

AMERICAN UNIVERSITY OF KUWAIT
CATALOG

2006-2007 EDITION
EFFECTIVE FALL 2006

Information, programs and courses
are subject to change at the
discretion of the
Board of Trustees and
Administration of the American
University of Kuwait

CONTENTS

CONTACT INFORMATION

ACADEMIC CALENDAR

MESSAGE FROM THE PRESIDENT

THE AMERICAN UNIVERSITY OF KUWAIT

Board of Trustees

President's Cabinet

~~The University instead of the University~~

AUK and Dartmouth College

Campus Environment

- **Segregation**
- A Safe and Substance-Free Campus
- Smoking Policy
- The Administration Building
- The Academic Buildings

Academic Resources

- University Library
- Student Success Center
- Testing Center
- Writing Center

University Laboratories

- Computer Laboratories
- Science Laboratories

Community Resources

- Center for Continuing Education
- Gulf Studies and Dialogue Center

On-Campus Services

- AUK Bookstore
- Banking
- Business Center
- Electronic Mail Services (E-Mail)
- Food Services and Coffee Shops
- Health Care Services
- Parking
- Student Accounts

ADMISSION, REGISTRATION GUIDANCE AND TUITION

Admission Overview

Admission Process

- Step I: Application
- Step II: Confirmation and Enrollment Deposit
- Step III: Final Transcript

Admission Categories and Requirements

- English Competency
- Undergraduate First Year

- Undergraduate Transfer
- Pre-University Intensive English Program

- **Grade Point Average Requirements**

Additional Information for Applicants

- **AUK Application Form**
- High School Transcripts
- **High School Equivalency**
- **Letters of Recommendations**
- **Personal Essay**
- **Application Fee**
- Test of English as a Foreign Language (TOEFL)
- Optional Examinations
 - SAT II: Subject Tests
 - Advanced Placement (AP)
 - A Level (IGCSE)
 - International Baccalaureate (IB)

Admission Application Timelines

Conditional Admission

~~The Provisional Acceptance Status (PASS) Program~~

Visiting Students

Second Bachelor's Degree

Non-Degree Program

- Academic Standards
- Transferring from Non-Degree Status to Degree-Seeking Status
- Tuition and Fees for the Non-Degree Program

Applicants with Disabilities

Academic Scholarships

- Scholarship Application Process
- Scholarship Application Deadline

Deferred Admission

Readmission

Registration Guidance

- Placement, Advising and Registration (PAR)
- Placement Testing
- Advisement
- Registration

Student Tuition Fees and Charges

- Student Fees and Charges
- Enrollment Deposit
- **Legal Contract**
- **Payment of Fees and Charges**
- **Deregistration**
- **Non-Payment**
- **Tuition Fees Refund**
- **Holds**
- **Payment Options**

GENERAL UNIVERSITY ACADEMIC INFORMATION

Academic Advising

Academic Policy

- Class Attendance
- Grading System
- Computing the Grade Point Average
- Incomplete Grades and Make-Up Requirements
- Change of Final Grade
- Course Repetition Policy
- Academic Probation
- Removal of Academic Probation
- Academic Dismissal and Appeal Process
- Registration
- Registration Priority
- Registration Holds
- Drop and Add
- Pass-Fail Option
- Independent Study Courses
- Auditing a Class
- Withdrawal from Individual Courses
- Late Withdrawal from Individual Courses
- Withdrawal from the University
- Leave of Absence
- Resuming Study at AUK
- Study at another Institution

Courses and Class Schedules

- Course Schedules
- Course Code, Level, Title and Credit Hours Information
- Courses Numbered 099 or Below
- Course Prerequisites
- Course Corequisites
- Course Credit Value
- University Academic Operation and Class Periods
- Course Descriptions and Syllabi
- Official Student Class Standing
- Student Academic Load

Categories of Students

- Full-Time Students
- Part-Time Students
- Summer School

Graduation

- Graduation and Credit Hour Requirements
- Application for Graduation
- Undergraduate Catalog Requirements
- Degree Audit
- Conferral of Degrees and Commencement
- Major Requirements and Declaration of Major

- Double Major
- Minor Requirements and Declaration of Minor(s)
- Change in Degree Programs, Major and/or Minor
- Names on Degrees
- Student Academic Record
 - *Permanent Record*
 - *Transcripts*
 - *Disclosure of Student Records*

University Honors and Awards

- Dean's Honor List
- Graduation Honors

University Liability

PRE-UNIVERSITY INTENSIVE ENGLISH PROGRAM

Admission and Placement

Duration of Study

Pedagogical Foci

- Reading
- Writing, Grammar and Vocabulary
- Listening and Speaking
- Hours of Study

Methods of Instruction

Evaluation of Student Progress

Policy on Attendance and Lateness

Course Description

UNIVERSITY DEGREE PROGRAMS

University Degree Requirements

- General Education Requirements
- Graduation and Credit Hour Requirements
- Two Bachelor Degrees
- Major Requirements and Declaration of Major
- Double Major
- Minor(s) and Declaration of Minor(s)
- Good Academic Standing Requirement for Graduation
- Change or Transfer in Degree Program (Major)

COLLEGE OF ARTS AND SCIENCES

Dean of Academic Affairs

Academic Divisions

- Business and Economics
- Humanities and Arts
- Sciences
- Social Sciences

Degree Programs

- Anthropology and Sociology (B.A.)
- Business Administration (B.B.A.)
- Communication and Media (B.A.)

- Computer Science (B.S.)
- Economics (B.A.)
- English Language and Literature (B.A.)
- History and International Studies (B.A.)
- Information Systems (B.S.)

Minors

- Graphic Design
- Natural Sciences
- Psychology
- Visual-Performing Arts

Course Descriptions by Discipline

DIVISION OF STUDENT AFFAIRS

Dean of Student Affairs Office

Student Success Center

- Academic Advising
- Academic Support
- Career and Personal Counseling
- Disability Support Services
- Healthy Student Living

Testing Services

- Placement Testing and PAR
- Faculty Support
- Special Accommodations
- Services Provided to AUK and Non-AUK Students

Student Life

- Clubs and Organizations
- Student Government Association
- Intramurals
- On-Campus Employment
- Student Ombudsman
- Student Publications

University Code of Conduct

Code of Academic Honesty

UNIVERSITY FACULTY

UNIVERSITY ADMINISTRATION

CONTACT INFORMATION

American University of Kuwait
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General Information

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Pre-University Intensive English Program

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University Library

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~~AMERICAN UNIVERSITY OF KUWAIT~~

2006-2007 ACADEMIC CALENDAR

FALL SEMESTER 2006

September

03-06	Su-W	Faculty Orientation
09-11	Sa-M	Placement, Advising and Registration and New Student Orientation
13	W	Tuition and Fees due
16	Sa	Fall semester and 1st Block courses begin
20	W	Last day of Drop/Add for Fall semester and 1 st Block courses Last day to withdraw from the University with a 90% refund Last day to submit Permission to Audit form Last day to submit a Pass/Fail Option form
23	Sa	Holy Month of Ramadan begins. Ramadan course schedule in effect
27	W	Last day to withdraw from individual Fall semester and 1 st Block courses with a 50% refund Last day to withdraw from the University with a 50% refund
30	Sa	Tuition and Fees for Drop/Add courses due

October

11	W	Last day to withdraw with a W from 1 st Block courses
23	M	Eid Al-Fitr starts. University closed
25	W	Eid Al-Fitr ends. University resumes operations on Saturday
31	T	Late Withdrawal deadline for 1st Block courses

November

1	W	Disbursement of Fall semester refunds
6	M	Midterm grades for Fall semester courses due
7	T	Last day of 1 st Block courses
8	W	First day of 2 nd Block courses
11	Sa	1st Block final grades due
13	M	Last day to withdraw with a W from Fall semester courses
14	T	Last day to Drop/Add 2 nd Block courses
21	T	Last day to withdraw from individual 2 nd Block courses with a 50% refund
25	Sa	Advance registration for Spring 2006 begins

December

5	T	Last day to withdraw with a W from 2 nd Block courses
13	W	Late Withdrawal deadline for Fall semester courses
20	W	Last day of classes before Winter Break
20	W	Late Withdrawal deadline for 2nd Block courses

January

6	Sa	Classes resume
10	W	Last Day of Fall semester and 2 nd Block courses
15	M	Final Exams begin (see exam schedule)
24	W	Final grades for Fall semester and 2nd Block courses due

SPRING SEMESTER 2007

February

04-05	Su-M	Faculty Orientation
6	T	Placement, Advising and Orientation
7	W	Tuition and Fees due
10	Sa	Spring semester and 1st Block courses begin
14	W	Last day of Drop/Add for Fall semester and 1 st Block courses Last day to withdraw from the University with a 90% refund 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
21	W	Last day to withdraw from individual Spring semester and 1 st Block courses with a 50% refund Last day to withdraw from the University with a 50% refund
24	Sa	Tuition and Fees for Drop/Add courses due
25	Su	National Day. University closed
26	M	Liberation Day. University closed

March

11	Su	Last day to withdraw with a W from 1 st Block courses
14	W	Disbursement of Spring semester refunds
27	T	Late Withdrawal deadline for 1st Block courses
31	Sa	Prophet's Birthday. University closed

April

3	T	Last day of 1 st Block courses Midterm grades for Fall semester courses due
4	W	First day of 2 nd Block courses
8	Su	Spring Break. No classes
14	Sa	Classes resume 1st Block final grades due
16	M	Last day to withdraw with a W from Spring semester courses
17	T	2 nd Block Drop/Add deadline
24	T	Last day to withdraw from individual 2 nd Block courses with 50% refund
28	Sa	Advance Registration for Summer 2007 and Fall 2007 begins

May

9	W	Last day to withdraw with a W from 2nd Block courses
16	W	Late Withdrawal deadline for Spring semester courses
23	W	Late Withdrawal deadline for 2 nd Block courses
30	W	Last day of classes for Spring semester and 2nd Block courses

June

4	M	Final Exams begin (see exam schedule)
12	T	Final grades for Spring semester and 2 nd Block courses due

UNDERGRADUATE SUMMER **SEMESTER** 2007

June

17	Su	Tuition and Fees due for 1st Block and Full Summer semester courses
18	M	Summer semester courses begin
19	T	Last day of Drop/Add for 1 st Block Summer semester courses Last day to withdraw from the University with a 90% refund during the 1 st Block Summer semester Last day to submit Permission to Audit for 1 st Block Summer semester courses Last day to submit a Pass/Fail Option form for 1 st Block Summer semester courses
23	Sa	Last day of Drop/Add for Full Summer semester courses Last day to withdraw from the University with a 90% refund during the Full Summer semester Last day to submit Permission to Audit form for Full Summer semester courses Last day to submit a Pass/Fail Option form for Full Summer semester courses Last day to withdraw from individual 1 st Block Summer courses with 50% refund Last day to withdraw from the University with a 50% refund during the 1 st Block Summer semester
24	Su	Last day to withdraw from the University with a 90%
27	W	Last day to withdraw from individual Full Summer semester courses with 50% refund Last day to withdraw from the University with a 50% refund during the Full Summer semester

July

1	Su	Midterm grades for 1st Block Summer semester courses Due
3	T	Last day to withdraw with a W from 1st Block Summer semester courses
4	W	Disbursement of 1 st Block Summer semester refunds
10	T	Late Withdrawal deadline for 1 st Block Summer semester courses
14	Sa	Disbursement of Full Summer semester refunds Last day of classes for 1 st Block Summer semester courses
15	Su	Final exams for 1st Block Summer semester courses Midterm grades for Full Summer semester due
17	T	Final grades for 1st Block Summer semester courses due
18	W	Tuition and Fees due for 2nd Block Summer semester courses
21	Sa	Last day to withdraw with a W from Full Summer semester courses 2 nd Block Summer semester courses begin
22	Su	Last day of Drop/Add for 2 nd Block Summer semester courses Last day to withdraw from the University with a 90% refund during the 2 nd Block Summer semester Last day to submit Permission to Audit form for 2 nd Block Summer semester courses Last day to submit a Pass/Fail Option form for 2 nd Block Summer semester courses
24	T	Last day to withdraw from individual 2 nd Block Summer semester courses with 50% refund Last day to withdraw from the University with a 50% refund during the 2 nd Block Summer semester

August

1	W	Midterm grades for 2nd Block Summer semester courses due
5	Su	Last day to withdraw with a W from 2nd Block Summer semester courses Late Withdrawal deadline for Full Summer semester courses
6	M	Disbursement of 2 nd Block Summer semester refunds
11	Sa	Prophet Ascension (Isra' Wa Maraj). University Closed
12	Su	Last day of classes for Full Summer semester courses
13	M	Final exams for Full Summer courses Late Withdrawal deadline for 2 nd Block Summer semester courses
15	W	Last day of classes for 2 nd Block Summer semester courses
18	Sa	Final grades for Full Summer semester courses due Final exams for 2nd Block Summer semester courses
20	M	Final grades for 2nd Block Summer semester courses due

PRE-UNIVERSITY INTENSIVE ENGLISH SUMMER SEMESTER 2007

June

17	Su	Tuition and Fees due for Summer semester IEP courses
18	M	IEP Summer semester begin
24	Su	Summer semester Drop/Add deadline for Summer semester IEP courses Last day to withdraw from the University with a 90% Refund for the IEP Summer semester

July

1	Su	Last day to withdraw from individual Summer semester IEP courses with a 50 % refund Last day to withdraw from the University with a 50% refund during the IEP Summer semester
21	Sa	Disbursement of IEP Summer semester refunds
23	M	Midterm grades for Summer semester IEP courses due

August

1	W	Last day to withdraw with a W from Summer semester IEP courses
11	Sa	Prophet Ascension (Isra' Wa Maraj). University Closed
15	W	Late Withdrawal deadline for Summer semester IEP courses
29	W	Last day of classes for Summer semester IEP courses

September

1	Sa	Final Exams for Summer semester IEP courses
3	M	Final grades for Summer semester IEP courses due

** 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, **(President's Picture)**

Pursuing a higher education in Liberal Arts is one of the most important and beneficial investments of time, energy, and resources you will ever make. At AUK we help you set and fulfill your educational and professional goals by providing high quality learning that promotes the fullest development of every student through intellectual, social, and emotional dimensions. Activities of student affairs offer numerous opportunities for leadership, creativity, responsible risk-taking personal development and service. AUK is a truly special place with the distinctive mission of preparing leaders of character.

Education is not only about subjects and disciplines; it is also about ideas. This catalog is designed to help students search for programs and courses that challenge young people to think synthetically and to further their intellectual development. With new faculty arriving at AUK campus every semester, the choice of our program and courses is growing and expanding. The University has embarked on strategic planning that will impact all areas and activities in the classroom and on campus.

The American style curriculum engages faculty and students in active advising and provides continuous support to students in a demanding academic environment. Liberal Arts education responds to important public concerns of the 21st century. We ask our undergraduates to conduct research, to embrace knowledge,

and to develop critical thinking and communication skills. AUK aspires to cultivate in our students intellectual competence and ethical judgment, preparing them for life in a larger world.

Our catalog shows our growth in building and advancing the curriculum. We have responded to students' needs by identifying general education requirements, highlighting existing programs, and listing all current courses in the majors and the minors.

AUK is an active and rigorous learning community. We are devoted to providing the young scholars with a quality educational experience. Liberal Arts learning challenges us to integrate students' experiences both inside and outside the classroom. The AUK campus and course activities stimulate intellectual engagement in campus governance and co-curricular organizations.

The entire AUK community welcomes the Class of 2010. I encourage you to become involved in the academic, extra-curricular, and sports activities that AUK offers in support of its mission to educate future leaders of society. We wish you a successful, productive, and most enjoyable time of learning and growth as a member of the American University of Kuwait family.

Sincerely,

Marina A. Tolmacheva
~~Acting~~ President
Dean, College of Arts and Sciences

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AUK and Dartmouth College

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THE AMERICAN UNIVERSITY OF KUWAIT

Board of Trustees

The Board of Trustees is AUK's governing board, its legal owner and final authority. The Board's membership, terms of office, responsibilities, powers, and procedures are governed by the AUK Board of Trustees' By-Laws. The self-perpetuating and self-governing Board, currently composed of 15 members, meets twice a year on the Salmiya campus in Kuwait.

Shaikha Dana Nasser Sabah Al-Ahmed Al-Sabah

Founder and Chair, Board of Trustees, American University of Kuwait

Chair, United Education Company
Executive Manager, Al-Futooh Investment Company
Board Member, KIPCO Asset Management Company

Mr. Meshal Ali

Co-Founder and Vice Chair, Board of Trustees, American University of Kuwait
CEO, National Offset Company

Mr. Wael Abdul-Ghafoor

Co-Founder, American University of Kuwait

Chair, American School of Kuwait

Mr. Faisal Al-Ayyar

Managing Director and CEO, Kuwait Projects Company (KIPCO Group)

Mr. Jassem Al-Mousa

Vice Chair, Kuwait Financial Center

The Honorable Nabeela Al-Mulla

Honorary Trustee

Ambassador and Permanent Representative of the State of Kuwait to the United Nations, New York

Thomas Bartlett, Ph.D.

Former President, Colgate University and American University of Cairo
Former Chancellor, Alabama, Oregon and New York State University Systems
Member, Board of Trustees, American University of Cairo

Jawad Behbehani, DMD, D.M.Sc.OB, FICD

Associate Professor, Faculty of Dentistry, Kuwait University

Ms. May Y. Ben-Essa

General Manager, Omer Bey Stores, Kuwait
General Manager, Al-Bayan Bilingual School, Kuwait

Ameenah Rajab Farhan, Ph.D.

Chair, Physics Department, Kuwait University

Ms. Ann Z. Kerr

Fulbright Coordinator, UCLA International Institute, Los Angeles
Member, Board of Trustees, American University of Beirut

Mr. Samer Khanachet

President, United Gulf Management, Inc., Boston

Walid Moubarak, Ph.D.

Chair, Social Science and Education Division, Lebanese American University

Adnan Shihab-Eldin, Ph.D.

Acting Secretary General, OPEC, Vienna

Marina Tolmacheva, Ph.D.

~~Acting~~ President and Dean, College of Arts and Sciences, American University of Kuwait

President's Cabinet

Marina Tolmacheva, Ph.D., ~~Acting~~ President; Dean, College of Arts and Sciences

The President oversees the overall operations of the University, from campus development to academics to student affairs and staff concerns. The office of the President connects the personal and professional leadership of the University with the public outreach and service. AUK is a special community and it plays a special role as a private, American-model, Liberal Arts university proud of its American-educated faculty and American-style Bachelor's degree programs.

President Marina Tolmacheva is a veteran academic administrator and professor of history, with over 30 years' experience at U.S. public and private universities. She has also taught at universities in France, Kyrgyzstan, and Ukraine. Dr. Tolmacheva is a specialist in the history of civilization, especially that of the Arab world and Central Asia. The author of over 100 publications, Dr. Tolmacheva is a recipient of numerous grants and awards, including a Fulbright Fellowship and a Rockefeller Fellowship in the Humanities.

Larry Dawson, M.B.A., C.M.A., Executive Director, Finance and Administration

Larry Dawson is the Executive Director of Finance and Administration. As AUK's senior financial and business officer, he has overall responsibility for the University's financial and business services including human resources, accounting, information technology, and campus services. The Center for Continuing Education is also part of his area.

Larry is a Canadian. He has a B.Sc. and a MBA, and is a certified professional accountant. Larry has extensive experience in post secondary education, both as a faculty member and an administrator. This experience includes the University of Nairobi (Kenya), Zayed University (United Arab Emirates), and a number of Canadian universities and colleges.

Sean Dollman, M.B.A., M.P.A., M.S., Dean, Admissions and Registration

Dean Dollman is responsible for developing and meeting the University's strategic recruitment objectives while simultaneously maintaining AUK's high admissions standards. He oversees the integrity, management and security of all institutional academic records and is responsible for gathering and compiling all institutional data. Dean Dollman administers the instructional space on campus and serves as the University's Banner information system manager.

Dean Dollman joined the American University of Kuwait from Duke University and has enormous admissions, registrar and enrollment management experience from the four previous universities at which he has served in the United States.

Carol Ross ~~Black~~, Ed.D., Dean, Student Affairs

Dr. Carol Ross serves as the Dean of Student Affairs with oversight of departments designed to bring the "university to life" and devoted to providing academic support and personal development. The Division of Student Affairs serves all students, ensuring opportunities and resources are available to enhance success, especially with regards to persistence to graduation. Believing that college should be one of the most positively unforgettable experiences of a student's life, Dr. Carol, along with the professional Student Affairs team, is committed to being knowledgeable about the changing needs and backgrounds of students thus ensuring appropriate programming and services for greater collegiate and personal success.

The University

The American University of Kuwait (AUK) is an independent, private, equal opportunity, and co-educational 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. Instruction is conducted in English.

[Established by Amiri Decree 139 in 2003, AUK was awarded institutional accreditation from the Council for Private Universities, 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 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 student's educational goals and requires rigorous effort in the major discipline area; 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 U.S.-style of higher education. There are over fifty faculty members, including 30 undergraduate faculty with Ph.D.s. With a class size from 10 to a maximum of 32 students, it is easy for students to get to know their professors and classmates.

AUK currently offers eight degree programs. More majors and minors are being planned. In addition, Students receive instruction in academic skills, time management, and stress reduction. At AUK they 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 Student Success Center, their professors, and academic advisors.

Mission

The American University of Kuwait is a liberal arts institution, based on the American model of higher education. It is dedicated to providing students with knowledge, self-awareness, and personal growth experiences that can enhance critical thinking, effective communication, and respect for diversity. AUK seeks to create leaders and life-long learners who aspire to the highest standards of moral and ethical responsibility in their societies.

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.

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 Middle East and abroad 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.

AUK and Dartmouth College

The American University of Kuwait (AUK) and Dartmouth College in Hanover, New Hampshire (USA), have been working together since 2003, when the two institutions signed a memorandum of understanding that facilitated a series of advisory, consultative, and cooperative projects. The initial five-year understanding reflects AUK's commitment to creating a premier institution of higher learning, based on the liberal arts model, and Dartmouth's recognition of the importance of AUK's mission. Since the relationship began, the two institutions have collaborated on a broad array of programs, including student exchanges, curriculum development, Kuwaiti accreditations and U.S. accreditation processes, and academic and administrative programming.

Students from Dartmouth travel to Kuwait for internships, and an internship program for Kuwaiti students is beginning in June 2006. Many members of the AUK faculty and administrative staff have traveled to the Dartmouth campus to visit facilities and exchange ideas. A series of seminars and conferences designed to advance understanding of the liberal arts and business education in Kuwait and the Arabian Gulf region began in February 2005. AUK students will also participate in such Dartmouth programs as Intensive English at the Rassias Foundation.

Campus Environment

The campus of AUK is located in Salmiya district at the intersection of Salem Al-Mubarak and Amro Ibn Al-'Asse Streets in the middle of one of Kuwait's most vibrant and prestigious 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 the requisite number of classrooms; computer, science, and language laboratories, an administration building, a state-of-the-art Library, coffee shops-restaurants, and recreation courts, nearby parking that is 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 hectic 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 to them on Campus to further enhance their educational experience at AUK. For example, the Student Success Center provides students with assistance in their academic work, offering faculty and peer help in tutoring in all subjects.

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 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, and, therefore, enhances their educational experience.

The University has a student government association, a student-run newspaper and yearbook, intramurals, clubs and organizations, theater, and other organizations and activities which students can help establish and participate in.

AUK's location in the Salmiya district 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. The Salmiya district is active, lively, and secure.

Segregation

Law no. 34 for 2000 (Article 6) - Establishment of Private Universities

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 students 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. Any person who is found guilty of alcohol consumption or substance abuse is subject to immediate expulsion from the University.

Smoking Policy

Smoking is not permitted in University buildings.

The Administration Building

The Administration Building includes the Board of Trustees Office, the Office of the President, and the Office of Executive Director of Finance and Administration. Additionally, the administration building houses the following departments: the Human Resources, Finance, Public Relations and Marketing, and the AUK Bookstore.

The Academic Buildings

There are two major academic buildings on campus, one of which will be new for the 2006-2007 academic year. Most of the University's classrooms and computer laboratories, and all the faculty offices are located in these buildings. Student Affairs and Campus Services, along with a Starbucks café, are located in one building. The other, newer building will house the Information technology Department in addition to having a large, multi-purpose room, a cafeteria, and a student activity center.

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 large collection of books and periodicals in English, Arabic and other languages related to all the disciplines and degree programs that the University offers. The Library also has reference books and journals 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. Inside 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.

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. A valid AUK I.D. or other authorization cards are required for Library use.

In addition, the Library maintains a Reserve section for instructional purposes. Faculty place course materials on Reserve, which are then available for use for a limited time period within the building.

The University Library is distinguished by its emphasis on the student and the learning experience. As knowledge in all disciplines 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 provides 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.

Student Success Center

The Student Success Center, a department within the Division of Student Affairs, provides academic, personal and career support to all currently enrolled students. Programs include academic advisement, early warning, peer tutoring, supplemental instruction, career counseling, personal counseling, healthy student living, and disability services. Students can also receive assistance with time management, study habits, and note taking skills.

Testing Center

The Testing Center, a department within the Division of Student Affairs, provides a quiet and calm atmosphere needed for test taking. Some of the services provided include University Placement Testing, proctoring on behalf of faculty, hosting TOEFL testing, walk-in testing, hosting students registered in the Soliya's connect program, accommodations testing, test-taking skills workshops, and accommodating non-AUK students enrolled in distance education courses.

Writing Center

Because writing is central to developing and fostering an environment of intellectual inquiry and social responsibility, the AUK Writing Center aims to:

- Cultivate an environment of collaborative inquiry with students seeking help with a variety of writing needs, concerns, and goals.
- Promote writing as a way of thinking, learning, and creating.
- Promote an understanding of writing as multi-mediated.
- Promote students' interest in and engagement with writing as a recursive process.
- Develop students' understanding of the variety of writing purposes, audiences, genres, and styles.
- Develop students' strategies for reading and writing for a variety of purposes and audiences.
- Support students' efforts in all stages of their writing processes.
- Provide thoughtful and constructive feedback.
- Provide resources on writing for the entire University community.
- Create, develop, and sustain cross-disciplinary, cross-departmental, and cross-constituency engagement with writing in all its forms and functions

University Laboratories

Computer Laboratories

The Information Technology Department (IT) maintains a computer network that serves students, faculty, and staff. Computer labs are available for use by the students. The University has instructional labs as well as open labs (during non-class periods) for access to the World Wide Web for research and learning purposes. AUK's computer network uses state-of-the-art fiber optic cables and wireless points connecting the campus community. The IT Department provides personal assistance in computer use. Throughout the academic year, short training courses are offered to students, faculty, and staff on the use of computer technology and software programs available at the University.

Science Laboratories

AUK maintains instructional science laboratories in the major scientific disciplines: biology, chemistry and physics. 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

Center for Continuing Education

The Center for Continuing Education offers programs and services which complement those of the College of Arts and Sciences and the Intensive English Program.

The Center's target audiences include:

- adults who wish to
 - advance or change their careers
 - update or upgrade their knowledge, skills and abilities
 - achieve professional credentials or certifications
 - prepare for advanced studies or exams such as the GMAT
 - fulfill continuing professional education requirements
 - pursue personal and professional development interests
 - prepare for life-changing events such as parenthood and retirement
- young adults who wish to
 - prepare for university studies
 - prepare for exams such as the TOEFL, IELTS, and SAT
 - participate in enrichment programs
 - increase their knowledge and confidence in areas such as Conversational English
 - pursue personal interests

The Center offers programs throughout the year during the evening, on weekends and on weekdays. The majority of programs will be offered at AUK's Main Campus, but some may be offered at community sites or in specialized off-campus facilities.

