students the opportunity to study the continuity or changes of certain values and beliefs in Arabic culture. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic Admission Placement or Arabic Placement Exam 25 or higher.

**ARAB 221      Creative Writing      (3)**

This course introduces students to the skills of writing the genre of the short story and novel. This course is taught in the Arabic language.

**ARAB 301      Arabic as a Second Language III      (3) [A]**

This course builds on the earlier Arabic courses for non-native speakers. It uses more advanced materials to strengthen the reading, writing, listening and speaking abilities of the student. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: ARAB 201.

- ARAB 303 Literature of the Arabian Gulf (3) [H], [K]**  
 This course looks at the contribution of literary figures from the Arabian Gulf, especially those of Kuwait, to Arabic literature in general. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arabic Culture. Sophomore standing or Permission of Instructor.
- ARAB 304 Arabic Drama (3) [H], [K]**  
 The course looks at the emergence of Arabic drama in the 19th century until the present day, and assesses prototype drama forms of the medieval period. Through a study of selected plays by prominent authors, a picture will emerge as the influence of Arabic drama on Arabic literature. A selection of video recordings will also accompany the course. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arabic Culture. Sophomore standing or Permission of Instructor.
- ARAB 308 Arab Women in History (3) [H]**  
 An exploration of the diversity of voices of Arab women, both past and present, from a multidisciplinary perspective. Topics include women as revolutionaries and nationalists, male-female relations, women in the workforce, female circumcision, family structures and lifestyles. This course is taught in the Arabic language. Sophomore standing or Permission of Instructor.
- ARAB 310 Classical Arabic Prose (3) [H], [K]**  
 This course surveys Classical Arabic prose. The main aim of the selections is to introduce a few of the outstanding literary achievements of the Arabs in prose from the 8th to the 14th centuries. Readings will include works by Ibn al-Muqaffa', al-Jahiz, Ikhwan al-Safa', Badi' al-Zaman al-Hamadhani, and others. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.
- ARAB 312 Modern Arabic Literature (3) [H], [K]**  
 This course surveys modern and postmodern Arabic creative writing: novel, short story, drama, poetry and literary criticism. Themes in this course include, but are not limited to, love, death, exile, social pressures and political concerns. The course demonstrates the nexus between Arabic literary production and contemporary challenges of Arab life. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arab Culture. Sophomore standing or Permission of Instructor. Prerequisite: ARAB 220.
- ARAB 313 Arab Women and Literature (3) [H], [K]**  
 A survey of the history of Arab women's literature, from the medieval period to the present day. Special attention is paid to the questions of literary tradition. This course is taught in the Arabic language. Sophomore standing or Permission of Instructor.
- ARAB 314 Classical Arabic Poetry (3) [H], [K]**  
 This course focuses on selected masterpieces of classical Arabic poetry. Individual works are studied with an aim to understanding the historical context of their composition and to appreciating their literary value. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arab Culture. Sophomore standing or Permission of Instructor. Prerequisite: ARAB 220.
- ARAB 315 Literature of Al-Andalus (3) [H], [K]**  
 A survey of poetry and prose from the nearly eight centuries of Arab-Islamic civilization in Al-Andalus. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arab Culture. Sophomore standing or Permission of Instructor. Prerequisite: ARAB 220.
- ARAB 316 Literature in the Abbasid Era (3) [H], [K]**  
 This course involves the study of literature in the Abbasid Era, both early and later ages up to the fall of Baghdad in 1258. Through a literary analysis of poetry and prose of the Abbasid period, some of the historical characteristics of the period, as well as the development of music, cuisine and the arts will be highlighted. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.

- ARAB 318**      **Modern Arabic Novel**      (3) [H], [K]  
 This course focuses on the development of the Arabic novel, and surveys the main factors that led to the rise of the novel. Students will analyze a number of works by prominent Arab novelists: Naguib Mahfouz, Jamal Ghitani, Tayyib Salch, Ghada Samman, and Ghassan Kanafani. Exile, post-colonialism, feminine discourse will be among the themes discussed. The readings will be supplemented with critical theory by leading Arab literary critics. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.
- ARAB 369**      **Short Course**      (1 - 3)  
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- ARAB 388**      **Independent Study**      (1 - 3)  
 Can be repeated for credit with different topic. Permission of Instructor.
- ARAB 389**      **Special Topics**      (3)  
 Can be repeated for credit. Permission of Instructor.

## ART (ART)

- ART 100**      **Introduction to Creativity**      (3) [H]  
 This course introduces students to a variety of art media including drawing, painting, collage, and sculpture through studio exercises and/or lectures. It focuses on the mental processes involved in the generation of ideas or concepts necessary to develop a student's ability to imagine and construct, that is, to create.
- ART 101**      **Art History I**      (3) [H]  
 A chronological survey highlighting the developments in Western Art from the prehistoric to the early Renaissance.
- ART 102**      **Art History II**      (3) [H]  
 A chronological survey highlighting the developments in Western Art from the Renaissance to the late 20th C.
- ART 103**      **Arab and Islamic Art**      (3) [H], [K]  
 A critical survey of the chronological development of Islamic Art. This course satisfies the General Education Requirement for Arab Culture.
- ART 115**      **Color Theory**      (3) [H]  
 This is an introductory studio course devoted to the development of the perception of color and its use as a tool for artists and designers. The exercises test the appearance of color relationships in complex structures, dealing with meaning and examining the appropriate use of color in the context of design problems. [Cross-listed with GDES 115]
- ART 121**      **Drawing I**      (3) [H]  
 A studio course that introduces drawing materials and methods. Students gain an understanding of the techniques of drawing, including perceptions, shading, line weight, and representation drawing.
- ART 122**      **3-D Design I**      (3) [H]  
 This course is a studio course investigating the basic elements and principles of the visual arts in three dimensional media and form.
- ART 201**      **Art and Society**      (3) [H]  
 Focus on significant artists and artworks in the context of historical periods and requirements of the societies.



- ART 205 Contemporary Art (3) [H]**  
A study and discussion of current art practices around the world.
- ART 211 Cities as Art (3) [H]**  
An examination of various historic cities, with a discussion of their history and evolution, important artworks, landmarks, and buildings.
- ART 221 Drawing II (3) [H]**  
Drawing II is the second of two fundamental drawing courses. It continues the processes and concepts introduced in Drawing I and introduces interpretive approaches to drawing with a growing emphasis on creativity and content. Prerequisite: ART 121.
- ART 240 Water-Based Painting I (3) [H]**  
This course provides a foundation in the practices and materials associated with water-based painting. Working from direct observation as well as expressive and conceptual approaches, students develop an understanding of formal concerns as well as paint manipulation to produce strong representational and/or non-representational painting. Pre-requisite: ART 121.
- ART 241 Oil Painting I (3) [H]**  
This course provides foundation in the practices and materials associated with painting, and prepares students to work in oil based media. Working from direct observation, students develop an understanding of formal concerns as well as paint manipulation to produce strong representational and/or non-representational paintings. Prerequisite: ART 121
- ART 340 Water-Based Painting II (3) [H]**  
This course provides a continuing investigation of the materials, processes and techniques of water-based painting. Students will develop an expanded vocabulary of paint language and increased skill in rendering volume, space, light, color and movement in their work based on observation as well as expressive and conceptual approaches. Prerequisite: ART 240
- ART 341 Oil Painting II (3) [H]**  
This course provides a continuing investigation of the materials, processes, and techniques of oil painting. Students will develop an expanded vocabulary of paint language and increased skill in rendering volume, space, light, color and movement in their work based on observation. Prerequisite: ART 241
- ART 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor
- ART 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor
- ART 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor

## **BUSINESS ETHICS AND LAW (BEAL)**

- BEAL 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit. Permission of Instructor.
- BEAL 388 Independent Study (1 - 3)**  
Can be repeated for credit. Permission of Instructor. Pre-requisite: ENGL 305 or MGMT 305.
- BEAL 389 Special Topics (3)**  
Can be repeated for credit with a different topic. Permission of Instructor



**BEAL 401      Legal & Ethical Issues in Business      (3)**  
 Introduces students to legal concepts, the philosophy of law, ethics, and the functions of the court systems. Surveys business related laws including constitutional law and the law of torts, intellectual property, business entities, and corporations. Course content includes an analysis of ethical reasoning and decision making processes in business settings. Pre-requisite: BUS 210

**BEAL 403      Corporate Governance & Ethics      (3)**  
 This course seeks to generate a critical understanding of corporate governance; including, government regulatory compliance, the exploitation of legal and regulatory loopholes, business ethics, social auditing, and corporate social responsibility, and the role of these practices in the profitability and sustainability of business. Pre-requisite: ENGL 305 or MGMT 305

**BEAL 407      International Business Law      (3)**  
 A study of international investment law, the law of international trade, currency exchange and World Trade Organization regulations. Pre-requisite: FINC 341

## **BIOLOGY (BIOL)**

**BIOL 101      General Biology I      (4) [P]**  
 Part one of a two-semester course. An in-depth introduction to scientific method, and exploration of study of life from atoms to cellular levels of organization. Emphasis on the cell structure, function, energy and metabolism, genes, evolution and speciation, the origins of life, bacteria, plants and animals. A required laboratory is part of the course.

**BIOL 102      General Biology II      (4) [P]**  
 Part two of a two-semester course. Emphasis on the organismal and higher levels of biological organization. The plant and animal diversity, plant and animal form and function, body systems, animal behavior, ecology and conservation of biology. A required laboratory is part of the course. Prerequisite: BIOL 101

**BIOL 103      Biology in Everyday Life      (4) [P]**  
 An exploration of biological concepts related to everyday life. The student is introduced to the basic principles that govern the biological world. Topics include cell structure and function, energy and metabolism, evolution and diversity of life, plant structure and function, animal anatomy and physiology, and genetics. A required laboratory is part of the course.

**BIOL 105      Environmental Science      (3) [P]**  
 This introductory course addresses the relationship between human activity and the environment. Emphasis on ecosystems, energy flow and nutrient cycling, populations dynamics, resource use and conservation, pollution, management and eradication of pollution, ethics and the environment.

**BIOL 200      Structure and Function of the Human Body      (3) [P]**  
 A course designed to help students understand the biological basis of human health and disease. Study of cell and molecular biology, physiology, anatomy, reproductive biology, and function of various organs as they relate to humans. Emphasis will be placed on specific topics in human health and disease. Prerequisite: BIOL 101 or BIOL 103

**BIOL 220      Ecology      (3) [P]**  
 An examination of the interactions of living organisms with their physical and biological environments. Special attention will be given to population dynamics and the interactions among organisms that determine the structure, function, evolutionary development of biological communities, and the ecological role played by man. Prerequisite: BIOL 101 or BIOL 103 or BIOL 105

**BIOL 317      Introduction to Neurobiology      (3) [P]**  
 A general introduction to basic anatomy and physiology of the brain. Specific topics include neuronal function, synaptic transmission, sensory processing, movement, sleep and wakefulness, hunger, thirst, caloric and body fluid homeostasis, recovery of function after brain damage, and



structure and periodicity, the Bohr model, Lewis structures, ionic and covalent bonding, the solid state and crystallography, the liquid state and phase diagrams. Laboratory experiments illustrate principles discussed in the course. Co-requisite: MATH 201

**CHEM 102      General Chemistry II      (4) [P]**  
Continuation of General Chemistry I. Covers properties of solutions; oxidation-reduction reactions, colligative and chemical properties; acid base and complex ion equilibria, laws of thermodynamics, enthalpy and free energy, electrochemistry, representative elements, transition metals, and nuclear chemistry. Laboratory includes experiments illustrating principles discussed in the course. Pre-requisite: CHEM 101

**CHEM 103      Chemistry in Everyday Life      (4) [P]**  
An introduction to the principles of chemistry and its role in our daily life. A number of topics will be addressed such as nuclear chemistry and the atomic bomb, acids and bases, petroleum, chemistry in the kitchen, food additives and coloring, perfumes, soaps and detergents, toxins and poisons, medicine and drugs, forensic chemistry and DNA fingerprinting, global warming, acid rain, air and water pollution. A required laboratory is part of the course.

**CHEM 105      Environmental Chemistry      (3) [P]**  
A study of the Chemistry of current environmental problems and potential solutions. Topics include water pollution and treatment, air pollution, photochemical smog, hazardous wastes, heavy metal soils, ground level pollution, and toxicology. It also includes issues of the ozone layer, global warming, acid rain, nuclear waste disposal and the problem and treatment of oil spills.

**CHEM 388      Independent Study      (1 - 4)**  
Can be repeated for credit with different topic. Permission of Instructor.

## **COMMUNICATION (COMM)**

**COMM 101      Introduction to Mass Communication      (3)**  
Examines the issues and concepts involved in the initial study of the mass media, (i.e., television, radio, newspapers, magazines and interactive outlets) and how they impact the individual and society.

**COMM 110      Introduction to Digital Media Design      (3)**  
Introduces students to principles of design in digital media. Emphasis is placed on how to use relevant software, including Photoshop, Illustrator and InDesign. [Cross-listed with GDES 110]

**COMM 111      Images in Media      (3)**  
The power of images in media is examined through milestones including those in photography, film, video, and interactive media.

**COMM 201      Principles of Journalism      (3)**  
This course introduces students to the tenets of what makes news culture and how the modern journalist is shaped. Students will be introduced to various theoretical and practical matters that impact the journalist and affect the news media and the audience from professional standards and techniques for informing mass audiences; paradigms of reliability, confirmation, completeness in reportorial writing for news media. Co-requisite or Pre-requisite: COMM 101

**COMM 205      Writing for Mass Media      (3)**  
Explores basic writing principles and techniques for influencing mass audiences. Exposes students to intensive practice in writing for various groups, including political, civic, and business organizations. Pre-requisite: ENGL 101

**COMM 208      Film Production I      (3)**  
Introduces students to basics of cinematic storytelling through narrative genres and documentaries. Examines the basics of script-writing, directing, cinematography, and editing. Develops skills in all areas of the craft, and explores both the creative and the technical aspects of production. Includes a short project. Familiarizes students with the nature of filmmaking through lectures and working experiments with traditional narrative filmmaking, documentary, and new media. [Cross-listed with GDES 208].

- COMM 210      Research Methods in Communication      (3)**  
Introduces students to social science research methods within a mass communication context. It emphasizes the scientific method and surveys basic concepts of theoretical and empirical research. Covers a variety of methodologies, elementary statistics and criteria for adequate research. Prerequisites: COMM 101.
- COMM 225      Theories of Communication      (3)**  
A basic theory course for communications and media studies. Introduces prevailing communication theories, including agenda setting, uses and gratification, and diffusion constructs. Prerequisite ENGL 101 and COMM 101
- COMM 230      Principles of Advertising      (3)**  
Provides students with an analysis of commercial advertising from a global perspective with attention to communication theory. Students will examine the structure of advertising messages, how they are adapted to specific audiences, and the social settings in which they occur. Issues of Internet advertising and e-commerce will be explored. Pre-requisites: COMM 101
- COMM 240      Principles of Public Relations      (3)**  
Surveys the fundamentals and techniques involved in public relations operations, including the history, philosophy and ethics of the practice and functions of management, planning, research and communication. It explores the theoretical and practical applications of public relations in contemporary society. Pre-requisites: COMM 101
- COMM 309      Film Production II      (3)**  
The course emphasizes the artistic film movement, the role of the American cinema, and its mark on the world. Explores the old and the new Hollywood and the relationships between aesthetics and expenses. Students will explore the Preproduction, the Production, and the Postproduction phases of filmmaking. Sophomore standing or Permission of Instructor. Pre-requisite: COMM 208 or GDES 208.
- COMM 310      Broadcast Journalism      (3)**  
Introduces students to the principles of broadcast journalism as it occurs in radio and TV. The course includes discussions of technical, ethical, and legal issues affecting broadcast news, as well as lab / studio practice in writing, editing, producing and reporting broadcast stories. Sophomore Standing or Permission of Instructor. Pre-requisite: COMM 201
- COMM 312      News Reporting and Editing      (3)**  
Explores and practices the skills of a working journalist. Students will build on what is being taught in COMM 201 and apply that knowledge to this class. Emphasis will be on the reporting, writing and the editing of features, hard news stories, broadcast copy, and writing for the Web. There will also be a focus on practical and professional-based skills such as reporting beats and newsroom procedures. Sophomore standing or Permission of Instructor. Pre-requisite: COMM 201 or COMM 205.
- COMM 313      Documentary Production      (3)**  
Introduces students to the concepts of creating a documentary. Emphasis on the practice of documentary production through creation of short or/and semester long productions. Interviewing, shooting, lighting, framing and various narrative techniques are explored. Prerequisite: COMM 201 or COMM 208
- COMM 320      Mass Media Law      (3)**  
Examines the law as it affects the mass media. Discusses such areas as libel, privacy, public records, criminal pretrial publicity, freedom of information and obscenity. Sophomore standing or Permission of Instructor. Prerequisite: COMM 101.
- COMM 325      Mass Communication and Society      (3)**  
Provides students with an overview of the effect of media on culture and society. The course explores how media reflect and mold culture. It examines the role the media play in creating the global village. It also examines how the audience uses and is used by various media outlets and how that use affects the perception of various cultures. Sophomore standing or Permission of Instructor. Prerequisite: COMM 101.

- COMM 328 Media and Democratization (3)**  
Media's role in processes of democratization in Europe, Asia, and the Americas. Current debates and initiatives to make mass media systems more democratic. Sophomore standing or Permission of Instructor. Prerequisites: COMM 101.
- COMM 332 Writing/Editing Opinion Edit (3)**  
Principles of writing editorials and opinion columns; policies and practices of opinion writing in mass media; reviews; analysis of editorials, Op-Ed and other commentary. Sophomore standing or Permission of Instructor. Prerequisite: COMM 201
- COMM 333 Writing Speeches and Delivery (3)**  
The preparation and delivery of speeches and presentations, from research and writing to practical delivery. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 108.
- COMM 338 Copywriting for Advertising (3)**  
Explores issues, strategies, theories, and practices in writing and editing advertising messages. Teaches the technical aspects of advertising: writing advertising copy and designing effective layouts. Students use their software design skills. Sophomore standing or Permission of Instructor. Prerequisite: COMM 230.
- COMM 350 Organizational Communication and Leadership (3)**  
Teaches students the role of communication in creating a productive organizational environment in terms of interpersonal and group behavior. Reviews the theory and practice of team building, conflict resolution and problem solving and explores how communication and organizational cultures relate to each other. Cross-listed with MGMT 350. Sophomore standing or Permission of Instructor. Prerequisite: COMM 101 or MGMT 201.
- COMM 360 Public Relations Writing (3)**  
Introduces the student to the essentials of how to prepare and present written material for use in the practice of public relations. It teaches the student the techniques needed for creating effective written communication at a standard generally expected of persons entering into the practice of public relations. Sophomore standing or Permission of Instructor. Prerequisite: COMM 240.
- COMM 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- COMM 370 Political Communication (3)**  
Political communication is fundamental to the political sphere. This course will introduce students to established routines in current contemporary political communication and election campaigns. Case studies from the US, UK, and other countries will be examined in institutional and cultural contexts that influence the processes of political communication. Junior standing. Prerequisites: COMM 101.
- COMM 375 Rhetorics of Cultural Dissonance (3)**  
This course examines the ways in which language creates, reflects, and transforms cultural identity and beliefs and, consequently, our understanding of local and global relations of power. Through analyses of the various expressive contexts from which ideas about identity and culture emerge, students will develop a greater understanding of the origins and contemporary manifestations of conflict between and within "East" and "West" and "North" and "South." Cross-listed with ENGL 375. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.
- COMM 380 Media Translation (3)**  
The course teaches the various theories and practical skills and techniques of translating, subtitling and dubbing media materials, particularly television programs. The course involves education and training based on TV materials related to Media, Economics, Politics, Law, Business, Literature, Culture, Medicine and Science. Cross-listed with TRAN 380. Sophomore Standing

- COMM 388 Independent Study** (1 - 3)  
Can be repeated for credit with different topic. Permission of Instructor.
- COMM 389 Special Topics** (3)  
Can be repeated for credit with different topic. Permission of Instructor.
- COMM 402 PR Campaigns** (3)  
Capstone for public relations students. Class functions as a full-service public relations firm. The aim is to have students embark on a semester-long corporate communications project using all the relevant skills gained in other COMM and similar courses. Emphasis is given to advanced public relations writing skills aimed at creating, implementing, and machining positive corporate public image. Junior standing or Permission of Instructor. Prerequisite: COMM 240.
- COMM 405 International Mass Communication** (3)  
Examines world mass media systems: what they are like; how they operate; what impact they have on people; what policies are and could be used by the various countries to develop or regulate them; and how they are influenced by a country's political, economic, social and cultural make-up. Junior standing. Prerequisite: COMM 101.
- COMM 410 New Media and Society** (3)  
The rise and diffusion of new media had a profound impact on society. The course explains the complex relationship between new media and social change and looks at how communication theory is impacted by the changing media environment. Junior standing or Permission of Instructor. Prerequisite: COMM 101.
- COMM 420 Editing and Editorial Policies** (3)  
Fundamental principles and practices of editing, copy editing, wire editing, deadline writing, and editorial judgment; editorial policy; introduction to newspaper design and layout. Junior standing or Permission of Instructor. Prerequisite: COMM 320 or COMM 312.
- COMM 422 Writing/Edit Feature Articles** (3)  
Practices advanced writing and editing of feature stories. Instruction will also be given on developing stories through research, interviewing, and writing, followed by marketing and publication of stories. Junior standing or Permission of Instructor. Prerequisite: COMM 312.
- COMM 425 International Case Studies in Public Relations** (3)  
Exposes students to major issues in public relations, with a focus on the characteristics of successful cases in PR. The class lays the theoretical foundation for comparative analysis of public relations practice around the world and then examines national and regional examples. Junior Standing.
- COMM 427 Media and Arab Society** (3)  
A survey of the histories, roles, and institutions of media in Arab countries from printing to electronic media, from major publishing firms and publications to satellites and satellite broadcasters, including the Internet and publications in that medium. Junior Standing. Prerequisites: COMM 101.
- COMM 430 Oral History** (3)  
A seminar that critically examines current issues via the method of oral history. Additionally, this seminar will enable students to apply methods of research and analysis from various university programs as they prepare for and analyze interviews. The course will involve participation in at least two oral history projects over the course of the semester. Cross-listed with HIST 430. Prerequisites: COMM 101 or any HIST 100 or 200 level courses or AMST 121 or INST 204 or INST 205.
- COMM 455 Advertising Media Planning** (3)  
Examines media planning, buying, and sales as performed by advertising agencies, clients, and media. Students learn how to evaluate and select advertising media for various market situations. Examines target audience, media characteristics and data sources. Junior standing or Permission of Instructor. Prerequisite: COMM 230.



