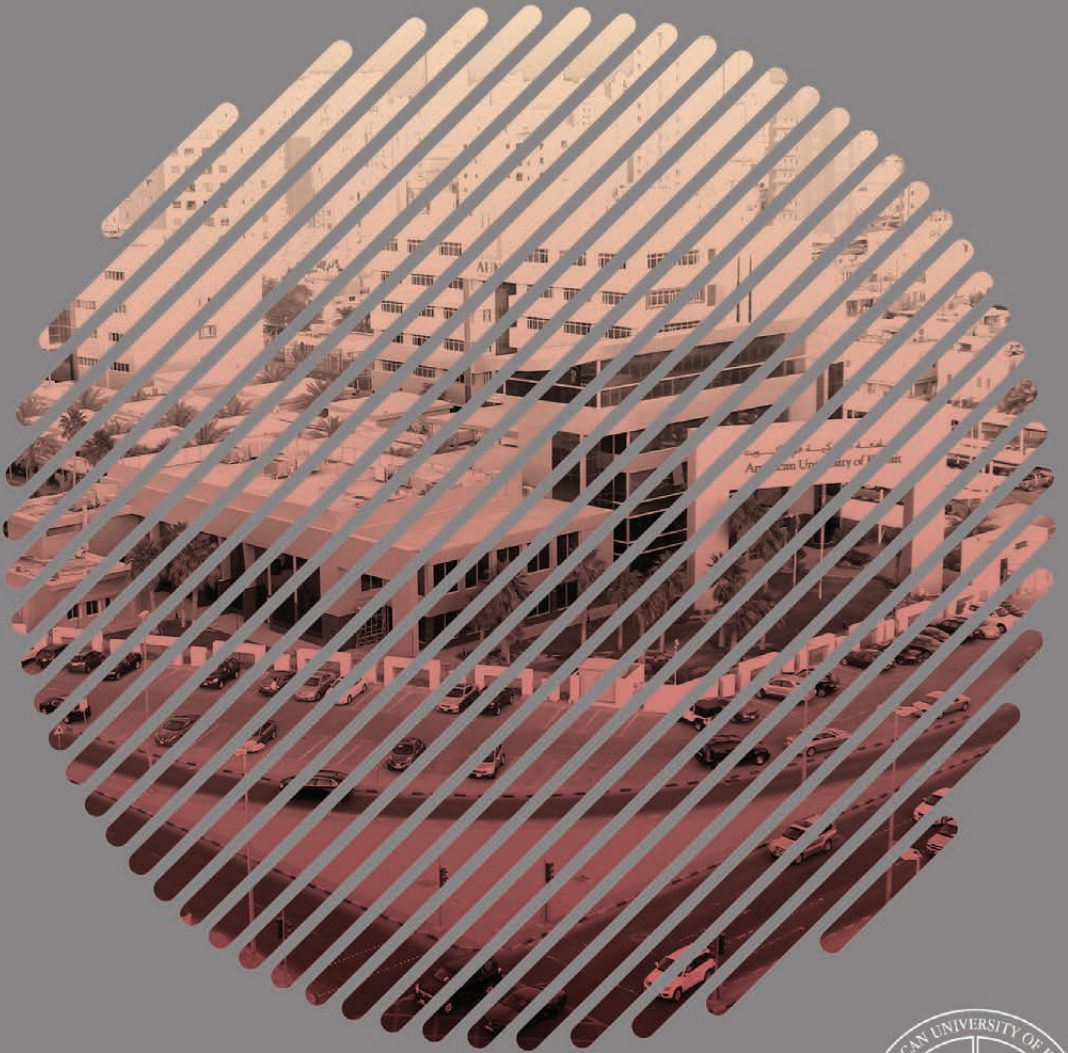


AMERICAN UNIVERSITY of KUWAIT®

ACADEMIC CATALOG

2017-2018



AMERICAN UNIVERSITY *of* KUWAIT®

ACADEMIC
CATALOG

2017-2018



AMERICAN
UNIVERSITY
of KUWAIT®

DISCLAIMER

Every effort has been made to ensure the accuracy of the information contained within this catalog; users should note that the laws, rules, and policies indicated are subject to amendments that may modify the information contained. Changes and modifications may come in the form of statutes enacted by the Legislature, or rules and policies adopted by the Board of Trustees of the American University of Kuwait, or by the President or his/her designee of the campus.