The Center's offerings include

- multiple-course series and certificate programs
- courses or programs accredited by external organizations such as professional associations
- "intensive" or "fast track" programs
- workshops, seminars, and conferences

in areas such as

- Academic Upgrading and Preparedness
- Arabic Language and Culture
- Art & Design
 - Fine Arts
 - Graphic Design
 - Interior Decorating & Design
 - Visual & Photographic Arts
 - Web Design
- Business & Computers
 - Accounting & Bookkeeping
 - Business & Public Administration
 - Business English & Communications
 - Computer Applications
 - Customer Service
 - Family Business
 - Financial Analysis and Investment
 - Human Resource Management
 - Leadership & Supervisory Skills
 - Project Management
 - Public Relations & Marketing
 - Real Estate & Property Management
 - Sales & Business Development
 - Small & Medium-sized Enterprise Development & Management
 - Web Publishing, Marketing & Development
- Community, Family & Social Services
- Education & Training
 - Adult Education & Training
 - Professional Training for Teachers & Counselors
 - Professional Development Workshops for Teachers and Counselors
- English & Communications

- Business English
- Business Presentations & Public Speaking
- Business Writing
- Conversational English
- English for Academic, Professional & Vocational Purposes
- Health & Well-being
- Languages

Our services also include consulting, coaching and customized training programs for business, industry, government and non-government organizations.

Our instructors include

- members of the AUK faculty and staff
- faculty and staff from other educational institutions
- skilled and knowledgeable practitioners from the public and professional communities in Kuwait and the Gulf Region
- international experts

Contacts:

The Center for Continuing Education is located in C101 immediately inside the Campus's East entrance (across from Starbucks).

For Program Information and Registration, call +965 802 040 / 224 8399 Ext. 309, E-Mail cedc@auk.edu.kw or visit www.auk.edu.kw

Gulf Studies and Dialogue Center

The Gulf Studies and Dialogue Center is AUK's hub for the exchange of ideas and views on the issues, problems and challenges of the Arab and Middle East region. The Center's programs include:

- Public Lectures
- Conferences, Seminars and Workshops

For the academic program in Gulf Studies, see Gulf Studies Semester Program.

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, and 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.

Banking

An ATM machine provided by the National Bank of Kuwait is located on the campus.

Business Center

Kwikkopy operates 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 is 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 by the University. Any purposeful activity of creating and/or disseminating computer viruses will result in serious penalty including suspension or dismissal from the University.

Food Services and Coffee Shops

There are two, soon to be three, food service outlets on Campus. La Maison du Café is located in the Library Building and serves a variety of cold, and grilled food. Starbucks is located on the ground floor of the original academic building and serves standard Starbucks' fare. A full service cafeteria is planned for the top floor of the new academic building.

Health Care Services

AUK maintains a health care clinic operated by the International Clinic of Kuwait. A nurse and receptionist provide first aid, primary medical assistance and minor emergency care for members of the University community at the Center. A primary care physician is always on-call. Emergencies and serious health cases are immediately referred to the nearby clinic or hospital facilities.

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 plates/tags are available in the Student Success Center.

Student Accounts

Students pay tuition and fees at the Finance Department located on the first floor of the Administration Building. Before classes begin, students are expected to settle accounts or have made satisfactory arrangements for payment of tuition and fees.

ADMISSION, REGISTRATION GUIDANCE AND TUITION

Admission Overview

Admission Process

- Step I: Application
- Step II: Confirmation and Enrollment Deposit
- Step III: Final Transcript

Admission Categories and Requirements

- English Competency
- Undergraduate First Year
- Undergraduate Transfer
- Pre-University Intensive English Program
- **Grade Point Average Requirements**

Additional Information for Applicants

- **AUK Application Form**
- High School Transcripts
- **High School Equivalency**
- **Letters of Recommendations**
- **Personal Essay**
- **Application Fee**
- Test of English as a Foreign Language (TOEFL)
- Optional Examinations
 - *SAT II: Subject Tests*
 - *Advanced Placement (AP)*
 - *A Level (IGCSE)*
 - *International Baccalaureate (IB)*

Admission Application Timelines

Conditional Admission

~~The Provisional Acceptance Status (PASS) Program~~

Visiting Students

Second Bachelor's Degree

Non-Degree Program

- Academic Standards
- Transferring from Non-Degree Status to Degree-Seeking Status
- Tuition and Fees for the Non-Degree Program

Applicants with Disabilities

Academic Scholarships

- Scholarship Application Process
- Scholarship Application Deadline

Deferred Admission

Readmission

Registration Guidance

- Placement, Advising and Registration (PAR)
- Placement Testing
- Advisement

- Registration

Student Tuition Fees and Charges

- Student Fees and Charges
- Enrollment Deposit
- Legal Contract
- Payment of Fees and Charges
- Deregistration
- Non-Payment
- Tuition Fees Refund
- Holds
- Payment Options

ADMISSION, REGISTRATION GUIDANCE, AND TUITION

Admission Overview

The American University of Kuwait places special emphasis on quality education in liberal arts and business management. Applicants are considered on the basis of their educational qualifications regardless of race, color, gender, religion, age, disabilities, or national origin.

AUK accepts applications from individuals who have completed – or are about to complete – their secondary education and who have demonstrated academic achievement and seriousness of purpose. Admission to the American University of Kuwait is very competitive, and is based on evidence of potential for successful study and on available space in the entering Admissions Class.

Each semester the Office of Admissions will evaluate all qualified applications and extend offers of admission to the most academically deserving applicants. The following criteria are considered by the Office of Admissions during the admissions decision process: the strength of courses taken, high school grades, standardized test scores, relationship between grades and test scores, essays, recommendations, extracurricular activities, and comparing an applicant's overall competencies against those of other applicants.

The Office of Admissions is responsible for admitting all Undergraduate (First Year and Transfer) and Pre-University Intensive English students to the University. 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 (minimum of 1 credit hour and maximum of 11 credit hours per semester). Both full-time and part-time students should be working toward a degree. Non-degree students are also eligible for admission to the American University of Kuwait.

All inquiries, requests for application forms and subsequent correspondence should be addressed to: American University of Kuwait, Office of Admissions, P.O. Box 3323, Safat 13034, Kuwait, or call to speak with an Admissions professional at (+965) 224-8399 extension 206.

Admission Process

Step I: Application

The complete Application Packet, including all material listed under Admission Requirements, must be submitted to the Office of Admissions. The Office of Admissions will begin reviewing applications for the Fall Admissions Class starting March 1st of every year and will continue to accept and review applications and admit students on a rolling admissions (first come, first serve) basis until the Admissions Class has been filled. Review of applications for the Spring Admissions Class will begin November 1st of every year. Applicants can expect to receive a decision regarding their admission status within 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 submit a KD 100 non-refundable enrollment deposit to the AUK Finance Department. The deposit will be credited to the student's first semester tuition amount.

If the enrollment deposit is not received by the AUK Finance Department, it will be considered as an indication that the applicant is no longer interested in attending AUK, and the applicant may lose his/her seat in the entering class.

Step III: Final Transcript

Step III is relevant only to those students who apply to AUK while still in their final year of high school. All such accepted students who choose to attend AUK will be required to send in a final transcript upon graduation from high school, including any remaining test scores of students applying from a non-American high school system. All applicants must have their final high school transcript certified and stamped by the Kuwait Ministry of Education indicating that the student has Ministry's high school equivalency requirements. If a student who is accepted into AUK submits a final transcript that no longer meets AUK's admission requirements or if the student cannot provide a final high school transcript certified by the Kuwait Ministry of Education, AUK reserves the right to revoke that student's acceptance into AUK.

Admission Categories and Requirements

To be considered as a candidate for admission, an applicant must submit a complete Application Packet which may be completed online or downloaded from the AUK website at <http://www.auk.edu.kw> or requested from the Office of Admissions. It is the responsibility of each applicant to ensure that all required information is completed and sent directly to the Office of Admissions.

English Competency

As instruction at the American University of Kuwait is in English, evidence of English competency is required of all undergraduate applicants. This proficiency is demonstrated by achieving a minimum score of 68 on the internet-based Test of English as a Foreign Language (TOEFL), or a minimum score of 190 on the computer-based TOEFL, or a minimum score of 520 on the paper-based TOEFL. TOEFL scores are valid for 2 years. Undergraduate applicants may satisfy the English competency requirement if they have fulfilled one of the following:

1. Successful completion of a minimum of 24 credit hours of coursework with a minimum grade of "C" from a post-secondary institution accredited by the Ministry of Higher Education where English is the language of instruction
2. Verbal score of 450 or above on the SAT I
3. IELTS score of Band 5.5 or higher
4. Evidence of continuous residency for at least five years immediately prior to application in a country where English is the primary language
5. Successful completion of Pre-University Intensive English program at the American University of Kuwait

Undergraduate applicants who wish to satisfy the English competency requirement through continuous residency in a country where English is the primary language should include in their Application Packet a signed letter to the Director of Admissions detailing their request. It is the responsibility of the applicant to provide the Office of Admissions with as much supporting documentation as possible to validate this request.

Undergraduate Application Requirements – First Time University Students

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

1. Complete Admission Application Form with a nonrefundable application fee
2. Official high school transcripts complete up to the time of application*
3. High School Equivalency certified by the Kuwait Ministry of Education*
4. Results of the Test of English as a Foreign Language (TOEFL) or IELTS
5. Personal essay written by the applicant
6. Three letters of recommendation

** Upon graduation from high school, all applicants must submit their official final high school transcript and certified and stamped by the Kuwait Ministry of Education.*

Undergraduate Application Requirements – Transferring Students

Undergraduate applicants who graduated from high school, attended another college-level institution, and attempted one or more courses irrespective of credit earned are required to submit the following:

1. Complete Admission Application Form with a non-refundable application fee
2. Official transcript of undergraduate-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.
3. Official final high school transcript certified by the Kuwait Ministry of Education
4. High School Equivalency certified by the Kuwait Ministry of Education
5. Results of the Test of English as a Foreign Language (TOEFL) or IELTS for all applicants who have not successfully completed a minimum of 24 credit hours of coursework with a minimum grade of “C” from a post-secondary institution accredited by the Kuwait Ministry of Higher Education and where English is the language of instruction. The Office of Admissions may require individual transfer applicants who have successfully completed 24 credit hours of coursework at a non-English instruction institution to also submit TOEFL results.
6. Personal essay written by the applicant
7. Three letters of recommendation

Transfer of Credit

Transfer credit may only be considered if the institution where prior coursework was earned is accredited by the Kuwait Ministry of Higher Education. A listing of institutions accredited by the Kuwait Ministry of Education can be found on their website at: <http://www.mohe.edu.kw>

The Office of the Registrar evaluates official documents showing previous college-level work completed. Individual academic divisions determine how this credit will apply toward specific degree programs.

Grades and quality points earned in courses accepted for transfer will not be included in the grade point average to be maintained at American University of Kuwait, but the credits will count toward the total number required for graduation.

~~Transfer students may normally expect to receive credit for courses taken at recognized and equivalent collegiate institutions.~~

A maximum of 60 credit hours from two-year and four-year institutions of higher education approved by the Ministry of Higher Education with a grade of C or above may be considered for transfer evaluation. Individual teaching units determine the exact number of credit hours that apply towards their specific degree programs.

Transfer applicants must submit an official transcript of each collegiate institution previously attended. Attendance at all institutions must be reported whether or not credit was earned and whether or not transfer credit is desired. Failure to report all previous academic work will be considered sufficient cause for rejection of an application or to rescind that student's acceptance into AUK.

The undergraduate admission decision for transferring students is based upon cumulative transfer GPA and earned credit from all prior undergraduate coursework. Consequently, all coursework taken prior to the semester of admission to AUK must be evaluated for possible transfer credit as part of the admission process. No undergraduate-level coursework taken prior to the semester of admission to AUK may be transferred to AUK after the admission decision is made.

All undergraduate students ~~Those who attain the minimum score on the TOEFL exam~~ are also required to take the placement test administered by the University. The purpose of this test is to determine the sequence of English Language and/or Mathematics courses the student is required to take and placement into remedial coursework may be required. No student is allowed to sit for the placement test more than once for any given semester.

Pre-University Intensive English Program Application Requirements

Pre-University Intensive English Program students are required to take between one and three semesters of Intensive English courses. The duration of the program will be determined by a placement test administered by AUK. Applicants to the Pre-University Intensive English Program must submit:

1. Complete **Admission Application Form** with a nonrefundable application fee
2. **Official high school and/or university-level transcripts complete up to the time of application***
3. **High School Equivalency certified by the Kuwait Ministry of Education***
4. Results of the AUK Language Placement Test
5. **Personal essay written by the applicant**
6. **Three letters of recommendation**

** Upon graduation from high school, all applicants must submit their official final high school transcript and certified and stamped by the Kuwait Ministry of Education.*

Students admitted into the Pre-University Intensive English Program (IEP) are not guaranteed admission into the Undergraduate program. Students graduating from IEP, and who wish to continue at the Undergraduate level, must apply through the Office of Admissions and must satisfy the Undergraduate admission requirements for the intended semester of admission.

Grade Point Average Requirements

The following is a list of some common high school systems and the corresponding minimum high school Grade Point Average (GPA) or equivalent requirements for admission to AUK. All applicants must provide official transcripts for all years in secondary school along with any final test scores and/or leaving certificates. All applicants seeking admission to AUK must submit a high school equivalency certified by the Ministry of Education.

First Year Admission

All First Year students seeking admission to AUK must provide a high school equivalency certified by the Ministry of Education **and** satisfy the following minimum high school GPA requirements:

High School System	Equivalency	Minimum Requirement
Government System (Percentage)	Required	60%
Government System (Modular)	Required	2.00
American System	Required	2.00
Arabic Private	Required	2.00 or equivalent
Bilingual System	Required	2.00
English System	Required	6 IGSCCE with minimum of D or 60% cumulative average ¹
French Baccalaureate or equivalent	Required	Completion of Baccalaureate required with minimum average score of 12 or 60% cumulative average
Indian System	Required	Completion with a minimum cumulative average of 60% or equivalent for either: Higher Secondary School Certificate; Intermediate Examination Certificate; “All India Senior School” Certificate
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 12 or 60% cumulative average
Pakistani System	Required	Higher Secondary School Certificate

¹ Ministry of Education Arabic and Religious Studies may each substitute for an IGSCCE.

		(Part II) required with a minimum average of 40 or 2.00 GPA equivalent
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High School systems not covered above will be addressed on a case-by-case basis and will require at least a passing grade as well as Ministry of Education equivalency.

Students transferring with fewer than 24 semester credit hours

Students seeking to transfer to AUK from colleges or universities approved by the Ministry of Higher Education with fewer than 24 semester credit hours may apply for **First Year** admission and must satisfy the following minimum requirements:

1. Must have received their high school equivalency certified by the Ministry of Education *and* satisfy the aforementioned minimum high school GPA requirements.
2. Courses taken at universities approved by the Ministry of Higher Education with a grade of C or above may be considered for transfer evaluation. First Year students may transfer a maximum of 23 semester credit hours to AUK.

Students transferring with at least 24 earned semester credit hours

Students seeking to transfer to AUK who have earned at least 24 semester credit hours from colleges or universities approved by the Ministry of Higher Education must satisfy the following minimum requirements:

Transfer Admission

1. Must have a minimum cumulative transfer GPA of 2.00 from all prior institutions.
2. Courses taken at universities approved by the Ministry of Higher Education with a grade of C or above may be considered for transfer evaluation. Up to a maximum of 60 credit hours of transfer credit may be awarded to students admitted under Transfer admission.

First Year Admission

1. Should the applicant not have a minimum cumulative transfer GPA of 2.00 from all prior institutions, the applicant may be admitted as a First Year student if he/she satisfies the First Year high school GPA requirements *and* has received a high school equivalency certified by the Ministry of Education.
2. Courses taken at universities approved by the Ministry of Higher Education with a grade of C or above may be considered for transfer evaluation. Up to a maximum of 23 credit hours of transfer credit may be awarded to students admitted under First Year admission.

Students transferring with 2-Year Diplomas

Students who have completed a 2-year Diploma from the Public Authority for Applied Education and Training (PAAET) or an equivalent accredited 2-year institution and who seek Undergraduate admission to AUK must satisfy the following minimum requirements:

1. Must have received their high school equivalency certified by the Ministry of Education.

2. Have the minimum GPA of 2.00 from PAAET or equivalent institution.
3. Courses taken at PAAET or equivalent institution approved by the Ministry of Higher Education with a grade of C or above may be considered for transfer evaluation. Up to a maximum of 60 credit hours of transfer credit may be awarded.

Additional Information for the Applicant

AUK Application Form

The AUK Application may be completed online or downloaded from the AUK Office of Admissions website at <http://www.auk.edu.kw> or requested from 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 disciplinary action or the student's acceptance into AUK being revoked.

High School Transcript

Two **official and sealed** copies 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. If the transcript is in a language other than Arabic or English, the transcripts should be accompanied by a certified English translation.

~~The **minimum** accepted cumulative Grade Point Average (GPA) an applicant must have in order to be considered for admission into AUK is a 2.00. Having a 2.00 GPA, however, **does not guarantee** acceptance into AUK. A decision of acceptance is made based on **all** admission criteria combined, and based on the overall standard of all applicants.~~

If an applicant is still in the final year of high school at the time of submission of an application, the transcript should include his/her GPA up until the end of the first semester of that year. Applicants who are provisionally accepted into AUK must 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 provisionally accepted applicants GPA on their official final high school transcript differs significantly from their incomplete transcript.

If an applicant has already graduated from high school, the transcript must be an official final transcript received upon graduation from high school. Applicants who have completed their high school education in Kuwait must have the transcript certified and stamped by the Kuwait Ministry of Education. International students graduating from high schools outside of Kuwait must submit their final official transcripts and admissions application by the **International Student Application deadline** in order to allow AUK sufficient time to certify their official transcript through the Kuwait Ministry of Education. Kuwait Ministry of Education certified transcripts are never considered expired by AUK

High School Equivalency

All AUK applicants are required to provide a high school equivalency certified by the Kuwait Ministry of Education.

Letters of Recommendation

Students must submit three *official and sealed* letters of recommendation in order to be considered for admission. It is recommended that at least one should be from the principal or guidance counselor from the last school attended, and the remaining two must be from *two different* high school teachers. Recommendation Forms are provided in the Application Packet. The Counselor Recommendation Form must be given to the principal or guidance counselor. Each letter must be signed and sealed in an envelope by the individual writing the letter to be considered official. If the letters are in a language other than Arabic or English, each letter should be accompanied by a certified English translation.

Personal Essay

Students must submit a 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. As pertaining 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

Students must submit a non-refundable application-processing fee of KD 35 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 sent inside the Application Packet envelope. If students wish to pay in cash, they must do so at the AUK Finance Department and must then submit a copy of their cash receipt with the Application Packet.

Test of English as a Foreign Language (TOEFL)

AMIDEAST is the only organization in Kuwait that is licensed to administer the Test of English as a Foreign Language (TOEFL) exam. TOEFL scores should be no more than two years old at the date of application, and an official score report must be submitted to complete the Application Packet.

If students have limited knowledge of the English language, they are urged to take the TOEFL as early as possible in order to know their scores. If the score is below 68 on the internet-based TOEFL, 190 on the computer-based TOEFL or 520 on the paper-based TOEFL, applicants should apply to the Pre-University Intensive English Program. If the score is above 68 on the Internet-based TOEFL, 190 on the computer-based TOEFL and 520 on the paper-based TOEFL, applicants should apply to AUK as an undergraduate applicant.

To have an official TOEFL score report sent to the Office of Admissions, AUK's official Designated Institution (DI) Code (8444) must be included in the appropriate place on the TOEFL exam paper. Official scores take anywhere between four and six weeks to reach AUK from the Educational Testing Services (ETS).

Optional Examinations

1. SAT II: Subject Tests

AUK does not require the SAT I Reasoning Test or any SAT II: Subject Tests for admission. However, applicants who have taken any of these tests are encouraged to submit these scores along with their Application Packet. High scores will help determine an applicant's chance for success at AUK, and will add favorably to his/her overall application material.

AUK will not automatically award course waivers or course credits for any SAT II: Subject Tests. Scores will be used for admission and placement purposes only.

Scores should be no more than two years old at the date of application. The official score report must be sent to AUK directly by ETS. In order to have an official score report sent to AUK by ETS, AUK's official Distinguished Institution (DI) Code (4185) must be included in the appropriate place on the SAT II exam paper.

2. Advanced Placement (AP)

AUK awards college credit for scores of 3 or higher on certain Advanced Placement examinations for the corresponding AUK courses. The student will receive the relevant credit hours for the corresponding course without having to take the course at AUK. However, grades received in the AP course in high school will not be factored into the student's Grade Point Average at AUK, but the earned AP credit will count towards the minimum 120 credit hours needed for the degree programs. If a student subsequently takes and receives credit for a course for which AP credits have been awarded, the AP credits will be removed.

The official score report must be sent to AUK directly by ETS. To have an official score report sent to AUK by ETS, AUK's official Distinguished Institution (DI) Code (4185) must be included in the appropriate place on the AP exam paper.

3. 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 D** for each subject. Only subjects classified as academic (including arts and creativity group subjects) will be considered for corresponding AUK courses.

4. International Baccalaureate (IB)

AUK awards college credit for scores of 4 and above on certain International Baccalaureate (IB) examinations for the corresponding AUK courses. This does not apply to students who have taken the International Baccalaureate as their actual high school diploma, but only to students who have taken additional IB courses over their regular high school diploma.

Admission Application Timelines

The Office of Admissions will begin reviewing complete applications on the following dates:

Undergraduate Applicants (First Year and Transfer)

<i>Fall</i>	Starting March 1
<i>Spring</i>	Starting November 1
<i>Summer</i>	Starting March 1
Pre-University Intensive English Applicants	
<i>Fall</i>	Starting March 1
<i>Spring</i>	Starting November 1
<i>Summer</i>	Starting March 1

International Student Admission Deadlines

The Office of Admissions will accept completed admissions applications and official final transcripts from international students until the following deadlines:

Undergraduate and Pre-University Intensive English Applicants	
<i>Fall</i>	Starting August 1
<i>Spring</i>	Starting January 1
<i>Summer</i>	Starting May 1

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 these cases, the student's undergraduate admission remains conditional pending completion and sufficient academic progress for in-progress coursework.

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 the student cannot provide a final high school transcript certified by the Ministry of Education, the student's acceptance to AUK will be rescinded and the student will be prevented from continuing their studies at AUK until he/she has satisfied 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.

~~**The Provisional Acceptance Status (PASS) Program**~~

~~The Provisional Acceptance Status (PASS) is a conditional admissions program, providing non-degree admission for a select group of American University of Kuwait students. PASS students must meet the TOEFL requirement and must show potential for successful study at AUK.~~

~~Students admitted to the PASS program must meet the following requirements before they are eligible to apply to switch from PASS program to degree seeking status at AUK:~~

- ~~● May register for a maximum of 13 credit hours per semester~~
- ~~● Should enroll in EDUC 100 Essentials of Learning (1) in the first academic year~~

- ~~Must participate in the Student Success Center's academic support and advising programs~~
- ~~Must successfully complete a minimum of 24 credit hours of coursework at AUK with a minimum cumulative GPA of 2.00 at the time of application to degree status~~

~~Upon successful completion of the PASS program requirements, the PASS student will be automatically switched to regular, degree-seeking status by the Office of the Registrar.~~

~~Undergraduate courses which PASS program students attempt while in non-degree status will apply to their major program of study and graduation requirements once the student has been admitted to degree-seeking status.~~

Visiting Students

Visiting students who plan to earn a degree from another institution and wish to take courses at the American University of Kuwait in the Fall, Spring and/or Summer semesters will be evaluated on a case-by-case basis. ~~Students may be on visiting status at AUK for up to one year.~~ Visiting students must complete an Application Packet and present documentation from their home institutions to the Office of Admissions certifying that they are currently enrolled at another institution, are academically eligible to return to their home institution and/or on a leave of absence, and are eligible to take courses at the American University of Kuwait. Visiting students are required to meet the English Competency requirement. The Office of Admissions may require individual visiting applicants who are concurrently enrolled at a non-English instruction institution to also submit TOEFL scores.

Second Bachelor's Degree

American University of Kuwait students and former graduates may earn a second degree in another degree program (B.A., B.S., B.B.A.). The second degree earned will be noted on the graduate's transcript. A second diploma may be requested by the student when he/she applies to graduate. Students who elect to receive a second diploma will need to pay an additional diploma fee.

For the former graduate, only the additional courses needed to complete the desired degree requirements must be taken. These requirements are established in the *Catalog* in effect when the student last entered degree-seeking status provided that the student maintains continuous enrollment until the completion of all degree requirements. The student must formally declare the second degree program in the Office of the Registrar. Readmission into degree-seeking status after graduation is accomplished through the Office of Admissions.

A transfer student with a previously earned Bachelor's degree from another institution may earn a second Bachelor's degree at the American University of Kuwait. The student must complete all degree requirements stated in the *Catalog* in effect when the student enters degree-seeking status at AUK provided that the student maintains continuous enrollment until the granting of the degree at AUK. If enrollment is interrupted without a leave of absence, the student must complete all degree requirements stated in the *Catalog* in effect when the student last enters degree-seeking status at the American University of Kuwait. A minimum of 45 semester hours must be taken at the American University of Kuwait with at least 15 taken in the major field at the 200 level or above. Upon completion of all requirements, a notation will be made on the transcript that the degree requirements have been met.

Non-Degree Program

The American University of Kuwait offers non-degree admission to students who already have completed a university degree and who wish to continue their education without seeking a second Bachelor's degree. A student enrolled in a non-degree program may enroll in credit courses at AUK but is not considered pursuing a degree program. Non-degree students are limited to a maximum of 13 credit hours per semester. In undergraduate courses with specific enrollment limits, priority may be given to students who are pursuing degree programs.

Credit earned in courses with a grade of C or better (2.00 G.P.A.) at the American University of Kuwait in non-degree status may be transferred and applied to a degree program in the College of Arts and Sciences if the student is subsequently admitted into a degree program.

Academic Standards

The academic regulations for degree programs apply for non-degree programs. Non-degree students are held to the same academic standards as degree students. The student must maintain a 2.00 GPA.

Transferring from Non-Degree Status to Degree-Seeking Status

To apply for degree-seeking status, a non-degree student must submit all the appropriate application forms and supporting documents to the Office of Admissions. Students transferring from non-degree to undergraduate degree-seeking status must have completed a minimum of 24 credit hours of non-degree coursework at AUK and a minimum cumulative GPA of 2.00 for all non-degree coursework taken at AUK. Students may apply up to 30 credit hours taken in non-degree status at AUK toward a degree program.

Tuition and Fees for the Non-Degree Program

Tuition and fees for non-degree students enrolled in undergraduate courses are the same as those for degree students in the College of Arts and Sciences.

Applicants with Disabilities

The University intends to provide special services to applicants with certain disabilities. Students who need such special services are requested to contact the Dean of Student Affairs at AUK. This information will be treated confidentially.

Academic Scholarships

AUK awards a limited number of merit-based academic scholarships to our most academically deserving applicants. Students who are awarded a scholarship must maintain a 3.00 G.P.A. or better in order to retain their scholarship. Scholarship applications will be evaluated on various academic measures, including but not limited to high school and/or university grade point average (GPA), TOEFL scores, and class rank.

Scholarship Application Process

The following documents must be submitted before the Scholarship Application is considered complete:

1. Complete Admissions 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 TOEFL score (required of First Year applicants only)

Scholarship Application Deadline

To be eligible for consideration for an academic scholarship, completed scholarship applications must be submitted to the Office of Admissions by the scholarship deadline identified on the Office of Admissions website.

Deferred Admission

Admitted students may defer admission to the American University of Kuwait for up to two academic years. 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. To apply for admission for a future semester, deferred students must provide the Office of Admissions with an updated Application Form as well as re-submit updated academic transcripts in accordance with the admissions deadlines for that future semester.