**COMM 460 Advertising Campaigns (3)**  
 Capstone for Advertising students. Class functions as a full-service advertising agency. Using all the relevant skills gained in other COMM and similar courses, students collaborate on a semester-long project that includes the conception, research, development, and execution of real-life advertising campaigns. Special emphasis is given to advanced copywriting, as well as to layout and production concerns for print, broadcast, and new media. Junior standing or Permission of Instructor. Prerequisite: COMM 230

**COMM 470 Internship in Communication (1 - 3)**  
 Students gain practical experience in the field. A weekly log accounting for activities required. Three credits are equivalent to 120 hours of internship. This is a Pass/Fail course. Junior standing and Permission of Instructor.

**COMM 480 Seminar in Communication (3)**  
 Junior class standing and Permission of Instructor.

## COMPUTER ENGINEERING (CPEG)

**CPEG 201 Matlab Programming (3)**  
 Matlab and its application for engineering analysis and problem solving. Command Window Operations, 2D plotting, Array Manipulation, Data Handling, Control Structures, Scripting and Function Files, 3D plotting; numerical methods, roots of nonlinear equations, systems of equations, differential equations, etc. Building Graphical User Interfaces. Simulink: Introduction to Model-based Design, Matlab Toolboxes. Co-requisite MATH 210 Prerequisite: CSIS 120.

**CPEG 210 Digital Logic Design (4)**  
 Number systems and codes, Boolean algebra, minimization methods, combinational circuit design and analysis, arithmetic blocks, programmable logic, latches and flip-flops, sequential logic design, state machines, registers, counters, memory elements, logic synthesis, high-level synthesis, an introduction to VHDL. A lab component is included in this course. Prerequisite: CSIS 120.

**CPEG 220 Computer Organization and Architecture (3)**  
 The fundamental elements of digital logic and their use in computer construction; register level description of computer execution and the functional organization of a computer; essential elements of computer architecture; major functional components of a modern computer system. Design principles associated with modern computer architectures; performance and cost considerations; architectural features influenced by such features as operating systems and window systems, high level languages, etc.; floating point arithmetic, performance of computer systems, processor implementation strategies, micro-programming, pipelining, CISC and RISC, vector processors; memory hierarchy, cache, virtual memory organization for high performance machines; An brief introduction to I/O and bus subsystems. Prerequisite: CPEG 210.

**CPEG 330 Microprocessors & Interfacing (4)**  
 Microprocessor organization, multicore processors, programming model, assembly language programming, addressing modes, translating high-level programs to assembly language, arithmetic/logic operations, selection, looping, pointers, subroutines/macros, etc. I/O and buses, protocols, modern interfacing techniques, interfacing ICs, applications of microprocessors and microcontrollers, and software/hardware interface design; a lab component is included in this course. Prerequisites: CPEG 220 and ELEG 270.

**CPEG 340 Embedded System Design (3)**  
 System design process: requirements analysis, specification, hardware/software co-design, testing; embedded computing platforms: general-and special-purpose processors, hardware accelerators, systems-on-a-chip, intellectual property (IP) core-based design; software design tools and technologies: CAD tools, compilers, and assemblers; hardware design tools and technologies: hardware-description languages, high-level synthesis tools, ASIC and FPGA design. Prerequisite: CPEG 220.

- CPEG 369      Short Course      (1 - 3)**  
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- CPEG 388      Independent Study      (1 - 4)**  
 Can be repeated for credit with different topic. Permission of Instructor.
- CPEG 389      Special Topics in Computer Engineering      (3)**  
 Can be repeated for credit with different topic. Permission of Instructor.
- CPEG 422      Digital Signal Processing      (3)**  
 Digital processing of signals, sampling, difference equations, discrete-time Fourier transforms, discrete and fast Fourier transforms, digital filter design. Signal Processing under MATLAB. Prerequisites ELEG 320 Signals and Systems.
- CPEG 441      Hardware/Software Co-Design      (3)**  
 Design models: state machines, concurrent process models, dataflow, communicating sequential processes, etc. Design partitioning, co-synthesis, co-stimulation, co-design. Transformational co-design, formal models, correctness. Functional programming in HW design, concurrency, synthesis of parallel algorithms. HW Compilers. Prerequisite: CPEG 340.
- CPEG 450      Network Security      (3)**  
 Fundamental security principles and real-world applications of Internet and computer security. Topics covered in the course include legal and privacy issues, risk analysis, attack and intrusion detection concepts, system log analysis, intrusion detection and packet filtering techniques, computer security models, computer forensics, and distributed denial-of-service (DDoS) attacks. Junior standing or Permission of Instructor. Prerequisite: CSIS 322.
- CPEG 455      Wireless Networks and Mobile Systems      (3)**  
 Multidisciplinary, project-oriented design course that considers aspects of wireless and mobile systems. Including wireless networks and link protocols, mobile networking including support for the Internet Protocol suite, mobile middleware, and mobile applications. Junior standing or Permission of Instructor. Prerequisite: CSIS 322.
- CPEG 460      Robotics      (3)**  
 Project-oriented design course that includes topics on perception, sensors, computer vision, navigation, localization, actuation, manipulation, mobility. Intelligence: control, planning, and mission execution. Junior standing. Prerequisites: CPEG 330 and ELEG 320.
- CPEG 470      Internship in Computer Engineering      (1 - 3)**  
 An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of computer engineering and related fields. Students are limited to a maximum of 6 internship credit hours. This is a Pass/Fail course. Junior standing and Permission of Instructor. Prerequisite: A Minimum Grade Point Average of 2.0.
- CPEG 475      Senior Design Capstone I      (3)**  
 A supervised project in groups of normally three students aimed at providing practical experience in some aspect of computer engineering. Students are expected to complete a literature survey, project specification, critical analysis, and to acquire the necessary material needed for their intended end product. Requires Senior standing and Permission of Instructor.
- CPEG 480      Senior Design Capstone II      (3)**  
 A course that seeks to impart in students the skill to integrate the knowledge gained in different courses by asking them to develop a product that has passed through the design, analysis, testing, and evaluation stages. This course includes production of a professional report, design process and outcome, implementation and testing, and critical appraisal of the project. Prerequisite: CPEG 475.



## COMPUTER SCIENCE & INFORMATION SYSTEMS (CSIS)

- CSIS 101            Computer and Information Systems            (3) [T]**  
An introduction to the use of computers. The hardware and system software of computers are described. Commonly-used software applications (word processing, spread sheets, databases, etc.) as well as communication (e-mail, World Wide Web, etc.) are reviewed and discussed. Students will have extensive hands-on training during supervised laboratory sessions.
- CSIS 110            Information Systems            (3) [T]**  
An overview of information systems. Topics include: computer hardware, operating systems, databases, telecommunications and networks, Internet, information systems software, designing information systems, applications and artificial intelligence.
- CSIS 120            Computer Programming I            (4) [T]**  
This course examines the fundamental programming constructs of an Object Oriented Language, Java: data types, variables, operators, expressions and statements, conditional and iterative control structures, classes, objects and methods.
- CSIS 130            Computer Programming II            (4) [T]**  
This course builds upon the material presented in CSIS120 and introduces more advanced Object-Oriented programming concepts and implementation details. Topics include: inheritance and polymorphism, exception handling, dynamic data structures, File I/O, and graphical user interfaces. Pre-requisite: CSIS 120
- CSIS 150            Professional and Ethical Issues in CSIS            (3) [T]**  
Legal, ethical, privacy, and security issues in Computer usage. Group work, student presentations, discussions, and student essays addressing the above issues. Case studies relating to computer ethics will be discussed. Pre-requisite: CSIS 110 or CSIS 120
- CSIS 210            Data Structures and Algorithms            (3)**  
The study of fundamental data structures, algorithms and their applications. Topics include lists and trees; queues and stacks, sort and search techniques; analysis and design of efficient algorithms; Recursion. Pre-requisites: CSIS 130
- CSIS 220            Computer Architecture and Assembly Language            (3)**  
An introduction to digital computer hardware architecture and organization. Topics include digital logic, processor design, instruction sets, and system architecture. Programs written in assembly language will be used to gain hands-on experience with the underlying system architecture. Prerequisite: CSIS 130.
- CSIS 230            Programming in a Second Language            (3)**  
An introduction to a second computer programming Language. Students learn to read and write program in a second language. The language chosen is one with wide popularity and use. Prerequisite: CSIS 130
- CSIS 250            Database Systems            (3)**  
An introduction to database concepts, database advantages and users, data independence relational data model, object oriented model, database design by analysis and synthesis, relational algebra, data definition and manipulation languages, semantic integrity constraints, semantic query transformation and optimization. Prerequisite: CSIS 130.
- CSIS 255            Web Technologies            (3)**  
This course focuses on building Web applications and their associated technologies. Client and server languages, professional website development tools, databases on the web, and web servers. Students are expected to complete a project in the development and maintenance of web sites as well as web services. Prerequisite: CSIS 130.

- CSIS 260 System Analysis and Design (3)**  
Study of the principles, tools and practices of information systems analysis. Emphasis on learning pragmatic aspects of working as a system analyst and employing the tools of systems analysis and design. Prerequisites: CSIS 210.
- CSIS 300 E-Commerce (3)**  
This course focuses on the evolution of electronic commerce where business is conducted between organizations and individuals relying primarily on digital media and transmission. Participants investigate the opportunities and challenges of exchanging goods and services over communications networks as well as the manner in which relationships are being reshaped. New forms of business arrangements are also examined. Course activities are designed to provide both managerial and entrepreneurial assessments of anticipated advances in information technology with respect to business systems and electronic markets. Sophomore standing or Permission of Instructor. Prerequisite: CSIS 250
- CSIS 310 Introduction to Operating Systems (3)**  
Study of supervisory programs. System services and file systems; CPU scheduling; memory management; virtual memory; disk scheduling. Deadlock characterization, prevention, and avoidance; concurrent processes; semaphores; critical sections; synchronization. Distributed systems and communication protocols. Sophomore standing or Permission of Instructor. Prerequisite: CSIS 210.
- CSIS 320 Principles of Programming Languages (3)**  
Formal definition of programming languages including specification of syntax and semantics. A survey of programming paradigms (procedural, functional, and logic). History of programming languages, data types supported, control structures and run time management of dynamic structures. Sophomore standing or Permission of Instructor. Prerequisite: CSIS 210.
- CSIS 322 Computer Networks (3)**  
This course covers the fundamental concepts of computer networks. Topics include: OSI model; LAN/WAN architecture and design; network services and protocols such as TCP/IP, mobile IP; DNS, ICMP, telnet, ftp, etc.; distributed object systems; and collaboration technology and groupware. Students are expected to complete a project that covers the essentials of setup, configuration and administration of multi-protocol servers and clients. Sophomore standing or Permission of Instructor. Prerequisite: CSIS 210.
- CSIS 330 Software Engineering (3)**  
An introduction to the software development cycle (analysis, design, coding, testing and maintenance) and contemporary software development methods. This course places special emphasis on object-oriented systems. Students are expected to complete a medium-scale software project. Sophomore standing or Permission of Instructor. Prerequisite: CSIS 210.
- CSIS 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with difference topic. Permission of Instructor.
- CSIS 370 Computer Graphics (3)**  
Detailed study of two-dimensional graphics and introduction to issues from three-dimensional graphics. Graphics hardware and applications. Study of graphics primitives into two dimensions: lines, attributes, windowing, clipping, transformations. Overview of other topics: three-dimensional transformations, modeling, color science, rendering. Sophomore standing or Permission of Instructor. Prerequisites: CSIS 210 and MATH 201.
- CSIS 388 Independent Study (1 - 4)**  
Can be repeated for credit with different topic. Permission of Instructor.
- CSIS 389 Special Topics in Computer Science (3)**  
Can be repeated for credit with different topic. Permission of Instructor.

**CSIS 390 Special Topics in Information Systems (3)**

Can be repeated for credit with different topic. Permission of Instructor.

**CSIS 400 Theory of Computation (3)**

Abstract models of computers (finite automata, pushdown automata, and turning machines) and the language classes they recognize or generate (regular, context-free, and recursively enumerable) Church's thesis, decidability, the halting problem, and computability. Junior standing or Permission of Instructor. Prerequisite: CSIS 210.

**CSIS 405 Analysis of Algorithms (3)**

Covers algorithmic analysis and strategies, advanced searching and sorting algorithms, hashing, graph and spanning trees algorithms, topological sort, complexity, approximation algorithms, and basic computability theory. Junior standing or Permission of Instructor. Prerequisites: CSIS 210 and MATH 201.

**CSIS 415 Artificial Intelligence (3)**

Introduction to the types of problems and techniques in Artificial Intelligence; problem-solving methods. Major structures used in Artificial Intelligence programs. Study of knowledge representation techniques, problem-solving through problem decomposition and interaction through subparts. Neural Networks and Heuristic programming. Junior standing or Permission of Instructor. Prerequisite CSIS 210 and MATH 213.

**CSIS 416 Expert Systems (3)**

Introduces the basic concepts, techniques and tools involved in the development of information systems based on human expertise. It includes: identification of expert systems, knowledge acquisition, and architecture of expert systems, inference, verification and validation of expert systems. Prerequisite: CSIC 415

**CSIS 425 Advanced Software Engineering (3)**

Advanced Object Oriented topics will be covered: design patterns, testing, project management, distributed systems, metrics, and survey of OO programming languages.

**CSIS 440 Software Project Management (3)**

Study of project management in the context of software systems development. The course will cover the processes, contexts, metrics, planning, and management concerns of projects for modern software systems. Junior standing or Permission of Instructor. Prerequisite: CSIS 330.

**CSIS 470 Practicum in Computing & Information Systems (1 - 3)**

An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of computer science. This is a Pass/Fail course. Prerequisite: Permission of instructor.

**CSIS 475 Compiler Construction (3)**

Principles and practices in the design of compilers. Introduction to formal languages. Lexical analysis and syntax analysis. Top-down and bottom-up parsing. Syntax directed translation and syntax trees. Intermediate forms, symbol tables, and code generation. Junior standing or Permission of Instructor. Prerequisite: CSIS 320.

**CSIS 490 Computer Science and Information Systems Capstone I (3)**

This course integrates core topics of the computer science body of knowledge, teamwork, and professional practices through the implementation of a large-scale project. Senior standing. Prerequisite: CSIS 330.

**CSIS 491 Computer Science and Information Systems Capstone II (3)**

This course integrates core topics of the computer science body of knowledge, teamwork, and professional practices through the implementation of a large-scale project. Senior standing. Prerequisite: CSIS 490.

## DRAMA (DRAM)

- DRAM 101 Introduction to Theatre History (3) [H]**  
A comprehensive introduction of western theatre history from Ancient Greek Comedy and Tragedy to modern American and English drama.
- DRAM 150 Introduction to Acting (3) [H]**  
An introductory course into acting focusing on terminology, movement, and various contemporary western acting methods.
- DRAM 211 Contemporary Theatre (3) [H]**  
Survey course designed to familiarize the student with contemporary works of dramatic literature works from 1879 to the present.
- DRAM 212 Ancient Greek Theatre (3) [H]**  
An in-depth survey course of the dramatic writings of the Ancient Greek world, this course will acquaint the student with some of the first works of the Western civilization.
- DRAM 213 Shakespeare for Beginners (3) [H]**  
A broad survey course of selected scenes and other material from the dramatic works of William Shakespeare.
- DRAM 250 Acting I (3) [H]**  
A continuation of Intro to Acting, with a focus on the Stanislavsky method and Chekhov. Permission of Instructor. Prerequisites: DRAM 150.
- DRAM 350 Shakespeare in Performance (3) [H]**  
An exploration into Shakespeare's prose and poetry through text and performance. Text analysis and scansion techniques will be discussed as well as sonnet composition. Sophomore standing.
- DRAM 360 Theater Production (3) [H]**  
Faculty directed theater production. Specific dramatic material will vary. Students may participate in acting, stage management, dramaturgy, assistant direction, design (costume/ lighting/ scenic), or as other production staff. Sophomore standing and Permission of Instructor.
- DRAM 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- DRAM 388 Independent Study (3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- DRAM 389 Special Topics (1 - 3)**  
Can be repeated for credit. Permission of Instructor.

## ECONOMICS (ECON)

- ECON 101 Introduction to Contemporary Economic Issues (3)**  
Introduction to fundamental concepts of micro- and macro-economics and the tools that are generally used to analyze current business and economic issues.
- ECON 200 Principles of Microeconomics (3)**  
An introduction to microeconomics. The course focuses on supply, demand and product markets, production costs and pricing and output under different market structures. Prerequisite: MATH 101 or 103 or 110.

- ECON 201 Principles of Macroeconomics (3)**  
An introduction to macroeconomics. The course focuses on national income and product accounts, consumption, investment, international trade, and output. It also provides students with a theoretical basis in macroeconomics, introduces them to the use of Macro models in a real-world context. Topics covered include the nature of risk and its impact, the use of forecasts, the volatility of foreign exchange markets, and the role of fiscal and monetary policy in stabilizing the economy. Co-requisite or Pre-requisite: ECON 200
- ECON 209 Math & Stats for Econ & Business (3)**  
The course focuses on different mathematical applications and statistical techniques such as basic algebra, system of linear equations, developing and testing of hypothesis using correlation and regression. It enables students to apply different quantitative methods to solve economics and business related problems. Prerequisite: STAT 201; MATH 103 or MATH 110.
- ECON 300 Intermediate Microeconomics (3)**  
Mathematically-based theory of relative prices of commodities and services under perfect and imperfect competition; theory of the firm; consumer demand. Pre-requisite: ECON 200 and ECON 201 and ECON 209.
- ECON 301 Intermediate Macroeconomics (3)**  
Mathematically-based theory and concepts of national income determination, employment and economic growth. Prerequisites: ECON 201 and ECON 209.
- ECON 304 Economics of Labor (3)**  
The application of economic theory to current labor problems, domestic and foreign. Problems include wage theory and wage differentials, training policy, poverty, unemployment and underemployment, migration, discrimination, issues of productivity, industrialization and union policies. Prerequisite: ECON 200 and ECON 201.
- ECON 305 International Economics (3)**  
Theories and concepts of international trade; real flows; terms of trade; industry structure and resource differences; international competitiveness; the effects of international trade on the economies of importing and exporting countries; the effects of tariffs and quotas and other nontariff barriers on international trade. Also includes multinational corporations, trade and development, customs, and unions. Prerequisites: ECON 200 and ECON 201.
- ECON 315 Managerial Economics (3)**  
The course focuses on the application of the concepts of economics to managerial issues. It integrates economic principles with modern management techniques and theory for the purpose of efficient managerial decision-making. Topics include optimization techniques, demand estimation, production and cost analysis, alert structure, and pricing practices. Prerequisites: ECON 201; ECON 200; and ECON 209.
- ECON 351 Money and Banking (3)**  
Analysis of capital markets and the role of banks, and other financial institutions in the economy. Prerequisites: ECON 200 and ECON 201.
- ECON 363 Environmental & Natural Resource Economics (3)**  
An introductory course in the environmental and natural resource economics, it is designed to help students explore the important role of economics in the design and implementation of policy and management of natural and environmental resources. Prerequisites: ECON 200 and ECON 201.
- ECON 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- ECON 388 Independent Study (1 - 3)**  
Independent study by student with the requirement that the student writes a report summarizing the knowledge acquired during the period of study. Permission of Instructor. Pre-requisite: ECON 209.

**ECON 389 Special Topics (3)**  
An analysis of contemporary issues in economic theory. Can be repeated for credit with different topic. Permission of Instructor. Prerequisites: ECON 200 and ECON 201.

**ECON 405 Comparative Economic Systems (3)**  
A theoretical and historical evaluation of different economic systems, planning strategies and their effects on economic growth, democracy, equity and effectiveness; assessment of the historical experience of the formerly socialist economies; distinctive features of European and Japanese economies and Third World societies. Prerequisites: ECON 200 and ECON 201.

**ECON 409 Economic Development (3)**  
Theories and policies of economic development; role of international institutions; impact of international trade policy, international capital flows, exchange rate policies, inflation, public finance, monetary policy, competitiveness, military expenditures; agriculture, population, and the environment. Prerequisites: ECON 200 and ECON 201.

**ECON 429 Environmental and Energy Policy (3)**  
The course will examine the principles, policy instruments, and current practice of using economics to analyze various environmental and natural resource problems, especially the economics of energy. It focuses on the study of environmental protection, evaluation of environmental costs and benefits, and optimal management of energy resources. Prerequisites: ECON 200 and ECON 201.

**ECON 452 Econometrics (3)**  
Review of econometric statistics and statistical techniques; the application of statistical models to economic data; regression analysis and estimation of economic models; the question of violations of the basic assumptions of the regression model, dummy variables and analysis of variance; index numbers and time series analysis. Pre-requisites ECON 300 and ECON 301.

**ECON 470 Internship in Economics (1 - 3)**  
An Internship experience with the requirement that the student write a report or summarizing what the internship job added to his/her knowledge of economics and related fields. Students are limited to a maximum of 3 internship credit hours. This is Pass/Fail course. Permission of Instructor.

**ECON 485 Seminar in Economics (3)**  
A seminar for seniors; majors conduct research projects on varying relevant economic issues; presentation of research approaches, subjects and results; a group project and an individual research project may be allowed. Topics and Instructor may vary. Senior standing.

## **EDUCATION (EDUC)**

**EDUC 100 Essentials of Learning (2) [L]**  
The course consists of modules that direct students in a methodical way through a sequence of active learning strategies. Several self-discovery units will lead students through practical activities which are designed to enhance their personal growth and development as active learners. Specifically, the course work is designed to provide students with tools to be successful as lifelong learners.

**EDUC 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.

## **ELECTRICAL ENGINEERING (ELEG)**

**ELEG 220 Electric Circuits (4)**  
Introduction to the basic laws and techniques for electric circuits analysis, response of circuits with resistors, independent sources, controlled sources, operational amplifiers; Transient analysis of basic circuits with R, L, and C components. AC analysis and phasors; An Introduction to Matlab. A lab component is included in this course. Co-requisite MATH 210 and Prerequisite: PHYS 116.



**ELEG 270      Electronics      (4)**  
Introduction to the basic electronic devices including diodes and transistors and their operating principles. Analysis of electronic circuits operating under dc bias and switching conditions. Applications of devices in digital electronic circuits. Prerequisite: ELEG 220.

**ELEG 320      Signals & Systems      (3)**  
Signals (functions of one or more independent variables) and Systems (devices that perform operations on signals) presents fundamental concepts that arise in a variety of fields. The ideas and techniques associated with these concepts inform such diverse disciplines as biomedical engineering, acoustics, communications, aeronautics and astronautics, circuit design, and the arts, humanities, and social sciences. Topics include transforms (Z, Laplace, Fourier), frequency analysis, convolution, FIR and IIR systems, stability, generalized functions, modulation (AM and FM), sampling, and digital filtering. Sophomore standing or Permission of Instructor. Pre-requisite: ELEG 220.

**ELEG 369      Short Course      (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**ELEG 388      Independent Study      (1 - 4)**  
Can be repeated for credit with different topic. Permission of Instructor.

**ELEG 389      Special Topics in Electrical Engineering      (3)**  
Can be repeated for credit with different topic. Permission of Instructor.