Readmission

Any student at the American University of Kuwait who voluntarily withdraws or is dismissed for academic deficiency must apply for readmission in order to re-enroll. All students who have done previous work at other colleges or universities must have their transcripts sent to the Office of Admissions. All students must meet transfer G.P.A. requirements and all admission deadlines. In making decisions on those applying for readmission, the following guidelines will be used:

1. Students who voluntarily withdraw from the American University of Kuwait while in good standing and with a cumulative G.P.A. of 2.00 or above at AUK will be approved for readmission.
2. Students who have been dismissed from the American University of Kuwait for academic deficiency will be considered for readmission following the prescribed suspension period. Because the simple passage of time cannot ensure that dismissed students will improve their academic record, applicants must submit with their applications for readmission a personal letter addressed to the Office of Admissions outlining how they have used their time while out of school and giving their reasons for believing that they will now be successful at the American University of Kuwait. ~~Those whose records indicate that they can reach graduation requirements in a reasonable period of time must successfully meet the requirements of the Provisional Admission Status (PASS) program for one academic year. In effect, readmitted students in the PASS program are placed on conditional acceptance when returning and are subject to dismissal if they do not meet the conditions of their return.~~

3. Students who voluntarily leave the American University of Kuwait while on academic probation may be readmitted but under the conditions outlined in 2 above.

Readmitted students must follow the same admissions timelines required of all other applicants, unless written permission to study at another collegiate institution was secured in advance. Students who have been granted an official leave of absence may resume their studies without applying for readmission.

Registration Guidance

Placement, Advising and Registration (PAR)

Prior to the start of the **Fall, Spring and Summer** semesters, the University organizes a Placement, Advising and Registration (PAR) orientation program for all incoming students to acquaint them with University academic programs, campus facilities and campus life. PAR includes campus tours and visits, meetings, lectures, demonstrations and other relevant activities.

Placement Testing

AUK wants all students to be successful in accomplishing their educational goals. Therefore it is important evaluate your level of preparation in English and Math, as part of the registration process. All new students to AUK are required to take the ACCUPLACER exam as part of the registration process. Students whose placement scores do not meet the required college level scores for registration in English or Math must improve their skills. Skills improvement courses also known as college preparatory courses are designed to provide students with the skills to enhance their chances of success in collegiate level courses. College preparatory courses are required but cannot be used for credit towards completion of the bachelor's degree.

Advisement

All undergraduate students are required to take the placement test administered by the University. The purpose of this test is to determine the sequence of English Language and/or Mathematics courses the student is required to take and placement into remedial coursework may be required. All incoming students will receive academic advising through the Student Success Center. Students are encouraged to begin the course selection process before seeking advisement. Once the courses are agreed upon in the advisement session, the student is then eligible to begin registration.

Registration

Students are encouraged to consult the Schedule of Courses for course sections offered. Registration, Drop/Add, and Withdrawal from courses will occur online through ***AUK Self Service***. Registration in absentia or through a proxy is not permitted.

Students are expected to make sure that all documents required for finalizing their registration process, particularly those indicated in the Offer of Admission, are submitted to the Office of Admissions before actual registration begins.

STUDENT TUITION FEES AND CHARGES 2006 – 2007

Student Fees and Charges

The following student tuition fees and other charges are scheduled for the 2006-2007 academic year. Fees and tuition are subject to change without notice by the Board of Trustees. Updated fee information, and payment deadlines and procedures are available on the University website www.auk.edu.kw. Fees and charges are payable in the AUK Finance Department located on the first floor of the Administration Building.

STUDENT FEES AND CHARGES	KWD	
Tuition Fees (1)		
Undergraduate Degree Program (2)	175	per credit hour
Intensive English Program	1,635	per semester
Other Fees and Charges (3)		
Application (4)	35	
Enrollment Deposit	100	
Special Course and Activity (5)	as determined	
Library (6)	15	per semester
Technology (6)	50	per semester
Student Life (6)	50	per semester
Graduation	25	per graduate
Deferred Payment Service Charge	10	per payment
Late Payment	25	per payment
NOTES:		
<ol style="list-style-type: none"> 1. Tuition fees are 90% refundable, if they withdraw before the last day of the first week of classes, 50% refundable before the last day of the second week of classes and not refundable thereafter except in extenuating circumstances. 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. Other fees and charges are not refundable. 4. 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. 5. A Special Course and Activity fee may be charged for courses and activities with extraordinary costs as determined by the Executive Director of Finance and Administration. 6. Library, Technology, and Student Life fees are reduced by 50% for the summer semester. 7. Fees and charges for continuing education courses, programs, and activities are determined on a course/program/activity by course/program/activity basis. 8. Library fines are determined and administered by the Director of the Library. 9. Students are responsible for (the cost of) their text books and other course materials and supplies. 10. Siblings attending AUK may be eligible for a tuition fee discount – Contact the AUK Finance Department for further information. 		

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 credited to the student's first tuition amount.

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

Legal Contract

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

Payment of Fees and Charges

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

AUK accepts the following methods of payments:

- Cashier's checks
- Debit cards (an additional service fee will be charged)
- Credit Cards
- Cash

Deregistration

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

Non-payment

AUK reserves the right to recover the total 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.

Tuition Fees Refund

Students may apply for a refund of tuition 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 the 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 will be receiving their refunds either in Cash or Checks in their names.

Hold

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

a. Full Payment

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

b. Deferred Payment Scheme

Should students decide to participate in the Deferred Payment Scheme, they pay 50% of their tuition and fees upon completion of their registration (inclusive of the enrollment deposit for newly admitted students). The remaining 50% is paid over a 3-month period, with each payment made 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 ACADEMIC INFORMATION

Academic Advising

Academic Policy

- Class Attendance
- Grading System
- Computing the Grade Point Average
- Incomplete Grades and Make-Up Requirements
- Change of Final Grade
- Course Repetition Policy
- Academic Probation
- Removal of Academic Probation
- Academic Dismissal and Appeal Process
- Registration
- Registration Priority
- Registration Holds
- Drop and Add
- Pass-Fail Option
- Independent Study Courses
- Auditing a Class
- Withdrawal from Individual Courses
- Late Withdrawal from Individual Courses
- Withdrawal from the University
- Leave of Absence
- Resuming Study at AUK
- Study at **A**nother Institution

Courses and Class Schedules

- Course Schedules
- Course Code, Level, Title and Credit Hours Information
- Courses Numbered 099 or Below
- Course Prerequisites
- Course Corequisites
- Course Credit Value
- University Academic Operation and Class Periods
- Course Descriptions and Syllabi
- Official Student Class Standing
- Student Academic Load

Categories of Students

- Full-Time Students
- Part-Time Students
- Summer School

Graduation

- Graduation and Credit Hour Requirements
- Application for Graduation
- Undergraduate Catalog Requirements
- Major Requirements and Declaration of Major
- Double Major
- Minor Requirements and Declaration of Minor(s)

- Change in Degree Programs, Major and/or Minor
- Degree Audit
- Conferral of Degrees and Commencement
- Names on **Degrees Diplomas**
 - *Additional Diplomas*
- Student Academic Record
 - *Permanent Record*
 - *Transcripts*
 - *Disclosure of Student Records*

University Honors and Awards

- Dean's Honor List
- Graduation Honors

University Liability

GENERAL UNIVERSITY ACADEMIC INFORMATION

Students are responsible for their academic requirements, behavior, and personal possessions at the American University of Kuwait. The University expects students to adhere to the highest standards of personal and academic conduct and integrity as mature members of the academic community. Students are individually responsible for the information, regulations, and degree and graduation requirements contained in this Catalog. Failure to read, understand, and comply with University regulations does not exempt students from whatever is required or penalties they may incur. Students are also responsible to safeguard their academic status. They should seek the appropriate academic approval from their academic advisor for their academic programs. Students are advised to keep their own records of all transactions with the University. These include registration course schedules and copies of advisement forms, grade reports, payment records, etc. Whenever possible, students are also advised to retain copies of all tests, papers, etc., submitted in fulfillment of the coursework for which they are formally registered.

Academic Advising

Advising is an essential dimension of the successful educational process. The American University of Kuwait encourages student-advisor consultation throughout one's academic career. All new and undeclared undergraduate students are assigned to the Student Success Center for advising. Once a student declares a major, the student is assigned a faculty advisor. Students enrolled in Level III of the Intensive English Program may get advising assistance from the Student Success Center in order to facilitate a smooth transition to the undergraduate program.

Academic advisors assist students in interpreting University academic policies and procedures and in selecting the required courses for graduation and degree programs. Students should meet regularly with their advisors, develop an educational plan and periodically review their progress towards degree completion. The University is responsible for maintaining advising resources and meeting high standards for serving students effectively and efficiently. It should be noted, however, that students are ultimately responsible for selecting their courses, meeting course prerequisites, and adhering to University policies and procedures.

Academic Policy

Class Attendance

Student attendance and participation in all class, workshop, and laboratory sessions are required. Absences affect student's educational experience and, therefore, will affect grades. Lateness and/or absence hinder the learning process not only for the individual student but also for the class. Instructors will provide students with written statements on the course syllabus concerning their policies with respect to absences and lateness. University guidelines for attendance, absence and lateness:

1. Students who do not drop/withdraw from a course and who, by the end of the second week of classes, fail to attend a single meeting of a course will be withdrawn from the course by the instructor. A grade of W will be posted to the student's academic transcript and full tuition will be assessed for the course.
2. Any absence may affect the student's grade.

3. Instructors are not obligated to give substitute assignments or examinations to students who miss class.
4. Instructors are expected to maintain attendance records and to draw the student's attention to attendance requirements noted in the course syllabus. More stringent attendance policy is at the discretion of the Instructor.
5. In the event a student misses more than 20% of the class sessions for any reason, the Instructor will inform the Student Success Center who will issue a warning letter to the student.
6. In case of serious illness, the student must contact Student Affairs and provide official supporting documentation. The Dean of Student Affairs, in consultation with the faculty member, will determine the course of action regarding the student's progress in his/her course(s).

Grading System

Passing grades are **A**, excellent; **B**, good; **C**, fair; **P**, passing (see pass/fail option below). These grades may be modified by a plus or minus. Although a **D** is a passing grade, it represents less than satisfactory work.

The grade point average is based on grades earned in courses offering credit at the American University of Kuwait and may be calculated based on the following numerical equivalencies to the grading system:

A	equals	4.00
A-	equals	3.70
B+	equals	3.30
B	equals	3.00
B-	equals	2.70
C+	equals	2.30
C	equals	2.00
D	equals	1.00
F	equals	0
WF	Late Withdrawal with failure (GPA of 0)	

The Grade of WF is assigned by the instructor in lieu of an F when the student requests a Late Withdrawal (after the withdrawal deadline) from a course with a failing academic performance.

Grade notations not calculated in the Grade Point Average:

I	Incomplete
AU	Audit No credit
P	Pass (for Pass-Fail option only)
NP	Not Passing (for Pass-Fail option only)
W	Withdrawn
WP	Late Withdrawal without academic penalty

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 grade point average (GPA) is computed by dividing the total number of quality points by the total number of credit hours taken.

A cumulative grade point average of 2.00 or higher is required for graduation on all work completed at AUK. In addition, students must maintain an average of 2.00 or higher in their

Major courses in order to meet graduation requirements. Some programs may require a higher GPA for continuance in the program, and/or graduation.

Advanced placement credits, IB and A Level credits, credits transferred from accredited institutions, credits earned through extension work, and credit for courses taken on a Pass/Fail basis are not used in computing a student's GPA but may be accepted toward a degree.

Incomplete Grades and Make-Up Requirements

The requirements that are noted on the course syllabus for a course must be completed on the day the semester ends. No incomplete grade of I is given as a final grade in any course unless there is a compelling and verifiable emergency.

In case of unexcused incomplete work, a score of zero or grade of F may be given for the missing work and averaged into the final course grade computed accordingly.

Only in exceptional cases (such as the emergencies noted above), with written approval of the Instructor, is a student allowed to make up incomplete work. The grade of I will be replaced by the earned grade in the student's academic record once the Instructor submits a signed Change of Incomplete Grade of I form to the Office of the Registrar.

It is the responsibility of the student to complete or fulfill the uncompleted course requirement(s) on the date specified by his/her Instructor within 45 calendar days following the scheduled final examination for the course in question. The Instructor has 45 calendar days following the Final Grades Due deadline for the course to submit the final grade via the Change of Incomplete Grade of I form to the Office of the Registrar. After this deadline, all incomplete grades of I will be converted to a final grade of F.

Change of Final Grade

Faculty may change a final grade by submitting a Change of Grade Request form to the Office of the Registrar. Final grades may only be changed within 60 calendar days of Final Grades Due deadline for the semester in question. Following this deadline, a final grade may not be changed.

Course Repetition Policy

Course Repetition Policy

Under this policy, students may elect to repeat a maximum of ~~up to~~ 12 credit hours of coursework with a minimum earned grade of C. ~~Students may not repeat excluding:~~

1. Prerequisite courses for ~~passed~~ courses ~~already passed~~
2. Courses which have Catalog restrictions due to duplication of subject material

~~A passed course may be repeated only once regardless of the outcome.~~ Repetition of previously passed courses will not increase the number of transcript credits (a student will receive credit once for any course passed twice). Only the highest grade of the repeated course is counted in the calculation of the student's grade point average.

Students can repeat any course ~~with an earned grade lower where they earned a grade~~ lower than a C up to three times without the approval of the Dean of Academic Affairs. Students wishing to register for a fourth attempt will be referred to the Dean's Office who will require them to go before the Academic Standards Committee for review and recommendation. **Only the highest grade of the repeated course is counted in the calculation of the cumulative GPA.**

All grades of courses completed at AUK will be recorded on the student's American University of Kuwait transcript, and repeated courses will be so designated to distinguish them from other courses. ~~Repeated course grade points will not be used to calculate honors at graduation.~~

Academic Probation

A student will be placed on academic probation if, at the end of a regular academic semester, the student's cumulative grade point average falls below 2.00.

Students who remain on academic probation with a cumulative GPA below 2.00 for three consecutive semesters will be dismissed from AUK. The academic load of a student who is on probation shall not be more than 12 credit hours per semester until the probationary status is released.

Removal of Academic Probation

Academic probation will be removed if the student's cumulative GPA increases to 2.00 or above. Students remain on academic probation until the end of the semester.

Academic Dismissal and Appeal Process

The Registrar's Office will notify academically dismissed students that they may appeal their academic dismissal. If a student chooses to appeal a dismissal, the appeal will be reviewed by the Academic Standards Committee. The Academic Standards Committee may elect to allow the student to return to AUK ~~as a non-degree student~~ for a specific period of time under specific conditions or may decide that the student should remain dismissed for a period of one semester ~~to one year~~.

The decision of the Academic Standards Committee is both final and binding. The Academic Standards Committee is the final appeal option available to the dismissed student.

Registration

Students register for classes each semester based on their scheduled registration times. Students register for classes online via **AUK Self Service**. For additional information on the registration process and the scheduled registration times, please see the Office of the Registrar website at www.auk.edu.kw. Registration through a proxy is not permitted.

Registration Priority

The Office of the Registrar assigns registration times and priority based upon the student's earned credit hours. Students can view their registration times and priority online via the Office of the Registrar website at www.auk.edu.kw. Students may register at their appointed registration time through the end of the Drop/Add deadline for the semester in question.

Registration Holds

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

Drop and Add

Students are allowed to drop and/or add courses through the end of the Drop/Add period. Students interested in adding or dropping courses should consult first with their respective academic advisor before making their registration changes. Students can add and drop courses online via *AUK Self Service*. Courses dropped during the Drop/Add period will not be inscribed in students' academic record. Students are also encouraged to consult the tuition refund schedule before dropping a course.

Pass-Fail Option

The pass-fail option is provided to encourage students to enrich their educational experience and to venture outside their Major areas of concentration or competence. To earn a pass under the Pass-Fail 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. A grade of Not Passing ("NP") will be recorded on the transcript, but will carry no grade points and will also not be used in calculating the GPA.

The following restrictions apply:

1. A student electing the Pass-Fail option must be in good standing (not on academic probation) and should be of sophomore standing or above.
2. A student electing the Pass-Fail option must do so at registration by completing a Pass-Fail Option Request, and no change may be made after the Drop/Add period.
3. No more than 12 credit hours may be taken under the Pass-Fail option and no more than one course in any one semester.
4. No course taken on the Pass-Fail option may be used to satisfy the general education requirements or be taken in one's Major or Minor.
5. No course may be repeated on a Pass-Fail option. A course for which the grade "P" has been received may not be repeated.

Students interested in enrolling in a course using the Pass-Fail option should consult first with their respective academic advisor before making their registration changes. Students can register for a course using the Pass-Fail option through the Office of the Registrar. Students may only change to or from Pass-Fail status through the end of the Drop/Add period. Please consult the Academic Calendar.

Independent Study Courses

An independent study course is an individually supervised, upper-level course, which offers a student the opportunity for intense study in a specific area of interest. These courses are primarily intended for juniors and seniors who have received Instructor approval and have at least a 3.00 GPA or are in the semester prior to graduation and need a course to graduate which is not offered at AUK that semester.

Auditing a Class

Auditing a class allows a student to enroll in a class for no academic credit. Students are still required to pay the tuition and fees associated with the course. No grade is awarded for an audit. The audited class will be recorded on the student's transcript with a grade of Audit. Students should contact the faculty member for requirements for auditing and can register for an audit through the Office of the Registrar. Students may only change to or from an audit status through the end of the Drop/Add period. Please consult the Academic Calendar.

Withdrawal from Individual Courses

Students are permitted to voluntarily withdraw from individual courses. However, to maintain full-time status a student must maintain a minimum of 12 credits per semester. Withdrawal from individual courses should occur no later than the Withdrawal deadline for the respective Block or semester. Please consult the Academic Calendar.

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 Block or semester. After the published Withdrawal deadline, students may only withdraw from individual courses following the late withdrawal process (See Below). For additional information regarding the individual course withdrawal deadline, please see the Office of the Registrar website at www.auk.edu.kw. Students are also encouraged to consult the tuition refund schedule before withdrawing from a course.

Late Withdrawal from Individual Courses

Students may request a Late Withdrawal between the Withdrawal deadline and two instructional weeks before the last day of regular semester classes. Students requesting a Late Withdrawal from the course will be assigned a final grade of either “WP” (Withdrawal Passing, no credit) or “WF” (Withdrawal with Failure) **by the instructor**, depending on the quality of the work performed in the course up to that point. A grade of “WF” will be calculated in the overall GPA.

Withdrawal from the University

Students may decide to withdraw from the American University of Kuwait for a variety of understandable reasons. Students must withdraw from the University by submitting a signed Withdrawal from AUK request to the Office of the Registrar. Withdrawal from AUK before the Withdrawal deadline will result in a grade of W. Withdrawal from AUK after the Withdrawal deadline will result in a grade of either WP or WF (depending on the student’s grades at the time of withdrawal).

In the event a student withdraws from the University **for Justifiable Reasons**, the following refund schedule will be applied:

By the last day of the first week of classes: 90% of tuition and fees

By the last day of the second week of classes: 50% of tuition and fees

After the end of the second week, no refunds are made. No refund will be made of application fee, technology fee, Library fee, activities fee or other fees for special services rendered to students.

Leave of Absence

Students desiring a leave of absence for reasons other than studying at another institution of higher education must obtain formal permission from the Student Success Center and the Dean of Student Affairs. If the student is in good academic standing and it seems appropriate to guarantee the student an automatic readmission, the Dean of Student Affairs will sign the Leave of Absence Request form. This permit will specify a maximum limitation of one academic year for automatic readmission to the same degree program.

The permit becomes void if the student attends any domestic or foreign institution of higher education during the period of leave.

Resuming Study at AUK

Students, who without permission cease to attend the University for a minimum of an entire semester, whether voluntarily or not, may not resume study until they have been formally re-admitted.

Unless other arrangements have been agreed to in writing by the Dean of Student Affairs before the beginning of such an absence, readmitted students are subject to all regulations and must meet all requirements in place when studies are resumed.

Readmitted students who change Degree Program, School, or College or who are subject to the new regulations or requirements must complete all requirements and abide by all regulations in effect at the time such a change is made.

Study at ~~A~~another Institution

~~*AUK students who wish to study at another institution of higher education must acquire permission in advance by completing the Study Away Request form and receiving the necessary signatures from Academic Affairs and the Student Success Center before doing so.*~~

An enrolled AUK student who plans to take courses at another institution of higher education for transfer credit to American University of Kuwait must be in good academic standing and must receive prior approval by completing the Study Away Request form and obtaining the necessary signatures from Academic Affairs and the Student Success Center.

Students are allowed to take courses at another institution if they meet one or more of the following criteria:

1. It is the student's last semester before graduating from AUK and he or she needs a course that is not offered at AUK that semester.
2. The student wants to take summer classes in Kuwait, but the courses that he or she plans to take will not be offered at AUK prior to the student's graduation.
- ~~3.—The student is traveling abroad for the summer and wants to take classes while on vacation.~~
3. The student is taking coursework at a university outside of Kuwait approved by the Ministry of Higher Education.

All students must still meet the AUK residency requirement of 60 hours. If a student meets one of more of the above criteria, but will not meet the AUK residency requirement of 60 hours, his/her request to study away will be denied.

AUK can assist students in finding appropriate courses at another institution, but does not guarantee a student's admission to study at another institution of higher learning. It is the student's responsibility to obtain such permission.

Transfer credit is applicable toward the requirements of a major or graduation if the earned grade is C or better. Approval is granted for specific courses only, not programs. Only courses from accredited institutions of higher education can be transferred to AUK.

Courses and Class Schedules

Course Schedules

Each semester the University publishes an online schedule of course offerings for the following semester which is accessible to students via **AUK Self Service**. This schedule provides information on the courses to be offered, the meeting schedule and meeting frequency, the time schedule (hour of the day and which days of the week), and the classrooms and laboratories for the respective courses. Students should consult the Schedule of Courses through **AUK Self Service** before seeking advice from their academic advisor.

Course Code, Level, Title and Credit Hours Information

Each academic discipline offered by the University is summarized by a three-or four-letter code, followed by a number indicating the level of the course content.

For example,

ENGL 201 Foundations of Western Literature (3)

is a second level course in English Literature that follows introductory level 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 that course. If the frequency of the course offering is not indicated, the course is offered at the discretion of the Program or Department. Student's inquiries should be directed to academic units and programs.

Courses Numbered 099 or Below

Hours of credit may be awarded for the successful completion of these courses. However, grades earned in these courses are not averaged into the GPA, and the credit hours earned for these courses are not applied toward the total hours required for graduation.

Course Prerequisites

Upper or higher level courses, typically with 200, 300, and 400 designations, may have one or more introductory level prerequisites. Typically 200 level courses are for freshman and sophomore students while 300 and 400 level courses are for juniors and seniors. Specific prerequisites are usually noted in the course description. Codes, numbers and titles are those of AUK.

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 hours. Equivalency is determined by AUK. Students should consult with their academic advisor for written acceptance of equivalency and permission to enroll in upper level courses. 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.

Course Corequisites

A corequisite course is to be taken at the same time as another specified course, or courses, as designated by the department. A corequisite course may also be completed before taking the course or courses with which it is paired. Specific corequisites are usually noted in the course description.

Course Credit Value

All courses are valued in credit hours. Generally, each credit hour is equal to 50 minutes of class instruction a week. Each credit hour of laboratory is equal to 120-180 minutes of laboratory experience.

University Academic Operation and Class Periods

The University offers most courses on a five-day schedule, from Saturday through Wednesday. Classes normally meet either two days a week for one hour and fifteen 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, Continuing Education and other specialized programs may meet in the evenings and on weekend days and for varied hours of meeting. **Class duration and meeting frequency may differ during the Summer semester.**

Course Descriptions and Syllabi

Course descriptions of permanent courses in the University curriculum are listed alphabetically by discipline, and then by course number, title, and credit hours in the Course Descriptions section of this Catalog. Nonrecurring or Special Topics courses are published online via **AUK Self Service** each semester in the Schedule of Courses issued by the Registrar. Course syllabi (syllabus in the singular) provide a detailed outline of the course content with the dates for the assignments, exams and other requirements indicated. Course syllabi are available from the instructor at the start of the course.

Official Student Class Standing

<i>Credit Hours Completed</i>	<i>Class Standing</i>
0-29 hours	Freshman or First Year
30-59 hours	Sophomore or Second Year
60-89 hours	Junior or Third Year
90-120 hours	Senior or Fourth Year
121+ hours	Fifth Year

Student Academic Load

A student admitted to and enrolled as degree-seeking normally registers for 15 to 18 credit hours each semester so that the required minimum of 120 credit hours for the Bachelor's degree in a major in Arts and Sciences may be completed in four years. In any given semester, a student may register for a minimum of 12 credit hours and be classified as full-time for that semester. A total of 18 credit hours per semester is the maximum load a student is permitted to take. PASS Program students are permitted to enroll in a maximum of 13 credit hours per semester. Students on academic probation are not permitted to enroll in more than 12 credit hours per semester while on probation.

Categories of Students

Full-time Students

To be considered full-time, a student must carry a course load between 12 and 18 credit hours per regular semester.

Part-Time Students

Part-time students carry 11 credit hours or less. No special permission is required to enroll at AUK as a part-time student.

Summer School

The maximum enrollment credit hours for Summer School are determined by the Dean of Academic Affairs . Under special circumstances a student with a cumulative average of 3.00 or above may secure the permission of the Student Success Center to take an additional three-credit hour course.

Graduation

Graduation and Credit Hour Requirements

- All Bachelor degrees offered by the University require completion of a minimum of 120 credit hours of coursework.
- A minimum of 60 credit hours must be completed in residence at American University of Kuwait.
- A maximum of 60 credit hours may be applied towards a degree from another accredited college or university.
- A minimum AUK cumulative GPA of 2.00 is required.
- An Application for Graduation must be submitted by the student prior to the application deadline.

Application for Graduation

The American University of Kuwait confers degrees at the end of the academic year (Spring semester). Candidates for graduation must complete and submit an Application for Graduation form in the Office of the Registrar. **Application for Graduation reminders will be sent to the AUK e-mail address of those students who have earned a minimum of 90 credit hours towards their AUK degree.** Failure to apply for graduation by the required deadline may result in the student's graduation being delayed.

After the application for graduation has been filed, the Office of the Registrar will begin processing the information and checking the requirements for final certification for graduation. Students who fail to complete all degree requirements by the end of the semester for which they applied to graduate must reapply in order to graduate at the next graduation ceremony.

Undergraduate Catalog Requirements

Students with continuous enrollment have the option of fulfilling all the graduation requirements from the Catalog under which they entered the American University of Kuwait as an undergraduate student or all the requirements from any subsequent Catalog. Students who withdraw and then return to the American University of Kuwait must follow the graduation requirements from the Catalog under which they are re-admitted or any subsequent Catalog, provided the student maintains continuous enrollment.

Major Requirements and Declaration of Major

The term major refers to the specialty in the degree program in the University. Each course in the major requires a final grade of C or better. Course grades lower than C in the major must be

repeated or an equivalent course taken to satisfy the specific major requirement. Students are encouraged not to declare a major until their sophomore or second year.

Upon admission to the American University of Kuwait, undergraduate students are admitted with an undeclared major, placed in the College of Arts and Sciences, and assigned to the Student Success Center for advisement. Students should formally choose and declare a major by the start of their junior or third year of full-time coursework.

When students declare a major, they are then assigned to the appropriate faculty advisor. For information and forms for declaring a major, visit the Office of the Registrar.

Double Major

Student may complete two majors by satisfactorily completing all the major and major-related coursework required by the two majors. Students may apply the same course(s) to both majors if it meets both sets of requirements. A maximum of 9 credit hours may be applied to both majors.

Minor Requirements and Declaration of Minor(s)

A minor is a limited focus or emphasis in a given academic discipline or program but that is not a degree program. All minor programs consist of a minimum of 18 credit hours. At least 9 credit hours of the minor must be taken in residence at American University of Kuwait.

Specific course requirements for minors are noted under the requirements for the degree programs. Students must consult their advisers and/or the academic area about the procedure for declaring a minor.

A grade of C or better is required for each course used to satisfy the requirements of the minor. Forms for declaration of a minor are available in the Office of the Registrar. Minors are noted on the student's transcript at the time of graduation, but do not appear on the degree.

Change in Degree Program, Major and/or Minor

To be eligible to change degree program or major, the student must meet the requirements for admission to the new major or degree program. Students seeking to change either a degree program, major or minor must submit a Major/Minor Update Request form to the Office of the Registrar.

Before formally changing their degree program, major or minor, students are encouraged to evaluate the impact of the proposed change through the What-if feature of the Degree Audit as well as seeking advice from an academic advisor of the Student Success Center.

Degree Audit

~~E-mail reminders will be sent to the AUK e-mail address of those students who have earned a minimum of 90 credit hours towards their AUK degree.~~ Students should check their Degree Audit and their personal information via their **AUK Self Service** account to ensure that their information is correct. Students should also review the audit with their academic advisor and report any discrepancies to the Office of the Registrar. The substitution of courses for Degree Audit and graduation purposes may be petitioned through the Student Success Center.

The Degree Audit will list remaining degree requirements, as well as requirements completed and in progress. The Degree Audit assumes successful completion of courses in progress. ~~It is dynamic and changes as students progress with their academic career.~~ Students are encouraged to

regularly generate their Degree Audit in order to evaluate progress towards their degree requirements.

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 Commencement

The American University of Kuwait confers degrees at the end of the academic year (Spring semester). Students who successfully complete degree requirements by the end of the Fall semester immediately prior; the Spring semester of; or the Summer semester immediately following may participate in the Spring Commencement or graduation ceremony.

The Dean of Admissions and Registration will certify all candidates for Spring Commencement whose academic records indicate that they can satisfy degree requirements by the end of the semester for which they have applied. All applicants for graduation must satisfy all graduation requirements as specified by the Kuwait Council of Private Universities.

The transcript or permanent record of the graduate is appropriately noted with a statement and date of graduation.

Names on Degrees Diplomas

The names of students on degrees of the American University of Kuwait will be spelled exactly as they appear on the Application for Graduation as completed by the student and will be printed according to the personal preference of the student concerned.

Additional Diplomas

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

Student Academic Record

Permanent Record

For each student who registers at the University, a permanent record, specifying academic achievement, is maintained in the Office of the Registrar. Students may access their academic records through their **AUK Self-Service** account. 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 from their **AUK Self-Service** account. Official AUK transcripts must be requested from the Office of the Registrar. Transcripts are released only upon the signed request of the student concerned. The University issues only complete transcripts, not parts of transcripts or student records. The University does not release any documents from the student file. The University does not make copies of transcripts or other official documents in the student's file from other colleges or universities.

Disclosure of Student Records

Student information is only afforded to verified family members. The preference is that the information be limited to parents/guardians of the students. Information that can be released includes the following: enrollment status, grades at midterm, final grades, and declared major.

Parents/guardians wanting additional information must make an appointment to meet with the both the Student Ombudsman and the student. The Student Ombudsman will obtain the relevant information from the faculty member and will share the information with the concerned party. If family members request to meet with faculty, the Student Ombudsman will make the arrangements.

University Honors and Awards

Dean's Honor List

Each School or College will issue a Dean's List of Honor students at the end of each semester. To be placed on the Honor List for the semester, a student must:

1. Be full-time, earning a minimum of 12 credit hours numbered 100 or above for the semester;
2. Have at least a 3.50 semester GPA;
3. Have no incomplete grades, WF, or F grades for the semester; and,
4. Have no disciplinary action against him or her.

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 American University of Kuwait and have achieved the requisite cumulative GPA. These are:

<i>Summa cum laude:</i>	3.90-4.00 GPA
<i>Magna cum laude:</i>	3.70-3.89 GPA
<i>Cum laude:</i>	3.50-3.69 GPA

Latin Honors are listed in the Commencement Program and on the student's permanent record and degree.

University Liability

The University has no liability if the student ignores the advice of academic advisors or fails to abide and comply by the regulations contained in the Catalog.

The University does not provide insurance to cover losses of /or damage to possessions or personal articles nor does it assume any responsibility for such losses, i.e. the University community (students, faculty, and staff) and guests are responsible for their personal possessions and property.

PRE-UNIVERSITY INTENSIVE ENGLISH PROGRAM

Admission and Placement

Duration of Study

Pedagogical Foci

- Reading
- Writing, Grammar and Vocabulary
- Listening and Speaking
- Hours of Study

Methods of Instruction

Evaluation of Student Progress

Policy on Attendance and Lateness

Course Description

THE PRE-UNIVERSITY INTENSIVE ENGLISH PROGRAM

The American University of Kuwait has developed a special preparatory program in Intensive English for students who qualify for admission into the University but whose English Language skills fall below the minimum TOEFL score (520) needed for University studies. The Program is designed to increase the language skills of students and empower them to succeed in University studies. This preparatory program is intended to provide the student not only with the necessary skills for English language but also in study skills, note taking, and other learning methods for success in the University.

The mission of the Intensive English Program is to prepare students to gain sufficient mastery of the English Language in order to enter the degree programs of the University and to excel as students. The purpose of the Intensive English Program is to train non-native speakers in specific uses of English for academic, technical, or professional purposes, as well as to provide quality English language instruction to all individuals who have chosen English as their medium of communication for academic or professional pursuits and to promote international and intercultural understanding. The main goal of the Intensive English Program is to increase students' language competence to a level suitable for study in University courses taught in English. A second goal is to enhance the students' academic skills in order for them to succeed in their first and successive years of education. The courses are designed to enable students to enhance their linguistic and communicative skills in order to become effective, fully participating members of the academic or professional community both during their time on campus and beyond.

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 at AUK. Applicants who score below 520 on the Test of English as a Foreign Language (TOEFL) or 190 on the computerized version 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.

A student who scores between 179 and 190 on the computerized version of TOEFL may be permitted to take course work in the University undergraduate program. Students must gain the approval of the Director of the Intensive English Program. (For IEP Application Requirements see Admissions, Registration Guidance, and Tuition section in the Catalog)

Duration of 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 and writing, including 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.

Reading

The two objectives of the reading component of Intensive English Program are : the first is to improve the student's reading comprehension and the second is to increase the student's reading speed. These objectives will be achieved through intensive practice in a variety of reading skills of diverse textual forms and literary genres. Through these techniques, it is hoped that students will gain an appreciation for the importance of reading not only in the academic context but also in life and at work.

Writing, Grammar and Vocabulary

The writing component of Intensive English Program is designed to educate the student in the different steps of the writing process: from generating and organizing ideas to writing, revising, and editing written work. The student will be expected to develop the necessary skills to produce academic and other texts, such as journalistic or advertising texts, from basic sentences to paragraphs to essays and other academic papers and reports. Instruction will focus on developing writing fluency, grammatical and lexical accuracy, and a strong and varied vocabulary. This will be achieved through the analysis and practice of the various rhetorical and writing modes typically employed in academic writing.

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 English and will then emphasize academic, technical, business and journalistic vocabulary. Most significantly, by the time the student completes the Intensive English Program he or she will be familiar with much of the commonly used academic, business and journalistic vocabulary that is commonly used in these endeavors and that is necessary for success in University coursework.

Listening and Speaking

The fundamental objective of the listening and speaking components is to improve the student's ability to effectively comprehend English in academic and social settings. This goal will be achieved through repeated practice in interactive listening and speaking activities. Initial learning will emphasize understanding basic everyday conversations and determining the main ideas of such conversations. At this level, instruction will include training in comprehending short, simple lectures. The highest-level courses in Intensive English Program will focus on improving the student's comprehension of longer and more complex academic lectures. The student will also learn to develop methods of accurate note taking in lectures and texts and to organize the ideas and information in a useful written format.

The speaking component leads the student to communicate effectively and successfully in social and academic contexts. Instruction will be given in how to describe an event, make an observation correctly, express an opinion confidently, agree or disagree effectively, and argue and persuade convincingly. Instruction in developing the ability to make oral presentations and to participate in classroom discussions will also be provided. Instruction in the use of computer technology for presentations will be developed. All these important skills will, over the years of studying at AUK, improve both the student's speaking fluency and accuracy and will prepare him or her for public speaking and communication in varied contexts.

Hours of Study

On average, 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 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 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 specially 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

Varied progress tests in proficiency are held regularly and frequently. 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. Promotion to University freshman status is by the ACCUPLACER Placement Test.

Policy on Attendance and Lateness

Intensive English classes meet daily, Saturday through Wednesday. Because of the intensive nature of the program, regular attendance by students in all courses is expected and required.

Lateness and/or absence hinder the learning process not only for the individual student but also for the class.

Instructors will provide students with written statements on the course syllabus of their policies with respect to absences and lateness. A more stringent attendance policy is at the discretion of the Instructor.

University guidelines for lateness, absence and attendance are as follows:

1. Any absence may affect the student's grade.
2. Instructors are not obligated to give substitute assignments or examinations to students who miss class.
3. Two occasions of lateness (5 minutes or more) count as one absence.
4. In the event a student misses more than 10% of the class sessions for any reason, the Instructor will inform the Director of the Intensive English Program. The Department of Student Success will issue a warning letter to the student with a copy to his/her parents.

5. If the student misses an additional 10% of the class sessions after the warning, the Instructor, with the approval of the Director, may initiate administrative withdrawal of the student from the course.
6. If the notification reaches the Director before the end of the eighth week of classes, a grade of “W” will be entered on the student’s permanent record. If notification reaches the Director’s Office after the eighth week of classes, the student will be withdrawn with a grade of “WP” (passing withdrawal, no credit) or “WF” (withdrawal with failure), depending on the quality of the work performed in the course up to that point. A grade of WF will be calculated in the overall GPA.
7. In case of serious illness, the student must contact the Program Director and provide official supporting documentation. The Program Director, in consultation with the faculty member, will determine the course of action regarding the student’s progress in his/her course(s).

Course Description Pre-University Intensive English (IENG)

IENG 010 Elementary Intensive English Language, Level 1, Oral Communication I.

Develops basic listening and speaking skills used in everyday situations and related to purposeful social interaction. Special emphasis is given to listening for specific information while focusing on a limited number of options. Increases fluency in listening and speaking in everyday situations. Work on developing basic reading and listening skills, developing self-awareness of learning styles and learning progress, building vocabulary, and recognizing main ideas and supporting details. Prerequisite: Placement Test, TOEFL 65-96. Co-requisite: IENG 011

IENG 011 Elementary Intensive English Language, Level 1, Reading and Writing I.

Develops fluency through ample free writing and a variety of other writing activities. Students are taught to use and to express thoughts clearly using simple and compound sentences as well as writing basic paragraphs using proper formats. In addition, students learn to comprehend narrative and simple, factual texts, and to distinguish main ideas from supporting details. Focuses on clear expression of ideas as fluency increases. They also apply the content of readings to specific tasks such as problem solving or decision making, thus learning social and educational skills. Prerequisite: Placement Test, TOEFL 65-96. Co-requisite: IENG 010

IENG 020 Intermediate Intensive English Language, Level 2, Oral Communication II.

The focus of this course is on academically-oriented listening and speaking skills at the intermediate level. Students receive opportunities to improve oral vocabulary, grammar, and fluency through a variety of communicative activities including pair work, group presentations, and interviews. Students listen to academically-oriented texts while practicing note taking skills. Prerequisite: Placement Test, TOEFL 97-129 **OR** IENG 010. Co-requisite: IENG 021

IENG 021 Intermediate Intensive English Language, Level 2, Reading and Writing II

(0). This course focuses on refining sentence writing skills as well as introducing paragraph structure and organization. Students learn to write well-developed sentences and paragraphs including both personal and academic topics. There is a focus on grammatical accuracy, revision, and editing. Both in-class as well as at-home writing is involved. Students also read academically-oriented texts and practice critical thinking skills for the purpose of analysis, synthesis, and evaluation. Prerequisite: Placement Test, TOEFL 97-129 **OR** IENG 011. Co-requisite: IENG 020

IENG 030 Advanced Intensive English Language, Level 3, Oral Communication III.

Extensive practice in listening to and understanding academic lectures and taking notes. Students will learn to recognize a variety of verbal and non-verbal clues to signal main ideas in a

lecture; prepare and deliver formal oral presentations; improve discussion skills, and learn how to support their opinions and respond to the opinions of others. Prerequisite: Placement test, TOEFL 130-178 **OR** IENG 020. Co-requisite: IENG 031.

IENG 031 Advanced Intensive English Language, Level 3, Reading and Writing III.

Refines writing techniques through the development of paragraphs on academic topics with correct structure and organization. Introduces writing of expository essays. Acquisition of academic vocabulary for all modes of discourse while learning to present, synthesize, analyze authentic academic texts. Provides extensive reading of academic texts for the purpose of evaluation of information. Students will also acquire library research skills. Focuses on improving academic reading skills comprehension and answering test questions. Prerequisite: Placement Test, TOEFL 130-178 **OR** IENG 021. Co-requisite: IENG 030.

UNIVERSITY DEGREE PROGRAMS

University Degree Requirements

- **General Education Requirements**
- **Graduation and Credit Hour Requirements**
- **Two Bachelor Degrees**
- **Major Requirements and Declaration of Major**
- **Double Major**
- **Minor(s) and Declaration of Minor(s)**
- **Good Academic Standing Requirement for Graduation**
- **Change or Transfer in Degree Program (Major)**

UNIVERSITY DEGREE PROGRAMS

University Degree Requirements

The American University of Kuwait is committed to a liberal arts 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 double majors, minors and electives in a variety of disciplines. 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 curriculum is designed to instill in students the passion for life-long learning, academic excellence, and a sense of professionalism and leadership qualities.

To graduate with a Bachelor degree (BA, B.B.A, B.S.), students must complete, on average, a minimum of 120 credit hours. The minimum 120 credit hours needed for the degree programs are composed of the General Education Requirements and all Major requirements. Any remaining credit hours out of the minimum 120 credits that a student may have after the completion of all requirements may be used to complete a minor in another discipline, or for - elective courses or both. Some degree programs may require students to complete a minor; in fact, students are encouraged to complete a minor either in a field related to their 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 (B.A.) in:
 - Anthropology /Sociology
 - Communication and Media
 - With concentrations in:
 - Advertising
 - Journalism
 - Public Relations
 - Economics
 - English Language and Literature
 - History and International Studies
- Bachelor of Business Administration (B.B.A.):
 - With major options in:
 - Accounting
 - Finance
 - Management
 - Marketing
- Bachelor of Science (B.S.) in:
 - Computer Science
 - Information Systems

General Education Requirements

To earn a Bachelor's Degree, students are governed by the following requirements including a set of General Education requirements. Each specific degree program has further major and major-related requirements that are detailed in their respective sections of the Catalog.

General Education courses are designed to provide all students with a foundation of core knowledge upon which degree programs are built. Students must successfully complete:

Forty-five (45) General Education credit hours in the following courses:

- **English Language Requirement (6)**
- **Oral Communication Requirement (3)**
- **Arabic Language and Culture Requirement (6)**
- **Mathematics Requirement (6)**
- **Computer Science and Information Systems Requirement (3)**
- **Health and Wellness Requirement (1)**
- **Essentials of Learning Requirement (1)**
- **Humanities Requirement (6)**
- **Social Sciences Requirement (6)**
- **Sciences Requirement (7)**

Courses in the **General Education Requirements** generally should be completed in the first two years. However, the following two courses of English (ENGL 101 and ENGL 108) should be completed in the first year. Students should consult with their academic advisor before choosing and scheduling their General Education Requirements.

Grades earned in courses numbered 099 and below are not averaged into the GPA, and the credit hours earned for these courses are not applied towards the total hours required for graduation.

- **English Language Requirement (6)**

Students can satisfy the English requirement with a grade of C (2.00 GPA) or better by taking the following two courses:

ENGL 101 Approaches to Critical Reading and Writing (3)

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

Or

ENGL 204 Business Writing (3). This course is recommended for all Business, Economics and Communications Majors and should be completed by the end of the second year.

- **Oral Communication Requirement (3)**

Students can satisfy the *Oral Communication* requirement by taking the following course:

ENGL 108 Public Speaking (3)

- **Arabic Language and Culture Requirement (6)**

To fulfill the General Education Requirement for Arabic, the student must take one (1) course on culture or society and one (1) course on language or literature. Those courses must be passed with a grade of C or better. The following are guidelines for fulfilling the Arabic requirement:

Arabic Culture Requirement

ARAB 150 Human Development in the Arab World (3)

Or

ANSO 205 Arab Society (3)

Or

MUSC 370/ANSO 370 Music and Dance in Arabian Culture (3)

Or

ART 103 Arab and Islamic Art (3)

Arabic Language Requirement

Students with an Arabic-speaking educational background should take the following course to satisfy the language/literature Arabic general education requirement:

ARAB 220 Readings in Arabic Heritage (3)

Students with a non-Arabic speaking educational background (those who attended foreign schools) should take either one of the following courses to satisfy the language/literature Arabic general education requirement according to their proficiency level in Arabic:

ARAB 101 Arabic as a Second Language (3)

Or

ARAB 104 Arabic Basic Language Skills (3)

Or

ARAB 110 Arabic Composition I (3)

Students whose proficiency level in Arabic is higher than the level of ARAB 110 are required to take any higher-number ARAB course.

- **Mathematics Requirement (6)**

Students can take two (2) of the following college-level mathematics or statistics courses:

MATH 101 Finite Mathematics (3)

MATH 102 Introduction to Modern Mathematics (3)

MATH 103 Mathematics for Business (3)

MATH 110 Pre-Calculus (3)

MATH 201	Calculus I (3)
MATH 203	Calculus II (3)
MATH 210	Differential Equations (3)
MATH 213	Discrete Mathematics (3)
STAT 201	Statistics (3)

- **Computer Science and Information Systems Requirement (3)**

To fulfill the CSIS General Education Requirement, students can take any 100-level CSIS course

- **Health and Wellness Requirement (1)**

To fulfill the Health and Wellness Requirement, students must take any HFIT course.

- **Essentials of Learning Requirement (1)**

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

- **EDUC 100 Essentials of Learning (1)**

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 one credit must be made up in another area to satisfy degree credit hour requirements.

- **Humanities Requirement (6)**

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

- ARABIC** (ARAB) (150,205,220,303,304,308,312,313,400)
- ART** (ART)
- ENGLISH** (ENGL) (200-level courses or above except for ENGL 204)
- FRENCH** (FRNC)
- MUSIC** (MUSC)
- DRAMA** (DRAM)
- PHILOSOPHY** (PHIL)
- RELIGION** (RELG)

- **Social Sciences Requirement (6)**

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

- AMERICAN STUDIES** (AMST)
- ANTHROPOLOGY** (ANSO)
- ECONOMICS** (ECON)
- HISTORY** (HIST)
- INTERNATIONAL STUDIES** (INST)
- PSYCHOLOGY** (PSYC)
- POLITICAL SCIENCE** (PLSC)
- SOCIOLOGY** (ANSO)

- **Science Requirement (7)**

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

BIOLOGY (BIOL)
CHEMISTRY (CHEM)
PHYSICS (PHYS)
NATURAL SCIENCES (NSCI)

Graduation and Credit Hour Requirements

- All Bachelor degrees offered by the University require completion of a minimum of 120 credit hours of coursework.
- A minimum of 60 credit hours must be completed at the American University of Kuwait.
- A minimum of 21 credit hours must be completed at the American University of Kuwait in upper-division courses (usually numbered in the 300s and 400s) in the student's major.
- A maximum of 60 credit hours from another accredited college or university may be applied towards a degree at the American University of Kuwait.

Two Bachelor Degrees

Two Bachelor degrees may be earned at American University of Kuwait if the student satisfies the requirements of both degrees, and accrues **at least 150** credit hours or more. Students must consult their advisors and the appropriate academic program.

Major Requirements and Declaration of Major

The term major refers to the degree program in the University. In every degree program or major, the student must complete *at least 33* credit hours in the major and major-related courses.

Each course in the major requires a grade point average of 2.00 or better. Course grades lower than C in the major must be repeated or an equivalent course taken to satisfy the specific major requirement.

Students are encouraged not to declare a major in their freshman year. Students are admitted with an undeclared major, placed in the College of Arts and Sciences, and assigned to the Student Success Center for advisement. Students should formally choose and declare a major by the end of the second year of full-time coursework (minimum of 60 credit hours). When students declare a major, they are then assigned to the appropriate faculty advisor for assistance with educational planning. For information and forms for declaring a major, visit the Office of the Registrar.

Double Major

Student may complete two majors by satisfactorily completing all the major and major-related coursework required by the two majors.

Students may apply the same course(s) to both majors if it meets both sets of requirements.

If the double major is pursued in two different degree programs, students must designate the primary major they will be enrolled and from which they will graduate.

Minor(s) and Declaration of Minor(s)

A minor is a limited focus or emphasis in a given academic discipline or program. All minor programs consist of a minimum of 18 credit hours. The number of credit hours required for a minor may vary by the discipline and degree program. At least 9 credit hours of the minor must be taken in residence at American University of Kuwait.

Specific course requirements for minors are noted under the requirements for the degree programs. Students must consult their advisors and/or the academic area about the procedure for declaring a Minor.

A grade of C or better is required for each course used to satisfy the requirements of the minor. Forms for Declaration of Minor are available in the Office of the Registrar.

Minors are noted on the student's transcript at the time of graduation, but do not appear on the degree.

Good Academic Standing Requirement for Graduation

To remain in good academic standing, students enrolled in a degree program must maintain an overall Grade Point Average of at least 2.00.

An overall Grade Point Average of 2.00 is required for graduation.

Change or Transfer in Degree Program (Major)

This refers to a change of Concentration, Major or Degree Program. To change, the student must meet the requirements for admission to the new Concentration, Major or Degree Program. Students seeking admission to the new Degree Program or Major must submit a special application form provided by the Office of the Registrar. **(Exception of Government internal scholarship recipient)**

COLLEGE OF ARTS AND SCIENCES

Dean of Academic Affairs

Academic Divisions

- **Business and Economics**
- **Humanities and Arts**
- **Sciences**
- **Social Sciences**

Degree Programs

- **Anthropology and Sociology (B.A.)**
- **Business Administration (B.B.A.)**
- **Communication and Media (B.A.)**
- **Computer Science (B.S.)**
- **Economics (B.A.)**
- **English Language and Literature (B.A.)**
- **History and International Studies (B.A.)**
- **Information Systems (B.S.)**
(See Computer Science)

Minors

- **Graphic Design**
- **Natural Sciences**
- **Psychology**
- **Visual-Performing Arts**

Course Descriptions by Discipline

COLLEGE OF ARTS AND SCIENCES

Dean of Academic Affairs

The College of Arts and Sciences provides students with a well-rounded learning experience that motivates life-long learning and encourages analytical and critical thinking in areas of the arts and sciences. The curriculum is designed to inform, inspire and invigorate the intellectual, scientific, cultural, and creative potential of the students. Particular emphasis is placed on issues related to leadership, moral development and ethical practices.

Students also learn to examine and appreciate the traditions and contributions of Arab/Islamic, Eastern and Western cultures. Furthermore, in this increasingly global and interconnected world, students will develop the knowledge of world affairs and an appreciation of the moral and ethical dimensions of collective life.

Graduates of the College of Arts and Sciences at the American University of Kuwait will be well prepared and qualified to pursue varied careers, graduate training in professional fields and graduate studies towards a Master's or Doctoral degree in their chosen disciplines. Arts and Sciences are the foundation for careers in all public and private sectors.

Academic Divisions

The College of Arts and Sciences is administratively divided into four principal academic areas:

- Business and Economics
- Humanities and Arts
- Sciences
- Social Sciences

Business and Economics

Division Head: Dr. Jeremy Cripps

Disciplines included:

- Accounting (ACCT)
- Business Law (BEAL)
- Economics (ECON)
- Entrepreneurship (ENTR)
- Finance (FINC)
- International Business (IBUS)
- Management (MGMT)
- Marketing (MRKT)

Humanities and Arts

Division Head: Dr. Lisa Urkevich

Disciplines included:

- 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)
- Translation (TRAN)

Sciences

Division Head: Dr. Shereef Abu Al-Maati

Disciplines included:

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

Social Sciences

Division Head: Dr. Nizar Hamzeh

Disciplines included:

- American Studies (AMST)
- Anthropology and Sociology (ANSO)
- History (HIST)
- International Studies (INST)
- Political Science (PLSC)
- Psychology (PSYC)

Degree Programs

Anthropology and Sociology Program (ANSO)

The closely related disciplines of anthropology and sociology study how human societies or 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. Anthropology focuses on the comparative study of “culture” – the past and present conditions and evolution of human environments, institutions, systems of thought, and their dynamic interconnections. Sociology focuses on the study of past and contemporary “societies” – group formation, changing patterns of social relationships, and how these social creations affect individual and collective identities. Both disciplines use qualitative (“ethnographic”) and quantitative methods, and both 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 the anthropology and sociology programs often 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 science research, sociology and anthropology graduates can also be employed by research and consulting agencies, polling organizations, and print and electronic media institutions. The anthropology and sociology (ANSO) program includes a core of required courses (from each of the two disciplines).

Bachelor of Arts (B.A.) in Anthropology and Sociology (ANSO)

Admission to the Program:

A cumulative grade point average (GPA) of 2.00, and a grade of 2.00 or higher in the two semester sequence, **ANSO 101 “Culture Counts”** and **ANSO 200 “Ways of Seeing and Knowing.”**

University Degree Requirements (120) *A total of 120 semester hours are required that include the following:*

- General Education Requirements (45)
- Major Requirements for Anthropology and Sociology (33)
- Electives (42)

Major Requirements for Anthropology and Sociology

The major in anthropology and sociology has a core of:

- Two required courses (6 credit hours)
 - **ANSO 101 Culture Counts (3)***
 - **ANSO 200 Ways of Seeing and Knowing (3)***
- Nine additional courses (27 credit hours) from all 200-level ANSO courses or above.

Electives (42)

Fourteen courses in the following disciplines are recommended for students as electives in consultation with their academic advisor: American Studies (AMST), History (HIST), Political Science (PLSC), International Studies (INST), Economics (ECON), and Art. (ART).

Minor in Anthropology and Sociology (18)

Students must complete the following course:

- **ANSO 101 Culture Counts (3)**

And any five additional courses (15 credit hours) from the ANSO list selected in consultation with the academic advisor

Business Administration (ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT, MRKT)

The study of business administration and management provides students with concepts and skills useful for decision-making in public and private commercial organizations.

The undergraduate curriculum of the B.B.A. program at AUK covers accounting principles, economics principles, and functional areas of business administration including marketing, management, finance and accounting. The curriculum is also designed to develop the range of mathematical and computer skills needed in a business career.

While specializing provides specific skills, the liberal arts background will ensure broad academic experiences in the humanities, sciences, arts, and social sciences that teach students to think critically, analyze problems, reach creative solutions, and communicate clearly.

The approach is towards analytical problem-solving and business-related case studies.

The social and leadership opportunities at AUK encourage students to develop the ability to deal effectively with people, to learn and practice organizational and management skills, and to 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 B.B.A. program at AUK is designed with that purpose in mind. Business Administration majors are required to participate in an internship for a minimum of ten-weeks, where student interns learn to apply their business knowledge. AUK helps students find a position that suits their needs and skills. National and international opportunities for internships are available. Internships give students insights into practical business experience, more confidence in job interviewing and could lead to further career opportunities.

The skills gained through the B.B.A. program are transferable to many career fields, but they are particularly appropriate for students who wish to start their careers in business administration. This unique program partners special training with the flexibility, adaptability and creativity necessary for growth and job satisfaction in our rapidly changing global society.

Careers in business are varied but the following is a list of possibilities:

- Accounting: Management Information Systems, Strategic Planning, Cash Management
- Finance: Banking, Investment Analysis, Financial Analysis
- Management: Manufacturing, Real Estate, Government
- Marketing: Wholesale and Retail Consumer Public Relations

Bachelor of Business Administration (BBA)

General Education Requirements:

Students who plan on a BBA degree are advised that they need to complete the following General Education Requirements courses. These courses are prerequisites for many Business courses.

- **ECON 201** Macroeconomics (3)
- **ECON 203** Microeconomics (3)
- **MGMT 204** Business Writing (3)
- **STAT 201** Statistics (3)
- **MATH 103** Math for Business (3) for all major options or
- **MATH 201** Calculus I (3) for the major option in Finance

These courses must be completed with a grade of C or better.