**ELEG 421      Control Systems      (3)**  
Control Systems. Advantages of closed-loop feedback systems. System representations using mathematical models block diagrams & signal flow graphs. Poles and zeros. P, PI & PID controllers. System design & stability. Frequency response techniques, Root-locus, & Bode-plot analysis. Basic lead-lag compensation. Control systems under MATLAB. Prerequisite: ELEG 320.

**ELEG 470      Internship in Electrical Engineering      (1 - 3)**  
An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Electrical Engineering and related fields. Students are limited to a maximum of 6 internship credit hours. This is a pass/fail course. Junior standing and Permission of Instructor. Prerequisite: A Minimum Grade Point Average of 2.0.

## **ENGLISH LANGUAGE & LITERATURE (ENGL)**

**ENGL 100      Fundamentals of Reading and Writing      (4)**  
English 100 is an intensive course designed to help prepare students for the reading and writing activities necessary for success in the academic environment and beyond. Under the close supervision of the instructor and using the workshop method, students will refine their reading, vocabulary, and sentence skills while producing a portfolio of multi-paragraph writings that demonstrate their ability to summarize, paraphrase, synthesize, analyze, and evaluate information and ideas taken from a variety of sources. The course meets 20 hours per week. Exit exam required. Credit earned cannot be used for graduation. Successful completion of this course will prepare students for entry to English 101. Pre-requisite: TOEFL 520 or Accuplacer LOEP Reading, 109/WritePlacer Essay 8 (12 Credit Hours)

**ENGL 101      Approaches to Critical Reading and Writing      (3) [E]**  
This course focuses on writing and reading for various academic and public purposes and audiences. Students will develop analytical, critical, and argumentative thinking, reading, and writing abilities, and will be introduced to research practices. Prerequisites: Composite score of 70 or above on TOFEL (IBT) and with score of 21 or above on reading and 22 or above on writing, OR score of 80 or higher on the Accuplacer reading exam and a score of 6 or higher on the Accuplacer essay exam OR successful completion of Level 3 (IEP)

- ENGL 102 Writing and Information Literacy (3) [E]**  
 This course introduces students to the academic, intellectual, and public activities of research. Through a focus on research as a process of inquiry generated by particular purposes, audiences, and contexts, students will develop a more complex understanding of multiple research processes and genres. Students will formulate their own critical analysis of and response to a range of academic and public issues. Students will develop and conduct an extended research inquiry. The primary aim of this course is to develop students' critical and information literacy. Prerequisite: ENGL 101
- ENGL 108 Public Speaking (3) [C]**  
 This course focuses on the principles of public speaking in large and small group environments with emphasis on audience analysis, research and evidence, reasoning, rhetoric, organization and delivery. Through analyzing professional speeches and their effectiveness, the student practices the more common speech types: informative, persuasive, special occasion and impromptu.
- ENGL 201 World Literatures in Translation I (3) [H]**  
 This course focuses on world literatures written in languages other than English from antiquity to the 15th century. The course may include works such as *The Epic of Gilgamesh*, Homer's *Odyssey*, *The Thousand and One Nights*, or Murasaki Shikibu's *The Tale of Genji*. Prerequisite: ENGL 101.
- ENGL 203 World Literatures in Translation II (3) [H]**  
 This course focuses on world literatures written in languages other than English from the 16th century to the present. The course may include works such as Cervantes' *Don Quixote*, Cao Xueqin's *Deam of the Red Chamber*, Tolstoy's *The Death of Ivan Ilyich*, or Naguib Mahfouz's *Midaq Alley*. Prerequisite: ENGL 101.
- ENGL 207 Introduction to Rhetorical Studies (3) [H]**  
 A study of rhetoric from its roots in the classical world to its many variations over time and culture. Central to the course will be the role of rhetoric in determining the multiple ways in which discourse is constructed to achieve specific ends. Prerequisites: ENGL 101.
- ENGL 211 World Literatures in English I (3) [H]**  
 This course will examine the body of literatures written in English, including and going beyond the British and American canons, in order to ground the study of these canons in the context of a world Anglophone literature. This course will begin with the Middle Ages and progress through the late 18th century, including early Anglophone writings from various regions of the world. This course often includes works such as Chaucer's *The Canterbury Tales*, Milton's *Paradise Lost*, and Swift's *Gulliver's Travels*. Prerequisite ENGL 101.
- ENGL 212 World Literatures in English II (3) [H]**  
 This course will examine the body of literatures written in English, including and going beyond the British and American canons, in order to ground the study of these canons in the context of a world Anglophone literature. This course will cover material from the early 19th century to the current day, and include literary works such as Conrad's *Heart of Darkness*, Achebe's *Things Fall Apart*, and Joyce's *The Dubliners*. Prerequisite ENGL 101.
- ENGL 300 History of the English Language (3) [H]**  
 The structure of present day English is radically different from that of Old and Middle English. This course explores the stages through which the English language has evolved to reach its present form. This course will also examine the structure and social meanings of colonial varieties of English. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 301 Literature and Film (3) [H]**  
 This course will involve viewing a variety of films and critical responses to those films. Students will demonstrate in their own written and oral responses to film their ability to use effectively the critical language and methodology of professional film criticism in its varied aesthetic, historical and ideological forms. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 303 English Poetry and Prose: 1500-1660 (3) [H]**  
 Examination of Renaissance poetry and prose, not including Shakespeare; Renaissance literature



and its impact on the “modern world.” Review and evaluation of the works of Sidney, More, Bacon, Marlowe, Johnson, Donne, and Milton. Also includes selections from the King James Bible for students of literature. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 304 English Poetry and Prose: 1660-1800 (3) [H]**

The English Enlightenment; the Restoration and the Age of Reason figures including Dryden, Swift, Pope and Johnson. The rise of technology and technological culture and the impact of science and scientific methodology on Enlightenment literature. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 305 Professional Writing and Communication (3) [H]**

This course explores professional approaches to communication in today’s global business environment. It also focuses on principles and practices needed for effective internal and external business communication (memos, letters, reports, proposals and presentations). Students learn to write successful business reports and communications. Also, students evaluate case studies in business and use appropriate style-guides to document sources. Cross-listed with MGMT 305. Prerequisite: ENGL 102.

**ENGL 307 Shakespeare (3) [H]**

An introduction to Shakespeare: intensive study of selected comedies, tragedies, history plays, and Shakespeare’s poetry. Works are discussed in their socio-historical context. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 308 Early American Literature (3) [H]**

A historical study of American literary forms and intellectual life, writers and their contributions from the Seventeenth Century world of the Puritans to the work of the early Transcendentalists in the Nineteenth Century. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101

**ENGL 309 Nineteenth Century British Literature (3) [H]**

This course will examine major British literary texts from the Romantic and Victorian eras, including poetry and prose by Wordsworth, Shelley, Byron, Coleridge, Keats, Mary Shelley, Wollstonecraft, Ruskin, Eliot, Austen, Wilde, Tennyson, the Brontës, Dickens, Arnold, Hemans, Browning, Mill, and Carlyle. The course presents the relationship between each author’s works and various historical and cultural developments, such as the industrial revolution and colonialism. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101

**ENGL 310 Nineteenth Century American Literature (3) [H]**

This course will examine major American literary texts written by American writers of the nineteenth century, including poetry and prose by Emerson, Poe, Dickinson, Thoreau, Stowe, Melville, Chopin, Whitman, Cooper, Douglass, Jacobs, Twain, Hawthorne, and other writers concerned with issues of gender, race, and social justice. The course presents the relationship between each author and his/her works and various historical and cultural developments, such as the Civil War and Abolition and Suffrage. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 311 English Novel (3) [H]**

An examination of representative English novels from the beginning up to the Nineteenth Century. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 312 American Novel (3) [H]**

An examination of representative American novels from the beginning up to the Nineteenth Century. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 314 Modernism/ Postmodernism (3) [H]**

This course investigates the trends in the intellectual and aesthetic movements that inform twentieth century Western ideas about art. Rejecting many 19th century standards, modernist figures such as Woolf, Joyce, Stein, Eliot, Pound, Mallarme, Kafka, and Stevens helped radically redefine literature and culture. Students will look at various modernist trends such as emphasis on impressionism and subjectivity, blurring of distinctions between genres, tendency toward fragmented forms, discontinuous narratives, etc., and will trace the continuation and/ or rejection of these early

twentieth century trends in postmodernism. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101

**ENGL 315 Twentieth Century American Literature (3) [H]**

Examines the major trends in 20th century U.S. Literature. Students may study artistic movements such as Naturalism, the Beats, the Harlem Renaissance, Lost Generation, and New Journalism, as well as literary responses to major historical events, such as the Great Depression, WW I and II, the Vietnam War, and major social movements of the second half of the century. Sophomore standing or Permission of Instructor. Prerequisite ENGL101.

**ENGL 319 Women and Literature (3) [H]**

An examination of representations of women and womanhood over time and the way in which those representations are culturally constructed. The course will also offer an introduction to feminist theory and examine the resistant discourses of women writers. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 343 Poetry and Poetics (3) [H]**

This course offers a comprehensive study of poetry as a genre and introduces the art of poetics. The course will explore various visual, rhythmic and performance aspects of poetry while covering a wide range of poets, styles, traditions, forms and subgenres. Prerequisite: ENGL 101.

**ENGL 345 Creative Writing (3) [H]**

The craft and practice of creative writing (short fiction and poetry) involving extensive writing throughout the semester. The course includes regular examination of professional models and the writing generated and revised by students. In addition, students will actively be involved in developing AUK's Arts and Literary Journal. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 349 Literature in Translation (3) [H]**

The course is an aesthetic and cultural evaluation of a specific non-English literature in translation (i.e., Arabic, French, German, Spanish, etc.). Poetry and fiction of non-English authors will be studied. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101

**ENGL 355 Contemporary World Literature (3) [H]**

An exploration of the ways contemporary literature responds to the complex reality of our world; modernist and postmodernist fiction from a variety of national literatures; examples from Robbe-Grillet, Lessing, Boll, Mann, Duras, Morrison, Walker, Kundera, Atwood, Munro, Coetzee, Achebe, Eco and Garcia Marquez. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101

**ENGL 369 Short Course (1 - 3)**

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**ENGL 375 Rhetorics of Cultural Dissonance (3) [H]**

This course examines the ways in which language creates, reflects, and transforms cultural identity and beliefs and, consequently, our understanding of local and global relations of power. Through analyses of the various expressive contexts from which ideas about identity and culture emerge, students will develop a greater understanding of the origins and contemporary manifestations of conflict between and within "East" and "West" and "North" and "South." Cross listed with COMM 375. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENGL 376 Language in the Arab World (3) [H], [K]**

This course introduces students to the sociocultural, political, and educational dimensions of language in the Arab World. The course covers the historical and current sociopolitical contexts of Arabic in relation to French and Berber in countries such as Morocco and Algeria. It explores the widespread use of English in the Arab World and the consequences it might have on the Arabic language. The course will also study the official and non-official use of languages of non-Arab immigrants in the Gulf. Prerequisite: ENGL 101.

- ENGL 378 English and Globalization (3) [H]**  
This course explores social, political, linguistic and educational issues related to the spread of English in the world. In addition to colonialism, the course examines the role of globalization in the emergence of English as an international language. The course also focuses on the variation in the structure of different varieties of English. Prerequisite: ENGL 101.
- ENGL 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- ENGL 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor Prerequisite: ENGL 101.
- ENGL 400 Seminar in British Authors (3)**  
An in-depth study of the work of a significant British writer, or a small group of British writers. It will include the writer's context, approach, and contributions to literature and society. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 401 Seminar in American Authors (3)**  
An in-depth study of work of a significant American author, or a small group of American writers. It will include the author's context, approach, and contributions to literature and society. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 402 History of Theater and Drama (3)**  
A comparative study of major works in theater and of theories of drama and performance from Ancient Greece and the Near East to the modern period. Special attention will be given to works representative to distinct periods and schools of theatre and drama. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 403 Modern Drama (3)**  
This course extends the subject matter of ENGL 402 into the 20th century by focusing both on major dramatists but also tracing the development of national and regional dramas. Special attention will be paid to transformations of classical conventions of character, plot and audience as well as a broadening of subject matter and use of a variety of vernaculars. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 405 Postcolonial Literature (3)**  
In this course students will read and discuss novels, short stories, poetry, and essays from former British colonies in Asia, Africa, and the Caribbean, as well as from the postcolonial Diasporas. Emphasis will be placed on the common experience of a postcolonial condition across various regions, with one of the primary themes being "Orientalism" or the image of the West in representative texts. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 406 Ethnic American Literature (3)**  
This course emphasizes the critical study of literature written by diverse ethnic American authors from colonial to contemporary times. It includes works by African-, Arab-, Asian-, European-, Hispanic-, and Native Americans. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 415 Literary Theory and Criticism (3)**  
An introduction to central issues in Literary Criticism; the concept of literature, the relationship of literature to criticism, and the establishment of literary canons; key schools of criticism, including formalism, structuralism, post, post- structuralism, deconstruction and reception theory, and post-colonialism and their respective historical contexts; required of Literature Majors. Junior Standing or Permission of Instructor. Prerequisite: ENGL 101.
- ENGL 470 Internship in English Language and Literature (1 - 6)**  
An Internship experience with the requirement that the student write a report summarizing what the internship job added to his to her knowledge of English Language and Literature. Students are limited to a maximum of 6 internship credit hours. This is a Pass/Fail course. Junior Standing and Permission of Instructor. Prerequisite: A Minimum Grade Point Average of 2.0.

**ENGL 485 Senior Thesis (3)**  
English Majors apply their writing abilities, research skills, and knowledge in an independent study project. Senior Standing and Permission of Instructor.

## **ENGINEERING (ENGR)**

**ENGR 200 Engineering Design (3)**  
An overview of engineering as a profession, ethics in engineering, team work, reporting, engineering graphics and communication skills for an engineer, reverse engineering, design and build a project, engineering modeling, cost-benefit tradeoffs, product design and performance, business and career planning, and professional practice.

**ENGR 330 Engineering Economics (3)**  
Provides knowledge of economic consequences of engineering decision processes, and methods for evaluation of engineering design alternatives in terms of costs and benefits. Topics include time equivalence of money, annual cost method, present worth method, rate of return method, depreciation, benefit/cost, break-even analysis, income taxes, equipment replacement, and risk analysis. Sophomore Standing or Permission of Instructor. Prerequisite: MATH 203.

**ENGR 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**ENGR 388 Independent Study (1 - 4)**  
Can be repeated for credit with different topic. Permission of Instructor.

**ENGR 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.

## **ENTREPRENEURSHIP STUDIES (ENTR)**

**ENTR 201 Principles of Entrepreneurship (3)**  
The philosophy, motivation and characteristics of entrepreneurship. Social, psychological, economic, and business factors in the success and failure of entrepreneurship; the entrepreneur; identifying and evaluating entrepreneurial opportunities; planning and developing a new business venture; managing the new venture; applications to creation and management of stand-alone ventures and those developed within corporations. Prerequisite MGMT 201

**ENTR 301 Intermediate Entrepreneurship (3)**  
Study of the nature and special conditions related to proprietorships, partnerships and small business enterprises. Sophomore Standing or Permission of Instructor. Prerequisite: ENTR 201.

**ENTR 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**ENTR 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor. Prerequisite: ENGL 305 or MGMT 305.

**ENTR 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.

**ENTR 470 Internship in Entrepreneurship (1 - 3)**  
An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of entrepreneurship and related fields. Students are

limited to a maximum of 3 internship credit hours for any major and 6 credit hours overall. This is a Pass/Fail course. Senior Standing and Permission of Instructor. Prerequisites: ENTR 201 and a Minimum Grade Point Average of 2.25.

## ENVIRONMENTAL STUDIES (ENVS)

**ENVS 101 Introduction to Environmental Studies (3) [S]**  
Introduction to the major issues and themes within the field of Environmental Studies. Topics may include endangered species, air/ water pollution, energy, global warming, environmental law/ justice, ethics and policy.

**ENVS 215 Environmental Data Analysis (3) [S]**  
This course will introduce students to statistics, data analysis, and probability to be able to evaluate and interpret environmental data. Topics will include: Statistics and data analysis; Frequency tables, bar charts, mean, standard deviation, and skewness; Linear regression; and Probability. Prerequisite: MATH 095.

**ENVS 220 Energy and the Environment (3) [S]**  
Study of key physics principles as related to environmental issues, including: Energy forms; Energy recourses and conversions; Past and present patterns of energy use; Projection of future demand and supplies of energy; Role and method of physics in fostering rational evaluations of environmental problems and in searching for potential solutions; Resources and technologies of future energy alternatives. Prerequisite: PHYS 101 or PHYS 105.

**ENVS 230 Environmental Geology (3) [P]**  
Fundamental earth science concepts are used to assess the impact of increasing global population and development on earth's natural resources and also examine how natural processes affect human activities. Topics include volcanic eruptions, earthquakes, flooding, tsunamis, soil erosion, landslides, stream flooding, and rock-falls.

**ENVS 305 Environmental Health (3) [P]**  
An overview of environmental issues affecting human health and survival. Students will be introduced to biological and chemical toxins in the general environment, environmental epidemiology, and relevant environmental regulations. Attention will be paid to environmental issues at home, in work settings, the community, and in the global context. Sophomore Standing or Permission of Instructor. Prerequisite: BIOL 105.

**ENVS 310 Environmental Ethics (3) [S]**  
This course examines normative issues in the study of the environment. Students will learn basic ethical concepts and theories and how to apply them to specific environmental concerns. Students will be asked to develop arguments to defend their own respective views regarding the environment and to develop viewpoints reflecting thoughtful and scholarly consideration of human duties, both individual and social, to the environment. [Cross-listed with PHII 310]. Sophomore Standing or Permission of Instructor. Prerequisite: ENGL 101.

**ENVS 320 Global Environmental Policy (3) [S]**  
A course that seeks to provide a broad overview of the key concepts, actors, and issues related to global environmental policy. This course outlines the evolution of environmental policy in facing global environmental challenges and how such policies have become inherently intertwined with government policy and business practice. Junior or Senior Standing.

**ENVS 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**ENVS 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor.

**ENVS 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.

## **FINANCE (FINC)**

**FINC 207 Personal Finance (3)**  
This is a course in personal investing for non-finance majors. This course will not count for credit towards a major in finance. It will cover money markets, mutual funds, and diversification.

**FINC 332 Financial Management (3)**  
Financial statement analysis, pro forma financial statements, time value of money, discounted cash flow, stock and bond valuation, net present value. Sophomore Standing or Permission of Instructor. Prerequisites: MATH 103 or MATH 110 or MATH 201, and ENGL 102 and ACCT 201.

**FINC 341 Corporate Finance (3)**  
Capital asset pricing model, cost of capital, capital structure and dividend policy. Sophomore Standing or Permission of Instructor. Prerequisites: ACCT 205 and FINC 332.

**FINC 343 Financial Services Management (3)**  
The course will focus on operations in financial services management including applications of competitive strategies and explorations of opportunities in various financial services sectors including banking, insurance, and personal finance planning. The course will also examine this sector in the context of the Kuwait financial services companies. Sophomore Standing or Permission of Instructor. Prerequisites: FINC 332.

**FINC 345 Investment and Securities Analysis (3)**  
This course will focus on the financial theories and empirical evidence useful for investment decisions based on risk and returns. It covers optimal portfolio choice, asset pricing models, fixed-income securities, funds' performance measurement, and a brief introduction to behavioral finance which studies how investor psychology may affect their investment decisions and asset prices in the market. Sophomore Standing or Permission of Instructor. Prerequisites: FINC 332.

**FINC 355 Financial Markets and Institutions in Kuwait and the Gulf (3)**  
Organization of short-term money markets and long-term capital markets and institutions; investment instruments; investment constraints; resulting portfolios. Sophomore Standing or Permission of Instructor. Prerequisite: FINC 332.

**FINC 365 International Finance (3)**  
Foreign Affairs, global capital markets, and international corporate finance. Sophomore Standing or Permission of Instructor. Prerequisite: FINC 341

**FINC 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**FINC 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor.

**FINC 389 Special Topics (3)**  
An analysis of contemporary issues in Finance. Can be repeated for credit with different topic. Permission of Instructor.

**FINC 413 Finance Capstone: International Finance, Financial Markets & Institutions (3)**  
A capstone course designed for a student's last semester in the university which may include analyses of cases, more in-depth study of specialized topics, current events in finance, financial analysis, and/or financial institutions. Senior Standing. Prerequisite: FINC 345 and FINC 355.



**FINC 445 Portfolio Management (3)**  
 This course develops modern portfolio theory and applies it to pricing both individual assets and portfolios of assets. Topics include the Markowitz portfolio selection model, the capital asset pricing model, arbitrage pricing theory, options. Futures. Bonds, portfolio performance measurement, and issues of market efficiency. Senior Standing. Prerequisites: FINC 332 and FINC 341 and FINC 345.

**FINC 470 Internship in Finance (1 - 3)**  
 An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of finance and related fields. Students are limited to a maximum of 3 internship credit hours. This is Pass/Fail course. Junior Standing and Permission of Instructor. Prerequisite: A Minimum Grade Point Average of 2.25.

## **FRENCH (FRNC)**

**FRNC 101 Introduction to French I (3) [H]**  
 The course is designed for beginners. The objective of this course is to provide students with necessary skills in oral and written communication. The course is almost entirely taught in French.

**FRNC 102 Introduction to French II (3) [H]**  
 This course continues to reinforce communication skills with more emphasis placed on reading and writing texts. It will develop the ability to communicate with accurate pronunciation and intonation. Students will be exposed to French culture with the use of video and other authentic material. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisites: FRNC 101 or Permission of Instructor.

**FRNC 201 Intermediate French (3) [H]**  
 This course focuses on active communication skills, while working on spontaneous conversations related to daily-life topics. More emphasis is placed on writing and using a variety of formats with increasing control of grammar. Students will perfect their knowledge of French society through reading newspaper articles and literary texts. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisites: FRNC 102 or Permission of Instructor.

**FRNC 202 Intermediate French II (3) [H]**  
 While still focusing on oral communication, more emphasis will be placed on reading short texts and writing short paragraphs. Students will develop a strong knowledge of French grammar (verbs in present, past, future and subjunctive), and a strong vocabulary base. Prerequisite: FRNC 201 or Permission of instructor.

**FRNC 333 Language and Civilization (3) [H]**  
 An advanced language course that improves student's oral, reading, and writing skills through an examination of French society. Themes covered include family, education, arts, gastronomy, politics, and immigration. Class discussions will be based on literary readings, articles from French newspapers internet materials, songs, a selection of French films, and field trips. Sophomore Standing and Permission of Instructor.

**FRNC 369 Short Course (1 - 3)**  
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**FRNC 388 Independent Study (1 - 3)**  
 Can be repeated for credit with different topic. Permission of Instructor.