Admission Requirements:

A cumulative grade point average (GPA) of 2.0

Program Structure and Requirements:

The Bachelor of Business Administration (BBA) program requires 120 credit hours and is structured as follows:

- Core Courses (25)
- Internship (3-6)
- Major option (18)
- Electives (26-29)

Core Courses (25)

All BBA students must complete the following core courses:

- **ACCT 201** Principles of Financial Accounting (4)
- **ACCT 205** Managerial Accounting (3)
- **ACCT 420** Auditing (3)
- **BEAL 403** Corporate Governance (3)
- **FINC 332** Financial Management (3)
- **MGMT 327** Planning and Strategic Management (3)
- **MGMT 345** Business Operations (3)
- **MRKT 200** Principles of Marketing (3)

Internship (3-6)

All students must participate in an internship program. The Internship Program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Each major option requires a separate internship. Internships are completed in the junior or senior year and while in residency at AUK.

Major Options Requirements (18)

Students may select to pursue the general administration degree or a more focused area of major option. Students who choose to pursue a major option must follow the specified guidelines for completing the requisite eighteen (18) credit hours in the program of choice. Students who choose to pursue the general business administration program must in consultation with their academic advisor select and complete eighteen (18) credit hours from the 200-level, 300-level and senior 400-level courses with the following designations: ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT, MRKT.

Students who elect to seek two major options should note that courses can not be counted more than once when they are satisfying the internship and a second major option.

Major Option in Accounting

Students must complete the following three courses (9 credit hours):

- ACCT 301 Intermediate Accounting 1 (3)
- ACCT 305 Intermediate Accounting 2 (3)
- ACCT 389 Special Topics in Accounting (3)

Students must also choose in consultation with the academic advisor three courses (9 credit hours), 200-level or above, from among the business administration and management electives.

Business administration electives include courses with the following designations: ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT, MRKT.

Major Option in Finance

Students must complete the following three courses (9 credit hours):

- **FINC 341** Corporate (Managerial) Finance (3)
- **FINC 355** Financial Markets and Institutions in Kuwait and the Gulf (3)
- **FINC 431** International Finance, Financial Markets and Institutions (3)

Students must also choose in consultation with the academic advisor three courses (9 credit hours), 200-level or above, from among the business administration and management electives.

Business administration electives include courses with the following designations: ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT and MRKT.

Major Option in Marketing

Students must complete the following three courses (9 credit hours):

- **MRKT 301** Marketing Planning and Strategy (3)
- **MRKT 309** Principles of E-Commerce (3)
- **MRKT 355** Promotion and Advertising (3)

Students must also choose in consultation with the academic advisor three courses (9 credit hours), 200-level or above, from among the business administration and management electives.

Business administration electives include courses with the following designations: ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT, MRKT.

Major Option in Management

Students must complete the following three courses (9 credit hours):

- **MGMT 388** Independent Study in Management (3)
- **MGMT 413** Management Strategy and International Affairs (3)
- **PSYC 203** Social Psychology (3)

Students must also choose in consultation with the academic advisor three courses (9 credit hours), 200-level or above, from among the business administration and management electives.

Business administration electives include courses with the following designations: ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT, and MRKT.

Electives (26-29)

Students must choose in consultation with the academic advisor a minimum of 26 credit hours of elective courses.

Minor in Business Administration (22)

To complete a minor in Business Administration, students must complete the following:

- **ACCT 201** Principles of Financial Accounting (4)
- **ECON 201** Macroeconomics (3)
- **ECON 203** Microeconomics (3)
- **MGMT 327** Planning and Strategic Management (3)
- **MRKT 301** Marketing Planning and Strategy (3)

In addition to two courses (6 credit hours) from among the Business Administration Electives. Business Administration electives include courses with the following designations: ACCT, BEAL, ECON, ENTR, FINC, IBUS, MGMT, MRKT.

Communication and Media Program (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 or to specialize in any of the three professional concentrations: advertising, journalism, and public relations. Each concentration offers a balanced mixture of basic and advanced laboratory and lecture courses. Laboratory courses sharpen students' skills, while lecture courses enable students to view the profession from a variety of perspectives. Students also have the option to double-concentrate. In effect, graduates receive a Bachelor of Arts in Communication and Media, with the concentration[s] noted.

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 labs designed for graphics, photo-journalism and multimedia are each equipped with appropriate film and flatbed scanners, CD and DVD drives and burners, DV decks and printers.

Bachelor of Arts in Communication and Media

Communication graduates can embark upon rewarding and prosperous careers in such 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.

Admission to the Program:

Students wishing to major in Communication and Media should apply for major declaration by the end of their sophomore year. Program prerequisites:

- Cumulative GPA of 2.0 or better
- Grade of C or better in ENGL 101 and in either ENGL 102 or ENGL 204

Transfer students

Students from other recognized institutions may transfer up to 9 semester hours in communication core courses.

Advertising

The Advertising concentration introduces students to the branding of products through marketing communication. This involves understanding consumer behavior, targeting audiences, deciding strategy, and creating goal-directed advertising campaigns. Students will be exposed to new approaches to communication, including direct marketing, promotions, and the interactive media. In effect, it is a training ground for ad account executives, media planners, layout and design specialists, ad copy writers, brand managers, interactive media advertising specialists, and marketing communication researchers.

Journalism

Journalism concentration introduces students to basic writing skills needed in journalism: copy editing, grammar, and style rules along with the basics of reporting and writing. Students learn fair and accurate reporting, while using multiple sources in their sources. Most journalism graduates plan to seek jobs in newspapers, magazines, broadcasting, wire services, special interest publications and online publications after graduation. In short, AUK Journalism concentration is a training ground for careers as electronic and print reporters, editors, producers, copywriters, scriptwriters, news/project managers, copy editors, correspondents, columnists or editorial writers.

Public Relations

Public Relations concentration helps students acquire communication and organizational skills needed in creating, shaping, and/or maintaining for-profit and not-for-profit entities' positive relationships with various publics, using special event planning, news conferences, public speaking, press releases, brochures, and newsletters. Graduates are prepared for entry-level public relations jobs in agencies, nonprofit organizations, government and corporations.

Degree Requirements:

To receive a Bachelor of Arts in Communication and Media, students must complete at least 120 credit hours:

- 45 credit hours of general education courses
- 42 credit hours of COMM major requirement courses
- 33 credit hours of electives
- A grade of C or better in all courses required for the major.

To achieve a Bachelor of Arts degree in Communication with concentrations in Advertising, Journalism, or Public Relations, students must complete the Core Requirements listed below (24 credits) and 18 credits in the Concentrations listed below. At least 21 credits must be upper-division.

Core Requirements (24 credits)

- COMM 101 Introduction to Mass Communication (3)
- COMM 110 Introduction to Digital Media Design (3)
- COMM 204 Business Communication (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), or COMM 240 Principles of Public Relations (3) or COMM 201 Principles of Journalism (3)
- COMM 470 Internship in Communication (3)

Concentration Requirements (18 credits)

Concentration Recommended Electives (12)

In consultation with their academic advisor, students should choose four courses (12 credits) from certain recommended areas according to their selected concentration.

Free Electives (21 credits)

Concentration in Advertising (18 credits)

Advertising Concentration Requirements (12 credits)

Students must complete the following courses:

- COMM 338 Advertising Copywriting (3)
- COMM 450 Advertising Research (3)
- COMM 455 Advertising Media Planning (3)
- COMM 460 Advertising Campaigns (3)

Note: Students in this concentration must take at least one Marketing course and either ECON 201 or ECON 203. ECON courses may count towards fulfilling the Social Sciences General Education Requirement.

Advertising Concentration Electives (6 credits)

Students must choose, in consultation with their Advertising advisor two COMM courses (6 credits)

Advertising Concentration Recommended Electives (12)

In consultation with their Advertising advisor, students should choose four courses (12 credits) from these areas: CSIS, ECON, GDES, MRKT, MGMT, or PSYC

Concentration in Journalism (18 credits)

Journalism Concentration Requirements (12 credit hours)

Students must complete the following courses:

- COMM 312 News Writing and Editing (3)
- COMM 320 Mass Media Law (3)
- COMM 422 Writing and Editing Feature Articles (3)
- COMM 480 Seminar in Communication (3)

Journalism Concentration Electives (6 credit hours)

Students must choose, in consultation with their Journalism advisor two courses (6 credits) from the following:

- COMM 208 Film Production I (3)
- **COMM 209 Film Production II (3)**
- COMM 310 Broadcast Journalism (3)
- COMM 325 Mass Communication and Society (3)
- COMM 332 Writing/Editing Opinion Edit (3)
- COMM 350 Organizational Communication and Leadership (3)
- COMM 405 International Mass Communication (3)
- COMM 420 Editing and Editorial Policies (3)
- **COMM 427 Media and Arab Society (3)**

Journalism Concentration Recommended Electives (12)

In consultation with their Journalism advisor, students should choose four courses (12 credits) from these areas: AMST, ANSO, ECON, ENGL, HIST, INST, PHIL, PLSC, PSYC

Concentration in Public Relations (18 credits)

Public Relations Concentration Requirements (12 credits)

Students must complete the following courses:

- COMM 350 Organizational Communication and Leadership (3)
- COMM 360 Public Relations Writing (3)

- COMM 402 Public Relations Campaigns (3)
- COMM 425 Case Studies in Public Relations (3)

Public Relations Concentration Electives (6 credits)

Students must choose, in consultation with their Public Relations advisor, two courses (6 credits) from the following:

- COMM 325 Mass Communication and Society (3)
- COMM 333 Writing Speeches and Delivery (3)
- COMM 405 International Mass Communication (3)
- COMM 427 Media and Arab Society(3)

Public Relations Concentration Recommended Electives (12)

In consultation with their Public Relations advisor, students should choose four courses (12 credits) from these areas: CSIS, ECON, ENGL, MGMT, MRKT, PSYC.

Communication Double Concentration

Students enrolled in the communication and media major may pursue a second concentration. For instance, student may be interested in Journalism and Public Relations, or Advertising and Journalism and so on. Such students must fulfill the course requirements in both concentration areas. Students may opt to do their second concentration using their free electives; however, earning double concentration generally may require more than 120 credits to meet graduation requirements.

Minor in Communication (21)

The minor requires a minimum of 21 credits, including the core of 4 COMM courses (9 credits) listed below and three COMM or GDES elective courses. At least 9 credits must be in upper-level courses and at least 9 must be taken in residence at AUK. Courses taken for the minor must be passed with a grade of C or better.

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

Students seeking a Minor in Communication must complete the following courses or their equivalents. All course prerequisites must be satisfied.

Minor Core Requirements in Communication (12 credits)

- COMM 101 Intro 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 credits)

Students must complete at least three courses (9 credits), in consultation with their academic advisor, from recommended COMM and GDES courses at the 300- level or above.

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 be on the driver's seat for this amazing ride, please 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 B.S.C. 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.

General Education Requirements:

Students who plan on a B.S. degree in **Computer Science or Information Systems** are advised that they need the following courses:

- **MATH 201** Calculus I (3)
- **MATH 213** Discrete Mathematics (3)
- **STAT 201** Statistics (3)

Additionally, students who plan on a B.S. degree in **Computer Science** must also complete one (1) of the following course sequences:

- **BIOL 101** and **BIOL 102** (8)
- Or
- **CHEM 101** and **CHEM 102** (8)
- Or
- **PHYS 115** and **PHYS 116** (8)

Students are advised to take into consideration the above requirements when selecting courses to fulfill their General Education Requirements.

CSIS 101 is an introductory course that may fulfill the CSIS General Education Requirement and does not count therefore towards either degree.

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

Bachelor of Science (B.S.) in Computer Science

Admission to Program:

Students should apply and be approved for formal admission into the degree program (or major) by the end of the second semester of their sophomore or second year.

University Degree Requirements (120) A minimum of 120 credit hours, including the following:

General Education Requirements (45)

Computer Science Core Course Requirements (36)

- CSIS 120 Computer Programming I (3)
- CSIS 130 Computer Programming II (3)
- CSIS 210 Data Structures and Algorithms (3)
- CSIS 240 Professional and Ethical Issues in CSIS (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 335 Computer Architecture and Assembly Language (3)
- CSIS 345 Artificial Intelligence (3)
- CSIS 410 CS Capstone (3)

Computer Science Elective Courses (9)

Three Computer Science elective courses must be selected in consultation with the academic advisor from any CSIS courses except for CSIS 101.

Related Fields Requirements

Students must complete:

- **MATH 201** Calculus I (3)
- **MATH 213** Discrete Mathematics (3)
- **STAT 201** Statistics (3)

AND one (1) of the following course sequences:

- **BIOL 101 and BIOL 102** (8)

Or

- **CHEM 101 and CHEM 102** (8)

Or

- **PHYS 115 and PHYS 116** (8)

AND an additional 3 credit-hours course in BIOL, CHEM, or PHYS

Free Electives

Sufficient to meet the 120 credit hours for graduation.

Minor in Computer Science (18)

Students must take the following four core courses (12 credit hours):

- CSIS 120 Computer Programming I (3)
- CSIS 130 Computer Programming II (3)
- CSIS 210 Data Structures and Algorithms (3)
- CSIS 330 Software Engineering (3)

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

Bachelor of Science in Information Systems

Admission to Program:

Students should apply and be approved for formal admission into the degree program (or major) by the end of their second semester of their sophomore.

University Degree Requirements (120) A minimum of 120 credit hours, including the following:

General Education Requirements (45)

Information Systems Core Course Requirements (36)

- CSIS 110 Information Systems (3)
- CSIS 120 Computer Programming I (3)
- CSIS 130 Computer Programming II (3)
- CSIS 210 Data Structures and Algorithms (3)
- CSIS 240 Professional and Ethical Issues in CSIS (3)
- CSIS 250 Database Systems (3)
- CSIS 255 Web Technologies (3)
- CSIS 260 Systems Analysis and Design (3)
- CSIS 300 E-Commerce (3)
- CSIS 322 Net-Centric Computing (3)
- CSIS 356 Intelligent Information Systems (3)
- CSIS 420 IS Capstone (3)

Information Systems Elective Courses (9)

Three Information Systems elective courses (9 credit hours) must be selected in consultation with the academic advisor from any CSIS courses except for CSIS 101.

Related Field Requirements: Business (9)

Students must select 3 courses (9 credit hours) from the following disciplines:

- Accounting (ACCT)
- Economics (ECON)
- Business Ethics and Law (BEAL)
- Entrepreneurship Studies (ENTR)
- Finance (FINC)

- International Business (IBUS)
- Management (MGMT)
- Marketing (MRKT)

Free Electives

Sufficient to meet the 120 credit hours for graduation.

Minor in Information Systems (18)

Students must take the following four core courses (12 credit hours):

- CSIS 110 Information Systems (3)
- CSIS 120 Computer Programming I (3)
- CSIS 130 Computer Programming II (3)
- CSIS 210 Data Structures and Algorithms (3)

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

Economics Program (ECON)

Economics is the science of making choices when resources are scarce. 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 needs and 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 of the degree program in economics are often 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 is a very useful adjunct to the study of management and business administration and other social sciences, including anthropology, political science, and sociology and is helpful for students intending to pursue graduate programs in business, law, accounting, finance and public administration.

Bachelor of Arts (B.A.) in Economics

Admission to the Program:

Students should apply and be approved for formal admission into the degree program (or major) by the second semester of the sophomore or second year. Students must have a minimum 2.00 GPA and have completed STAT 201 with a grade of C or better.

University Degree Requirements (120) A minimum of 120 credit hours, including the following:

General Education Requirements (45)

Core Requirements (33)

Recommended Courses (18)

Electives (24)

General Education Requirements (45)

Students who plan on a B.A. degree in Economics are advised that they need to complete the following General Education Requirements courses. These courses are prerequisites for many Economics courses.

- **ENGL 204** Business Writing (3)
- **STAT 201** Statistics (3)
- **MATH 103** Math for Business (3)
- **MATH 201** Calculus I (3)

These courses must be completed with a grade of C or better.

Core Requirements (33)

Students must take the following eleven Core Courses (33 credit hours):

- ECON 201 Macroeconomics (3)
- ECON 203 Microeconomics (3)
- ECON 304 Economics of Labor (3)
- ECON 305 International Economics (3)
- ECON 351 Capital Markets (3)
- ECON 388 Independent Study (1-3)
- ECON 405 Comparative Economic Systems (3)
- ECON 409 Economic Development (3)
- ECON 452 Introduction to Econometrics (3)
- ECON 470 Internship in Economics (3)
- ECON 485 Seminar in Economics (3)

Recommended Courses (18)

Students are encouraged to choose in consultation with the academic advisor six courses (18 credit hours) from the following areas: ANSO, ENTR, FINC, HIST and PLSC

Electives (24)

Choose eight courses (24 credit hours) in consultation with the academic advisor.

Minor in Economics (18)

Student must complete six courses (18 credit hours) including:

- **ECON 201** Macroeconomics (3)
- **ECON 203** Microeconomics (3)

And, students must choose in consultation with the academic advisor four courses (12 credit hours) from among the following:

- **ECON 304** Economics of Labor (3)
- **ECON 305** Introduction to International Economics (3)
- **ECON 409** Economic Development (3)
- **HIST 317** History of Britain (3)
- **HIST 321** Twentieth Century American History (3)
- **PLSC 303** Politics of Postindustrial Societies (3)

English and Comparative Literature (ENGL)

The English language is the international language of global business, science, engineering, medicine, news, literary studies both in English and in translation, and the entertainment industry. The mission of the English and Comparative Literature Program is to develop students' critical thinking, reading, and writing abilities through the interpretation and production of academic, professional, public, and literary texts. Through the development of students' cultural awareness and information literacy, the program prepares students for the increasingly complex global context. In keeping with the liberal arts tradition, the program fosters independent thought, encourages collaboration, inspires creativity, and cultivates a lifelong process of inquiry, exploration, and discovery.

The major in English and Comparative Literature provides a solid 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. This major also provides the historical and critical contexts for evaluating literary works. The texts studied are written in English, but will also include translations of major European, Postcolonial and Arab authors.

Graduates of the program will be prepared for further study in English and Comparative Literature, English language electronic and print journalism, and the possibility for certification as an English language and literature teacher. Strong command of the English language and English and Comparative Literature and respective cultures may also give the graduate competitive advantage in the pursuit of careers in diplomacy, journalism, media or business. Fluency in and effective command of the English language and culture is increasingly important in the diplomatic and business worlds as well as in the world of international organizations and agencies. For example, Arabs who have attained high positions at the United Nations, the International Monetary Fund, and the World Bank have excellent command of oral and written English, the primary working language in those organizations.

Bachelor of Arts (B. A.) in English and Comparative Literature

Literature majors begin their coursework with a survey of English Literature 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 grade point average (GPA) of 2.00.

University Graduation Requirements (120) A total of 120 credit hours are required for graduation, including the following:

General Education Requirements (45)

Major in English and Comparative Literature (42)

Students must complete fourteen courses (42 credit hours): eleven courses (33 credit hours) must be from category A and three courses (9 credit hours) from category B.

A. Core Course Requirements for the English and Comparative Literature Major (33)

Students must complete in consultation with the academic advisor the following eleven courses (33 credit hours):

- ENGL 201 Foundation of Western Literature (3)

- ENGL 203 World Literature II (3)
- ENGL 303 English Poetry and Prose: 1500-1660 (3)
Or
ENGL 304 English Poetry and Prose: 1660-1800 (3)
Or
ENGL 307 Shakespeare (3)
- ENGL 309 19th Century British Literature (3)
Or
ENGL 310 19th Century American Literature (3)
- ENGL 311 English Novel (3)
Or
ENGL 312 American Novel (3)
- ENGL 314 Modernism/Postmodernism (3)
Or
ENGL 315 20th Century American Literature (3)
- ENGL 329 German Literature in Translation (3)
Or
ENGL 339 French Literature in Translation (3)
Or
ENGL 349 Arabic Literature in Translation (3)
- ENGL 355 Contemporary World Literature (3)
Or
ENGL 405 Postcolonial Literature (3)
Or
ENGL 406 African American Literature (3)
- ENGL 400 Seminar in British Authors (3)
Or
ENGL 401 Seminar in American Authors (3)
- ENGL 415 Literary Theory and Criticism (3)
- ENGL 485 Senior Thesis (3)

B. Additional Course Requirements for the English and Comparative Literature Major (9)

English and Comparative Literature majors in consultation with the academic advisor must also complete three courses (9 credit hours) from among the following:

- ENGL 120 Introduction to the Study of the English Language (3)
- ENGL 207 Oratory and Rhetoric (3)
- ENGL 301 Literature and Film (3)
- ENGL 308 Early American Literature (3)

- ENGL 319 Women and Literature (3)
- ENGL 345 Creative Writing (3)
- ENGL 355 Contemporary World Literature (3)
- ENGL 389 Special Topics (3)
- ENGL 402 History of Theater and Drama (3)
- ENGL 403 Modern Drama (3)
- ENGL 405 Postcolonial Literature (3)
- ENGL 421 Culture and Imperialism (3)
- TRAN 101 Introduction to Translation (3)

Electives (33)

Choose eleven courses (33 credit hours) in consultation with the academic advisor.

Minor in English and Comparative Literature (18)

The Minor consists of a total of six courses (18 credit hours) hours.

Student must choose in consultation with the academic advisor four courses (12 credit hours) from the following including:

- Two courses (6 credit hours) from among the following:
 - ENGL 203 World Literature II (3)
 - ENGL 303 English Poetry and Prose: 1500-1660 (3)
 - Or**
 - ENGL 304 English Poetry and Prose: 1660-1800 (3)
 - ENGL 307 Shakespeare (3)
 - ENGL 311 English Novel (3)
 - Or**
 - ENGL 312 American Novel (3)
- Two courses (6 credit hours) from among the following:
 - ENGL 314 Modernism/Postmodernism (3)
 - ENGL 329 German Literature in Translation (3)
 - ENGL 339 French Literature in Translation (3)
 - ENGL 349 Arabic Literature in Translation (3)
- Students must also choose in consultation with the academic advisor two courses (6 credit hours) from among the following.
 - ENGL 301 Literature and Film (3)
 - ENGL 315 20th Century American Literature (3)
 - ENGL 319 Women and Literature (3)
 - ENGL 345 Creative Writing (3)
 - ENGL 402 History of Theater and Drama (3)
 - ENGL 403 Modern Drama (3)
 - ENGL 415 Literary Theory and Criticism (3)

History and International Studies (HIST, INST)

Future leaders in government, law and business need to understand how global developments affect their life and work. All modern history studies are international and all international studies are grounded in the knowledge of history.

The History and International Studies Program at the American University of Kuwait is built on liberal arts foundations and is interdisciplinary in character. The Program is committed to teaching skills in critical thinking, problem-solving, teamwork, research and communication. The program is structured around a set of core course requirements followed by concentrations in Global Studies, and Regional Studies (Western studies, i.e., American and European and Arab-Islamic. The Program also administers the Gulf Studies Semester Program. Coursework is enriched by the Program's lecture series, Soliya Connect Program and visits to important political and cultural sites in the region and abroad.

The Program provides the conceptual tools, theories, and research skills students will need to thrive in the fast changing world of tomorrow. It is an ideal program for those who are interested in entering a career in government or public policy realm, including diplomatic corps, inter-governmental and non-governmental organizations, international business, journalism and education. It is an excellent stepping stone toward graduate program in international relations, history, political science, public administration, law and business.

Bachelor of Arts (B.A.) in History and International Studies

Admission to the Program:

Students should apply and get formal approval for admission into the program (or major) by the end of the second semester of their sophomore or second year. Students must have completed English 101 with a grade of C or better.

Students changing their major to History and International Studies must also have completed English 101 with a grade of C or better.

Transfers to the major from other universities must have a minimum 2.00 GPA in equivalent major courses and a grade of **C** or better in English 101 or its equivalent. Transfers from other universities are not normally accepted in their senior year.

University Degree Requirements (120) A minimum of 120 credit hours, including the following:

General Education Requirements (45)

Major Requirements (42)

Recommended Courses (15)

Free Electives (18)

Major Requirements (42)

Major requirements include five required core courses (15 credit hours), followed by nine concentration courses (27) in Global Studies and Regional Studies:

Core Courses (15)

Students must take the following core courses (12 credit hours):

- **HIST 101** World History Since 1900 (3)
- **INST 101** Introduction to International Studies (3)
- **INST 210** Methods of Research in International Studies (3)
- **PLSC 200** Introduction to Political Science (3)

Capstone course in the senior year (3 credit hours):

- **INST 485** Seminar in History and International Studies (3)
- **Or**
- **INST 388** Independent Study in History and International Studies (3)

Concentration Courses (27)

Majors must complete, in consultation with the academic advisor, three courses (9 credit hours) in Global Studies and three courses (9 credit hours) in each one of the two areas of Regional Studies:

Global Studies (9)

- HIST 389 Special Topics (3)
- HIST401 Economic History: 20th Century (3)
- HIST 421 Comparative Intellectual History (3)
- INST 309 Dynamics of Globalization (3)
- INST 339 International Organization (3)
- INST 341 Public International Law (3)
- INST 345 Conflict Resolution (3)
- INST 389 Special Topics (3)
- INST 412 Sustainable Development (3)
- PLSC 202 International Relations (3)
- PLSC 203 Comparative Politics (3)
- PLSC 204 International Political Economy (3)
- PLSC 303 Politics of Post-Industrial Societies (3)
- PLSC 327 Comparative Ethnicity, Identity, and Ethnic Conflict (3)

Regional Studies

American and European Studies (9)

- AMST 333 American Culture (3)
- AMST 388 Independent Study (1-3)
- AMST 389 Special topics (3)
- AMST 409 American Foreign Policy Since WWII (3)
- HIST 203 Ancient and Classical History (3)
- HIST 205 History of Modern Europe (3)
- HIST 204 Survey of European History (3)
- HIST 317 History of Britain (3)
- HIST 319 The British Empire (3)
- HIST 320 American History from European Colonization to 1900 (3)
- HIST 321 Twentieth Century American History (3)
- HIST 388 Independent Study (1-3)
- HIST 402 American Social History in the Twentieth Century (3)
- INST 389 Special Topics: US Foreign Policy in the Middle East /Soliya Connect Program (3)
- INST 400 Colonialism (3)
- PLSC 315 American Government (3)
- PLSC 322 Western Political Theory (3)

Arab and Islamic Studies (9)

- HIST 305 History of the Islamic World: 622-1800 (3)

- HIST 307 Arab History in the Late Ottoman Period: 1800-1922 (3)
- HIST 309 Twentieth Century Arab History (3)
- HIST 311 Ottoman History (3)
- HIST 333 Modern History of Kuwait and the Gulf (3)
- HIST 388 Independent Study (1-3)
- HIST 389 Special Topics (3)
- INST 484 Islamic Militant Movements (3)
- PLSC 207 International Relations of Arab States (3)
- PLSC 304 Arab Politics (3)
- PLSC 317 Government and Politics n Kuwait (3)
- PLSC 321 Islamic Political Philosophy (3)

Recommended Courses (15)

Students are strongly encouraged to choose five courses (15 credits), in consultation with their academic advisors, from the following:

- ACCT 201 Principles of Financial Accounting (4)
- ANSO 101 Culture Counts (3)
- ANSO 345 Globalization: In its Defense and its Discontents (3)
- ART 101 Art History (3)
- BEAL 407 International Business Law (3)
- ECON 101 Introduction to Economics (3)
- ECON 305 International Economics (3)
- ECON 351 Capital Markets (3)
- ENGL 421 Culture and Imperialism (3)
- COMM 325 Mass Communication and Society (3)
- PHIL 280 International Ethics (3)
- RELG 315 Religions of the World (3)

Free Electives (18)

Majors are expected to take six elective courses (18 credits hours) of their choice from among courses in Arts and Sciences.

Minor in International Studies and History (18)

Students wishing to minor in History and International Studies are required to take six courses (18 credit hours) of which at least 3 courses (9credits hours) must be taken at AUK. Students must complete the following three core courses (9 credit hours):

- HIST 101 World History (3)
- INST 101 Introduction to International Studies (3)
- PLSC 200 Introduction to Political Science (3)

Students must also take an additional three 300-level or above courses (9 credit hours) in History and International Studies (AMST, HIST,INST, PLSC)

Gulf Studies Semester Program (15)

The Gulf Studies Semester Program is administered by the History and International Studies Program and is designed for, but not limited to, students from abroad who will spend a semester at AUK studying and researching Arabic, Islam and the Gulf region.