**FRNC 389 Special Topics (3)**  
 Can be repeated for credit with different topic. Permission of Instructor.

**FRNC 399 French Study Abroad (1 - 3)**

This course is an option for students who wish to achieve fluency and an understanding of life in France. Students will study in a French speaking environment. Many course assignments will take place out of a traditional classroom setting and students will be required to interact with native speakers every day. Pre-requisite: Permission of instructor and FRNC 101.

**GRAPHIC DESIGN (GDES)****GDES 102 Creative Visualization (3)**

This introductory studio course teaches students the creative skills they need to visually communicate ideas. Students will learn how to deal with spatial relationships between images and words, unlock and decode ideas, as well as how to research, brainstorm, edit and enhance their creative thoughts.

**GDES 110 Digital Foundations (3)**

This course introduces students to fundamental principles and applications of design, emphasizing critical and cultural awareness of design issues and developing of technical skills. The notion of creative problem solving is particularly emphasized. Students develop expertise in major industry standard software packages. This course lays the foundation for further study of design. A lab fee may be required. Cross-listed with COMM 110.

**GDES 115 Color Theory (3)**

This is an introductory studio course devoted to the development of the perception of color and its use as a tool for artists and designers. The exercises test the appearance of color relationships in complex structures, dealing with meaning and examining the appropriate use of color in the context of design problems. Cross-listed with ART 115.

**GDES 204 Digital Photography (3)**

This course provides an introduction to digital photography and digital camera operations, covering lighting, composition, exposure and the fundamentals of traditional photographic concepts. Students will use digital cameras to take photos that meet the requirements of a series of assignments designed to develop specific skills, and stimulate the students' creative capacities for personal expression, communication and self-understanding. Co-requisites or Prerequisites: GDES 110 or COMM 110.

**GDES 208 Film Production I (3)**

Introduces students to basics of cinematic storytelling through narrative genres and documentaries. Examines the basics of script-writing, directing, cinematography, and editing. Develops skills in all areas of the craft, and explores both the creative and the technical aspects of production. Includes a short project. Familiarizes students with the nature of filmmaking through lectures and working experiments with traditional narrative filmmaking, documentary, and new media. Cross-listed with COMM 208.

**GDES 220 Graphic Design I (3)**

An introductory course to the field of graphic design and visual problem solving. Students will learn basic design principles and elements of design, composition, form, typography, and the historical context is introduced in this course. Provides practical experience in essential studio processes and procedures, critiques, and group discussions. Co-requisite or Pre-requisite: GDES 110 or COMM 110, ART 115 or GDES 115, GDES 102 and ART 121.

**GDES 221 Typography I (3)**

An introduction to typography as both language and tool, one through which a graphic designer can communicate visual hierarchy, verbal information, form, and meaning. This course explores type design, the study of letterforms, an introduction to the historical and modern development of the alphabet, and the study of grid structures. Co-requisite or Pre-requisite: ART 115 or GDES 115. Prerequisites: ART 101 and ART 121, and GDES 110 or COMM 110, and GDES 102.



- GDES 242 Digital Imaging I (3)**  
This course introduces digital manipulation and enhancement of photographic images. Students learn to retouch and enhance digital inputs to create high-quality digital photographic outputs for use in print creation and screen presentations. A lab fee may be required. Prerequisite: GDES 110 or COMM 110, GDES 220 and GDES 221.
- GDES 315 History of Design (3)**  
This course explores the evolution of graphic design from past to present. Prerequisite: ART 101.
- GDES 320 Graphic Design II (3)**  
This intermediate studio course is a comprehensive study of graphic design through the integration of typography and imagery; from topic selection to research; and from concept building to the visualization of content. Students will enhance layout skills, and work with alternative materials. Class time will be devoted to lectures, projects and critiques will be developed. Prerequisites: GDES 220 and GDES 221.
- GDES 321 Typography II (3)**  
This course further explores the sequence of type-oriented assignments and projects; students explore a variety of advanced functional and formal typographic issues. Perceptual, emotional and stylistic considerations of typographic usages are also covered. This is a studio course. Prerequisite: GDES 221 and GDES 220
- GDES 330 Print Production (3)**  
This course explores the various printing technologies currently available for graphic designers, with an emphasis on the Off-Set printing process. Pre-press, printing, post-production, and all the supporting services offered by printing houses, will be thoroughly investigated throughout this course. Prerequisites: GDES 220 and GDES 221.
- GDES 337 Environmental Design (3)**  
A studio course that explores way finding, storytelling, exhibit and information design in built and natural environments. Students will learn how to use the blend of two and three-dimensional design to move people and/or vehicles through spaces. Projects may include the study of zoos, museums, sport complexes, hospitals, or airports. Junior standing. Prerequisite: GDES 320.
- GDES 342 Digital Imaging II (3)**  
Inspiration and storyboard are challenged to push the envelope of the traditional parameters expected during Image Production. The students blend different styles to produce aesthetically sound pieces. Different Image tracks may be chosen to focus on for the majority of the semester. A lab fee may be required. Prerequisite: GDES 242.
- GDES 351 Web Design (3)**  
This course explores the process of designing and building web sites, as well as creating graphics, animations and rich content for the web. It also incorporates lectures relating to Internet issues and the different web-based media forms being utilized those days. Prerequisites: GDES 110 or Permission of instructor.
- GDES 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- GDES 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- GDES 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- GDES 404 Professional Practice (3)**  
The course is designed to prepare students for professional practice in graphic design. It is a guide to business aspects of design including best practices in business processes, self-promotion,



## HISTORY (HIST)

**HIST 105 World History Since 1900 (3) [S]**  
 May include but not limited to the following interpretations for understanding the modern world: Late Nineteenth Century political and economic history; the history of world warfare and revolution; the history of women; global society during the Cold War; de-colonization and history “from below”; and the oral history of the recent past.

**HIST 110 Twentieth Century Middle East (3) [S]**  
 The course concentrates on ideologies and practices of colonial control, on local resistance and collaboration as defined by the emergence of new social classes and political movements, and on the definition of state and nation-building in the post-colonial era. Topics include the 1950s, the Arab-Israeli conflict, the Iranian Revolution, and the Gulf Wars.

**HIST 201 History and Politics of Kuwait (3) [S]**  
 An introduction to the contemporary political, economic and social history of Kuwait.

**HIST 202 History and Politics of the Iranian World (3) [S]**  
 The course attempts to review the historical and political development of the Iranian world since the advent of Islam in the 7th century. The core concentration of the course is on the emergence of modern Iran as a national state; and how she embraced Shi'ism as the state religion in the 16th century, thus setting herself apart from the majority of the Islamic world.

**HIST 221 Survey of Gulf History (3) [S]**  
 A historical understanding of the Arab Gulf, it examines key issues in the politics and society of the region before the discovery of oil and focuses on different processes of state formation. It is designed to highlight the multi-faceted nature of Gulf politics, and to provide continuity / change perspective on themes of regional unity versus political fragmentation.

**HIST 289 Topics in World History (3) [S]**  
 The rise and development of the modern world from various eighteenth and nineteenth century perspectives, including that of the French Revolution in the West, independence in the Americas, colonialism in Africa and India, the decay of the Ottoman Empire in the Near East, and the Opium War in China. Sophomore standing.

**HIST 303 Ancient History (3) [S]**  
 Comparative examination of the rise and fall, social, political, and cultural influence of Greek and Hellenistic, Indian, Classical Roman, Han, and pre-Colombian American civilizations. Sophomore standing or Permission of Instructor. Prerequisites: Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.

**HIST 305 History of the Islamic World 622-1800 (3) [S]**  
 Survey of Islamic history from the time of the Prophet Mohammad to 1800. Includes political, social and intellectual history. An introduction to the fundamental doctrines of Islam; Islamic institutions; classical and medieval Arab-Islamic history; major themes and disciplines that have informed the writing of Arab-Islamic history and their relation to Islamic law, theology, politics, ethics and science; selections from important and influential historians and historiographers. Sophomore standing or Permission of Instructor. Prerequisites: Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.

**HIST 307 Arab History in the Late Ottoman Period: 1800-1922 (3) [S]**  
 History of the Arab World in the late Ottoman period until the Great Arab Revolt. Includes European intervention in Arab domains of the Ottoman Empire. Major doctrines and ideologies of modern Islamic and Arab thought are outlined; intellectual history of Arab-Islamic writers; writings on history, Islam, Arabism and Arab nationalism of well-known historians and intellectuals that have contributed and shaped modern Islamic and Arab thought are required reading. Transformation of Arab societies as a result of integration into European capitalism. Sophomore standing or Permission of Instructor. Prerequisites: Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.

- HIST 311 Ottoman History (3) [S]**  
Survey of Ottoman History with emphasis on the Nineteenth and early Twentieth Centuries. European imperialism and Ottoman responses to European encroachment and intervention; Ottoman Reforms; Ottoman and Turkish nationalism. Sophomore standing or Permission of Instructor. Prerequisites: Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.
- HIST 317 Topics in English / British History (3) [S]**  
Exploration of the history of England and Britain: Parliament, Common Law, the civil war, the question of kingship, the conflict of church and state; the Industrial Revolution, the growth of the British Empire (excluding India and the Middle East); 20th century conflicts; Constitutional monarchy; globalization; and the creation of the United Kingdom. Sophomore standing or Permission of Instructor. Prerequisites Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.
- HIST 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- HIST 388 Independent Study (1 - 3)**  
A research and writing project to be determined in consultation with the Instructor. Can be repeated for credit with different topic. Senior standing or Permission of Instructor.
- HIST 389 Special Topics (3)**  
Can be repeated for credit with different topic. Sophomore, Junior and Senior standing.
- HIST 401 Economic History: Twentieth Century (3)**  
Historical investigation of economic development. Comparison of European and the Third World development. Junior standing. Prerequisites: Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.
- HIST 421 Intellectual History (3)**  
Survey of Western and non-Western intellectual History in the context of social, economic and political change; major intellectual movements in the modern times. Junior standing. Prerequisites: Any 100 or 200 - level HIST course, or AMST 121 or IR 204 or 205.
- HIST 430 Oral History (3)**  
A history seminar that critically examines current issues via the method of oral history. Additionally, this seminar will enable students to apply methods of research and analysis from various university programs as they prepare for and analyze interviews. The course will involve participation in at least two oral history projects over the course of the semester. Cross-listed with COMM 430. Junior standing. Prerequisites: COMM 101 or any HIST 100 or 200 level courses or AMST 121 or IR 204 or IR 205.

## **HUMAN RESOURCES (HR)**

- HR 205 Human Resources Management (3)**  
This course examines theories and practice of human resources management in local, regional and global contexts. The course focuses on key aspects of human resources, planning, and their implications on public and/ or business policy. It also studies major models that shape human resources development. Pre-requisite: MGMT 201.
- HR 325 Contemporary Issues in HR (3)**  
This course focuses on new, empirically supported, specialized HR techniques. Students will acquire an analytical approach to HR issues using validation and validity generalization procedures. Topics may include: job satisfaction management; absenteeism & retention; risk management & disaster preparation; and job evaluation for wage structuring. Pre-requisite: HR 205.

**HR 345 Conflict Resolution (3)**  
 Varied theories, perspectives and practices in conflict resolution. Review of case studies of conflict resolution proposals. Research, analysis, and writing of case studies in conflict resolution. Stress is on innovative and original proposals for conflict resolution in case studies. Pre-requisite: IR 101.

**HR 388 Independent Study (1 OR 3)**  
 Can be repeated for credit with different topic. Permission of Instructor.

**HR 389 Special Topics (3)**  
 Topics vary by semester. Each offering provides students the opportunity to study a topic either not addressed in other HR courses or one previously addressed, but in greater depth. Pre-requisite: HR 325.

**HR 470 Internship in Human Resources (1 OR 3)**  
 Students apply class room learning and gain experience in the real world of HR, something particularly valuable for non-BBA students. Students must keep a journal and write a report describing what the internship job added to their knowledge of HR. This is a Pass/Fail course.

## **FREE ELECTIVE UNDER ANY HUMANITIES DISCIPLINE**

**HUEL 473 Internship for Free Elective Arts & Humanities (1 - 3)**  
 Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A Pass/No Pass Course requiring Junior Standing and Permission of Instructor. Prerequisite: Minimum GPA or 2.00.

## **INTERNATIONAL RELATIONS (IR)**

**IR 101 Introduction to International Relations (3) [S]**  
 The role of the sovereign state in a complex and interdependent state system; introduction to global political economy; labor migrations; internationalization of communication; international environmental issues; monetary, financial and energy issues; patterns of conflict and cooperation; international and regional state organizations; and non-state political and social movements.

**IR 204 Survey of European Political History (3) [S]**  
 Examination of the major political, economic, and social themes of western civilization. Topics include the rise of civilization in the Near East, ancient Greece and Rome, the rise of Christianity, the impact of the Germanic invasions, the rise of Islam, Europe in the High Middle Ages, the Renaissance / Reformation, the birth of diplomacy, the wars of religion, the rise of independent states and overseas expansion.

**IR 205 Modern Europe (3) [S]**  
 The political, economic, and social development of Europe from the Peace of Westphalia to the twentieth century. Topics include the rise of absolutism, the Enlightenment and democratic revolutions, industrialization, the emergence of liberalism, capitalism, socialism, the two world wars, and the Cold War.

**IR 210 Methods of Research in International Relations (3) [S]**  
 Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations and comparative studies research. Develops analytical skills that students need as active consumers of research findings. Cross listed with PLSC 210. Prerequisites: IR 101 or PLSC 202.

**IR 309 Dynamics of Globalization (3) [S]**  
 Causes and consequences of contemporary global transformations. Is globalization today unique, or part of a recurring pattern in world politics? Analysis of the opportunities and vulnerabilities created by globalization, and of the politics of anti-globalization movements. Sophomore standing or Permission of Instructor. Prerequisite: IR 101.

- IR 310**                    **Twentieth Century Arab Middle East**                    **(3) [S]**  
Contemporary Arab history and politics including European colonialism, struggles for independence, Zionism and the colonization of Palestine, Arab nationalism, Arab socialism, the rise of oil revenues, the rise of political Islam, and current conflicts in the region. Sophomore standing or Permission of Instructor.
- IR 319**                    **The British Empire**                    **(3) [S]**  
The rise, structure, and dynamics of the British Empire with special emphasis on its policies, actions, and impact on India, the Arabian Peninsula, and the rest of the Middle East. Sophomore standing or Permission of Instructor.
- IR 339**                    **International Organizations**                    **(3) [S]**  
The study of the origins, charters, organizational structure, activities, and performance of international organizations; the United Nations; the International Monetary Fund; the World Bank; the World Trade Organization, and others. Sophomore standing or Permission of Instructor. Prerequisite: IR 101.
- IR 341**                    **Public International Law**                    **(3) [S]**  
This course emphasizes the origins, sources and subjects of International Law. It, also examines the role of the law in the international arena, insofar it facilitates relations among states, resolve disputes, protect rights of individuals, allocate resources and restrict conduct during wartime. The course is enriched with international law cases and the policy ramifications of their decisions. Sophomore standing or Permission of Instructor. Prerequisite: IR 101.
- IR 342**                    **International Human Rights**                    **(3) [S]**  
This course examines the evolution of the modern human rights regime. It juxtaposes the Western origins with competing, non-western systems of thought and practices of rights, as well as assesses in this context the universality of modern human rights norms.
- IR 343**                    **Terrorism and International Law**                    **(3) [S]**  
This course studies international law as it pertains to the study of terrorism. It examines the international law of war and international criminal law and the development of an international law of terrorism.
- IR 345**                    **Conflict Resolution**                    **(3) [S]**  
Varied theories, perspectives and practices in conflict resolution. Review of case studies of conflict resolution proposals. Research, analysis, and writing of case studies in conflict resolution. Stress is on innovative and original proposals for conflict resolution in case studies. Sophomore standing or Permission of Instructor. Prerequisite: IR 101.
- IR 369**                    **Short Course**                    **(1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- IR 386**                    **Perspectives on US Foreign Policy in the Middle East**                    **(3)**  
**(Soliya Connect Program)**  
This course explores the major debates, both theoretical and applied that frame contemporary discussion about American foreign policy in the Middle East and illuminates the perspectives of different focal actors and institutions including: the presidency, government's agencies, legislators, interest groups, the mass public and the media. It examines the interplay between policy development and institutions, and reviews normative and empirical models of American Foreign Policy. Course work is enriched with the Soliya Connect Program and accordingly it will run as a senior seminar. Prerequisite: Junior Standing or permission of the Instructor.
- IR 388**                    **Independent Study**                    **(1 - 3)**  
Senior standing. Can be repeated for credit with different topic. Permission of Instructor.
- IR 389**                    **Special Topics**                    **(3)**  
Sophomore, Junior or Senior standing. Can be repeated for credit with different topic.



**IR 400 Colonialism (3)**  
 A comparative analysis of colonialism, its rise, justification, dynamics, and consequences on the colonized societies and the colonial powers. Issues of post-colonial problems including nation building, economic development, political stability, democracy and civil rights. Junior standing or Permission of Instructor. Prerequisite: IR 101.

**IR 405 Comparative Economic and Political Systems (3)**  
 A theoretical and historical evaluation of different economic and political systems, planning strategies, and their effects on economic growth, democracy, equity, and effectiveness. The course examines the historical experience of political and economic institutional arrangements in formerly socialist societies, European countries, and nation-states in the Middle East. Junior standing or Permission of Instructor. Prerequisite: PLSC 200.

**IR 412 Sustainable Development (3)**  
 The problem of sustainable development. A survey of development models and practices; assessment of development practices in the Third World in the last three decades; new theories for sustainability of social, economic, and political development. Junior standing or Permission of Instructor. Prerequisites: IR 101 and ECON 409.

**IR 470 Internship in International Relations (1 - 3)**  
 An Internship experience to apply the knowledge acquired in the International Relations Program. A maximum of three (3) internship credit hours can be applied to the IR degree program. Permission of Instructor required.

**IR 485 Senior Seminar in Conflict Resolution (3)**  
 A senior seminar that examines selected critical issues in the field of Conflict Resolution. Senior standing. Only declared Majors in the International Relations program may take this course.

**IR 486 Senior Seminar in International Law and Organizations (3)**  
 A senior seminar that examines selected critical issues in the field of International Law and Organizations. Senior standing. Only declared Majors in the International Relations program may take this course.

**IR 487 Senior Seminar in International Political Economy (3)**  
 A senior seminar that examines selected critical issues in the field of International Political Economy. Senior standing. Only declared Majors in the International Relations program may take this course.

## **ITALIAN (ITAL)**

**ITAL 101 Introduction to Italian I (3) [H]**  
 The goals of this course are communicative. They are aimed at developing the four skills with an initial emphasis in listening and speaking. The course provides various opportunities for students to communicate in Italian in reality based situations.

**ITAL 102 Introduction to Italian II (3) [H]**  
 This courses **reviews** material covered in ITAL 101. Students will gain proficiency in all four language skills (listening, speaking, reading and writing) and develop an understanding of the Italian people and culture. Permission of Instructor. Pre-requisite: ITAL 101.

**ITAL 201 Intermediate Italian (3) [H]**  
 This course offers a complete review of the basic principles of grammar in addition to extensive oral practice. Emphasis is placed on developing good conversational ability. More focus will be placed on vocabulary building, reading and writing short texts in given situations. Permission of Instructor. Pre-requisites: ITAL 102.

## MATHEMATICS (MATH)

- MATH 095 Preparatory Mathematics (3)**  
This course is given at the elementary level. It is designed to strengthen a student's existing skills in elementary Algebra and Geometry and to prepare students to study College Algebra, Finite Mathematics, Introduction to Modern Mathematics, Mathematics for Business, and Statistics.
- MATH 100 College Algebra (3) [M]**  
Intermediate Algebra, review of polynomials and rational expressions, equations and inequalities, graphs, functions and their properties, polynomial (piecewise defined), and exponential and logarithmic functions. Prerequisite: MATH 095 or by Placement Test.
- MATH 101 Finite Mathematics (3) [M]**  
Review of Algebra, sets, linear equations and nonlinear equations and inequalities, interest, systems of linear equations, functions, graphs and elementary data analysis. Prerequisite: MATH 100 or by Placement Test.
- MATH 102 Introduction To Modern Mathematics (3) [M]**  
A brief survey of several branches of mathematics that have arisen during the past 150 years. Topics are examined so their influence on modern life can be appreciated. They include the mathematics of voting, sharing and apportionment, graph theory, networks and fractal geometry. Prerequisite: MATH 100 or by Placement Test.
- MATH 103 Mathematics for Business (3) [M]**  
Sets, relations, functions, maxima and minima, sequences, power series; analytical geometry; conics; exponential, logarithmic, and inverse functions; rate of change, the derivative and applications, Taylor approximation, matrix Algebra, and applications. Prerequisite: MATH 100 or by Placement Test.
- MATH 110 Pre-Calculus (3) [M]**  
Polynomial, rational, exponential, logarithmic, and trigonometric functions and inverses, sequences, series, systems of linear and nonlinear equations and inequalities, complex numbers, vectors, binomial theorem, mathematical induction, conics, and the use of technology for problem solving. Prerequisite: MATH 100 or by Placement Test.
- MATH 201 Calculus I (3) [M]**  
Functions, limits and continuity, derivatives and applications, Riemann Sums, integration. Prerequisite: MATH 110 or by Placement Test.
- MATH 203 Calculus II (3) [M]**  
Fundamental integration techniques, numerical integration, applications of integration, improper integrals, differential equations, sequences and series, and the use of CAS. Prerequisite: MATH 201.
- MATH 205 Linear Algebra (3) [M]**  
Topics include systems of linear equations, matrices, Gauss-Jordan elimination, determinants, vectors in two, three, and "n" dimensions, vector spaces, eigenvectors and eigenvalues, linear transformations, inner product spaces, complex vector spaces, and applications to various fields. Prerequisite: MATH 203.
- MATH 206 Calculus III (3) [M]**  
Parametric equations, polar coordinates, surfaces in space, functions of several variables, partial derivatives, the chain rules, gradients, directional derivatives, total derivatives, Lagrange multipliers, multiple integrals, Fubini's Theorem, cylindrical and spherical coordinates, vector fields, line integrals, curl, divergence, Green's and Stoke's theorem. Use of CAS. Prerequisites: MATH 203.
- MATH 210 Differential Equations (3) [M]**  
Differential equations of first order, applications, singular solutions, linear equations with constant coefficients, miscellaneous methods for equations of higher order, solution in series, total differential



equations, qualitative methods, and the use of the computer package Mathematica. Prerequisite: MATH 203.

**MATH 213 Discrete Mathematics (3) [M]**

Logic of compound and quantified statements, elementary number theory, methods of proof, sequences, mathematical induction, set theory, functions, relations, graphs, and trees. Prerequisite: MATH 110.

**MATH 325 Numerical Computing (3)**

Introduction to numerical algorithms, root finding, Approximation of functions, collocation, numerical integration and differentiation. Sophomore Standing or Permission of Instructor. Prerequisites: MATH 203 and CSIS 120.

**MATH 388 Independent Study (1 - 3)**

Can be repeated for credit with different topic. Permission of Instructor.