Students with no background in Arabic language are advised to take ARAB 101 Arabic as a Second Language (3) and ARAB 201 Arabic as a Second Language II (3) and three other courses (9 credit hours) in history, economics and politics or society and culture of the region.

Students with Arabic language background are advised to take ARAB 110 Arabic Composition I (3) or ARAB 205 Survey of Arab-Islamic Civilization (3) and four other courses (12 credit hours) in the history, economics and politics or society and culture of the Gulf region. For those students, an internship or a research independent study option may also be possible.

Minors

Graphic Design Minor

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 18 credit hours in Graphic Design (GDES) courses. ART 101 may be substituted for one of the 200-level GDES courses (fulfills the Humanities General Education Requirement).

Natural Sciences (Biology, Chemistry, Physics)

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, 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 those from business, English literature, computer science, history and international studies, and other disciplines. It provides a solid foundation in any of the Natural Science disciplines and still enables the student to focus on particular sub disciplines, such as human biology or astronomy.

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.

Minor in Natural Sciences (21)

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. Students must have a minimum 2.00 GPA in Natural Science courses taken for the minor.

Minor Core (8)

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

- BIOL 101 General Biology I (4)
- BIOL 102 General Biology II (4)
- PHYS 101 Introduction to Physics I (4)

- PHYS 102 Introduction to Physics II (4)
- CHEM 101 General Chemistry I (4)
- CHEM 102 General Chemistry II (4)

Minor Electives (13)

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.

Psychology Minor

The Psychology minor is a unique program that creates an opportunity for students to learn about the psychologies of individuals and communities, and the diverse applications of psychological principles to everyday life. The program teaches students how to apply psychological theories, research methods, and research findings to practical concerns.

A minor in psychology introduces students to behavioral principles, useful in the fields of business, advertising, human resources, public relations, anthropology, social work, counseling, health care, film and television, and other professions in which contact with the public is of primary importance. The minor also introduces students to psychological concepts that are not widely recognized in Kuwaiti communities, so that students learn about the realities, styles, and needs of individuals and communities in a global world.

The minor requires 18 credit hours in PSYC, of which at least 9 credits must be taken at AUK, with at least 9 credits from upper division classes. All Psychology courses must be completed with a grade of “C” or better.

Required Course: (3 hours)

- PSYC 101 Introductions to Psychology (3)

Psychology electives: 5 courses (15 hours)

- any two courses from 200-level PSYC courses (6 credit hours)
- any three courses from 300-level or 400-level PSYC courses (9 credit hours)

Visual-Performing Arts Minor (VPA)

The VPA minor is interdisciplinary and includes courses in visual art, music, and drama.. A total of Eighteen (18) credits are required for the minor.

Minor Core Course Requirements (6)

Six (6) credits from at least two different disciplines (ART, MUSC, DRAM)

- | | |
|------------|-------------------------------------|
| • ART 101 | Art History (3) |
| • ART 103 | Arab and Islamic Art (3) |
| • MUSC 101 | Music Appreciation (3) |
| • MUSC 105 | Intro to World Music (3) |
| • DRAM 101 | Introduction to Theater History (3) |
| • DRAM 150 | Beginning Acting (3) |

Minor Electives (12)

Students are required to complete 12 credits of electives from the following disciplines:

- ART
- DRAM
- GDES
- MUSC

Students are advised that no single course can apply as both a core course and an elective and that no more than 9 credits should be taken from one discipline.

COURSE DESCRIPTION BY DISCIPLINE

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.

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.

Prerequisite: ACCT 201.

ACCT 301 Intermediate Accounting I (3)

The analysis of how organizations project income and costs. The study of the process of projecting and monitoring the revenues and expenditures of an organization. Includes cash flow analysis and projection and the daily, monthly and yearly monitoring of current budgets.

Prerequisites: ACCT 205.

ACCT 305 Intermediate Accounting II (3)

An overview of financial statements, measuring assets, income and equities; accounting standards and techniques for researching and assessing standards; application to accounting and reporting revenues, receivables, inventories, cost of sales, fixed assets, liabilities, equity and statements of cash flows. Prerequisites: ACCT 301

ACCT 334 Individual and Corporate Taxation (3)

An analysis of international taxation theory and the application of tax theory for domestic and international activity in Kuwait. Prerequisite ACCT 205

ACCT 388 Independent Study (1-3)

Pre-requisite: Registration by permission of Instructor.

ACCT 389 Special Topics (3)

An analysis of contemporary issues in accounting theory; of new techniques in managerial accounting; and in global regulation of corporate financial reporting.

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 420 Auditing (3)

Accounting and auditing principles and standards, reporting methods, controls and test of controls, function of the independent auditor. Prerequisite: ACCT 201.

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.

ACCT 470: Internship in Accounting (3-6)

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. Prerequisite: Permission of the Instructor.

American Studies (AMST)

AMST 333 American Culture (3)

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.

AMST 388 Independent Study (1-3)

A research and writing project to be determined in consultation with the instructor. Pre-requisite: Senior Standing or permission of the Instructor

AMST 389 Special Topics (3)

Prerequisite: Senior Standing or permission of the Instructor.

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.

Anthropology and Sociology (ANSO)

ANSO 101 Culture Counts (3)

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 ANSO courses.

ANSO 200 Ways of Seeing and Knowing (3)

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 opportunities to learn by doing. Prerequisite ANSO 101.

ANSO 205 Arab Society (3)

An overview of Arab society from multiple perspectives: the relationship between environment and culture, the impact of history and religion on regional values, the variety of political systems and the role of the military, as well as an examination of key institutions such as the family, education, and mass media.

ANSO 214 Lost Worlds (3)

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 archaeological methods and controversies such as ownership of artifacts, looting of sites, and conservation needs.

ANSO 218 Museums as Artifacts (3)

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.

ANSO 220 Culture and Visual Arts (3)

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, sandpainting, tattooing, funerary artifacts, and murals. Includes discussion of issues such as commercialization, looting, and repatriation.

ANSO 222 Global Media and Spaces of Identity (3)

Examines the ways in which collective cultural identities are being reshaped in the media saturated world of today. Popular media has a significant, but not entirely straightforward relationship with people's sense of identity. The course will look at how a range of media -- including cable TV, satellite broadcasting, films, magazines, pop music, etc. -- are used in people's shaping of self-identity.

ANSO 224 Shopping and Consumerism (3)

To say that we live in a consumer culture is by now a cliché. Consumer culture -- lives built around the media, celebrities, mass-produced goods, shopping malls -- is everywhere. This course will examine the evidence for the spread of global consumer culture, the consumption experience, as well as critiques of consumer culture.

ANSO 228 African Healing (3)

This course examines concepts and experiences of African healing in diverse communities. It traces the history of African therapeutic forms as a vehicle for understanding the relationship of health and healing to colonial and post-colonial life, and as a venue for interpreting the relationships among colonial and African ideologies, science, medicine, spiritualism, and magic.

ANSO 230 Genocide and Refugees (3)

A critical, historical approach to contemporary studies of genocide and refugees. 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, in relation to colonization, power, domination, ideology, identity, resources such as oil, media and propaganda, and revenge.

ANSO 235 Identity, Difference, and Deviance (3)

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 nature and culture through 19th century measurements of "primitives" and "freaks" mental illnesses, witchcraft and possession, drug and alcohol abuse, moral panics, social control, outlawed deviancy, and acceptable forms of deviancy.

ANSO 339 Nation and Migration (3)

Examines how, while nationalism and migration might be seen as opposing processes, migration often leads to a reinvigoration and rephrasing of national identity, frequently with important political consequences. What happens to questions of identity and place when an imagined community is dispersed and deterritorialized. Prerequisite ANSO 101.

ANSO 341 Women in Cross-Cultural Perspective (3)

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. Prerequisite ANSO 101.

ANSO 344 Tourism and Cultural Change (3)

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. Prerequisite ANSO 101.

ANSO 345 Globalization: In its Defense and its Discontents (3)

Focuses on the current international debate on the dynamics and effects of globalization on nations, people, communities, cultures, religions and values. Examines how globalization impacts everyday life, how it leads to a common cosmopolitan culture, the emergence of a global youth culture, as well as religious, social, and political movements that challenge globalization. Prerequisite: ANSO 101

ANSO 349 Images of Women in Media (3)

Offers examples of media representations of women's identity contextualized within a broader framework of characteristics of contemporary culture. This course will "cross borders" of disciplines, methods, and approaches, and build bridges in examining how women in certain contexts are represented and understood in various forms of media today.

ANSO 350 Religion, Spirits, and Magic (3)

An evaluation of major concepts and topics in anthropological studies of religion. The course covers distinctions between local and global religious forms, between science, religion, and magic, the natural and the supernatural, taking up, for example, questions of religious practice and meaning, the roles of thinking and experience, subjectivity and objectivity, idealism and materialism, consciousness and unconsciousness, and perceptions of power and truth. Prerequisite ANSO 101

ANSO 355 Politics and Popular Culture in Africa (3)

An introduction to politics and popular culture in multiple African communities. For most people in Africa, participating in popular culture may be the best or only means of political expression. The course covers a range of African expressive forms including art, literature, film and video, music, dance, and spirit possession rituals, and the political contexts through which these genres emerge and are performed. Prerequisite ANSO 101.

ANSO 360 Ethnographic Film (3)

A survey of historical and contemporary trends in ethnographic films and filmmaking. 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. Prerequisite ANSO 101.

ANSO 365 Bollywood (3)

Bollywood films are now acknowledged as global cinema due to their immense popularity not just in India, but across the world. They are perhaps India's most visible and fascinating export. This course will offer students the magic of Bollywood films and will also provide insights into the nature of dialogue between traditional cultural forms and modern, international influences.

ANSO 370 Music and Dance in Arabian Culture (3)

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. Prerequisite: permission of the Instructor. [Cross- listed with MUSC 370]

ANSO 388 Independent Study (1 - 3)

Registration by permission of the Instructor.

ANSO 389 Special Topics (3)

Registration by permission of the Instructor

Arabic (ARAB)

ARAB 101 Arabic as a Second Language (3)

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.

ARAB 104 Arabic Basic Language Skills (3)

This course introduces students to basic Arabic language skills: listening, speaking, reading and writing.

ARAB 110 Arabic Composition I (3)

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.

ARAB 150 Human Development in the Arab World (3)

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. Prerequisite ENGL 101

ARAB 201 Arabic as a Second Language II (3)

This course extends ARAB 101 and is designed to enhance further the student's knowledge and proficiency of Arabic. Prerequisites: ARAB 101.

ARAB 205 Survey of Arab-Islamic Civilization (3)

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.

ARAB 220 Readings in Arabic Heritage (3)

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.

ARAB 221 Creative Writing (3)

This course introduces students to the skills of writing the genre of the short story and novel.

ARAB 222 Media Arabic (3)

This course familiarizes students with the language skills necessary to comprehend and contribute to a wide range of media communications: writing, interviewing, broadcasting, reporting, news coverage, etc.

ARAB 301 Arabic as a Second Language III (3)

This course builds on the earlier "Arabic as a Second Language" courses. It uses more advanced materials to strengthen the reading, writing, listening and speaking abilities of the student. Prerequisite: ARAB 201.

ARAB 303 Literature of the Arabian Gulf (3)

The course will focus on selected texts in translation. This course looks at the contribution of literary figures from the Arabian Gulf, especially those of Kuwait, to Arabic literature in general. Prerequisite: Registration by permission of the Instructor

ARAB 304 Arabic Drama (3)

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 of the influence of Arabic drama on Arabic literature. A selection of video recordings will also accompany this course.

ARAB 308 Arab Women in History (3)

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.

ARAB 312 Modern Arab Literature (3)

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.

ARAB 313 Arab Women and Literature (3)

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.

ARAB 388 Independent Study (1-3)

Registration by Permission of Instructor.

ARAB 389 Special Topics (3)

Registration by Permission of Instructor.

ARAB 400 Arab Identity and Thought (3)

Since the Arab awakening of the late 19th century, Arab thought has been largely concerned with identity formation in relation or in opposition to other cultures and nationalities. This course examines representative writings by Arab thinkers and authors, which deal with issues concerning the state formation, modernization, nationalism, democracy, Islamism, women's rights and minority issues.

ARAB 401 Arabic as a Second Language III (3)

This course concludes the sequence of Arabic courses as a Second Language. It further develops the four language skills and takes the student to the threshold of advanced proficiency. Prerequisite: ARAB 301

Art (ART)

ART 101 Art History (3)

A critical survey of the chronological development of Western Art from 1300 -1900

ART 103 Arab and Islamic Art (3)

A critical survey of the chronological development of Islamic Art

ART 201 Art and Society (3)

Focus on significant artists and artworks in the context of historical periods and requirements of the societies.

ART 382 Cities as Art (3)

An examination of various cities with a discussion of history and evolution, important artworks/landmarks/buildings, and political and social events that influenced artistic phenotype. Prerequisites: ART 101 or ART 103

ART 385 Art of the Persian Book (3)

This course studies the golden age of Persian manuscript painting from 1400-1600.

ART 388 Independent Study (1-3)

Registration by Permission of Instructor.

ART 389 Special Topics (3)

Registration by Permission of Instructor.

Business Ethics and Law (BEAL)

BEAL 388 Independent Study (1-3)

Registration by Permission of Instructor.

BEAL 389 Special Topics (3)

Registration by Permission of Instructor.

BEAL 401 Legal Issues in Business (3)

Examines business legal issues such as; legal concepts, philosophy and functions of the court systems. Survey of contracts, sales, agency, legal forms of business and regulation of businesses. Prerequisite: MGMT 345 and Junior Standing.

BEAL 403 Corporate Governance (3)

The issues of human rights in labor relations in international business operations. International law, labor exploitation, child labor, piracy of intellectual rights and other issues. Prerequisite: MGMT 345 and Junior Standing.

BEAL 407 International Business Law (3)

A Study of international investment law, the law of international trade, currency exchange and World Trade Organization regulations. Prerequisite: MGMT 345 and FINC 341

Biology (BIOL)

BIOL 101 General Biology I (4)

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)

This is part of a two-semester course. Emphasis on the organism 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)

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)

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)

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 215 General Microbiology (3)

A study of the structure, physiology, and growth of microorganisms; beneficial and harmful relationships between microorganisms and people are examined. Organisms studied include protozoa, algae, fungi, bacteria, and viruses. Prerequisites: BIOL 101 or BIOL 103.

BIOL 317 Introduction to Neurobiology (3)

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 various neurological and psychiatric disorders. Prerequisite: BIOL 101 or BIOL 103.

BIOL 388 Independent Study (1-3)

Registration by Permission of Instructor.

BIOL 389 Special Topics (3)

Registration by Permission of Instructor.

Chemistry (CHEM)

CHEM 101 General Chemistry I (4)

This introductory course covers the fundamental chemical principles, concepts and laws. Topics include chemical reactions, stoichiometry, gas laws, kinetic theory of fases, thermo chemistry, atomic 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.

CHEM 102 General Chemistry II (4)

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. Prerequisite: CHEM 101.

CHEM 103 Chemistry in Everyday Life (4)

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)

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 200 Aqueous Environmental Chemistry (3)

This course introduces students to properties and composition of natural waters. Topics include hydrologic cycle, water quality, partitioning, transport, chemical equilibria, pH, complexation, redox processes and water treatment. Prerequisite: CHEM 101 or CHEM 103 or CHEM 105.

CHEM 201 Atmospheric Environmental Chemistry (3)

Introduction to structure, composition and chemical processes occurring in Earth's atmosphere, including interactions with solar radiation, stratospheric ozone layer, photochemical smog and acid rain. Prerequisites: CHEM 101 or CHEM 103 or CHEM 105

CHEM 300 Organic Chemistry (4)

An introduction to organic chemistry. The course covers the chemistry of hydrocarbons and halogenated hydrocarbons; aromatic hydrocarbons; Chemistry of oxtgen and nitrogen compounds, and chemistry of alcohols, ethers, carbonyl compounds and amines. Laboratory include experiments illustrating topics discussed in the course. Prerequisite: CHEM 101 or CHEM 103.

CHEM 388 Independent Study (1-3)

Registration by Permission of Instructor.

CHEM 389 Special Topics (3)

Registration by Permission of Instructor.

Communication Studies (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. Prerequisite or Corequisite: ENGL 101.

COMM 110 Introduction to Digital Media Design (3)

Introduces students to basic 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 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. Prerequisites: COMM 101

COMM 204 Business Communication (3)

Explores professional approaches to communication in today's competitive, diverse and global business environment. This course focuses on verbal and nonverbal principles and practices needed for effective internal and external business communication (memos, e-mails, letters, reports, proposals, presentations, and employment messages). Students learn to plan, investigate, organize, write, and revise successful business reports and correspondence. It also gives students an opportunity to work in problem-solving and decision making teams, experiencing the potential problems that poor communication skills can create in organizational settings. Prerequisites: ENGL 101. [Cross-listed with ENGL 204 and MGMT 204]

COMM 205 Writing for Mass Media (3)

General theories of communication from the message to interactive social processes, their application to different media, and history of media development. This is a basic theory course for communications and media studies.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. Prerequisite or Corequisite COMM 101

COMM 209 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 Pre-Production, the Production and the Post -Production phases of filmmaking. Prerequisite COMM 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 and STAT 201. STAT 201 can be taken as a Co-requisite.

COMM 225 Theories of Communication (3)

The problems and dilemmas of public communication met in advertising and public relations and in reporting in multi-cultural and multi-language settings from local to transnational levels. Prerequisite 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. Prerequisites: 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. Prerequisites: COMM 101

COMM 310 Broadcast Journalism (3)

Introduces students to the basic principles of broadcast journalism as it occurs in radio and TV. The course includes discussions of technological, ethical and legal issues affecting broadcast news, as well as lab/studio practice in writing, editing, producing and reporting broadcast stories. Prerequisites: COMM 201

COMM 312 News Writing 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 writing and editing of features, hard news stories, broadcast copy and writing for the Web. Students will be assigned a beat in the city and will cover that beat as part of their curriculum. Prerequisites: COMM 201 and ENGL 102 OR ENGL 204

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. Prerequisites: 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 mould 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. 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. Prerequisites: COMM 201

COMM 333 Writing Speeches and Delivery (3)

The preparation and delivery of speeches and presentations, from research and writing to practical delivery. Prerequisite: ENGL 108.

COMM 338 Advertising Copywriting (3)

Introduces students to existing and emerging communication devices and examines their impact on the communication process. Course also prepares students to manage the process of designing documents, from planning stages through final production. Basic principles and applications are covered by writing news stories, press releases and advertising copy. 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. Prerequisites: COMM 325 or MGMT 201 or Permission of Instructor. [Cross-listed with MGMT 350]

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. Prerequisites: COMM 240

COMM 388 Independent Study (1-3)

Registration by Permission of Instructor.

COMM 389 Special Topics (3)

Registration by 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. Prerequisites: 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. Prerequisite: COMM 101 and Junior standing.

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. Prerequisites: COMM 320 or COMM 312

COMM 422 Writing/Edit Feature Articles (3)

Practices advanced writing and editing of features stories. This class operates as an editorial meeting just like in a real newsroom. Instruction will also be given on developing stories through research, interviewing, and writing, followed by marketing and publication of stories. Prerequisites: COMM 312

COMM 425 Case Studies in Public Relations (3)

Exposes students to major issues in advertising, with a focus on the characteristics of successful advertising campaigns. In addition, students examine international and cross-cultural problems in

public relations within and across industry, government and institutions. Prerequisites: COMM 240

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. Prerequisites: COMM 101.

COMM 450 Advertising Research (3)

Focuses on research methods in advertising. Introduces students to the concept of media mix-matching product; consumer and media profiles for retail and business-to-business applications; conception, researching and planning; and designing of advertising campaigns for print, broadcast and new media. Prerequisites: COMM 230

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. Prerequisites: 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. Prerequisites: COMM 230. [Cross-listed with GDES 340]

COMM 470 Internship in Communication (3)

Registration by Permission of Instructor.

COMM 480 Seminar in Communication (3)

Registration by Permission of Instructor.

Computer Science (CSIS)

CSIS 101 Computer and Information Systems (3)

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)

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 (3)

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 (3)

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. Prerequisite: 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. Prerequisites: CSIS 130 and Corequisite MATH 213.

CSIS 230 Programming in a Second Language (3)

An introduction to a second computer programming Language. Students learn to read and write programs in a second language. The language chosen is one with wide popularity and use. Prerequisite: CSIS 130

CSIS 240 Professional and Ethical Issues in CSIS (3)

Legal, ethical, privacy and security issues in Computer usage. Group work, student presentations and discussions and student essays addressing the above issues. Case studies relating to computer ethics will be discussed. Prerequisite: CSIS 110 OR CSIS 120.

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 210

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. Prerequisites: CSIS 210.

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 110 AND CSIS 120

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. Prerequisites: 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. Prerequisites: CSIS

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. Prerequisites: CSIS 210

CSIS 322 Net Centric Computing (3)

The course covers 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 set-up, configuration and administration of multi-protocol servers and clients. Prerequisites CSIS 210

CSIS 330 Software Engineering (3)

An introduction to the software development life 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. Prerequisite CSIS 130

CSIS 335 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 120

CSIS 340 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. Prerequisites: CSIS 330.

CSIS 345 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 among subparts. Neural Networks and Heuristic programming. Prerequisite: CSIS 210.

CSIS 352 Information Technology and Decision Strategies (3)

The course is designed around a model that views the firm as an information processing entity that must sense and respond to its environment. It provides an understanding of the role and potential contribution of information technology for organizations. In addition, it furnishes different ways to understand the opportunities and threats posed by IT in contemporary competitive environments. Further, the course recognizes the growing importance of E-commerce in business and how information technologies are enabling this important business paradigm. The course will emphasize the strategic role that computer-based information systems now play in modern organizations. The course will explore how rapid advances in hardware and software technology are impacting strategies, structures and processes within organizations. Prerequisites: CSIS 110 and STAT 201

CSIS 356 Intelligent Information Systems (3)

This course provides the student with an introduction to the fundamentals of Intelligent Systems. Businesses are becoming increasingly "knowledge intensive". In particular, with

the explosion in the amount of data available, there is an increasing need for systems that help people filter, summarize, and interpret large amounts of very disparate kinds of data. At the same time, the enabling technologies such as database systems, networks, desktops, and Artificial Intelligence techniques have reached industrial strength maturity, providing unprecedented opportunities for building powerful decision support systems. This course provides the student with a broad understanding of these technologies, a methodology that lets the student evaluate the pros and cons of each of the technologies in the context of real-world problems, and exposure to business cases where this methodology has been applied. Prerequisites: CSIS 250

CSIS 360 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. Prerequisite: CSIS 210 and MATH 201.

CSIS 362 Knowledge Systems: Development and Use (3)

This course covers the development and use of knowledge intensive systems in business applications. Businesses are becoming increasingly "knowledge intensive". Techniques to support knowledge intensive business processes and exploiting the vast amount of data available, especially in the Internet age are explored. Several development environments for the construction of knowledge intensive applications are studied. Various tools and techniques used in the development of knowledge intensive systems will be studied and the tradeoffs involved in choosing from among them will be evaluated. Case studies of several knowledge intensive systems are used for insight into their motivation, construction, and use. Innovative e-business applications of knowledge intensive systems will be discussed. Prerequisites: CSIS 352.

CSIS 365 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 system projects, knowledge acquisition, architecture of expert systems, inference, verification and validation of expert systems. Prerequisite: CSIS 345.

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 in two dimensions: lines, attributes, windowing, clipping, transformations. Overview of other topics: three-dimensional transformations, modeling, color science, rendering. Prerequisites: CSIS 210 and MATH 201.

CSIS 375 Compiler Construction (3)

Review of program language structures, translation, loading, execution and storage allocation. Compilation of simple expressions and statements. Organization of a compiler including compile-time and run-time symbol tables, lexical scan, syntax scan, object code generation, error diagnostics, object code optimization techniques, and overall design. Use of compiler writing languages and bootstrapping. Prerequisite: CSIS 210.

CSIS 388 Independent Study (1-3)

Registration by permission of Instructor.

CSIS 389 Special Topics in Computer Science (3)

Registration by permission of Instructor.

CSIS 390 Special Topics in Information Systems (3)

Registration by permission of Instructor.

CSIS 400 Theory of Computation (3)

Abstract models of computers (finite automata, pushdown automata, and Turing machines) and the language classes they recognize or generate (regular, context-free, and recursively enumerable) will be presented. Prerequisites: CSIS 210.

CSIS 410 Computer Science Capstone (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. Prerequisite: Senior Standing.

CSIS 420 Information Systems Capstone (3)

This course integrates core topics of the Information Systems body of knowledge, teamwork, and professional practices through the implementation of a large-scale project. Prerequisite: senior standing.

CSIS 470 Practicum in Computing and Information Systems (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. Prerequisite: Registration by permission of instructor.

Drama (DRAM)

DRAM 101 Introduction to Theatre History (3)

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)

An introductory course into acting focusing on terminology, movement, and various contemporary western acting methods.

DRAM 250 Acting I (3)

A continuation of Intro to Acting, with a focus on the Stanislavsky method and Chekhov. Prerequisites: DRAM 150 or approval of Instructor.

DRAM 251 Acting II (3)

Acting Lab focusing on a specific playwright or other dramatic forms such as Comedia del Arte, Greek Chorus, movement, or puppetry. Prerequisites: DRAM 250.

DRAM 350 Shakespeare in Performance (3)

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. Prerequisites: ENGL 307 or permission of Instructor

DRAM 388 Independent Study (1-3)

Registration by permission of Instructor.

DRAM 389 Special Topics (3)

Registration by permission of Instructor.

Economics (ECON)

ECON 101 Introduction to Economics (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.

ECON 201 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. Prerequisite: MATH 101

ECON 203 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

ECON 301 Intermediate Economics I (3)

Mathematically-based theory and concepts of national income determination, employment and economic growth. Prerequisites: ECON 201 and ECON 203 and MATH 201.

ECON 303 Intermediate Economics II (3)

Mathematically-based theory of relative prices of commodities and services under perfect and imperfect competition; theory of the firm; consumer demand. Prerequisites: ECON 201 and ECON 203 and MATH 201 and MATH 203.

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. Prerequisites: MGMT 201 or FINC 332.

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: MGMT 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 and forecasting, production and cost analysis, market structure, and pricing practices. Prerequisites: ECON 201 and 203 and STAT 201.

ECON 350 History of Business (3)

Exposition and analysis of the development of economic history. Emphasis on tracing the evolution of economic theories out of specific historical contexts. Major theorists and schools

of economic thought, from Adam Smith to the present will be reviewed. Prerequisite: ECON 201 and ECON 203.

ECON 351 Capital Markets (3)

Analysis of capital markets and the role of banks, and other financial institutions in the economy. Prerequisites: MATH 103 and ECON 201 and ECON 203.

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 Prerequisite: permission of Instructor.

ECON 389 Special Topics (3)

An analysis of contemporary issues in economic theory. Prerequisites: permission of Instructor, and ECON 201 and ECON 203.

ECON 401 Economic History: Twentieth Century (3)

Historical investigation of economic development; comparison of European and Third World development as contrastive case studies. Prerequisites: ECON 201 and ECON 203 and Junior standing. Cross listed with HIST 401.

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. Prerequisite: ECON 201 and ECON 203.

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. Prerequisite: ECON 201 and ECON 203 and MATH 201.

ECON 452 Introduction to 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. Prerequisites: MATH 201 and STAT 201.

ECON 470 Internship in Economics (3 - 6)

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. Prerequisite: Registration by 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. Prerequisite: Permission of Instructor.

Education (EDUC)

EDUC 100 Essentials of Learning (1)

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 life long learners.

EDUC 388 Independent Study (1-3)

Registration by permission of Instructor.

EDUC 389 Special Topics (3)

Registration by permission of Instructor.