**MATH 389 Special Topics (3)**

Can be repeated for credit with different topic. Permission of Instructor.

## **MANAGEMENT (MGMT)**

**MGMT 201 Principles of Management (3)**

Surveys of current management theories, research, and practice. Course content is a synthesis of behavioral sciences concepts that provide the basic framework for the practice of management. Topics include organizational goals and responsibilities, organizational control, decision making theory, planning, leadership, motivation, small group behavior, conflict and organizational development and change. Prerequisites: ENGL 102.

**MGMT 301 Change Management (3)**

This course aims at offering students the knowledge and skills they will need to face the challenges of organizational change. It investigates the change capabilities of organizations, the reasons people may resist change, and introduces models of the change process and how it could be managed effectively. The course focuses on specific concepts, theories and tools of change management and identifies common mistakes, and reasons why change initiatives fail, as well as the factors underlying the successful management of change projects. Prerequisite: MGMT 201.

**MGMT 303 Management and Leadership Development (3)**

Develops the management leadership and organization perspectives essential to the success of small to large businesses and individual managers. Development of management and organization leadership, creativity and innovation are stressed. Enhancing the manager's communication and negotiation skills is a critical dimension to developing effective managers. Developing an understanding of management philosophy and values and their practical impacts on managing a business is stressed. Prerequisite: MGMT 201.

**MGMT 305 Professional Writing and Communication (3)**

This course explores professional approaches to communication in today's global business environment. It also focuses on principles and practices needed for effective internal and external business communication (memos, letters, reports, proposals and presentations). Students learn to write successful business reports and communications. Also, students evaluate case studies in business and use appropriate style-guides to document sources. Cross-listed with ENGL 305. Prerequisite: ENGL 102.

**MGMT 315 Decision Making in Management (3)**

The study of individual and group decision making in the organization. The process of arriving at a judgment based upon the feedback of multiple individuals and teams. Includes the use of decision making models and matrixes. Prerequisite: MGMT 201.

- MGMT 333 Organizational Behavior (3)**  
This course studies human capital management. The course offers a synthesis of behavioral science theories providing a broad framework for understanding the motivation, planning, and control of business' most important assets. Cross-listed with PLSC 333. Prerequisite: MGMT 201.
- MGMT 343 Quantitative Research Methods for Business (3)**  
Introduction to the scientific method, research design, data gathering, statistical analysis of data; computer applications for business issues; student develops the skills for becoming an active and informed consumer of research methodology and findings. Prerequisite: MATH 103 or MATH 110, and STAT 201.
- MGMT 350 Organizational Communication and Leadership (3)**  
Teaches students the role of communication in creating a productive organizational environment in terms of interpersonal and group behavior. Reviews the theory and practice of team building, conflict resolution and problem solving and explores how communication and organizational cultures relate to each other. Cross-listed with COMM 350. Prerequisite: COMM 325 or MGMT 201.
- MGMT 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- MGMT 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- MGMT 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- MGMT 413 MGMT Capstone: Business Operations (3)**  
Links in organizational behavior & change management in understanding ways competitive advantage can be developed through manufacturing operations. Includes concepts and analytical tools needed for successful management of production of goods and services, procurement, inventory control, order fulfillment and delivery. Co-requisite: MGMT 333. Pre-requisites: BUS 210 and MGMT 301.
- MGMT 470 Internship in Management (1 - 6)**  
An Internship experience with the requirement that students keep a journal and write a report summarizing what the internship job added to their knowledge of management and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. This is a Pass/Fail course. Permission of Instructor.
- MGMT 485 Senior Seminar in Management (3)**  
This is a seminar for seniors where students conduct research projects on varying relevant and cutting edge managerial issues; presentation of research approaches, subject and results; a group project and an individual research project may be allowed. Instructor may vary and topics in theory and practice. Senior Standing. Prerequisite: MGMT 201.

## **MARKETING (MRKT)**

- MRKT 200 Principles of Marketing (3)**  
Introduction to marketing decision making in business and nonprofit organizations. Particular attention is devoted to analysis of customer needs; segmenting markets; and developing product, promotion, pricing and distribution strategies. Relationships between consumers, business and government are explored. Prerequisite: ECON 101 or ECON 200.
- MRKT 309 Principles of E-Commerce (3)**  
Internet marketing; decision making regarding promotion, pricing and distribution strategies via the Internet; product development and e-marketing; electronic markets; Internet purchasing behavior;

Internet and e-mail advertising; Web sponsorships; Internet marketing ethics. Case studies of U.S. and Kuwaiti companies that have active Internet presence. Prerequisite: MRKT 200.

**MRKT 329 International Marketing (3)**

Examines theories, practices, and contemporary issues related to global marketing management and the international marketing environment. The course discusses strategic decisions related to international product and policies and examines ethical issues, global marketing organizations, and multi-national economic integration. Applications of global marketing strategies will be discussed through case analysis. Prerequisite: MRKT 200.

**MRKT 349 Consumer Behavior (3)**

The course examines the patterns and factors influencing the consumer and organizational behavior. The course material also includes concepts and findings from behavioral sciences. Analysis includes an integrated model of consumer behavior and the elements that influence decision-making process. Consumer behavior in global markets is also emphasized. Prerequisite: MRKT 200.

**MRKT 355 Promotion and Advertising (3)**

Development of a promotional and advertising campaign for clients; formulation of advertising strategy, targeted audiences and consumer; multimedia campaign planning, campaign execution, and campaign evaluation. Prerequisite: MRKT 200.

**MRKT 369 Short Course (1 - 3)**

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor. Pre-requisite: MRKT 200.

**MRKT 388 Independent Study (1 - 3)**

Can be repeated for credit with different topic. Permission of Instructor. Pre-requisite: MRKT 200.

**MRKT 389 Special Topics (3)**

Can be repeated for credit with different topic. Permission of Instructor. Prerequisite: MRKT 200.

**MRKT 401 Marketing Research (3)**

Applies the scientific investigation in solving marketing problems. Topics include problem/opportunity formulation, determination of objectives, creation of research design, and selection of data collection method, data analysis, interpretation of results, report production, and follow-up activities. There is a focus on strategic implications of marketing research and real-life applications through case analysis. Junior Standing. Prerequisites: STAT 201 and MRKT 200.

**MRKT 413 Marketing Capstone: Marketing Strategy (3)**

Methodology of planning and development strategy for marketing consumer products and services; launching a new product or service; interfacing with sales forecasting, test marketing, marketing research, segmentation, positioning, analysis of the competition, research and development and profit. Case studies used. Senior Standing. Prerequisites: MRKT 200.

**MRKT 415 Supply Chain Management (3)**

Analyzes the various factors involved in designing and managing channels of distribution. The role of various channel members and their behavior, conflicts, cooperation, and motivation will be examined along with marketing logistics such as the impact of distribution policies on costs and customer service. Models and quantitative methods are utilized. Senior Standing. Prerequisite: MRKT 200 and ECON 209.

**MRKT 470 Internship in Marketing (1 - 3)**

An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of marketing and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. This is a Pass/Fail course. Permission of Instructor. Prerequisite: MRKT 200.

## MUSIC (MUSC)

- MUSC 101 Music Appreciation (3) [H]**  
Chronological study of music styles of the western world, including an introduction to music elements and a review of the lives and works of famous composers.
- MUSC 105 Introduction to World Music (3) [H]**  
An introduction to various music cultures through musical, social, and aesthetic approaches. The cultures featured can vary from semester to semester.
- MUSC 110 Applied Lessons (1 - 2) [H]**  
Private intensive instrument or voice instruction. May be repeated for 8 total earned credits. Permission of instructor.
- MUSC 160 Ensemble (3) [H]**  
Students sing and/or perform musical instruments in a group setting. Can be repeated for credit. Permission of Instructor.
- MUSC 165 Percussion Ensemble (3) [H]**  
An introductory performing percussion ensemble class (xylophones, other idiophones, drums). Students work on technical and reading skills while rehearsing beginning level repertoire and acquiring crucial experience in the rehearsal/performance processes. The course will culminate with an end-of-semester performance.
- MUSC 215 Guitar Class (3) [H]**  
Development of basic guitar skills, including sight-reading and accompanying. It is recommended that MUSC 220 be taken before or concurrently with MUSC 215.
- MUSC 216 Piano Class (3) [H]**  
A complete orientation to the keyboard for beginning pianists. Students are introduced to proper performance technique, etudes and scales, grand staff reading, sight reading, harmonization, solos and duets, and key signatures. It is recommended that MUSC 220 be taken before or concurrently with MUSC 216.
- MUSC 217 Voice Class (3) [H]**  
An introduction to the basic principles of singing with particular attention to issues of breathing, tone, diction, and vocal range.
- MUSC 220 Music Theory I (3) [H]**  
Skill development in the foundations of music. Students learn to read and write music notation, sing from musical scores, and analyze chords, melody, rhythm, and musical form.
- MUSC 230 Music Theory II (3) [H]**  
This course is a continuation of MUSC 220 (Music Theory I). Students gain further understanding of how music is constructed through intermediate analysis of chords, melody, rhythm, musical form, and an examination of analytical techniques. Music Theory II is designed to help students acquire the knowledge and discipline necessary for success as a musician. Prerequisite: MUSC 220 with a grade of C or higher or permission of instructor.
- MUSC 310 Applied Lessons II (1 - 2) [H]**  
Advanced private intensive instrument or voice instruction for students with established performance ability. May be repeated for 8 total earned credits. Permission of Instructor.
- MUSC 369 Short Course (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- MUSC 370 Music of the Arabian Peninsula (3) [H], [K]**  
Examination of music and poetic genres of Kuwait and regions of the Arabian Peninsula including

structural analysis and study of the context in which creative forms exist. This course satisfies the General Education Requirement for Arab Culture. Cross-listed with SBSA 370. Junior Standing and Permission of Instructor.

**MUSC 388 Independent Study (1 - 3)**

Can be repeated for credit with different topic. Permission of Instructor.

**MUSC 389 Special Topics (3)**

Can be repeated for credit with different topic. Permission of Instructor.

**MUSC 399 Music and Culture Study Abroad (1 - 3)**

Introduces students to the dynamics of traditional cultures through ethno musicological research and observance of live music, dance, and dramatic performances. The close interaction with other cultures enables students to better appreciate societies and sensibilities that may be different from their own. Schedule can vary each semester. Can be repeated for credit with different topic. Junior Standing and Permission of Instructor.

## NATURAL SCIENCES (NSCI)

**NSCI 100 Natural Sciences Lecture (3) [P]**

This course provides lectures relating to concepts presented in first year courses in Natural Sciences. It is intended for students needing to fulfill the general education requirements in General Sciences. Permission of Instructor.

**NSCI 100L Natural Sciences Lab (1) [P]**

This laboratory course provides experiments and exercises relating to concepts presented in first year courses in Natural Sciences. It is intended for students needing to fulfill the general education requirements in General Sciences. Permission of Instructor.

## PHILOSOPHY (PHIL)

**PHIL 100 Critical Reasoning (3) [H]**

Arguments, premises, conclusions, deduction, validity, truth fallacies, categorical logic, Boolean logic, syllogisms, Venn diagrams, symbolic logic, truth tables, and proof.

**PHIL 101 Introduction to Philosophy (3) [H]**

An introduction to basic doctrines and concepts in philosophy through an analytical reading of selections from the writings of Western philosophers who have had a major impact on the development of philosophical discourse. The course also addresses the relationship of philosophy to the development of other disciplines, such as theology, history, politics, social science, science, and literature. Some of the perennial issues in philosophy are identified and discussed.

**PHIL 201 Medieval Arabic Philosophy (3) [H]**

Survey of the works of major philosophers in Islam, such as Al-Ghazali, Ibn Rushd, the Sufis, and others. Course will include analysis of their religious and philosophical doctrines.

**PHIL 203 Professional Ethics (3) [H]**

This course examines ethical debates facing individuals in the professional work-place. This course will examine the ethical nature of various professional relationships, including between employer and employee, client and business, colleagues and issues of transparency. Questions surrounding the duties of report writing, ethical obligations regarding report writing, environmental duties, etc. are also discussed. The objective of the course is to provide students with a critical understanding of the ethical issues in their professional lives.

**PHIL 280 International Ethics (3) [H]**

This course raises ethical questions in a global or international context. Questions of cross-cultural, conflicting values are of particular concern in this course. Specific topics may include: the theoretical bases for human rights, ethical questions of social or political identity, individual versus

the state, immigration and refugee issues as well as ethical issues surrounding the environment and globalization. The objective of this course is to improve student's critical awareness and reasoning about ethical issues in a global context. Pre-requisite: ENGL 101

**PHIL 310 Environmental Ethics (3) [H]**

This course examines normative issues in the study of the environment. Students will learn basic ethical concepts and theories and how to apply them to specific environmental concerns. Students will be asked to develop arguments to defend their own respective views regarding the environment and to develop viewpoints reflecting thoughtful and scholarly consideration of human duties, both individual and social, to the environment. Cross-listed with ENV5 310. Sophomore standing or Permission of Instructor. Prerequisite: ENGL 101.

**PHIL 311 Modern Western Philosophy (3) [H]**

Review of modern Western Philosophy of the Seventeenth, Eighteenth and Nineteenth Centuries. It explores issues of science, politics and culture and the impact of the Industrial Revolution. The course covers philosophy of science, pragmatism, utilitarianism, Darwinism and Marxism. Sophomore standing or Permission of Instructor. Prerequisite: PHIL 101.

**PHIL 322 Western Political Philosophy (3) [H]**

Students will examine historical and contemporary political and social theories. This examination has the objective of increasing students' critical understanding of the theoretical bases for much of today's socio-political structures and beliefs. Historical and contemporary theories include the works of Plato, Aristotle, Hobbes, Locke, Machiavelli, Confucius, Gandhi, Marx, Mill, Rawls and Nozick. Cross-listed with PLSC 322. Sophomore standing or Permission of Instructor. Prerequisites: PHIL 101 or previous INST/PLSC and ENGL 101.

**PHIL 350 Metaphysics (3) [H]**

Metaphysics is the study of "what is." This course introduces students to major metaphysical theories from the pre-Socratics to contemporary theories. Students will analyze the major metaphysical theories as well as develop their own justifications for their metaphysical beliefs. Topics covered may include: The existence of qualia, mind/body distinction, proofs for the existence of God and the nature of substances. Historical figures covered may include Plato, Aristotle, Aquinas, Descartes, Hume, Kant, Sartre, Quine and Kripke. Sophomore standing or Permission of Instructor. Prerequisites: Any PHIL course and ENGL 102.

**PHIL 388 Independent Study (1 - 3)**

Can be repeated for credit with different topic. Permission of Instructor.

**PHIL 389 Special Topics (3)**

Can be repeated for credit with different topic.

**PHIL 403 Advanced Business Ethics (3)**

This course examines ethical debates facing individuals working in professional fields. Topics covered may include: ethical treatment of employees by employers, ethical treatment of employer by philanthropic duties in the workplace and ethical duties of businesses to clients and vice versa. This course will also address issues surrounding corporate environmental and social obligations.

## **PHYSICS (PHYS)**

**PHYS 101 Introduction to Physics I (4) [P]**

This course is an introductory physics course for non-science majors. The course focuses on basic physics concepts and connections to everyday life in fields of mechanics and thermodynamics. Course topics include motion in one dimension, projectile motion, Newton's Laws of force, work, energy, circular motion, momentum, and heat and thermodynamics. A required laboratory that offers experiments in basic physics concepts is part of this course.

**PHYS 102 Introduction to Physics II (4) [P]**

This course is an introductory physics course for non-science majors. The course focuses on basic



physics concepts and connections to everyday life in fields of electricity, magnetism, and optics. Course topics include electrostatic force and field, electromagnetism, DC and AC circuits, light and optical devices, and mirror and lenses. A required laboratory that offers experiments in basic physics concepts is part of this course.

**PHYS 105      Environmental Physics      (3) [P]**

A one-semester course designed to explore the basic physical principles of light, heat and energy in the natural environment. Several key aspects of physics in the environment will be covered including energy (forms, conservation, sources and use), energy from fossil fuel, heat and the laws of thermodynamics, pollution of the atmosphere, environmental safety of nuclear energy and alternative sources of energy.

**PHYS 107      Life in the Universe      (3) [P]**

This course is an inter-disciplinary science course which explores our role in the Universe, starting here on Earth where the very definition of “life” derives, to wondrous worlds in our Solar System and finally to the great divide of interstellar space. The quest for life is the search for who we are and why we are here. The course topics will cover different areas of physics, chemistry, biology and geology.

**PHYS 110      Introduction to Astronomy      (3) [P]**

This course is a one semester introduction to astronomy. The course describes various important phenomena in astronomy, the physical principles underlying these phenomena, and methods of observing and interpreting them. Course topics include the principles of motion, universal gravitation, orbital motion, the nature of light and the operation of telescopes. Topics in astronomy include stellar astronomy, celestial coordinates, the Solar System, the Sun, the eight planets, and our Galaxy.

**PHYS 115      General Physics I      (4) [P]**

An Introductory calculus based course covering motion in one dimension, projectile motion, Newton’s laws of force, concepts of work, energy and momentum, circular motion and rotational dynamics with laws of conservation of energy and angular momentum. A required laboratory that offers experiments in mechanics, momentum, work and energy is part of this course. Prerequisite: MATH 101 or MATH 103 or MATH 110.

**PHYS 116      General Physics II      (4) [P]**

The second semester of calculus-based physics covers electromagnetic wave theory, AC and RC circuits, magnetic theory and applications to magnetic storage devices, electromagnetic induction and optical phenomena with applications to optical devices. A required laboratory is part of this course with experiments in oscillatory motion, electricity, magnetism, and basic optics. Prerequisite: PHYS 115.

**PHYS 212      Classical Mechanics      (3) [P]**

A calculus-based general physics course. Includes kinematics, conservation of momentum, elastic and inelastic collisions, the scalar product, Newton’s Law of Gravitation, conservation forces and law, Kepler’s Laws, circular motion, equilibrium and elasticity, laws, projectiles, angular momentum, rotational motion, simple harmonic motion, energy, temperature, heat and the first law of thermodynamics, sound and mechanical waves. Prerequisite PHYS 115

**PHYS 216      Electricity and Magnetism      (3) [P]**

An introduction to the basic principles of electricity and magnetism including the contributions of Gauss, Faraday, Ampere, Maxwell, and others; capacitance, dc circuits, magnetic fields; electromagnetic propagation, antenna design, microwaves, radio wave transmission and reception, etc. Prerequisite PHYS 116.

**PHYS 312      Modern Physics      (3) [P]**

An introduction to the history and nature of quantum mechanics; special theory of relativity; basic introduction to nuclear and elementary particle physics; discussion of classical laws, their modification and replacement to account for the behavior of atoms, subatomic particles, and matter at the macroscopic level; lasers, flux quantization. Sophomore standing or Permission of Instructor. Prerequisite: PHYS 116.

**PHYS 388      Independent Study      (1 - 4)**

Can be repeated for credit with different topic. Permission of Instructor.

**PHYS 389      Special Topics      (3)**

Can be repeated for credit with different topic. Permission of Instructor.

**POLITICAL SCIENCE (PLSC)****PLSC 200      Introduction to Political Science      (3) [S]**

An investigation into the nature of government and politics; exploration of the basic philosophies, principles, and concepts of governance, and of the structures and processes of political systems. Topics include the structure and function of states, forms of government, public administration, the nature and character of domestic, foreign, and national security policy, relations between states, the international system and international organizations.

**PLSC 201      Introduction to Public Administration      (3) [S]**

A course on the nature of public administration. Basic concepts, processes, and approaches in the field of public administration are introduced so that the student will develop a sense of appreciation for the role of public administration in modern society.

**PLSC 202      International Relations      (3) [S]**

An examination of the basic factors and conditions which determine or influence relations among governments and states. Analysis of conflict and cooperation in a rapidly-changing world; impact of non-state actors and international organizations such as the United Nations; determinants of foreign policy; and sources of national economic and political power. Some attention is paid to contemporary developments including the post-Cold War unipolar order.

**PLSC 203      Comparative Politics      (3) [S]**

Analysis of how varied Western and other polities address the enduring problems of order, political responsiveness, political change, and the legitimacy of government structures. The course includes the comparative investigation of the relationships between the individual, social groups, and the state. Issues of individual freedom and collective responsibility are also addressed.

**PLSC 204      International Political Economy      (3) [S]**

An examination of the interaction between politics and economies in international affairs. The course includes the effect of economic conditions on foreign military and security policy, and the impact of foreign and military policies on economic relations. Topics also include imperialism, globalization, regional economic systems and international economic institutions such as the WTO, World Bank and International Monetary Fund. Prerequisite: INST 101 or PLSC 200

**PLSC 207      International Relations of Arab States      (3) [S]**

Historical and contemporary analysis of the foreign policies of Arab States. Intra-Arab state relations; the Arab League; Euro-Arab relations, US-Arab relations, Arab-East Asian relations and Arab-African relations. Prerequisite: INST 101

**PLSC 210      Methods of Research in Political Science      (3) [S]**

Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations and comparative studies research. The course develops analytical skills that students need as active consumers of research findings. Cross-listed with INST 210. Prerequisite: INST 101 or PLSC 202.

**PLSC 302      Public Policy      (3) [S]**

A survey of concepts and issues in public policy. This course acquaints the student with basic theoretical frameworks for the study and analysis of policy-making as both a problem-solving process and a political process. This course also examines closely the application of these concepts, frameworks, and criteria in selected policy areas. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200 or PLSC 201.



- PLSC 303 Politics of Postindustrial Societies (3) [S]**  
Comparative study of postindustrial society; public policy and policy-making; domestic and foreign policy; politics and economics of welfare states; and political participation and oppositional movements in postindustrial societies. The course assesses the impact of technology, science, the information revolution and national and international social movements on politics. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200.
- PLSC 304 Arab Politics (3) [S]**  
The course investigates contemporary Arab political culture, its historical, economic, geographic, ideological and social roots, dynamics of Arab nationalism and political Islam. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200.
- PLSC 306 Global Political Economy (3) [S]**  
This course surveys various theorists and theorists such as Marx, Polyani, rational choice, public choice, and the new institutionalism. It focuses on three major themes: globalization, North-North relations (among developed states), and North-South relations (among developed countries of the North and developing countries of the South). Considerable attention is devoted to the transition economies of China, Eastern Europe, and countries of the former Soviet Union. Sophomore standing.
- PLSC 315 American Government (3) [S]**  
Structure and function of the American governmental system; the constitutional bases of government; federal, state and local government systems; intra-governmental relations; the Presidency and the Executive Branch, the Supreme Court and Congress, and the role of business, industry, non-governmental agencies and interest groups. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200.
- PLSC 316 Political and Social Forces in the U.S. (3) [S]**  
An overview of the social bases of politics in the U.S.; political participation and elections; political parties, special interests, the role of religion in politics; public opinion and the major national institutions influencing the making and implementation of domestic and foreign policy. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200.
- PLSC 317 Government and Politics of Kuwait (3) [S]**  
Analysis of the contemporary political institutions and behavior of the Kuwaiti political system; an overview of political participation and elections; the relationship among the executive, legislative and judicial branches; the major national institutions involved in domestic and foreign policy-making. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200.
- PLSC 321 Islamic Political Philosophy (3) [S]**  
A survey of Islamic political thought from the time of the Prophet Mohammad until the present. Investigation of the development and evolution of institutions in the Islamic state; Ibn Khaldoun's views on history, society and the state. Theories of the state, including contemporary Shi'i and Sunni thought are also addressed. Sophomore standing or Permission of Instructor.
- PLSC 322 Western Political Theory (3) [S]**  
A survey of Western political thought from ancient times to the present. Analysis of major themes such as the relationship of the individual to the state, political authority, political legitimacy, cooperation and conflict, and political change through the works of Plato, Aristotle, Rousseau, Machiavelli, Hobbes, Locke, and contemporary political theorists such as Rawls. Cross-listed with PHIL 322. Sophomore standing or Permission of Instructor. Prerequisites: PHIL 101 or previous INST/PLSC and ENGL 101.
- PLSC 327 Comparative Ethnicity, Identity, and Ethnic Conflict (3) [S]**  
Comparative examination of the complex configuration of identity, identity politics, ethnicity, and the role of race, religion, culture and nationalism in ethnic identity, population, migration, and ethnic politics and conflict. The rise of ethnic conflict globally. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200.

- PLSC 333      Organization Theory      (3) [S]**  
 A course that explores the major debates, both theoretical and applied, that frame contemporary discussions about organizing in the public and nonprofit sectors. The course introduces organization theories about public organizations and the basic methods to study organizational behavior in non-private spheres. Cross-listed with MGMT 333. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 201.
- PLSC 334      E-government      (3) [S]**  
 This course explores the impact of information and communication technology on information management, government decision-making and communication, service delivery, and public policy in the public sector. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 201.
- PLSC 335      Current Trends in Public Administration      (3) [S]**  
 A course that deals with the contemporary transformation of the public sector and its relationship with government and society. This course evaluates managerialism in the public sector, privatization, and entrepreneurial government. Sophomore standing or Permission of Instructor. Prerequisite: PLSC 200 or PLSC 201.
- PLSC 369      Short Course      (1 - 3)**  
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- PLSC 388      Independent Study      (1 - 3)**  
 A research and writing project to be determined in consultation with the Instructor. Can be repeated for credit with different topic. Senior standing or Permission of Instructor.
- PLSC 389      Special Topics      (1 - 3)**  
 Can be repeated for credit. Senior standing or Permission of Instructor.

## **PSYCHOLOGY (PSYC)**

- PSYC 101      Introduction to Psychology      (3) [S]**  
 General Psychology introduces students to principles of human behavior. It explores individual differences in personality development, emotion, sensory functions and perceptions, learning, as well as psychopathology and clinical interventions.
- PSYC 200      Research Design and Methods      (4) [S]**  
 An introduction to research design and methods in psychology and statistical applications. The course provides an overview of experimental and quasi-experimental methods, principles of measurement, correlational and observational methods, surveys and content analyses, and the applications of descriptive and inferential statistics. Includes laboratory component. Prerequisite: PSYC 101 and STAT 201, or permission of instructor.
- PSYC 202      Developmental Psychology      (3) [S]**  
 This course is an introduction to human development from infancy through death, focusing on the interactions of personal and environmental factors in the development of perception, language, cognition, and sociality. Topics include developmental theories, infant perception, attachment, the development of language and memory; identity transitions; and peer relations, schools, families and communities as the contexts of life-cycle changes.
- PSYC 203      Social Psychology      (3) [S]**  
 This course introduces students to theory and research about the dynamics of individuals and social groups. It includes studies of how we perceive ourselves and others, how we form our beliefs, judgments, and attitudes, social influences such as cultural or gender expectations, persuasion and pressures to conform, as well as our social relations, whether prejudicial, aggressive, intimate or helpful.

- PSYC 204      Abnormal Psychology      (3) [S]**  
This course orients students to a range of behaviors classified as “abnormal”, and to theories and research about the dynamics, diagnoses and treatments of neuroses, psychoses, character disorders, psychosomatic reactions, and other abnormal personality patterns.
- PSYC 235      Child & Adolescent Psychology      (3) [S]**  
This course introduces the principles and theories of child development, from infancy through adolescence. It is a study of the physiological, cognitive, emotional and social changes that children go through within the socio-cultural context of their environment.
- PSYC 332      Personality Theories      (3) [S]**  
This course provides an understanding of theories and research from each of the major approaches to the study of personality; psychoanalytic, learning, cognitive, dispositional, humanistic, and intervention strategies derived from these approaches. Offered Fall term only. Sophomore Standing or Permission of Instructor. Prerequisite: PSYC 101.
- PSYC 335      Psychology of Addictions      (3) [S]**  
This course assesses theory and research about the social impact, causes, characteristics, and treatment of addictions, including alcohol and drug addictions and eating disorders. Offered Spring term only. Sophomore Standing or Permission of Instructor. Prerequisite: PSYC 101.
- PSYC 365      Marriage and Family Therapy      (3) [S]**  
This course introduces students to treatment within the major models of family and couple therapy in Kuwait. Basic assumptions, major issues, primary theorists and techniques of each model will be considered, including working with diverse families and couples. This course is seminar based and its primary focus will be in-class discussions and the sharing of different opinions and ideas. Prerequisite: PSYC 101.
- PSYC 369      Short Course      (1 - 3)**  
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- PSYC 388      Independent Study      (1 - 3)**  
This course is open only for students who minor in Psychology. Can be repeated for credit with different topic. Permission of Instructor. Prerequisite: PSYC 101 and PSYC 200.
- PSYC 389      Special Topics      (3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- PSYC 440      Cognitive Psychology      (3)**  
This course offers current perspectives on how people acquire, represent, transform, and use verbal and nonverbal information. Topics include perception, attention, memory, action, thinking, language and representations of knowledge. Junior Standing. Prerequisite: PSYC 101.
- PSYC 442      Sensation and Perception      (3)**  
In this course, students evaluate how we acquire information about the physical and social world through basic sensory systems, including vision, smell, hearing, and touch, and the impact of such sensations on our perceptions of objects, events and human interactions. Junior Standing or Permission of Instructor. Prerequisite: PSYC 101.
- PSYC 470      Internship in Psychology      (1 - 3)**  
An Internship experience with the requirement that the student write a report summarizing what the internship job added to his to her knowledge of Psychology. Students are limited to a maximum of 6 internship credit hours. This is a Pass/Fail course. Junior Standing and Permission of Instructor. Prerequisite: A Minimum Grade point Average of 2.0.
- PSYC 475      Current Issues      (3)**  
Seminar on current research, theory and applications of psychological principles. Offered Fall term only. Junior Standing or Permission of Instructor. Prerequisite: PSYC 101.

## RELIGION (RELG)

- RELG 101 Introduction to Islamic Studies (3) [H]**  
 Analysis of the structure and dynamics of the Islamic belief system, including law, traditions, culture and society. Original readings illustrating the classical Islamic paradigm are assigned. Contemporary issues of reform, renewal, modernization and fundamentalism, as well as contemporary debates among Muslims are addressed.
- RELG 315 Religions of the World (3) [H]**  
 Review and analysis of major religions of the world, including varieties of Christianity, Islam, Judaism, Hinduism, and Buddhism. Comparative social organization of religion and religious practices, currents in religious transformations; the rise of fundamentalism in the late twentieth century, and the role of religion in social, political and economic life are included.
- RELG 369 Short Course (1 - 3)**  
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.
- RELG 388 Independent Study (1 - 3)**  
 Can be repeated for credit with different topic. Permission of Instructor.
- RELG 389 Special Topics (3)**  
 Selected topics of interest in religion. Can be repeated for credit with different topic. Permission of Instructor.

## SOCIAL AND BEHAVIORAL SCIENCES (SBSA)

- SBSA 101 Introduction to Social and Behavioral Sciences, Concentration in Anthropology (3) [S]**  
 An introduction to the study of human society from a multicultural perspective. The course covers such topics as language, food, economics, political systems, religion, art, kinship and descent, gender, marriage and family, health, and cultural change. A prerequisite for many SBSA courses.
- SBSA 200 Ethnographic and Research Methods (3) [S]**  
 An introduction to ethnographic fieldwork and research design. The course covers both issues that confront researchers in the field as well as the methodology used to collect data. Among the methods to be presented are interviews with individuals, focus groups, surveys and questionnaires, data analysis and presentation. Students will have the opportunity to learn by doing. Prerequisite: SBSA 101.
- SBSA 205 Fundamentals of Arab Society (3) [K], [S]**  
 An overview of the structure of Arab society and its diversity. The course covers the relationship between environment and culture, the impact of history and religion on regional values, and the three basic subsistence strategies: Bedouin nomad, agricultural villager, and urban dweller. It also provides examples of social and cultural change.
- SBSA 210 Arab Society and Culture (3) [K], [S]**  
 This course explores the complexity and diversity of Arab society in its socio-cultural aspects. Among the topics to be covered are family life, gender roles, political culture and the military, economics, education, media, the arts, and the Arab communities in Europe and America.
- SBSA 214 Lost Worlds (3) [S]**  
 Explores various societies around the world known largely through the material remains uncovered by archaeology. Includes societies such as that of ancient Egypt, the Nabateans, the Mayans and Incas of the Americas, Easter Island, and Paleolithic sites in Europe and the Middle East. Briefly covers archeological methods and controversies such as ownership of artifacts, looting of sites, and conservation needs.

**SBSA 218 Museums as Artifacts (3) [S]**  
The course examines how and why museums represent and reflect cultures in their exhibitions and public programming. Among the topics to be considered are the development of museums, their organization, funding, and purpose, exhibit display styles, educational activities, audience evaluation techniques, and the ethics of collecting. Museum visits will be an integral part of the course.

**SBSA 220 Culture and Visual Arts (3) [S]**  
Examines visual arts of both tribal and complex societies in terms of cultural symbolism, and their political, economic, social and gender contexts. Includes such arts as cave painting, textiles, gardens, jewelry, architecture, sand painting, tattooing, funerary artifacts, and murals. Includes discussion of issues such as commercializing, looting, and repatriation.

**SBSA 222 Global Media and Spaces of Identity (3) [S]**  
Anthropology of media is an essential area of study, living as we do, in a media saturated world today. The course examines new paradigms in the anthropology of visual communication in looking at how media interacts with issues such as representation, people's sense of self-identity and collective cultural identities, nationalism and transnationalism, media activism, diasporas, and social engagements with technology. The course locates the anthropological voice in media by locating it in worlds of practice and debate.

**SBSA 224 Shopping and Consumerism (3) [S]**  
This course focuses on how consumers negotiate desire, difference and power in the most seemingly commonplace material consumption and tries to decode the culture of consumption and what shopping says about people. The course traces the historical development of the relationship between goods and identity from the eighteenth century and identifies the systems of inequality that have been reproduced (as well as subverted) through material consumption. Students learn how social reality is constituted in an environment steeped in global consumer imagery; and are armed with analytical techniques to probe the social and ideological meanings invested in goods, thereby also gaining a critical, self-reflective perspective on cultural differences.

**SBSA 226 Material Culture of Clothing (3)**  
The course examines material culture in the form of clothing: how dress expresses culture in its social, economic, political, religious, and ritual dimensions. Also explored is the way clothing reflects social ideas about gender and ethnic differences, cultural change, and historical development. Dress is analyzed in both its symbolic and international aspects in the form of the couture houses of Paris and the film industry in California.

**SBSA 230 Genocide and Refugees (3) [S]**  
A critical, historical approach to contemporary studies of genocide and refugees, in relation to colonialism, power, domination, ideology, identity, resources such as oil, media and propaganda, and revenge. Students will assess the destruction and survival of societies, from the 19th century slaughter of Amazonian Indians to more recent genocides in Cambodia, Bosnia, Rwanda and the Sudan.

**SBSA 235 Identity, Difference, and Deviance (3) [S]**  
A critical, historical assessment of concepts of abnormality and deviancy as they emerge across time and cultures. The course covers longstanding debates about the relations of human nature and culture from 19th century measurements of "primitives" and "freaks" to contemporary studies of mental illnesses, witchcraft, affliction and spirit possession, drug and alcohol abuse, moral panics, social control, outlawed deviancy, and acceptable forms of deviancy.

**SBSA 239 Nations and Migration (3) [S]**  
Mobility, a key feature of contemporary life, has led to fundamental changes in our understanding of identity, culture and community. Drawing on an inter-disciplinary range of debates, the course examines how, while nationalism and migration might be seen as opposing processes, migration often leads to reinvigoration and rephrasing of national identity, frequently with important political consequences. The course also discusses the range of phenomena that make up the "endless motion" of migration that shapes our everyday experiences.

- SBSA 249 Images of Women in Media (3) [S]**  
 In examining links between gender, media and modernity, this course offers examples of media representations of women's identity. Students will not simply analyze media representations of women, but learn to contextualize and critically examine them within a broader framework of the characteristics of contemporary culture in specific regions. This course will "cross borders" of disciplines, methods, and approaches, and intervene into current debates in the fields of cultural anthropology, media and cultural studies; global/local; Euro-centrism and multiculturalism.
- SBSA 255 Health, Medicine and Curing (3) [S]**  
 Analyzes the socio-cultural factors and the global forces that compose health, medicine and curing. Critically explores health care consequences of inequality and the connection between power and medical knowledge particularly in Western bio-medicine. The topic covers how different people socially construct and manage well-being and illness, and examines the role of healers (e.g. physicians, shamans, and mid-wives) in cultural context.
- SBSA 260 Ethnographic Film (3) [S]**  
 A survey of historical and contemporary trends in ethnographic films and film-making. This course explores the use of film in anthropological analysis, documentation, and representation, and the technical limitations and ethical issues encountered by ethnographic filmmakers. We will screen and discuss films that portray the lives of diverse people and communities.
- SBSA 265 South Asian Film: A Global Perspective (3) [S]**  
 The Indian film industry is the largest in the world, of which Hindi films is its most popular component. This course uses popular Hindi films as anthropological texts through which we consider broader questions about the anthropology of representations & in examining roles and representations of femininity and masculinity, tradition and modernity, the importance of family and family values, the Indian diaspora, and the Hindi film phenomenon as it develops in the age of globalization. In this course we treat visual representation as an aspect of material culture and practice of social scientists, as well as culture researched by social scientists.
- SBSA 270 The Indigenous Americas (3) [S]**  
 This module of the Indigenous Americas introduces students to the cultures of South America through historical and ethnographic study. It is designed to give students a general understanding of some of the core issues of a large and complex geo-political area. We will explore the shifting cultural, political and economic relations from the colonial period to contemporary times. The course will pay particular attention to the place of indigenous people in the national and international context.
- SBSA 275 Secrecy and Secret Societies (3) [S]**  
 Analyzes the keeping and telling of secrets in everyday life and the meanings they have in different cultures. Surveys anthropological and social science theories on the role of secrecy and secret societies and associated effects on identity, politics and culture. The course examines the character of secrecy in ancient and modern social institutions and studies the historical conditions giving rise to secret societies.
- SBSA 280 Kinship & Families-Global Era (3) [S]**  
 Surveys the anthropological history of kinship and explores the way global processes have changed or challenged family bonds. The course analyzes the impact of technologies, migration and the global economy on personal relationship.
- SBSA 341 Women in Cross-Cultural Perspective (3) [S]**  
 Explores the biological and cultural basis of gender, examines the factors that influence the relative status of men and women, and investigates the relationship between gender and such fields as politics, economics, health, violence, the family, and the media. Sophomore Standing or Permission of Instructor.
- SBSA 342 Gender Relations in the Arab World (3) [K]**  
 The course considers the relationship between men and women in the Arab world, as well as the impact on gender of social structure, family dynamics, religion, law, education, economics, health, aging, politics, and the arts. Also examined is the symbolic communication of gender through



the media and dress. Additional topics include the challenges that Arab women confront when conducting anthropological research in the region.

**SBSA 344 Tourism and Cultural Change (3) [S]**

Analyzes tourism from a cultural perspective. Explores issues such as the impact of tourism on the environment and society, culture as a commodity, authenticity, touristic imagery, material aspects of tourism such as souvenirs, gender roles in tourism, and exploitation. Sophomore Standing or Permission of Instructor. Prerequisite: SBSA 101.

**SBSA 345 Globalization: In its Defense and its Discontents (3) [S]**

The course provides an anthropological and ethnographic introduction to globalization and a world of flows and interconnections. We will focus on how through globalizing processes, peoples and cultures are becoming increasingly interconnected, and also on ways how people in different parts of the world mediate these processes in culturally specific ways. Sophomore Standing or Permission of Instructor. Prerequisite: SBSA 101.

**SBSA 350 Health, Medicine and Curing (3) [S]**

Analyzes the socio-cultural factors and the global forces that compose health, medicine and curing. Critically explores health care consequences of inequality and the connection between power and medical knowledge particularly in Western bio-medicine. The topic covers how different people socially construct and manage well-being and illness, and examines the role of healers (e.g. physicians, shamans, and mid-wives) in cultural context.

**SBSA 366 Popular Culture in South Asia: Film and Beyond (3) [S]**

In this course, popular culture is examined - ranging from calendar art, romance fiction, magazines, photographs, music, food, fashion, films, and television – as an important resource for anthropological insights into contemporary social issues and processes. Issues such as continuity and transformation of tradition, the impact of imperialism, and the “Indianization” of English are increasingly seen as areas of debate and research. Notions of hybridity, diversity, and globalization are addressed. Sophomore Standing or Permission of Instructor. It is recommended that students take SBSA 265 prior to this course. Prerequisite: SBSA 101.

**SBSA 368 Technology and Culture (3) [S]**

This course explores the effect of technology on culture. We examine the dynamism between technology, politics and identity in different social contexts. Three areas are considered: How biotechnologies challenge definitions of humanness, how information technologies shape identities and how infrastructural technologies reflect political ideologies.

**SBSA 369 Short Course (1 - 3)**

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**SBSA 370 Music of the Arabian Peninsula (3) [K], [S]**

This course deals with music, dance, and poetic genres of Kuwait and regions of the Arabian Peninsula. It includes structural analysis and an examination of the context in which these creative forms exist. This course satisfies the General Education Requirement for Arab Culture. Cross-listed with MUSC 370. Sophomore Standing and Permission of Instructor.

**SBSA 372 Anthropology of Business (3) [S]**

This course focuses on the application of anthropology in business. Access to meaningful information is often the difference between success and failure. Anthropological methods, by focusing on a holistic approach, qualitative data, and ethnographic analyses provide information in ways that traditional business simply cannot. Anthropology plays a critical role in understanding and analyzing diverse business and organizational issues in different societies and cultures, where cultural awareness and sensitivity is critical for successful business ventures. Sophomore Standing. Pre-requisite: SBSA 101.

**SBSA 388 Independent Study (1 - 3)**

Can be repeated for credit with different topic. Permission of Instructor.

**SBSA 389**      **Special Topics**      (3)  
Can be repeated for credit with different topic. Permission of Instructor.

**SBSA 470**      **Internship in Social & Behavioral Sciences,  
Concentration in Anthropology**      (1 - 3)  
An Internship experience to apply the knowledge acquired in the Social and Behavioral Sciences, concentration Anthropology Program. A maximum of three (3) internship credits hours can be applied to the SBSA degree program. Permission of Instructor is required.

**SBSA 485**      **Seminar in Social & Behavioral Sciences,  
Concentration in Anthropology**      (3)  
A Senior seminar that examines selected critical issues in the field of Social and Behavioral Sciences, Concentration in Anthropology. Senior Standing or Permission of Instructor.

## **FREE ELECTIVE UNDER ANY SCIENCES DISCIPLINE**

**SCEL 473**      **Internship for Free Elective Sciences & Engineering**      (1 - 3)

## **FREE ELECTIVE UNDER ANY SOCIAL SCIENCES DISCIPLINE**

**SOEL 473**      **Internship for Free Elective Social Sciences**      (1 - 3)  
Supervised experience designed to enhance intellectual development through appreciation of knowledge outside the academy. Requirements include: weekly journals, and final report explaining what the internship added to the student's knowledge in an approved discipline. A Pass/No Pass course requiring Junior Standing and Permission of Instructor. Prerequisite: Minimum GPA of 2.00.

## **SPANISH (SPAN)**

**SPAN 101**      **Introduction to Spanish I**      (3) [H]  
The course is designed for beginners. The objective is to provide students with necessary skills in oral and written communication. The class is taught almost entirely in Spanish.

**SPAN 102**      **Introduction to Spanish II**      (3) [H]  
Introduction to Spanish II continues to reinforce communicating skills with an emphasis placed on speaking (acquisition of vocabulary for personal and practical use). It will develop the ability to communicate with accurate pronunciation and intonation. Students will be exposed to the Spanish and Latin American culture with the use of video and other authentic material. The course content is built with a variety of methods and formats to suit the needs of learners. The class is conducted almost entirely in Spanish. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Permission of Instructor. Prerequisites: SPAN 101.

**SPAN 201**      **Intermediate Spanish**      (3) [H]  
Intermediate Spanish continues to reinforce active communicating skills with more emphasis placed on reading and writing texts but it will continue to extend speaking skills in daily life situations. Students will be exposed to the Spanish and Latin American culture with the use of video and other authentic material. The course content is built with a variety of methods and formats to suit the needs of learners. At this level, the class is conducted entirely in Spanish. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Permission of Instructor. Prerequisite: SPAN 102.



**SPAN 202 Intermediate Spanish II (3) [H]**  
 While still focusing on oral communication, more emphasis will be placed on reading short texts and writing short paragraphs. Students will develop a strong knowledge of Spanish grammar (verbs in present, past, future and subjunctive), and a strong vocabulary base. Permission of Instructor. Prerequisite SPAN 201.

**SPAN 333 Language and Culture (3)**  
 This is an advanced language course that improves student's oral, reading and writing skills through an examination of Spanish society. Themes covered include family, education, arts, gastronomy, politics and immigration. Class discussion will be based on literary readings, songs, and movies. Permission of Instructor. Pre-requisite: SPAN 202.

**SPAN 369 Short Course (1 - 3)**  
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

**SPAN 388 Independent Study (1 - 3)**  
 Can be repeated for credit with different topic. Permission of Instructor.

**SPAN 389 Special Topics (3)**  
 Can be repeated for credit with different topic. Permission of instructor.

**SPAN 399 Spanish Study Abroad (3)**  
 This course is an option for students who wish to achieve fluency and an understanding of life in Spain. Students will study in Spanish speaking environment. Many courses assignments will take place out of a traditional classroom setting and students will be required to interact with native speakers every day. Permission of Instructor. Pre-requisite: SPAN 101.

## **STATISTICS (STAT)**

**STAT 201 Statistics (3) [M]**  
 Topics include data classification, means, measures of central tendency and dispersion, frequency distributions, probability, sampling distributions, point and interval estimates, hypothesis testing, non-parametric techniques, simple regression and correlation. Computer-based statistical packages are utilized. Prerequisite: MATH 100 or by placement test.