English Language and Literature (ENGL)

English 085 Fundamentals of Reading and Writing I (3)

This course is designed to improve the writing and reading skills of students who scored a 4 on the Write Placer Plus and/or below 79 on the Reading Skills section of the Accuplacer Test. It focuses on recognizing, manipulating and editing complex grammar and syntax in expository writing. The process and development of writing the paragraph and essay will be approached. Reading skills will be developed through an introduction to basic reading skills, a building vocabulary component, and a collection of high-interest classic readers. Students must attain minimum grade of C. Exit exam required. Credit earned cannot be used for graduation. Successful completion of this course will prepare students for entry to English 101/090/087/086. 8weeks.

ENGL 086 Fundamentals of Reading and Writing II (2)

This course is designed to improve the writing and reading skills of students who scored a 5 on the Write Placer Plus and/or between 80-89 on the Reading Skills section of the Accuplacer Test. It focuses on the development and organization of ideas in expository writing. In addition, it will focus on solving problems of faulty coordination and subordination as well as problems with grammar and logic in individual writing. Improving college reading skills will be explored through high-interest readings and a vocabulary component. Students must attain minimum grade of C. Exit exam required. Credit earned cannot be used for graduation. Successful completion of this course will prepare students for entry to English 101/090/087. 8 weeks

ENGL 087 Fundamentals of Reading and Writing III (1)

This course is designed to improve the writing and reading skills of students who scored a 6 on the Write Placer Plus and/or between 90-99 on the Reading Skills section of the Accuplacer Test. It focuses on refining the elements of the essay, especially writing a clear statement of purpose, maintaining focus on the main idea, and providing strong supporting detail. Editing skills will be sharpened in regards to individual problems with syntax, word choice, usage and mechanics. Improving college reading skills will be pursued through high-interest readings and a vocabulary component. Students must attain minimum grade of C. Exit exam required. Credit earned cannot be used for graduation. Successful completion of this course will prepare students for entry to English 101/090. 8 weeks

ENGL 090 Fundamentals of Writing I (3)

This course prepares students for the expectations and demands of academic and public writing. Students will produce a portfolio of selected writing pieces that demonstrate the reading and writing proficiency necessary for enrollment in ENGL 101. ENGL 090 students must earn a final course grade of C or better to be eligible for ENGL 101. This course has 5 contact hours.

ENGL 092 Fundamentals of Writing II (1)

This course gives students extended time to develop the reading and writing proficiency, necessary for enrollment in ENGL 101, through continued revisions of their 090 writing portfolio. Prerequisite: permission of Instructor.

ENGL 101 Approaches to Critical Reading and Writing (3)

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: Score of 110 on reading and 9 on the essay of the English Placement Test OR a grade of C or better in ENGL 090 OR a P in ENGL 092.

ENGL 102 Writing and Information Literacy (3)

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)

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 120 Introduction to the Study of the English Language (3)

An introduction to the study of the structure and function of language and the development of the English language to the present day: phonetics, phonology, morphology, syntax, semantics and pragmatics and changes over historical eras. It also includes the study of language acquisition, language evolution, variation and language education. Prerequisites: ENGL 101.

ENGL 201 Foundations of Western Literature (3)

Traces the development of early Western doctrines, concepts and practices of Western civilization. Course covers texts from ancient Greece, Rome and up to the Middle Ages. Prerequisites: ENGL 101.

ENGL 203 World Literature II (3)

An introduction to English Language Literature from Medieval times to mid-Nineteenth Century. Representative texts will be studied in relationship to the social, political, and historical background. Required of Literature Majors. Prerequisites: ENGL 101.

ENGL 204 Business Writing (3)

This course explores professional approaches to communication in today's competitive, diverse and global business environment. This course focuses on verbal and nonverbal principles and practices needed for effective internal and external business communication (memos, e-mails, letters, reports, proposals, presentations, and employment messages). Students learn to plan, investigate, organize, write, and revise successful business reports and correspondence. It also gives students an opportunity to work in problem-solving and decision making teams, experiencing the potential problems that poor communication skills can create in organizational settings. ENGL 204 is a course substitute for ENGL 102. Prerequisite: ENGL 101. Cross-listed with COMM 204 and MGMT 204

ENGL 207 Oratory and Rhetoric (3)

A study of rhetoric from its European roots in the literatures of the classical world to its many variations over time and culture. Central to the course will be the role of rhetoric and oratory in determining the way in which discourse is constructed to achieve specific ends.

Prerequisites: ENGL 101.

ENGL 301 Literature and Film (3)

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. Prerequisites: ENGL 101.

ENGL 303 English Poetry and Prose: 1500-1660 (3)

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 such writers as Sidney, More, Bacon, Marlowe, Johnson, Donne, and Milton. Also includes selections from the King James Bible for students of literature. Prerequisite ENGL 101.

ENGL 304 English Poetry and Prose: 1660-1800 (3)

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. Prerequisite ENGL 101.

ENGL 307 Shakespeare (3)

An introduction to Shakespeare: intensive study of selected comedies, tragedies, history plays, and Shakespeare's poetry. Works are discussed in their socio-historical context.

Prerequisite: ENGL 101.

ENGL 308 Early American Literature (3)

An 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. Prerequisite: ENGL 101

ENGL 309 Nineteenth Century British Literature (3)

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. Prerequisite: ENGL 101

ENGL 310 Nineteenth Century American Literature (3)

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. Prerequisite: ENGL 101.

ENGL 311 English Novel (3)

An examination of representative English novels from the beginning up to the Nineteenth Century. Prerequisite: ENGL 101.

ENGL 312 American Novel (3)

An examination of representative American novels from the beginning up to the Nineteenth Century. Prerequisite: ENGL 101.

ENGL 314 Modernism/ Postmodernism (3)

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. Prerequisite: ENGL 101

ENGL 315 Twentieth Century American Literature (3)

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. Prerequisite ENGL101.

ENGL 319 Women and Literature (3)

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. Prerequisite: ENGL 101.

ENGL 329 German Literature in Translation (3)

An aesthetic and cultural evaluation of German literature in translation. Poetry and fiction of major German authors will be studied. Prerequisite: ENGL 101.

ENGL 339 French Literature in Translation (3)

An aesthetic and cultural evaluation of French literature in translation. Poetry and fiction of major French authors will be studied. Prerequisite: ENGL 101.

ENGL 345 Creative Writing (3)

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. Prerequisite: ENGL 101.

ENGL 349 Arabic Literature in Translation (3)

The course is an aesthetic and cultural evaluation of Arabic literature in translation. Poetry and fiction of Mahmoud Darwish, Naguib Mahfouz, Sahar Khalifeh, Jabra Ibrahim Jabra are some of the authors studied. Prerequisite: ENGL 101

ENGL 355 Contemporary World Literature (3)

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. Prerequisite: ENGL 101

ENGL 388 Independent Study (1-3)

Prerequisite: Registration by permission of Instructor.

ENGL 389 Special Topics (3)

Prerequisite: ENGL 101 and permission of Instructor.

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.

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. Prerequisite ENGL 101.

ENGL 402 History of Theater and Drama (3)

A comparative study of major works in theatre 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. 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.

Prerequisite: ENGL 101.

ENGL 405 Postcolonial Literature (3)

This course in postcolonial literature will allow students an opportunity to 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, even as we acknowledge their specific historical conditions. Prerequisite ENGL 101.

ENGL 406 African American Literature (3)

The purpose of this course is to acquaint students with a variety of classic texts, writers, and themes that have shaped the African American literary tradition. 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. Prerequisite: ENGL 101.

ENGL 421 Culture and Imperialism (3)

Senior seminar whose content varies while retaining one focus, the theme of "orientalism" or the image of the West in representative texts of the English and American literary traditions.

Prerequisite ENGL 101.

ENGL 485 Senior Thesis (3)

This is a capstone seminar that offers Majors an opportunity to apply their writing abilities, research skills and knowledge in an independent study project. Seniors can select one of three areas: (1) English Literature Research Paper that will focus on thematic, critical, period, theoretic, or genre studies (2) Comparative Literature Research Paper that requires a study of works written in English or in other languages in translation or in the original language to focus on thematic,

critical, period, theoretic, or genre studies. (3) Creative Writing Project students submit at the end of the semester a portfolio of poetry or fiction writing. Prerequisite: Senior Standing and 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. Prerequisite: ENTR 201

ENTR 388 Independent Study (1-3)

Registration by permission of Instructor.

ENTR 389 Special Topics (3)

Prerequisite: Registration by permission of Instructor.

ENTR 481 Practicum in Entrepreneurship (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. Prerequisite: Permission of the Instructor and Program Chair.

Finance (FINC)

FINC 332 Financial Management (3)

Financial planning and analysis; financial theory and methods of analysis; risk measurement; management of investment decisions and capital structure, source of financing; capital markets. Prerequisite: MATH 103 and MGMT 204 and ACCT 201.

FINC 341 Corporate Finance (3)

Overview of money and capital markets, management of assets, liability and capital accounts; acquisition and use of short-term funds and long-term capital; financial analysis; cash; long-term budgeting; leasing; corporate securities; dividend policies; and cost of capital. 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. Prerequisite FINC 341

FINC 388 Independent Study (1-3)

Prerequisite: permission of Instructor.

FINC 389 Special Topics (3)

An analysis of contemporary issues in Finance. Registration by permission of instructor.

FINC 431 International Finance, Financial Markets and Institutions (3)

The structure and institutions of the international monetary system; the operations of foreign capital markets; the cost of capital in international markets; exchange markets, foreign exchange systems; issues in international accounting, banking and taxation. Prerequisite: FINC 355

FINC 470: Internship in Finance (3-6)

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. Prerequisite: permission of the Instructor.

French (FRNC)**FRNC 101 Introduction to French I (3)**

The objective of this course is to provide students with necessary skills and confidence to cope with everyday situations. The focus will be both on oral and written communication. Through extensive use of audio material, the course provides training and practice in all the language skills, with an initial emphasis on listening and speaking. The class is conducted almost entirely in French.

FRNC 102 Introduction to French II (3)

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. Prerequisites: FRNC 101 OR permission of Instructor.

FRNC 103 Intermediate French (3)

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. Prerequisites: FRNC 102 OR permission of Instructor.

FRNC 388 Independent Study (1-3)

Registration by permission of Instructor.

FRNC 389 Special Topics (3)

Registration by permission of Instructor.

Graphic Design (GDES)**GDES 110 Graphic Design (3)**

An introduction to significant design software programs and the use of features in application.

GDES 115 Intro to Design and Color Theory (3)

Students examine design objectives and foundations and explore the phenomena of color with a consideration of theory and psychology.

GDES 210 Typography (3)

An introduction to the art of organizing letters, understanding letterforms and the appropriateness of different font faces for print and screen. Prerequisites: GDES 110

GDES 220 Layout (3)

A study of the organizing of a subject, image, or text on a page or screen. Prerequisites: ART 101 and GDES 110

GDES 340 Advertising Campaigns (3)

Students explore aspects of presentation in regard to advertising in magazines, newspapers, on web sites, billboards and other media through the use of computer software. Prerequisites: GDES 110 and GDES 210

GDES 349 Portfolio I (3)

Methods of presenting the professional work of an individual or organization. Includes the design of business cards, letterheads, and other media and offerings. Prerequisites: GDES 110 and GDES 340.

GDES 388 Independent Study (1-3)

Registration by permission of Instructor.

GDES 389 Special Topics (3)

Registration by permission of Instructor.

Health and Fitness (HFIT)

HFIT 101 Introduction to Health and Wellness (1)

An introduction to the physiological, social, and psychological factors in life-long health and fitness; self-responsibility for total wellness. Introduction to wellness concerns such issues as disease prevention, stress management and behavioral and mental health.

HFIT 103 Nutrition and Health (3)

An analysis of the role and value of nutrition in maintaining health, mental health, and physical fitness; diet and nutrition; special needs of overweight and underweight individuals; food mythologies

HFIT 110 Physical Activity (1)

This course offers students an opportunity to participate in physical activities/sports such as aerobics, yoga, basketball, soccer, volleyball or other physical activities.

HFIT 388 Independent Study (1-3)

Registration by permission of Instructor.

HFIT 389 Special Topics (3)

Registration by permission of Instructor.

History (HIST)

HIST 101 World History Since 1900 (3)

Nineteenth Century colonialism and imperialism, Great Power rivalry, the expansion of capitalism into non-capitalistic Third World; World War I and World War II; Bolshevik Revolution; the Cold War; de-colonization; collapse of communism and the Soviet Union.

HIST 203 Ancient and Classical History (3)

A review of the classical and ancient history: Egypt; Mesopotamia; Greece and the Roman Empire.

HIST 204 Survey of European History (3)

A survey of European History from the fall of the Roman Empire to the "Westphalian" period of independent states.

HIST 205 History of Modern Europe (3)

An examination of the political, military, social, and economic factors that have shaped historical events in modern Europe. Students will be trained in historical data collection and analysis of related topics. Prerequisites: HIST 101.

HIST 305 History of the Islamic World: 622-1800 (3)

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.

HIST 307 Arab History in the Late Ottoman Period: 1800-1922 (3)

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. Prerequisite: HIST 305.

HIST 309 Twentieth Century Arab History (3)

Contemporary Arab history including European colonialism, struggles for independence, and Zionism and the colonization of Palestine; Arab nationalism; Arab socialism; rise of oil revenues; rise of political Islam; current conflicts in the region. Prerequisites: HIST 307.

HIST 311 Ottoman History (3)

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. Prerequisite: HIST 101

HIST 317 History of Britain (3)

Political, economic, social and cultural transformation of England and Britain up to the present; the development of Parliament, Common Law, civil war, rebellions, the question of kingship, conflict of church and state; the Industrial Revolution; the growth of the British Empire; World War I and II; Constitutional monarchy; the creation of the United Kingdom. Prerequisite: HIST 101

HIST 319 The British Empire (3)

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. Prerequisite: HIST 101.

HIST 320 American History from European Colonization to 1900 (3)

Discovery of the Western Hemisphere; European colonial settlement; birth of a nation; history of the United States until the Civil War including slavery and emancipation; westward expansion and Native American response; modernization.

HIST 321 Twentieth Century American History (3)

World War I; Prohibition and the Depression; World War II and the rise of American international power; the Korean War; the Cold War; the Vietnam War; the two Gulf Wars; challenge to traditional ideologies and political processes. Prerequisite: HIST 101.

HIST 333 Modern History of Kuwait and the Gulf (3)

The colonial era; independence and contemporary political, economic and social history. Prerequisite: HIST 101.

HIST 388 Independent Study (1-3)

A research and writing project to be determined in consultation with the Instructor. Prerequisite: Senior Standing or permission of the Instructor.

HIST 389 Special Topics (3)

Pre-requisite: Senior standing or permission of the Instructor.

HIST 401 Economic History: Twentieth Century (3)

Historical investigation of economic development. Comparison of European and the Third World development. Prerequisite: HIST 101. [Cross listed with ECON 401]

HIST 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. Prerequisite: HIST 101

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. Prerequisites: HIST 101

International Business (IBUS)

IBUS 350 International Business (3)

Analysis of the structure and scope of international trade and investment including currency exchange markets and documentary credits. Prerequisite: ACCT 201 and MGMT 327

IBUS 388 Independent Study (1-3)

Registration by permission of Instructor.

IBUS 389 Special Topics (3)

Registration by permission of Instructor.

International Studies (INST)

INST 101 Introduction to International Studies (3)

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.

INST 210 Methods of Research in International Studies (3)

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.

Prerequisites: INST 101. [Cross listed with PLSC 210].

INST 309 Dynamics of Globalization (3)

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.

Prerequisite: INST 101.

INST 339 International Organizations (3)

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. Prerequisite: INST 101.

INST 341 Public International Law (3)

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. Prerequisite: INST 101

INST 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. Prerequisite: INST 101.

INST 386 Perspectives on US Foreign Policy in the Middle East (Soliya Connect Program) (3)

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: Senior Standing or permission of the Instructor.

INST 388 Independent Study (1-3)

Prerequisite: Senior Standing or permission of the Instructor

INST 389 Special Topics (3)

Prerequisite: Senior Standing or permission of the Instructor

INST 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. Prerequisite: INST 101.

INST 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. Prerequisites: INST 101 and ECON 409.

INST 484 Islamic Militant Movements (3)

This course examines Islamic resurgence in modern society with special emphasis on theories of crisis conditions, Islamic ideology and practice, trans-national and global Islamists networks. In its militant and terrorist forms, current Islamic movements and societies, particularly those in the Arab world will be used as case studies. Prerequisite: Senior standing or permission of the Instructor.

INST 485 Seminar in History and International Studies (3)

A Senior seminar that examines selected critical issues in the field of History and International Studies. Prerequisite: Senior standing or permission of the Instructor.

Mathematics (MATH)

MATH 090 Preparatory Mathematics (3)

Intermediate Algebra, Polynomials, functions, exponents, logarithms, coordinate geometry, graphing, conic sections, trigonometry and complex numbers. This course requires 5 contact hours.

MATH 101 Finite Mathematics (3)

Review of Algebra, sets, linear equations and nonlinear equations and inequalities, interest, systems of linear equations, functions, graphs and elementary data analysis. Prerequisite: MATH 090 or by Placement Test.

MATH 102 Introduction to Modern Mathematics (3)

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 090

MATH 103 Mathematics for Business (3)

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 090 or by Placement Test.

MATH 110 Pre-Calculus (3)

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 090 or by Placement Test.

MATH 201 Calculus I (3)

Functions, limits and continuity, derivatives and applications, Riemann Sums, integration, transcendental functions, and introduction to the use of the computer algebra system Mathematica. Prerequisite: MATH 110 or by Placement Test.

MATH 203 Calculus II (3)

Fundamental integration techniques, numerical integration, applications of integration, improper integrals, differential equations, infinite series, Taylor series, polar and parametric

equations, cylindrical and spherical coordinates, and the use of computer package Mathematica. Prerequisite: MATH 201.

MATH 210 Differential Equations (3)

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)

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. Prerequisite: MATH 203 and CSIS 120.

MATH 359 Principles of Operations Research (3)

Linear programming; integer programming, mathematical models, decision trees, network flow problems, graph algorithms, decision analysis, route planning, applications. Prerequisite: MATH 203.

MATH 388 Independent Study (1-3)

Pre-requisite: Registration by permission of instructor.

MATH 389 Special Topics (3)

Pre-requisite: Registration by 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 MATH 103 and MGMT 204

MGMT 204 Business Writing (3)

This course explores professional approaches to communication in today's competitive, diverse and global business environment. This course focuses on verbal and nonverbal principles and practices needed for effective internal and external business communication (memos, e-mails, letters, reports, proposals, presentations, and employment messages). Students learn to plan, investigate, organize, write, and revise successful business reports and correspondence. It also gives students an opportunity to work in problem-solving and decision making teams, experiencing the potential problems that poor communication skills can create in organizational settings. MGMT 204 is a course substitute for ENGL 102. Prerequisite: ENGL 101. Cross-listed with COMM 204 and ENGL 204

MGMT 301 Leading and Managing Organizational Change (3)

An analysis of the key components necessary to effect organizational change including establishing vision, creating and motivating the team, creating a process and strategy to

guide change, empowering others to take action, celebrating short-term and long-term accomplishments, and institutionalizing outcomes into standard operating procedures through effective knowledge management. 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. Pre-requisite: MGMT 201.

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 matrices. Prerequisite: MGMT 201.

MGMT 327 Strategic Management (3)

Introduction to the concepts of planning and strategic management. Course examines the tools of and resources required for strategy analysis. Students also consider the organization structure and management of strategy analysis as well as strategies for different industry contexts. Prerequisite: ECON 201 and 203 and ENTR 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. Prerequisite MGMT 327

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 and STAT 201.

MGMT 345 Business Operations (3)

Concepts and analytic tools for successful management of production of goods and services: from input of resources to finished goods and services; managing the production process, order fulfillment, inventory, and delivery. Prerequisite: MGMT 327.

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. Prerequisites: COMM 325 or MGMT 201 or permission of Instructor. [Cross-listed with COMM 350]

MGMT 388 Independent Study (1-3)

Pre-requisite: Registration by permission of Instructor.

MGMT 389 Special Topics (3)

Pre-requisite: Registration by permission of Instructor.

MGMT 413 Management Strategy and International Affairs (3)

This course focuses on the process of applying management concepts and techniques in a multinational, multicultural environment. Along with information technology, international management is the major strategic challenge facing organizations entering the new millennium. Prerequisite MGMT 345

MGMT 470 Internship in Management (3)

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. Prerequisites: permission of Instructor and a minimum Grade Point Average of 2.5.

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.

MRKT 301 Marketing Planning and 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. Prerequisites: MRKT 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 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 301.

MRKT 388 Independent Study (1-3)

Pre-requisite: Registration by permission of instructor.

MRKT 389 Special Topics (3)

Pre-requisite: Registration by permission of instructor.

MRKT 401 Research in Marketing (3)

Study of research tools used to aid marketing decision making. Course considers the definition of research problems, selection of projects, and analysis of data. Design and implementation of a consumer survey. Students learn to use computer statistical packages to analyze research data. Prerequisites: STAT 201 and MRKT 355.

MRKT 470: Internship in Marketing (3-6)

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. Prerequisite: Permission of the Instructor.

Music (MUSC)

MUSC 101 Music Appreciation (3)

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)

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)

Private instrument instruction. Students are required to perform for a jury panel of faculty each semester. Extra fee per semester. Pre-requisites: Permission of instructor

MUSC 160 - Ensemble (3)

Students sing and/or perform musical instruments in a group setting. Prerequisites: Special Permission of Instructor .

MUSC 215 - Guitar Class (3)

Development of basic guitar skills, including sight-reading and accompanying.

MUSC 220 - Music Theory (3)

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 370 - Music and Dance in Arabian Culture (3)

Examination of music, dance, and poetic genres of Kuwait and regions of the Arabian Peninsula including structural analysis and study of the context in which creative forms exist. Prerequisites: Permission of instructor. [Cross-listed with ANSO 370]

MUSC 388 - Independent Study (1-3)

Registration by Permission of Instructor.

MUSC 389 - Special Topics (3)

Registration by Permission of Instructor.

Natural Sciences (NSCI)

NSCI 100 (1-4credit): This course provides lectures or experiments relating to concepts presented in first year courses in Natural Sciences. It is intended for students needing to fulfill the General Education Requirements in Natural Sciences. **Registration by permission of the instructor.**

Philosophy (PHIL)

PHIL 100 Critical Reasoning (3)

This is an introductory course designed to improve students' ability to think and reason critically about everyday judgments. This course combines the science of logic with the art of rhetoric. Students will learn the basic skills of reasoning well and how to prepare and present well-written arguments. Course content will focus on informal fallacies, deductive inferences, as well as analyzing argumentative essays.

PHIL 101 Introduction to Philosophy (3)

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)

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)

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 220 Philosophy Education (3)

This course examines the purpose and method of education. Topics include the nature and meaning of knowledge, purpose of education and the role of various teaching methods in producing knowledge. Students will evaluate historical and contemporary educational theories, as well as formulate and defend their own theories of education. Students will also debate contemporary issues such as the role of technology in the classroom, gender segregation and multicultural education. Figures covered include Plato, Aristotle, Rousseau, Wollstonecraft, Marx, Dewey, Greene and Neill. Pre-requisite: EDUC 100. Co-requisite: ENGL 101

PHIL 240 Feminist Theory (3)

This course will provide you with a framework for a variety of feminist theories. Our goal is to offer students a broadly based understanding of contemporary feminist theory and a specialized focus on selected issues that inform current theoretical debates in women's studies, feminist political movements, and the politics of everyday life. This course will not only expand student comprehension of different feminist theories,, but it will also improve general theoretical skills: how to read theory, how to use theoretical language, how to write analytically and critically about social and personal issues. Discussed theories will include Wollstonecraft, various suffrage movements, Mill, de Beauvoir, postmodernism, liberal feminism and social feminism, among others. Co-requisite: ENGL 101

PHIL 280 International Ethics (3)

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 311 Modern Western Philosophy (3)

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. Prerequisite: PHIL 101.

PHIL 322 Western Political Philosophy (3)

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, Ghandi, Marx, Mill, Rawls and Nozick. Pre-requisites: PHIL 101 or previous INST/PLSC and ENGL 101. Cross-listed with PLSC 322, fulfills major requirement for PLSC 322

PHIL 350 Metaphysics (3)

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. Prerequisites: Previous PHIL courses and ENGL 102

PHIL 388 Independent Study (1-3)

Registration by permission of Instructor.

PHIL 389 Special Topics (3)

Registration by permission of instructor.

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. This course objective is to improve students' critical understanding and ethical decision-making in the workplace. Required for Business Majors, Pre-requisite: Senior Standing and MGMT 345

Physics (PHYS)

PHYS 101 Introduction to Physics I (4)

A non-calculus based introductory course of physics laws and principles in a format where their application and presence in everyday life situations, events, and interactions are evident. The first semester course concerns motion in one dimension, projectile motion, Newton's laws of force, concepts of work, energy, and momentum, circular motion 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)

A non-calculus based introductory course of physics laws and principles in a format where their applications and presence in everyday life situations, events, and interactions are evident. The second semester covers electricity and magnetism, DC and AC circuits, optics,

optical devices and lenses and introduction to modern physics. A required laboratory that offers experiments in basic physics concepts of electricity, magnetism and optics is part of this course. Pre-requisite PHYS 101

PHYS 105 Environmental Physics (3)

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 110 Astronomy (3)

Investigation of Celestial Motion of heavenly bodies, Newtonian Mechanics and Universal Gravitation, Relativity, Optical phenomena, Radio telescopes and various theories of The Universe, including String Theory, Big Bang Theory and Parallel Universe Theory.

PHYS 115 General Physics I (4)

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

PHYS 116 General Physics II (4)

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)

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)

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)

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. Prerequisites: PHYS 115 and PHYS 116.

PHYS 388 Independent Study (1-3)

Pre-requisite: Registration by permission of Instructor.

PHYS 389 Special Topics (3)
Registration by permission of Instructor.

Political Science (PLSC)

PLSC 200 Introduction to Political Science (3)

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 202 International Relations (3)

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)

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)

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)

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)

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].

PLSC 303 Politics of Postindustrial Societies (3)

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. Prerequisite: PLSC 200

PLSC 304 Arab Politics (3)

The course investigates contemporary Arab political culture, its historical, economic, geographic, ideological and social roots, dynamics of Arab nationalism and political Islam.

Prerequisite: PLSC 200

PLSC 315 American Government (3)

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. Prerequisite: PLSC 200

PLSC 316 Political and Social Forces in the U.S. (3)

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.

Prerequisite: PLSC 200

PLSC 317 Government and Politics of Kuwait (3)

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. Prerequisite: PLSC 200

PLSC 321 Islamic Political Philosophy (3)

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.

PLSC 322 Western Political Theory (3)

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]

PLSC 327 Comparative Ethnicity, Identity, and Ethnic Conflict (3)

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. Prerequisite: PLSC 200

PLSC 388 Independent Study (1-3)

A research and writing project to be determined in consultation with the instructor. Prerequisite: Senior Standing or permission of the instructor

PLSC 389 Special Topics (3)

Prerequisite: Senior standing or permission of the Instructor

Psychology (PSYC)

PSYC 101 Introduction to Psychology (3)

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 203 Social Psychology (3)

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)

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. Prerequisites: PSYC 101

PSYC 234 Cultural Psychology (3)

This course introduces students to the dynamics of culture and psychology. Through in-depth studies of cultures and psychological processes such as sensation, perception, emotion, and learning, students will assess psychological diversity and complexity in multi-cultural communities. Prerequisites: PSYC 101.

PSYC 235 Child Psychology (3)

This course is a study of the physical, psychological and social development of individuals from infancy through childhood. Offered fall term only. Prerequisites: PSYC 101

PSYC 236 Psychology of Adolescence (3)

This course focuses on the biological, cognitive, and social-emotional issues that face young people as they approach adulthood. Theoretical perspectives, diversity and gender-specific issues in development will be discussed. Offered spring term only. Prerequisites: PSYC 101

PSYC 332 Personality Theories (3)

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. Prerequisites: PSYC 101

PSYC 335 Psychology of Addictions (3)

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

PSYC 337 Community Psychology (3)

In this course, students will apply psychological principles to understanding and solving community problems. Topics include industrial hazards and pollution, community health and mental health, alcohol and drugs, violence, racism and other forms of bigotry. Offered fall term only.

PSYC 365 Marriage and Family (3)

This course offers students an understanding of the social, historical and biological significances of "family" in Kuwait, as well as the diverse stresses on Kuwaiti families, and the forms of problem solving they employ. Offered in Spring term only. Prerequisites: PSYC 101

PSYC 370 Death, Suicide and Trauma (3)

This course introduces students to diverse community permissiveness and taboos related to death, the role of individuals in their own deaths, modes of death, and changing ideas of death and life span. The course also addresses the impact of deaths, through violent crime or war, on families and societies including posttraumatic and grief reactions. Offered spring term only

PSYC 388 Independent Study (1-3)

Registration by permission of Instructor. Prerequisite: PSYC 101

PSYC 389 Special Topics (3)

Registration by 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. Offered fall term only. Prerequisites: 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. Offered in Spring term only. Prerequisites: PSYC 101

PSYC 475 Current Issues (3)

Seminar on current research, theory and applications of psychological principles. Offered fall term only. Prerequisites: PSYC 101

Religion (RELG)

RELG 101 Introduction to Islamic Studies (3)

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)

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 388 Independent Study (1-3)

Registration by permission of Instructor.

RELG 389 Special Topics (3)

Selected topics of interest in religion. Registration by permission of Instructor.

Statistics (STAT)

STAT 201 Statistics (3)

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.

STAT 388 Independent Study (1-3)

Registration by permission of Instructor.

STAT 389 Special Topics (3)

Registration by permission of Instructor.

Translation (TRANS)

TRAN 101 Introduction to Translation (3)

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)

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 381 Practicum in Translation (3)

Practices in Arabic to English and English to Arabic translations are highlighted. Review and critique of translated texts are included. Prerequisites: TRAN 101 and TRAN 201

TRAN 388 Independent Study (1-3)

Registration by permission of Instructor.

TRAN 389 Special Topics (3)

Registration by permission of Instructor.

DIVISION OF STUDENT AFFAIRS

- **Dean of Student Affairs Office**
- **Student Success Center**
 - **Academic Advising**
 - **Academic Support**
 - **Career and Personal Counseling**
 - **Disability Support Services**
 - **Healthy Student Living**
- **Testing Services**
 - **Placement Testing and PAR**
 - **Faculty Support**
 - **Special Accommodations**
 - **Services Provided to AUK and Non-AUK Students**
- **Student Life**
 - **Clubs and Organizations**
 - **Student Government Association**
 - **Intramurals**
 - **On-Campus Employment**
 - **Student Ombudsman**
 - **Student Publications**
- **University Code of Conduct**
- **Code of Academic Honesty**

DIVISION OF STUDENT AFFAIRS

The Division of Student Affairs is home to a variety of programs and services designed to help students meet their educational, career and life goals. The following organizational units are housed within the Division: Dean of Student Affairs Office, Health Services, Student Life, Student Success and Testing Services. The goals of the Division of Student Affairs include:

- Assisting students in their transition to university life by providing a comprehensive placement and orientation program;
- Enhancing the learning environment and opportunities for success through academic support programs;
- Providing enriching experiences for students through sport, cultural, entertainment activities, and special interests clubs;
- Encouraging student participation in clubs and activities where they learn to exercise responsibility and leadership skills;
- Providing opportunities to stimulate interaction among students, faculty and staff in areas of common interest;
- Assisting students in developing their sense of self-awareness and personal growth while encouraging them to live by the highest moral and ethical standards.

Our university is a community dedicated to working together to create conditions that support learning and personal growth. This relationship is guided by a sense of mutual respect and responsibility. 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 one and all are obligated to respect, honor and promote when one becomes a member of the AUK community. The Division of Student Affairs 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 Handbook.

AUK, as a learning community, is compelled morally and ethically, to uphold and promote the highest academic and behavioral standards among its students.

The Division of Student Affairs fosters a developmental approach to student success by building alliances among students, faculty and staff and implementing strategies designed to integrate students academic and socially. This approach is only successfully accomplished through mutual trust, shared responsibilities, and a commitment to helping students identify, clarify, and realize their life, career, and educational goals.

Dean of Student Affairs Office

Greetings from the Dean of Student Affairs

You have found the perfect place to begin your college career or to continue your studies. The AUK Division of Student Affairs lives by the motto of *Bringing the University to Life!* Your success is important to us. You will always find our professional team ready to assist you in defining and reaching your personal, educational and career goals. We are committed to providing you with the tools and guidance you will need to succeed.

While helping to ensure AUK is an environment conducive to learning, the Dean of Student Affairs Office is responsible for leading the organizational units that support the moral, psychological, social, cultural, and physical development of the student. From academic support, student leadership to athletics and career exploration, or just simply listening to your concerns, we encourage you to take full advantage of all of the resources and opportunities that AUK has to offer. We are confident that our numerous services and programs will help to make your dreams realities.

Get a life and make the most of your time at AUK!

Student Success Center

The Student Success Center is a department within the Division of Student Affairs. The Center offers counseling, advising, and academic support services to students at AUK. Student Affairs counselors work with students as they explore attitudes and interests relating to their academic, social, and emotional lives.

Academic Advising

Academic advising is available through the Student Success Center for all undergraduate students who have not yet declared a major. Counselors assist students with course selection, registration, and educational planning. SSC staff members also provide individual academic counseling to students who are experiencing difficulty in their courses at AUK.

Academic Support

The Student Success Center coordinates academic support programs such as tutoring, Supplemental Instruction (SI), PASS academic support, early warning, 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 toward learning.

Career and Personal Counseling

Students can prepare to make informed decisions about their futures through a variety of resources coordinated by the Student Success Center. Programs that focus on career development, internships, summer and full-time employment, and graduate school are available. Counselors assist students in understanding career options and employer expectations. In addition, students can receive support preparing resumes and locating internships and employment.

Confidential personal counseling is available to students who have issues and concerns of a sensitive nature. No information is released to others without the student's consent unless the situation is deemed a health and safety concern.

Disability Support Services

The campus of the American University of Kuwait is architecturally designed to provide access to all member of the community. The Student Success Center staff works with individuals having temporary or permanent disabilities to promote their full participation in academic programs and campus life. Disabled students seeking support services at AUK must submit adequate documentation to the SSC before accommodations will be provided.

The Student Success Center also provides information, consultation and relevant training for faculty, staff and students, with the overall goal of ensuring non-discriminatory practices in an equal access environment.

Healthy Student Living

The Student Success Center sponsors healthy living programs in an effort to promote “wellness” throughout the academic year. Students are encouraged to participate in the lectures and awareness campaigns that include such topics as emotional wellness, eating disorders, and substance abuse. These educational workshops and events are available in addition to the required course in Health and Fitness.

Testing Services

The Testing Center provides support services to aid in student achievement through testing and assessment. In accordance with AUK's mission statement, the Testing Center supports students in accomplishing their educational goals by offering a variety of services including the coordination of the Placement, Advisement, and Registration (PAR) program, faculty support services, proctoring exams for non-AUK students and coordinating other testing services on campus such as the TOEFL Exam.

The Testing Center promotes a healthy testing environment designed to maximize the students' testing performance. The Testing Center is located in A-107.

Placement Testing and PAR

As part of the transitioning process for students to undergraduate education, all new students to the University are required to participate in the PAR (Placement, Advising and Registration) program.

The *Accuplacer Placement Test*, an internationally approved type of assessment, is administered to evaluate each student's performance. It is an objective, online examination that tests a student's aptitude in math, reading and essay writing. Upon completion of the exam, the students are placed into courses according to their academic ability.

The assessment of English and Math skills aids in the registration process for undergraduate coursework. Students whose placement scores do not meet the required college level score for registration in English or Math must enroll in college preparatory courses. These courses are designed to provide students with the requisite skills to enhance their chances of educational success. *Please Note:* while preparatory courses do not carry credit towards graduation, students must pass the courses including exit exams in order to graduate. Student performance in preparatory classes is also based upon class quizzes, exams, projects, presentations, activities, class assignments and attendance.

Faculty Support

In addition to standard placement testing services, the Testing Center supports assessment initiatives of faculty on a case-by-case basis. Faculty provide the guidelines for the proctoring of midterm and final exams and supervision of make-up exams.

Special accommodations

Students in need of special testing accommodations can contact the Testing Specialist to make arrangements. Disability accommodations require recent verifiable documentation denoting the disability and kind of accommodation required. Documentation is housed with the Student Success Center.

Services provided to AUK and Non-AUK Students

Proctoring services, for example for distance education courses, are also provided by the Testing Center. All special proctoring services must be booked in advance. AUK students can utilize the testing services at no charge. Non-AUK students may have exams proctored for a fee. *Please see the Testing Center section of the AUK webpage for further details.*

Student Life

Involvement in campus life outside the classroom is an important component of a well-rounded college experience. Student Life hosts a variety of cultural, educational, social and recreational activities. In addition, the Department provides programming and support for student organizations and the Student Government Association. Co-curricular, student leadership and intramural sports programs are also coordinated by the Student Life Department.

Participation in Student Life programs provides opportunities for making personal connections on campus with other students, faculty, and staff. In addition, students learn skills to enhance their career and educational goals. Stop by the Department of Student Life for more information.

Clubs and Organizations

Student organizations and clubs contribute to the total experience of the college student. Through the Department of Student Life, students can join and establish an array of clubs and organizations, from the academic and the literary to the athletic and the social. Involvement provides students with an opportunity to develop communication, leadership, and social skills. Student organizations are open to any registered student at the American University of Kuwait. Detailed information on campus organizations can be obtained from the Department 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 Student Government Association is the principle medium for student voice in University affairs. It can express student concerns and participate through representation on University Committees to help formulate policies and priorities. The SGA has also voice in the creation, organization, and functioning of student activities including special events, clubs, sport clubs, and student media.

Intramurals

Students participating in intramurals and sports programs are given the opportunity to develop and excel in physical skills, team play, sportsmanship and emotional and moral growth.

Through the Department of Student Life, separate opportunities for men and women to participate in football, basketball, volleyball, and tennis are provided. Competitions are held with area and regional universities throughout the year. For more information stop by the Department of Student Life.

On-Campus Employment

AUK students have the opportunity to work in various departments of the University. Employment opportunities are available in Academic Affairs, Student Affairs, University Library, Information Technology, and Admissions and Registration.

Students can find out more information about on-campus employment through the Department of Student Life.

Student Ombudsman

The Director of Student Life shall serve as the University Student Ombudsman. The role of the Ombudsman is to serve as an advocate for students' general issues and concerns. The Ombudsman guides students to appropriate personnel and assists students with interpreting University Policies and Procedures.

Student Publications

Student publications for the University are 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, 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.

Students are advised and guided by faculty. The Dean of Student Affairs has the supervisory and ultimate responsibility for all student publications.

University Code of Conduct (Not received yet)

The Code of Conduct

The Student Code of Conduct governs behavior on or off campus that is illegal according to Kuwaiti law, affects the learning and teaching process in the University and that disrupts or potentially disrupts the learning process of fellow students or the teaching or administrative processes of the University. Because learning and intellectual growth can only be achieved in an atmosphere free of intimidation and coercion, students must observe local and state laws as well as the academic and behavioral regulations of the American University of Kuwait. Examples of violations of Student Code of Conduct include but are not limited to the following:

Violations of Student Code of Conduct

Unauthorized Computer Usage

Unauthorized use of computers may include entry into a computer file, to use, read, or change the contents, or for any other purpose; unauthorized transfer of a file; unauthorized use of another individual's identification and password; use of computing facilities to interfere with the work of another student, faculty member or AUK official; use of computing facilities to send or receive obscene or abusive messages; use of computing facilities to interfere with the normal operation of AUK computing system.

Telephone Tampering

Tampering with, damaging or destroying telephone equipment or service, tampering or unauthorized use of access codes, falsely using telephone credit cards or otherwise fraudulently use of University telephones.

False Information

Providing false information to any AUK official or faculty member is a violation of the Conduct Code.

Forgery

Altering, forging or misusing any AUK document, record, or certificate of identification. Possession of forged, fraudulent, or altered documents of identification on University Campus or at University sponsored events or activity.

Disruption of University Activity

Disruption or obstruction of teaching, research, administration, adjudication or disciplinary proceedings, other AUK activities, including its public functions on or off campus, or other authorized non-AUK activities, when the act occurs on the AUK campus.

Physical or Verbal Abuse

Physical abuse, verbal abuse, threats, intimidation, harassment, coercion and/or other conduct, which threatens or endangers the physical or emotional health or safety of any person on University Campus is a violation of the Conduct Code.

Theft or Damage to Property

Attempted or actual theft of property of AUK or property of a member of the AUK community or other personal or public property is a violation of the Code of Conduct. Willful, purposeful or irresponsible damage to University premises or property or to other property on University Campus is also a violation of the Conduct Code.

Possession of stolen or unauthorized property on University Campus or at University events or activities is a violation of the Conduct Code.

Discrimination

Discrimination towards a person or group on the basis of age, sex, sexual orientation, religion, race, color, disability, marital status or national origin is against University policy.

Sexual Harassment

Sexual harassment is defined as any unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, which makes submissions to or rejection of such conduct either an explicit or implicit basis for academic decisions affecting the individual, or unreasonably interferes with the individual's academic performance by creating an intimidating, hostile, or offensive environment.

Conduct which falls into the definition of sexual harassment includes, but is not limited to unwelcome physical contact of a sexual nature such as patting, pinching, or unnecessary touching; overt or implied threats against an individual to induce him or her to perform sexual favors or to engage in an unwelcome sexual relationship; verbal innuendos or jokes of a sexual nature, including graphic or degrading verbal comments about an individual and/or his/her appearance; use of sexually suggestive terms or gestures to describe a person's body, clothing, or sexual activities.

Sexual Battery/Assault

Sexual battery or assault is commonly referred to as rape of a male or female. Any sexual act that is perpetrated on a person without that person's consent is sexual battery/assault and is a criminal act.

Both males and females may be victims of sexual battery. It does not matter whether the victim knows his/her attacker (date/acquaintance rape) or did not know his/her attacker (stranger rape). It does not matter if the victim has had a previous relationship with his/her attacker.

Consent means intelligent, knowing, and voluntary consent and does not include a coerced submission or a submission obtained by threatening the victim. Consent shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender. Furthermore, consent cannot be obtained from a person who is temporarily or permanently incapable of appraising the nature of his/her conduct. For example, a person who is under the influence of an intoxicating substance may be unable to appraise the nature of his/her conduct.

Compliance with University Policies

Failure to comply with published University policies, regulations, rules and procedures is a violation of those policies.

Non-Compliance with Directions

Failure to comply with directions of AUK officials or law enforcement officers who are acting in performance of their duties, and/or failure to identify oneself to these persons when requested to do so is a violation of the Code of Conduct.

Unauthorized Use of Keys

Unauthorized possession, duplication, or use of keys to any AUK premises, or unauthorized entry to or use of AUK premises is considered a violation of the Code of Conduct.

Unauthorized or Unlawful Entry

Entry or attempt to enter without lawful authority any building or facility of the University, including entry against the will of the lawful occupant or of the person authorized to remain. Refusing to depart the premises in accordance with the demand of the authorized occupant or of the person in charge is also a violation of the Code of Conduct.

False Representation

Unauthorized contracting or representation in the name of the University and/or the unauthorized use of the University's corporate name, seal, logo or images is a violation of the Code of Conduct. The same holds for any subdivision of the University.

Unauthorized Soliciting

Unauthorized soliciting, selling or promoting private business by any individual, group, or organization on University Campus or any University event or function is a violation of the Code of Conduct.

Violation of Law

Violation of local or country law on AUK premises or at AUK sponsored or supervised activities and events is also a violation the Code of Conduct.

Violation of Law and AUK Regulations

If a student is charged only with an off-campus violation of the law, but not with any other violation of the Code of Conduct, disciplinary action may be taken and sanctions imposed for grave misconduct that demonstrates flagrant disregard for the AUK community and/or disrupts the educational mission of the University.

AUK disciplinary proceedings may be instituted against a student charged with violation of a law that is also a violation of this student Code of Conduct. Proceedings under this Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.

When authorities charge a student with a violation of law, AUK will not request or agree to special consideration for that individual because of his/her status as a student. If the alleged offense is also the subject of a proceeding before the Student Conduct Committee under the Code of Conduct, however, AUK may advise off-campus authorities of the existence of the Student Code of Conduct and of how such matters will be handled internally within the AUK community.

AUK will cooperate fully with law enforcement and other agencies to the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators. Individual students and faculty members, acting in their personal capacities, remain free to interact with governmental representatives, as they deem appropriate.

Controlled or Illegal Substances

Use, possession or distribution of narcotic or other controlled or illegal substances except as expressly permitted by law is a violation of the Code of Conduct.

Smoking in classrooms, on elevators, and in other designated non-smoking areas is prohibited.

Alcohol

Use, possession or distribution of alcoholic beverages is not permitted by Kuwaiti law and AUK regulations.

Public Intoxication

Public intoxication is not acceptable and is against AUK regulations.

Gambling

Gambling, betting or other illegal or unauthorized games or contests of chance, on University Campus or through the use of University computers are a violation of the Code of Conduct.

Weapons and Dangerous Materials

Illegal or unauthorized possession, distribution or use of firearms, explosives, other weapons, or dangerous chemicals on AUK premises are a violation of the Code of Conduct.

Unauthorized Demonstration

Participation in a campus demonstration which disrupts the normal operations of the University and infringes on the rights of other members of the AUK community, or leading or inciting others to disrupt scheduled and/or normal activities within any campus/center building or area, or intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus is a violation of the Code of Conduct.

Obstruction of Movement.

Obstruction of the free flow of pedestrian or vehicular traffic on AUK Campus or at University sponsored or supervised functions is a violation of the Code of Conduct.

Disorderly Conduct

Conduct which is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on AUK Campus or at functions sponsored by, or participated in by AUK is a violation of the Code of Conduct.

Abuse of the Student Discipline System, including but not limited to:

Failure to appear before a responsible Student Affairs Officer, Hearing Officer, Student Conduct Committee, or other AUK officials when requested to do so.

Falsification, distortion, or misrepresentation of information before a Student Conduct Committee is a violation of the Code of Conduct.

Disruption or interference with the orderly conduct of a Student Conduct Hearing and false accusations of student misconduct knowingly without cause is a violation of the Code of Conduct.

Attempting to discourage an individual's proper participation in, or use of, the student discipline system is a violation of the Code of Conduct.

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Attempting to influence the impartiality of a member of a Student Conduct Committee prior to, and/or during the course of, the Student Conduct Hearing is a violation of the Code of Conduct.

Harassment (verbal or physical) and/or intimidation of a member of Student Conduct Committee prior to, during, and/or after a Student Conduct Hearing is a violation of the Code of Conduct.

Failure to comply with the sanction(s) imposed under the Student Code, and/or influencing or attempting to influence another person to commit an abuse of the student discipline system is a violation of the Code of Conduct.

Bribery

Offering or giving money or other property, or any item of service to an AUK employee for the purpose of attempting to obtain assistance that would not have otherwise been provided is a violation of the Code of Conduct..

Tampering with Student Elections or Organizational Records

Tampering with the election of any recognized AUK student organization or its records is a violation of the Code of Conduct.

Rights and Responsibilities

Each student has a duty to understand the rules and regulations set forth by the University. Ignorance of a rule or regulation shall not be an acceptable defense during the adjudication process.

No student or member of the University community shall be deprived of academic freedom, civil rights and liberties without due processes of applicable University regulations.

No disciplinary sanctions may be imposed upon any student or member of the University community under authority of the University without due process provided.

Student Code of Conduct Procedures

Student Code of Conduct Procedures:

The administration of student discipline shall be flexible and consistent with the philosophy and educational objectives of the American University of Kuwait. The Dean of Student Affairs or designee shall have the responsibility for the administration of student sanctions and may impose varying degrees and types of disciplinary actions. For more information regarding disciplinary procedures, please refer to the current Student Handbook.

Code of Academic Honesty

Members of the American University of Kuwait community study and work together in an institutional framework dedicated to the pursuit of knowledge and learning. Freedom of inquiry, learning and intellectual pursuit flourishes only in a community in which the participants are committed to the mutual respect of each other's role and activity. Academic freedom, freedom of expression and dissent, tolerance of diversity are values that guide the norms of conduct of students, faculty, staff and administration at AUK. The educational mission of the University community is best realized and advanced when the rights, responsibilities, and reasonable standards of conduct and academic integrity are observed. The American University of Kuwait expects the highest standards of academic integrity and honesty from its students.

In light of the above noted values and norms of conduct, the Student Code of Academic Honesty outlines acceptable and unacceptable academic behavior for AUK students as well as appropriate disciplinary procedures, penalties and sanctions for violations of academic integrity.

Upon admission to the American University of Kuwait, students agree to act responsibly in all areas of academic, personal and social conduct and to take full responsibility for their individual and collective action. Such regulations are found in the American University of Kuwait Catalog, Student Handbook, other official publications, and the AUK website at www.auk.edu.kw

Any student or student organization found to have committed the following violations or misconduct, either on or off campus, is subject to the disciplinary sanctions outlined in Adjudication Procedures:

Violations of Academic Honesty and Integrity

Academic Dishonesty

Including but not limited to the following:

Cheating

The term “cheating,” includes but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when specifically prohibited from doing so by the Instructor, looking at and/or copying text, notes or another person’s paper during an examination when not permitted to do so.

Cheating also includes the giving of work information to another student to be copied and/or used as his/her own. This includes but is not limited to giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic semester; giving or selling a term paper, report, project or other restricted written materials to another student. Some forms of dishonesty are detailed below.

Plagiarism

The term “plagiarism” includes, but is not limited to, an attempt of an individual to claim the work of another as the product of his/her own thoughts, regardless of whether that work has been published. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written material submitted to an Instructor as one’s own work. Plagiarism also includes handing in a paper to an Instructor that was purchased from a term paper service or downloaded from the Internet and presenting another person’s academic work as one’s own.

Individual academic departments may provide additional examples in writing of what does and does not constitute plagiarism, provided that such examples do not conflict with the intent of this policy.

Violations of Copyrights

International copyright laws must be observed by all students. Violations of copyright laws include making unauthorized use of printed materials, duplicating computer software, duplicating copyrighted materials, and reproducing audio-visual works.

Dishonesty in Papers

Papers submitted in courses must be the original work of the student with appropriate citations and references. Papers or other reports prepared by another person or purchased from another person or company and submitted as one’s own work is a violation of academic honesty.

Work for One Course Submitted for Another

Work submitted for one course may not be submitted for another. It is a violation of academic integrity to submit the same work in more than one course. The incorporation by students of past writing or research into current projects must be clearly indicated.

Falsification of Data

Deliberate falsification of data for coursework, research papers or projects and other academic activity is a violation of academic integrity.

Inappropriate Collaboration

Working and collaborating with a fellow student or others without acknowledging their assistance is a violation of academic integrity.

Dishonesty during Exams

This includes the use of unauthorized materials, receipt of information and/or answers from others during the examination, or the transferal of unauthorized materials, information or answers to another student.

Adjudication of Academic Dishonesty

The University reserves the right of imposing on the violators of academic honesty disciplinary action ranging from a failing grade in the exam, paper or course to suspension or dismissal from the University.

Jurisdiction

Faculty Jurisdiction

The course Instructor has full authority to impose penalties in cases of academic violation of the University's Code of Academic Honesty that occur in his/her course.

Students wishing to bring charges of violation of academic honesty against another student should do so through the faculty member in whose course or academic activity the alleged code violation has occurred. In the case of students bringing charges against other students, the student bringing charges must identify himself or herself to the faculty member.

All cases of violations of academic honesty must be reported to the Academic Affairs Division Chair of the appropriate discipline.

Administration Jurisdiction

In circumstances in which the faculty member chooses to refer such violation to the Division Chair, the following procedures will be observed:

Faculty members reporting an alleged case or incident of dishonesty must do so within two weeks from the date of discovery of the alleged dishonesty. The charge of dishonesty must be supported by appropriate documentation for the Division Chair's review.

The Division Chair will notify the student of the charge and will arrange to discuss the charge with the student in a preliminary meeting. The Division Chair will also notify the Dean of Academic Affairs that the alleged offense occurred. At the preliminary meeting, the student will be presented with the charge made and the evidence provided by the faculty member. The student will be advised of the adjudication procedures including his/her rights and given the opportunity to respond. The student may respond immediately or may be asked to respond in writing within five (5) working days. Any statement or signed document by the student will become part of the evidence in the case.

If the student fails to attend the preliminary meeting, the Division Chair may proceed with the process as appropriate. The Division Chair may gather additional evidence from the student, the complainant, and other appropriate parties prior to the adjudication process.

Faculty members will not submit grades for the work in question or for the course until the case has been adjudicated. The faculty member may, at his/her discretion, discuss the alleged case of dishonesty with the student before the case has been adjudicated. If a semester grade is to be submitted before the resolution of the case, a grade of N will be entered on the transcript for that course.

After reviewing the charges and evidence, the Division Chair will make a decision about the case. The Chair may dismiss the case, remand the case to the faculty member bringing charges or assign a penalty. The Chair has the authority to request a meeting with the student at any time.

No legal counsel or external advisor is permitted at any point during the adjudication procedure.

Penalties

Students are advised that violations of the Code of Academic Honesty will be treated seriously by the University. The adjudication of violations will take into account both the seriousness of the offense and any particular circumstances involved in assigning a penalty. Repeat offenders may be subject to more severe penalties.

Penalties for an academic offense may include but are not limited to one or more of the following, progressively more severe:

- Resubmission of the work or the retaking of the exam in question
- Submission of alternative work or exam for the course in which the offense occurred
- Disciplinary probation
- A grade of F for the work found to be in violation of the Code of Academic Honesty
- A grade of F or WF for the course in which the offense occurred
- Denial of credit for the course in which the offense occurred
- Suspension for one or more academic semesters, including the semester or session in which the offense occurred
- Dismissal for a specified time or permanently from the University

The student found in violation of the Code may not withdraw from a course in which an academic infraction has occurred and a penalty applied.

No refund or cancellation of tuition or fees is provided in such cases.

The Division Chair of the department will notify the student in writing of the finding of violation and the appropriate penalty assigned. The faculty member bringing the charge will also be notified in writing of these results.

Student's Right of Appeal

Students have the right of appeal of the adjudication process.

Appeals must be made in writing within 21 days of the date of notice.

Appeals are limited to grounds of improper procedure or lack of relevant evidence at the time of the original administrative review, or excessive penalty. The Dean of Academic Affairs will review appeals. The Dean may consult the record of the case, the appeal request, and any person involved in the process of adjudication. The Dean of Academic Affairs will make the final decision.

Records of Disciplinary Actions

All records related to student violation of the Code of Academic Honesty will be retained for a period of seven (7) years after the student's last registration at the American University of Kuwait. The record will be housed in the division adjudicating the student. If the violation and penalty is noted on the student's permanent record, the record is maintained indefinitely. These, as all student records, are subject to University regulations of confidentiality of student records.

Students have the right to review their records of the violations of the Code of Academic Honesty through a written request to the Dean of Academic Affairs .

UNIVERSITY FACULTY

Undergraduate Faculty

ABU AL-MAATI, Shereef, Assistant Professor of Computer Science and Information Systems; Ph.D., 1998, *Florida Institute of Technology* - Florida

AL-AWADI, Hesham, Assistant Professor of History and International Studies; Ph.D., 2003, *University of Exeter* - United Kingdom

AL-BATAINEH, Afaf, Assistant Professor of Arabic Language and Literature; Ph.D., 1998, *Herriot-Watt University* – Scotland

AL-MUTAIRI, Mutlaq, Assistant Professor of Mathematics; Ph.D., 2004, *University of Central Florida* - Florida, Mechanical Engineering

AL-SALEM, Athmar, Assistant Professor of Management; D.Sc., 1989, *School of Engineering and Applied Science (SEAS) - The George Washington University* - Washington DC, Engineering Administration: Engineering Management and Marketing of Technology

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