**STAT 202 Regression for Business (3) [M]**  
 This course extends Statistics 201 to include estimation, hypothesis tests concerning one and two populations, statistical inference, Chi-square tests, simple and multiple regressions and model building. Prerequisite: STAT 201.

**STAT 214 Statistics for Engineers (3) [M]**  
 Students will be given an in-depth exposure to proofs of statistical formulas and theorems. Topics for study will include counting methods, probability, discrete and continuous random variables, probability distributions, density functions, expectation, moments and moment generating functions, sampling distributions and the Central Limit Theorem, point and interval estimations, hypothesis testing, unbiased estimators, consistency, sufficiency, robustness, regression and correlation. Prerequisite: MATH 203.

**STAT 388 Independent Study (1 - 3)**  
 Can be repeated for credit with different topic. Permission of instructor.

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## TRANSLATION (TRAN)

- TRAN 101 Introduction to Translation (3) [H]**  
The study of the translation process is examined through the analysis and translation of authentic texts of various types. Basic concepts of translation theory are introduced, and elementary skills are developed.
- TRAN 201 Theoretical and Practical Issues in Translation (3) [H]**  
The theoretical and practical issues associated with problems of translation in varied types of texts. Topics include the review of types of dictionaries, thesauruses, idiomatic expressions, and proverbs, synonyms and antonyms. Prerequisite: TRAN 101
- TRAN 380 Media Translation (3)**  
The course teaches the various theories and practical skills and techniques of translating, subtitling and dubbing media materials, particularly television programs. The course involves education and training based on TV materials related to Media, Economics, Politics, Law, Business, Literature, Culture, Medicine and Science. Cross-listed with COMM 380. Sophomore standing.
- TRAN 388 Independent Study (1 - 3)**  
Can be repeated for credit with different topic. Permission of Instructor.
- TRAN 389 Special Topics (3)**  
Can be repeated for credit with different topic. Permission of Instructor.



# INTENSIVE ENGLISH PROGRAM (IEP)

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# INTENSIVE ENGLISH **PROGRAM (IEP)**

## INTENSIVE ENGLISH **PROGRAM**

**DIRECTOR:** Rebecca Sanchez Loomis

## IEP MISSION STATEMENT

The mission of the American University of Kuwait Intensive English Program is to prepare students seeking admission to enter the academic degree programs of AUK, by enabling them to gain sufficient mastery of the English language and successfully apply the critical thinking skills they need to excel as students both during and after their formal studies. The Intensive English Program (IEP) will achieve its mission by training non-native English speakers in specific uses of English for academic purposes, by providing quality English language instruction to all who have chosen English as their medium of communication for academic pursuits and by promoting international, intercultural and self-understanding.

## ACCREDITATION

The Intensive English Program at the American University of Kuwait is accredited by the Commission on English Language Program Accreditation (CEA) for the period August 2009 through August 2014 and agrees to uphold the CEA Standards for English Language Program and Institutions. For further information about this accreditation, please contact: CEA, 801 North Fairfax Street, Suite 402A, Alexandria, VA, 22314 - USA / **Phone:** (703) 519-2070 / [www.cea-accredit.org](http://www.cea-accredit.org).

## IENG PROGRAM OUTCOMES

The Intensive English Program is designed to support students who need to improve their English language skills to the level required to study in University. Students are introduced to activities requiring them to obtain a working ability to:

- read university-level materials;
- write, edit and revise academic papers according to standard American English;
- communicate ideas in a clear and logical manner in oral presentation; and
- demonstrate adequate academic skills in listening and note taking.

## ADMISSION AND PLACEMENT

English is the medium of instruction at the American University of Kuwait; therefore, competence in the language is a prerequisite for success in academic pursuits. Applicants whose TOEFL score is below 70 on the internet based test and who otherwise qualify for admission to AUK are eligible for admission into the Intensive English Program. Once admitted to the IEP Program, students take the ACCUPLACER English as a Second Language Placement Test. This is a diagnostic test that enables the Intensive English faculty to assess students' language ability and place them at the most appropriate level. Benchmarks are subject to change.

Level/ Accuplacer Scores	Writer Placer (8 pt)	ESL WWP 360 (6 pt)	UG Reading Comp (120 pt)	ESL Language (120 pt)	ESL Reading Skills (120 pt)	ESL Sentence (120 pt)	ESL Listening (120 pt)
Referred to CCE		0 - 1		0 - 61	00 - 61	00 - 61	00 - 61
IEP Level 1		2 - 3		62 - 77	62 - 77	62 - 77	62 - 77
IEP Level 2		3 - 4		78 - 93	78 - 93	78 - 93	78 - 93
IEP Level 3		4 - 5		94 - 109	94 - 109	94 - 109	94 - 109
Referred to UG		5 - 6		110 - 120	110 - 120	110 - 120	110 - 120
ENGL 101	6 - 8		80 - 120				

## DURATION OF INTENSIVE ENGLISH LANGUAGE STUDY

The length of time required to complete the Intensive English Program varies with the language ability, the background, and the performance of the student in his/her studies. Students who enter the program require from one to three semesters to complete the objectives and attain the necessary skills for admission into the degree programs of the University.

## PEDAGOGICAL FOCI

Throughout all of the levels of instruction the focus is on reading, writing, listening and speaking, integrating grammar and vocabulary. As the student's proficiency in English increases, the Intensive English courses become increasingly academic in character. At the advanced level, coursework simulates the academic, credit-bearing University courses.

## CURRICULUM OVERVIEW BY SKILL

### READING THROUGH THE CURRICULUM IN THE IEP

Reading instruction in the IEP has one primary purpose: to provide the student with a battery of discrete yet interrelated skills that will enable him/her to engage effectively and responsibly with both academic and non-academic texts common of entry-level undergraduate coursework. Through regular practice of the skills both separately and, as additional skills are introduced, cumulatively via learning situations requiring self-generated responses to both single paragraphs and multi-paragraph essays, and through application of the skills to texts used for writing assignments, the student will systematically develop and improve overall ability to comprehend college-level English-language texts and thereby increase reading speed and academic vocabulary.

#### Level 1

The student will be introduced to the individual skills of understanding vocabulary in context, recognizing a writer's pattern(s) of organization, identifying a writer's main ideas, extracting a writer's primary supporting points, making inferences, evaluating the relevance of supporting evidence, and recognize factual and organizational similarities and differences between texts in response to low-intermediate to intermediate English for Academic Purposes material. In addition, the student will be introduced to the concept of applying ideas contained within texts to his/her own life.

#### Level 2

The student will develop the individual skills introduced in Level 1 and will be introduced to the additional skills of inferring main idea and analyzing rhetorical choices and analyze the significance of similarities and differences between texts in response to high-intermediate English for Academic Purposes material. In addition, the student will further develop the ability to apply ideas contained within texts to his/her own life.

#### Level 3

The student will refine the individual skills introduced and developed in Levels 1 and 2 and will be introduced to the additional skills of distinguishing between fact and opinion, recognizing solid arguments, and analyzing how texts support and challenge one another, in response to low-advanced English for Academic Purposes material. In addition, the student will further refine the ability to apply ideas contained within texts to his/her own life.

### WRITING THROUGH THE CURRICULUM IN THE IEP

Writing instruction in the IEP has one primary purpose: to provide students with the entry-level academic writing ability necessary for success in introductory undergraduate courses. Through a carefully articulated sequence of writing assignments that will enable the student to gain understanding and appreciation of the writing processes the student will, at each level of instruction, write an in-



class essay and produce a portfolio of finished writing that demonstrates increasing acquisition of composition skills required of writers in the academic community while continuously refining grammatical and mechanical competence.

#### Level 1

The student will be introduced to fundamental activities common to response-based writing assignments. The student will learn to compose formally structured sentences and paragraphs for a variety of academic purposes. In addition, the student will summarize, paraphrase, and integrate information and react to the ideas of published writers while gaining familiarity with guidelines for formatting academic papers and developing grammatical and mechanical competence.

#### Level 2

The student will develop the fundamental skills introduced in Level 1. Level 2 students will further develop formally structured paragraphs and learn to compose formal essays. The student will continue to develop areas of grammatical and mechanical competence.

#### Level 3

The student will refine the skills introduced in Level 1 and developed in Level 2 and will be introduced to the additional skills of synthesizing information from several texts and incorporating quoted material into their own writing. The student will continue to refine the areas of grammatical and mechanical competence.

### **LISTENING THROUGH THE CURRICULUM IN THE IEP**

Listening instruction in the IEP has one primary purpose: to improve the student's ability to effectively comprehend and assess oral English-language activities typical of the entry-level undergraduate academic environment. This goal will be achieved through regular practice involving interactive listening activities that (a) require both selecting correct answers from a limited field and supplying answers to open-ended questions, (b) range from conversations and interviews to complex academic lectures of varying lengths, and (c) increase and enhance academic vocabulary. The student will also learn to develop methods of accurate note taking and organize the ideas and information in a useful written format.

#### Level 1

The student will be introduced to basic listening skills used in everyday academic situations including identifying main ideas, examples, and content and transition words in low-intermediate to intermediate lectures and other oral texts of equivalent level. Special emphasis is given to listening for and recalling specific information while practicing note-taking strategies. In addition, the student will be introduced to appropriate methods of formulating opinions in response to oral text.

#### Level 2

The student will develop the skills introduced in Level 1 and will be introduced to the additional skills of making inferences and identifying inductive and deductive reasoning in intermediate lectures and other oral texts of equivalent level. Special emphasis is given to drawing conclusions and organizing information while practicing note-taking strategies. In addition, the student will be introduced to strategies for personalizing content contained within oral text.

#### Level 3

The student will refine the skills introduced and developed in Levels 1 and 2 and will be introduced to the additional skills of identifying a speaker's pattern(s) of organization, distinguishing between fact and opinion in lectures and interviews, and evaluating the nature and relevance of a speaker's evidence in high-intermediate to low-advanced lectures and other oral texts of equivalent level. Special emphasis is given to listening for and assessing a speaker's overall point or argument while practicing note-taking strategies. In addition, the student will be introduced to appropriate methods of formulating opinions in response to oral text.

## SPEAKING THROUGH THE CURRICULUM IN THE IEP

Speaking instruction in the IEP has one primary purpose: to assist the student in learning to communicate effectively and successfully in public speaking and social contexts common to the academic environment at the introductory undergraduate level. Via pair work, group work, and one-to-one conferences with the instructor, the student will, at each level, be guided through the process and performance of presentations of consistently increasing length focusing on various structures and purposes. Throughout the program, the student will progressively improve the ability to make observations, express opinions, and argue effectively and appropriately while enhancing speaking fluency and accuracy.

### Level 1

The student will be introduced to public speaking skills used in everyday academic situations and in formal presentations at the low-intermediate to intermediate level. The student will learn principles of narration and exposition, basic interview techniques, and fundamental platform skills. Emphasis is on reporting and discussing personal information.

### Level 2

The student will develop the public-speaking skills introduced in Level 1 and will be introduced to the additional skills of principles of demonstration and primary research for presentations at the intermediate level. Emphasis is on reporting and discussing information based on observations outside the self.

### Level 3

The student will refine the public-speaking skills introduced and developed in Levels 1 and 2 and will be introduced to the additional skills of reporting on controversial information without bias, assembling and organizing relevant information for persuasion, and commenting on the nature and relevance of support in the arguments of others for presentations at the high-intermediate to low-advanced level. Emphasis is on orally presenting information derived from written or visual texts.

## VOCABULARY

Vocabulary is an essential and integral part of every language skill. Student acquisition and development of the English language vocabulary is integrated into all the courses of the Intensive English Program. Vocabulary instruction will focus initially on high frequency vocabulary in use in everyday academic English and will then emphasize more advanced academic vocabulary. Most significantly, by the time the student completes the Intensive English Program s/he will be familiar with much of the academic vocabulary that is commonly used and that is necessary for success in university coursework.

## GRAMMAR

The goal is to integrate grammar into the four language skills: reading, writing, listening, and speaking. The purpose is to develop grammatical accuracy in academic writing and speaking and to increase comprehension in academic listening and reading. The emphasis is placed on understanding the form, meaning, and use of grammatical structures.

## PROGRAM BENEFITS

The Intensive English Program at the American University of Kuwait helps prepare students with intensive English training for entrance to the University. Students in the program are integrated into the academic, social, and cultural life of the University giving them a fully enriched experience. Some advantages include:

- Intensive instruction in American English
- Preparation for college entrance

- Cultural orientation to the American model of higher education
- Familiarity and facility with current electronic technologies
- 16-week courses are available from September to January, or from February to June each year
- 10-week summer course available from June to September
- Small class sizes
- Peer Tutoring Center
- Writing Center
- Qualified, advanced-level students may be admitted to AUK without a TOEFL score
- Efficient, effective, integrated, focused and challenging program
- Outstanding instructors with Master's degrees in Teaching English as a Second Language (TESL) or related field with TESOL experience.
- Scholarships for qualified students
- Certificate of Completion or Attendance, along with grade transcript
- Variety of undergraduate courses for advanced learners
- Students may enroll in morning, afternoon, or evening classes:
  - Listening/Speaking
  - Reading/Writing
- Student services:
  - Computer lab access with Internet, e-mail, and software resources
  - Counseling
  - Orientation session
  - Advising

## **HOURS OF STUDY**

A student will receive 20 hours of classroom instruction a week. In addition, a student is required to participate in self-access computer-aid instruction and participate in reading groups for five or more hours each week. These programs consist of independent learning modules in computer, reading, and audio-visual labs.

## **METHODS OF INSTRUCTION IN INTENSIVE ENGLISH**

The methods of instruction are Task-Based, Cognitive Academic Language Learning, and workshop. The texts, materials, equipment and methods used in the Intensive English Program are all state-of-the-art and are designed to meet the student's needs. Instructors are trained and experienced in teaching English as a second language, especially for academic contexts. Intensive English classes are small, and each student will receive extensive individual attention.

## **EVALUATION OF STUDENT PROGRESS**

Student achievement is assessed regularly. Practice tests, presentations, reports, written assignments, short quizzes, midterms, and final examinations are given to assess students' progress in their Intensive English courses. Advancement from one level to a higher level in the Intensive English program is determined by examination, the Instructor's and Director's assessments, a grade of "C" or better, the Exit Exam, and the recommendation of the Instructor.

## **SATISFACTORY COMPLETION OF THE INTENSIVE ENGLISH PROGRAM**

Satisfactory completion of the IEP course is determined by the following criteria:

- 1) Students' course grade results of "C" or better
- 2) Students' achievement in the iBT TOEFL of 70+ or IELTS Exam of 6.5+
- 3) Instructor Recommendations

Continuing students are placed by their completion of and proficiencies attained in the previous level, and in general do not skip levels.

## POLICY ON ATTENDANCE AND LATENESS

Intensive English classes meet daily, Sunday through Thursday. Because of the intensive nature of the program, regular attendance by students in all courses is expected and required. Students are expected to attend all classes and laboratories. All missed classes and laboratories must be made up. A student is responsible for the work that is covered, and for any announcements that are made, during his/her absence. Accordingly, the University has established a policy for attendance, absence, and lateness. Instructors may set more stringent policies; students should consult the syllabus of each course. The University policy is the following:

- Any absence may affect the student's grade, in accordance with the policy outlined in the course syllabus.
- Instructors are not obligated to give substitute assignments or examinations to students who miss class. If a student misses an announced examination or quiz, s/he must present an excuse considered valid by the instructor of the course. The course instructor may then require the student to take a make-up examination. Should there be a question about the validity of any excuse presented by the student, the matter should be referred to the Director of the Intensive English Program.
- Instructors are expected to maintain attendance records and to draw the student's attention to attendance requirements noted in the course syllabus.
- In the event that a student misses more than 15% of the class sessions in any one class or combination of classes (whichever comes first) for any reason, the instructor will inform the Director of the Intensive English Program, and the Director will advise the student to withdraw from the program. If the student hasn't withdrawn by the last withdrawal date, the student may be subject to an administrative withdrawal or final grade of 'F'.
- If a student has been suspended due to academic and/or non-academic reasons, temporarily banning him/her from the University, the student is required to make up all course work for the time suspended. Suspension does not constitute an excused absence.
- In case of serious illness, a student may petition The College of Arts and Sciences/the Director of the Intensive English Program for exemption from regular class attendance. The student must provide medical reports and supporting documentation demonstrating that s/he may not be able to attend class regularly. The Director of the Intensive English Program, in consultation with the Instructor(s), will determine the course of action regarding the student's progress in his/her course(s).

## ADVISING

IEP students are provided academic advisement by the Academic Advising Center. Depending on the intended major, the student will receive assistance with developing an educational plan designed to ensure progress towards the degree. Intensive English Program students that matriculate to the undergraduate program will be assigned a Faculty Advisor after officially declaring a Major.

## CERTIFICATE OF COMPLETION

Certificate of Completion provides proof of English language skills to undergraduate admissions. Students who complete Level 3 with a grade of "C" or above are exempt from the English admissions test and TOEFL Exam required for post-secondary programs at the American University of Kuwait.

## ACADEMIC DISMISSAL

At the end of the third consecutive semester with a grade below "C" a student will be academically

withdrawn from IEP. Academically dismissed students should remain dismissed for a period of one semester and may again seek readmission to AUK-IEP after this period of dismissal.

## **APPEAL PROCESS AND REINSTATEMENT**

If a student chooses to appeal an academic dismissal, the appeal will be reviewed by the IEP Academic Standards Committee. The Academic Standards Committee may elect to allow the dismissed student to return to AUK as a reinstated student for a period of up to one year (two consecutive regular semesters and a summer). Reinstated dismissed students are only allowed to repeat courses in which grades of “D” or “F” were earned.

Students are required to participate in the academic support programs as defined by the Retention Specialist. Failure to comply with the program as defined by the Retention Specialist jeopardizes the student’s continued enrollment at AUK-IEP.

If the reinstated student has not increased his/her grade to “C” or above by the end of the reinstatement period, s/he will be academically dismissed without appeal.

## COURSE DESCRIPTIONS - Intensive English (IENG)

### **IENG 010 Intermediate Intensive English Level 1** **Oral Communication I**

This course focuses on introducing listening and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will engage with academically-oriented lectures and other material to improve comprehension, note-taking skills, vocabulary, correctness, and fluency in the execution of formal presentations. Exit exam required. Credit earned cannot be used for graduation. Prerequisite: ACCUPLACER (LPT 62-77.5). Co-requisite: IENG 011.

### **IENG 011 Intermediate Intensive English Level 1** **Critical Reading and Writing I**

This course focuses on introducing reading and writing skills necessary for success in the academic environment. Under the close supervision of the instructor and using the workshop method, the student will utilize academic text material to analyze, evaluate, summarize, paraphrase, and synthesize information and ideas taken from a variety of sources in the creation of formal writing assignments. The student is guided through methods of responding appropriately to ideas contained within texts. Exit exam required. Credit earned cannot be used for graduation. Prerequisite: ACCUPLACER (LPT 62-77.5) (ESL Write Placer 2-3). Co-requisite: IENG 010.

### **IENG 020 High Intermediate Intensive English Level 2** **Oral Communication II**

This course focuses on developing listening and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will engage with academically-oriented lectures and other material to extend comprehension, note-taking skills, vocabulary, correctness, and fluency in the execution of formal presentations. Exit exam required. Credit earned cannot be used for graduation. Prerequisite: ACCUPLACER (LPT 78-93.5). Co-requisite: IENG 021.

### **IENG 021 High Intermediate Intensive English Level 2** **Critical Reading and Writing II**

This course focuses on developing reading and writing skills necessary for success in the academic environment. Under the close supervision of the instructor and using the workshop method, the student will utilize academic text material to analyze, evaluate, summarize, paraphrase, and synthesize information and ideas taken from a variety of sources in the creation of paragraphs and short essays. The student is guided through methods of appropriately extending and supporting ideas contained within texts. Exit exam required. Credit earned cannot be used for graduation. Prerequisite: ACCUPLACER (LPT 78-93.5) (ESL Write Placer 3-4). Co-requisite: IENG 020.

### **IENG 030 Advanced Intensive English Level 3** **Oral Communication III**

This course focuses on refining listening and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will engage with academically-oriented lectures and other material to extend comprehension, note-taking skills, vocabulary, correctness, and fluency in the execution of formal presentations. Exit Exam Required. Credit earned cannot be used for graduation. Successful completion of this course will prepare students for entry into English 101. Prerequisite: ACCUPLACER (LPT 94-109.5). Co-requisite: IENG 031.

**IENG 031      Advanced Intensive English Level 3**

**Critical Reading and  
Writing III**

This course focuses on refining reading and writing skills necessary for success in the academic environment. Under the close supervision of the instructor and using the workshop method, students will utilize academic text material to analyze, evaluate, summarize, paraphrase, and synthesize information and ideas taken from a variety of sources in the creation of essays. The student is guided through methods of appropriately expanding and challenging ideas contained within academic texts. Exit exam required. Credit earned cannot be used for graduation. Successful completion of this course will prepare students for entry into English 101. Prerequisite: ACCUPLACER (LPT 94-109.5) (ESL Write Placer 4-5). Co-requisite: IENG 030.

# ADMINISTRATIVE AND **STUDENT AFFAIRS**

## OBJECTIVES

### OFFICE OF THE VICE PRESIDENT OF ADMINISTRATIVE & STUDENT AFFAIRS

#### STUDENT AFFAIRS

##### Office of Student Life

*Mission*

*Objectives*

*Student Activities*

*The Wolfpack Hangout*

*Clubs and Organizations*

*Student Government Association*

*Student Publications*

*Athletic Sports & Recreational Programs*

*Judicial Affairs*

*University IDs*

##### Career Services and Wellness Center

*Career Services*

*Disability Accommodations*

*Personal Counseling*

*Student Employment*

*Alumni Affairs*

*AUK Clinic*







# ADMINISTRATIVE AND STUDENT AFFAIRS

Administrative and Student Affairs is home to a variety of programs and services designed to ensure the AUK community is an optimal environment for teaching and learning.

## OBJECTIVES

- Support the institutional mission by ensuring the programs and services related to the University's administrative infrastructure are effective and efficient.
- Maintain services and programs which facilitate student mental and physical wellbeing enabling them to succeed academically and socially.
- Facilitate opportunities for students designed to promote global awareness, social integration, civic responsibility and characteristics such as self-awareness, personal growth, collegiality, fairness, and lifelong learning.
- Engage in relationships, with internal and external communities designed to create and sustain lifelong learning and workforce development initiatives through extended education.

Our University is a community dedicated to working together to create conditions that support teaching, learning and personal growth. Each individual is expected to honor his/her obligations and commitments. Thus, the rules and regulations of the University constitute not only basic and uncompromising standards and guidelines for conduct on and off campus, but are also commitments that all are obligated to respect, honor and promote when one becomes a member of the AUK community. The Department of Student Affairs, Office of Student Life enforces the rules and regulations concerning student conduct at the University. The University reserves the right, through due process, to take disciplinary action against students for violations of institutional standards of behavior and academic regulations and procedures, which are defined in this Catalog and the Student Planner & Handbook.

AUK, as a learning community, is compelled morally and ethically, to uphold and promote the highest academic and behavioral standards among its students.

## **OFFICE OF THE VICE PRESIDENT OF ADMINISTRATIVE & STUDENT AFFAIRS**

### **Greetings from the Vice President of Administrative & Student Affairs!**

Welcome to the Wolfpack family. We live by the mottos Bringing the University to Life and Serving the AUK Community! Over the next few years, you will be challenged intellectually, personally, physically and emotionally. And you will win! The odds are in your favor because there is a team of professionals ready to assist you in defining and reaching your personal, educational and career goals as well as a group working to ensure the AUK environment is conducive to learning. We are committed to your success.

In partnership with many others at AUK, the Office of the Vice President of Administrative & Student Affairs is responsible for leading the organizational units that support the moral, social, cultural, and physical development of the student. From wellness, health services, and student leadership to athletics, career exploration, or just simply listening to your concerns, we encourage students to take full advantage of all the resources and opportunities that AUK has to offer. Challenge yourself. We are confident that our numerous programs and services will help you rise to the occasion and turn your dreams into realities. For additional information about your life as a student, please visit the Student Affairs section of the University website at [www.auk.edu.kw](http://www.auk.edu.kw) or for AUK community members check out the AUK Portal.

**Dr. Carol Ross-Scott**

*Vice President, Administrative & Student Affairs*

## **STUDENT AFFAIRS**

The Department of Student Affairs believes that students are more apt to be successful if they lead a balanced academic and social collegiate life. The Offices within Student Affairs are devoted to providing extra- and co-curricular programs and services for students that are designed to enhance one's academic life and encourage social growth and maturity.

Involvement in campus life outside the classroom is an important component of a well-rounded college experience. Student Affairs through the Office of Student Life and Career Services and Wellness hosts a variety of cultural, educational, social, recreational, career and health related activities and services. In addition, the staff provide programming and support for student organizations, the Student Government Association and alumni. Co-curricular, student leadership, athletic and intramural sports programs, student employment, counseling and healthy living as well as student adjudication are also coordinated by Student Affairs.

Through its programs and services the department's goal is to enhance our student's positive and proactive attitude towards himself/herself, the community and the world while they continue to Learn Think and Become.

# OFFICE OF STUDENT LIFE

## **MISSION:**

The Office of Student Life's mission is to create a campus environment that encourages personal growth and promotes professional, ethical, intellectual and physical development through student engagement in lifelong learning opportunities outside the classroom.

## **OBJECTIVES:**

### **Personal Growth & Responsibility**

Create and facilitate opportunities to assist students in developing lifelong skills which promote positive values, personal integrity, individual responsibility, communication skills, and working as a member of a team.

### **Student & Civic Engagement**

Facilitate student perception of social responsibility to a greater community beyond themselves within AUK and Kuwait, in an effort to promote personal and ethical accountability and growth.

### **Diversity & Social Responsibility**

Create and promote programs that will assist students in fostering a better understanding of campus and world diversity while learning to respect all cultures, people, and differences to enhance relationships and gain a more professional and intellectual knowledgebase.

### **Healthy & Recreational Activities**

Develop and provide students the opportunity to participate in intramural sports, athletics, and activities to promote a healthy lifestyle and encourage physical fitness.

### **Fun & Interactive Experiences**

Ensure activities are provided throughout the year that allow students to engage in a welcoming, fun and social learning environment which encourages personal growth.

## **STUDENT ACTIVITIES**

A variety of activities and events are organized for students throughout the year. Events have included movie nights, guest speakers, various competitions, social nights and many educational and entertaining activities. In addition, a variety of annual events take place, including welcome back barbecues, cooking competition, AUK amazing race, cart race, international week, social awareness week, art exhibition and the AUK volunteer program. Students receive weekly announcements via email as well as through flyers, social networks and SMS to keep them informed about campus happenings.

## **THE WOLFPACK HANGOUT**

Students have the opportunity to relax and/or entertain themselves at the University student activity lounge. They can spend free time playing board games, PlayStation, Wii, Table Tennis, Pool, Foosball, Air Hockey or watch television. In addition the Hangout coordinates larger scale activities for students throughout the year such as Big Day Out, Haunted House, Foosball and Pool tournaments to name a few. The Wolfpack Hangout is located by gate number 1 and is open weekdays from 8 am to 10 pm.

## **CLUBS AND ORGANIZATIONS**

Student organizations and clubs also contribute to the total college experience. Students can join or establish clubs and organizations, from the academic and literary to the social and cultural. Currently, there are 30 active organizations on campus for which students can join and participate. To apply for University recognition, organizations must have a minimum of 5 committed members to the club or organization. Each student club or organization shall elect

or appoint an executive board consisting of (at a minimum) a president, secretary and treasurer. Student Organizations are open to any registered and eligible student in good academic and behavioral standing at the American University of Kuwait. An Involvement Fair is held twice a year, once every semester to encourage recruitment for clubs and membership. Detailed information on campus organizations can be obtained from the Office of Student Life.

### **STUDENT GOVERNMENT ASSOCIATION**

The University encourages the active participation of the Student Government Association (SGA) in University life. SGA provides an opportunity for students to hone their leadership skills and practice participatory government.

The SGA, including student representatives from various campus constituencies, through the General Assembly, is the principle medium of the student voice in University affairs. The SGA also has a voice in the creation, organization, and functioning of many student activities as well as the opportunity to serve on University committees where student representation is required.

### **STUDENT PUBLICATIONS**

Student publications serve as an important media for information and communication with fellow students, and for creating and maintaining an environment of academic freedom and free expression. The University-sponsored student newspaper, *The Voice of AUK*, provides students with reporting, editorial and management experiences and skills development. All student-run print or electronic media are expected to observe the established standards of professional journalism.

Student organizations are advised and guided by faculty. The Vice President of Administrative and Student Affairs or designee has the supervisory and ultimate responsibility for all student publications sponsored through the Office of Student Life.

### **ATHLETIC SPORTS & RECREATIONAL PROGRAMS**

Students participating in intercollegiate athletics and recreational programs are given the opportunity to improve their fitness level and athletic skills, while developing teamwork, leadership, sportsmanship and self-confidence. These extracurricular activities help to develop important social, emotional, and intellectual skills that can assist students in becoming well rounded individuals.

Intercollegiate athletics are organized sporting events between higher education institutions. Opportunities to compete in soccer, basketball, volleyball, tennis, table tennis, squash, and swimming are offered to both male and female students. Student-athletes represent AUK in various local and regional competitions throughout the year.

Recreational programs allow members of the AUK Community (students, alumni, faculty and staff) to participate in fitness classes, learn a new sport, or compete in intramural sports. AUK offers a variety of fitness classes, from aerobics to yoga to kickboxing. Each semester a different sport is introduced for the AUK Community to try; such as golf, paintball, and archery. Throughout the year intramural tournaments are organized for soccer, basketball, volleyball, table tennis, billiards, PS3, Wii, dodgeball, etc. This variety of individual and team sports allows the AUK Community the chance to find an extracurricular activity in which to be involved. For more information, contact the Office of Student Life.

### **JUDICIAL AFFAIRS**

AUK students must comply with the academic and behavioral regulations of the American University of Kuwait as well as observe national laws. Student Affairs is responsible for adjudicating the behavioral violations of the Code of Conduct. Violations related to classroom conduct are adjudicated by Academic Affairs. Violations may include but are not limited to campus safety regulations, institutional operational procedures, misuse of campus facilities, and

actions which impede upon the educational process. Judicial Affairs encompasses the services which oversee infractions of institutional policy. Institutional policies which govern student behavior are addressed in the Student Code of Conduct; inclusive of policy and procedural components, which are listed in full detail in the Student Planner & Handbook.

*For more information regarding Student Rights & Responsibilities and the Student Code of Conduct please refer to the most recent edition of the Student Planner & Handbook which can be found on the website at [www.auk.edu.kw](http://www.auk.edu.kw) or at the Office of Student Life.*

### **UNIVERSITY ID's**

Students, staff and faculty must have an official University identification card (ID) to access the AUK campus. Staff and faculty ID cards are provided as part of the orientation process. Students collect their ID cards from the Office of Student Life at the beginning of their first semester. Students must update their ID cards at the beginning of every semester to verify current enrollment. Members of the AUK community must present an official ID card upon request from any University official. ID card updates and replacement of IDs (due to loss or damage) are done through the Office of Student Life.

To find out more information about any Student Life programs or services stop by the office or contact by phone at Ext. **232**, or by email: [studentlife@auk.edu.kw](mailto:studentlife@auk.edu.kw).

## **CAREER SERVICES AND WELLNESS CENTER**

The Career Services and Wellness Center (CSW) at AUK offers a wide range of services and opportunities for students to make the most out of their University experience. Services include personal counseling, career counseling, student employment, healthy living and disability services. The Department's role is to support the growth and development of students as individuals and professionals.

### **CAREER SERVICES**

The career counselor provides solution focused counseling services and support for current students and alumni. The following services are available at the Career Center:

- Career counseling
- Assistance with graduate school applications
- Interviewing skills
- Personal Statement reviews
- Mock Interviews
- Cover Letter critiques
- Career Assessments
- Plan and access to on campus interviews
- Access to Job Postings
- Resume/CV critiques
- Access to employer's database
- Plan AUK career fairs
- Assistance locating internships
- Access to career related workshops

### **DISABILITY ACCOMMODATIONS**

AUK endeavors to provide disabled students with services designed to facilitate learning. Disabling conditions may include long-term illness, mental health condition, or specific learning disability. Reasonable limited services include accommodations such as extended time during exams, assistance with taking notes, audio taping, class notes, proctoring exams outside the classroom, providing handicapped parking, and special materials for classroom.

### **PERSONAL COUNSELING**

Personal counseling is provided to students to assist them with concerns including anxiety, depression, relationship issues, interpersonal relationships, academic concerns, family and social issues, and personal problems. Counseling approaches are personalized to fit the students' needs and are confidential.

### **STUDENT EMPLOYMENT**

The AUK on-campus student employment program is designed to support a student's educational experience while providing a necessary service to the University community. Students acquire skills that can enhance their employability and benefit them in any career. AUK students have the opportunity to work in various departments of the university. The university employs students based on departmental needs and resources, and the individual skill set an applicant brings to the required position.

### **ALUMNI AFFAIRS**

Alumni Affairs considers all graduates of the American University of Kuwait as members of the Alumni Association. Alumni receive several benefits including alumni ID card, bi-annual newsletter, library access and database privileges, alumni email account, career services support, Center for Continuing Education discounts as well as an invitation to networking and University events. Through a variety of initiatives, events, services and communication, the Alumni Affairs program promotes positive interaction between the University and Alumni.

### **AUK CLINIC**

The AUK Health Clinic is designed to provide basic care for community members in immediate need of medical attention. The staff consists of trained nurses that are able to evaluate the level of care needed for patients. The goal of the clinic is to encourage a healthy and safe environment.

# UNIVERSITY FACULTY & ADMINISTRATION

## UNDERGRADUATE FACULTY

College of Arts and Sciences

*Division of Arts and Humanities*

*Division of Sciences and Engineering*

*Division of Social Sciences*

College of Business and Economics

## INTENSIVE ENGLISH PROGRAM INSTRUCTORS

## UNIVERSITY ADMINISTRATION

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# UNIVERSITY FACULTY & ADMINISTRATION

## UNDERGRADUATE FACULTY

### COLLEGE OF ARTS AND SCIENCES

#### DIVISION OF ARTS AND HUMANITIES

**AKBAR, Mohammad**, Assistant Professor of Communication; Ph.D., 2005, *American University in London*, London, UK.

**AL-HUMAIDI, Hamed**, Assistant Professor of Arabic; Ph.D., 2003, *University of Leeds*, Leeds, UK.

**AL-KHOULI, Khitam**, Assistant Professor of Arabic; Ph.D., 2008, *Institute of Arabic Research*, Cairo, Egypt.

**ANDERSEN, William**, Assistant Professor of Studio Arts/Graphic Design; M.F.A., 2000, *School of the Art Institute of Chicago*, Chicago, Illinois, USA.

**ARMSTRONG, Bethany**, Assistant Professor of Graphic Design; M.F.A., 2010, *School of the Art Institute of Chicago*, Illinois, USA.

**AWWAD, Rawda**, Assistant Professor of English; Ph.D., 1997, *Duquesne University*, Pittsburgh, Pennsylvania, USA.

**BAUER, George**, Professor of Art History/Studio Arts; Ph.D., 2002, *Texas Tech University*, Lubbock, Texas, USA.

**DeANGELIS, Angelica**, Assistant Professor of English Language and Literature; Ph.D., 2002, *University of California- Santa Barbara*, California, USA.

**DYKES, Melissa**, Assistant Professor of English; Ph.D., 2000, *Kent State University*, Kent, Ohio, USA.

**FARRIN, Raymond**, Associate Professor of Arabic Language and Literature; Ph.D., 2006, *University of California*, Berkeley, California, USA.

**FIANNACA, Joseph**, Senior Instructor of French Language and Literature; M.A., 2002, *Stendhal University*, Grenoble, France.

**GOSTA, Tamara**, Assistant Professor of English; Ph.D., 2010, *Georgia State University*, Atlanta, Georgia, USA.

**HOSSEINIA, Maryam**, Assistant Professor of Graphic Design; M.F.A., 2002, *Minneapolis College of Art and Design*, Minneapolis, Minnesota, USA.

- KAPOSI, Ildiko**, Assistant Professor of Communication; Ph.D., 2006, *Central European University*, Budapest, Hungary.
- KHAIR, Ramy**, Assistant Professor of Graphic Design; M.P.S., 2002, *Tisch School of the Arts*, New York University, New York, USA.
- KLEYPAS, Kathryn**, Assistant Professor of English Language and Literature; Ph.D., 2001, *State University of New York at Stony Brook*, Stony Brook, New York, USA.
- KONONOVA, Anastasia**, Assistant Professor of Journalism and Communication; Ph.D., 2010, *University of Missouri*, Columbia, Missouri, USA.
- KULCHITSKY, Marcella**, Assistant Professor of Graphic Design; M.F.A., 1989, *Boston University*, Boston, Massachusetts, USA.
- LAWRENCE, Sharon**, Assistant Professor of Studio Arts; M.F.A., 2007, *Savannah College of Art and Design*, Savannah, Georgia, USA.
- LOOMIS, Craig**, Associate Professor of English Language and Literature; Ph.D., 1992, *University of Toledo*, Toledo, Ohio, USA.
- McDOUGALL, James**, Assistant Professor of English; Ph.D., 2007, *University of Florida*, Gainesville, Florida, USA.
- MITCHELL, Charles**, Instructor of Communication; M.S., 2001, *Columbia University*, New York, USA.
- MOHAMED, Ghaidaa**, Instructor of Arabic; M.A., 2005, *Indiana University*, Bloomington, Indiana, USA.
- MOHAMMAD, Malek**, Assistant Professor of English; Ph.D., 2010, *Texas A&M University*, College Station, Texas, USA.
- NASSIR, Ghazi**, Associate Professor of English Language and Literature; Ph.D., 1989, *Florida State University*, Tallahassee, Florida, USA.
- NIXON, Kathy**, Assistant Professor of English; Ph.D., 2008, *University of Virginia*, Charlottesville, Virginia, USA.
- QUEEN, Mary**, Assistant Professor of English Language and Literature; Ph.D., 2005, *Syracuse University*, Syracuse, New York, USA.
- SATTI, Mohamed**, Assistant Professor of Communication/Media; Ph.D., 2009, *Ohio University*, Athens, Ohio, USA.
- STAMOS, Antonia**, Assistant Professor of Art History; Ph.D., 2006, *Temple University*, Philadelphia, Pennsylvania, USA.
- TAMIMI, Maher**, Instructor of Arabic; M.A., 1998, *Ohio State University*, Columbus, Ohio, USA.
- URKEVICH, Lisa**, Associate Professor of Musicology/Ethnomusicology; Ph.D., 1997, *University of Maryland*, College Park, Maryland, USA.
- ZAVALIY, Andrei**, Assistant Professor of Philosophy; Ph.D., 2008, *City University of New York*, New York, USA.

**DIVISION OF SCIENCES AND ENGINEERING**

**ABBAS, Momeni**, Assistant Professor of Mathematics; Ph.D., 2004, *Sarif University of Technology*, Tehran, Iran.

**ABU AL-MAATI, Shereef**, Associate Professor of Computer Science and Information Systems; Ph.D., 1998, *Florida Institute of Technology*, Melbourne, Florida, USA.

**ABU RSHAIID, Dima**, Instructor of Computer Science and Information Systems; M.S., 2003, *Kuwait University*, Kuwait.

**AFRASSIABI, Alidad**, Teaching Assistant; B.Sc., 2002, *Queen Mary and Westfield College, University of London*, London, UK.

**AL-MUTAIRI, Mutlaq**, Assistant Professor of Mathematics; Ph.D., 2004, *University of Central Florida*, Orlando, Florida, USA.

**ARISTIDOU, Michael**, Assistant Professor of Mathematics; Ph.D., 2005, *Louisiana State University*, Baton Rouge, Louisiana, USA.

**AWAD, Mohamad**, Assistant Professor of Electrical and Computer Engineering; Ph.D., 2009, *University of Waterloo*, Ontario, Canada.

**BASHA, Noura**, Lab Instructor of Biology; B.S. in Medical Laboratory, 2003, *Kuwait University*, Kuwait.

**CHARARA, Ali**, Associate Professor of Biology; Ph.D., 1997, *Laval University*, Québec City, Québec, Canada.

**DAMAJ, Issam**, Assistant Professor of Computer Engineering; Ph.D., 2004, *London South Bank University*, London, UK.

**EL-ABD, Mohammed**, Assistant Professor of Computer Engineering, Ph.D., 2008, *University of Waterloo*, Waterloo, Ontario, Canada.

**EL MOR, Christo**, Assistant Professor of Information Systems; Ph.D., 1997, *Compiegne University of Technology*, Compiegne, France.

**GEORGI, Donia**, Lab Instructor of Physics; M.Sc., Physics 1998, *Mabatma Gandhi University*, Kerala, India.

**GHULOUM, Abdulaziz**, Assistant Professor of Computer Science and Information Systems; Ph.D., 2008, *Indiana University*, Bloomington, Indiana, USA.

**JALLAD, Karim**, Associate Professor of Chemistry; Ph.D., 2001, *Purdue University*, West Lafayette, Indiana, USA.

**KHANFAR, Husni**, Lab Instructor /Teaching Assistant of Computer Engineering, M.Sc., 2010, *Halmstad University*, Halmstad, Sweden.

**LIVSEY, Monique**, Instructor of Mathematics; M.Arch, 1999, *Georgia Institute of Technology*, Atlanta, Georgia, USA.

**LUKIC, Jelena**, Teaching Assistant in Math; M.S. in Geology Engineering, 2003, *Belgrade University*, Belgrade, Serbia.

**MAHASSEN, Hania**, Assistant Professor of Mathematics; Ph.D., 2008, *University of Vermont*, Burlington, Vermont, USA.

**MOSAAD, Neamat**, Associate Professor of Physics; Ph.D., 1987, *University of Strathclyde*, Glasgow, Scotland, UK.

**TESSIER, Fernand**, Associate Professor of Mathematics; M.Sc., 1970, *McGill University*, Montreal, Québec, Canada.

**YOUSAFZAI, Jibran Khan**, Assistant Professor of Computer and Electronic Engineering, Ph.D., 2010, *King's College*, London, UK.

**ZEID, Amir**, Assistant Professor of Computer Science; Ph.D.; 2000, *Carleton University*, Ottawa, Ontario, Canada.

**ZOGHEIB, Bashar**, Associate Professor of Mathematics; Ph.D., 2006, *University of Windsor*, Windsor, Ontario, Canada.

## **DIVISION OF SOCIAL SCIENCES**

**AL-AWADI, Hesham**, Associate Professor of Political Science and History; Ph.D., 2003, *University of Exeter*, Exeter, UK.

**AL-NAKIB, Farah**, Assistant Professor of History; Ph.D., 2011, *School of Oriental and African Studies, University of London*, London, UK.

**DINKHA, Juliet**, Associate Professor of Psychology; Psy. D., 2000, *Illinois School of Professional Psychology*, Chicago, Illinois, USA.

**HAMZEH, Nizar**, Dean, College of Arts & sciences, Professor of Political Science and International Law; Ph.D., 1986, *University of Southern California*, Los Angeles, California, USA.

**IRANI, George Emile**, Associate Professor of International Relations; Ph.D., 1984, *University of Southern California*, Los Angeles, California, USA.

**KELLY, Marjorie**, Assistant Professor of Anthropology; Ph.D., 1993, *University of California*, Los Angeles, California, USA.

**KULCHITSKY, Dmytro Roman**, Assistant Professor of International Studies and Public Policy; Ph.D., 2001, *George Mason University*, Fairfax, Virginia, USA.

**LUCIANO, Pellegrino**, Assistant Professor of Anthropology; Ph.D., 2005, *City University of New York*, New York, USA.

**MUNSHI, Shoma**, Professor of Anthropology; Ph.D., 1990, *Ecole des Hautes Etudes en Sciences Sociales*, Paris, France.

**OHAN, Christopher**, Associate Professor of History; Ph.D., 1997, *University of Texas at Arlington*, Arlington, Texas, USA.

**ROSE, James L.** Assistant Professor of Psychology; Ph.D., 1999, *University of Virginia*, Charlottesville, Virginia, USA.

**VATANDOUST, Gholamreza**, Visiting Associate Professor of History; Ph.D., 1977, *University of Washington*, Seattle, Washington, USA.

# COLLEGE OF BUSINESS AND ECONOMICS

**ALJAMAL, Ali**, Assistant Professor of Economics; Ph.D., 1999, *University of Arizona*, Tucson, Arizona, USA.

**ANKLI, Robert**, Visiting Professor of Economics/Operations Management; Ph.D., 1969, *University of Illinois*, Urbana-Champaign, Illinois, USA.

**ARNOUS, Hanan**, Instructor of Marketing; M.B.A., 2006, *Athabasca University*, Canada

**AL-SALEM, Athmar**, Associate Professor of Management; D.Sc., 1989, *School of Engineering and Applied Science (SEAS), The George Washington University*, Washington, DC, USA.

**BAGNIED, Mohsen**, Associate Professor of Marketing and Management; Ph.D., 1973, *University of Maryland*, College Park, Maryland, USA.

**CADER, Hanas**, Associate Professor of Economics; Ph.D., 2006, *Kansas State University*, Manhattan, Kansas, USA.

**CHIEMEKE, Charles**, Assistant Professor of Economics; Ph.D., 2004, *Vienna University of Economics and Business Administration*, Vienna, Austria.

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 University Driver / Services Assistant  
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 Office Attendant  
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 Accountant, Budget & Scholarship  
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Assistant-Visa & Residency  
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