The information in this catalog is effective at the time of publication.

The AUK Catalog shall not operate or be construed as a limitation to the rights, powers, or privileges of the Board of Trustees of the American University of Kuwait. The Board of Trustees is authorized by law to adopt, amend, or revoke rules and policies that apply to students if deemed necessary.

Students are individually responsible for reading, understanding, and complying with all requirements and regulations. Failures to read, understand, and/or comply does not exempt students from requirements or regulations.

The university reserves the right to make changes without prior notice to programs, course offerings, academic requirements, and/or faculty and staff, should the need arise.

The relationship of the student to the institution is one governed by laws, rules, and policies adopted by the government, the Board of Trustees, and their duly authorized designees.

Any approved updates to the content included in the catalog that occur during the 2017-2018 academic year will appear in the online version of the catalog, which is found on the AUK website (www.auk.edu.kw).

The normal authority, Amiri Decree 139, which authorizes the American University of Kuwait to operate and grant degrees, was issued on July 8, 2003. AUK received its Institutional Accreditation from the Private Universities Council (PUC) – Ministry of Higher Education in the State of Kuwait, as of February 1, 2006.

NOTICE OF OFFICIAL MEANS OF COMMUNICATION

Emails to student accounts are considered official means of communication to all AUK students. AUK reserves the right to send communications to students via email and expects that those communications will be received and read in a timely fashion. It is the students' responsibility to check their emails frequently. Failure to do so may result in a student missing important notices or information, and will not be considered an acceptable excuse for failing to receive or act upon official correspondence from the University.

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2017-2018 ACADEMIC CALENDAR*

* Islamic holidays are determined after sighting the moon. Dates are tentative until formally announced by Kuwait's Civil Service Commission. 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.

FALL 2017

SEPTEMBER

| | | |
|-------|------|--|
| 03-04 | Su-M | Eid Al-Adha. University closed. |
| 05 | T | University reopens. Faculty return. |
| 07 | Th | De-registration process for non-payment of tuition for Fall courses at 4:00 pm. |
| 11 | M | Fall semester begins. |
| 17 | Su | Fall semester Drop/Add deadline at 4:00 pm. Last day to submit a Pass/Fail Option form, Permission to Audit form, Independent Study form, or Internship form. Online registration and forms submission for students will end at 4:00 pm. |
| 18 | M | First day to withdraw from individual Fall courses or from the university with a 50% refund. Final de-registration process for non-payment of Tuition for Fall semester courses at 4:00 pm. |
| 21 | Th | Islamic New Year. University closed. |
| 24 | Su | University reopens – classes resume. |
| 25 | M | Last day to withdraw from individual Fall courses or from the university with a 50% refund. |

OCTOBER

| | | |
|-------|------|---|
| 03 | T | “Financial Hold” placed on students at 8:00 am; and KWD 10 first installment charge applied. Submission of tuition refund requests and sibling discount forms start. |
| 08 | Su | “Must Declare Major” holds placed on students. |
| 26 | Th | First tuition installment due. |
| 29-31 | Su-T | Midterm of semester. |

NOVEMBER

| | | |
|-------|------|--|
| 01-02 | W-Th | Midterm of semester. |
| 01 | W | KWD 25 late payment fee charged and financial hold is administered at 8:00 am; the 2 nd installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan. |
| 05 | Su | Midterm grades for Fall courses due via AUK Self-Service by 9:00 am. Midterm grades for Fall Courses available to students via AUK Self-Service effective 4:00 pm. |

| | | |
|----|----|--|
| 23 | Th | Last day to withdraw with a “W” from a single class or from the university. |
| 26 | Su | Academic advising for Spring and Summer 2018 begins. Second tuition installment due. |
| 28 | T | Registration for Spring and Summer 2018 begins (<i>for details refer to the Advance Registration Schedule available on the website</i>). |
| 29 | W | Graduation application due for Fall 2017 graduates. KWD 25 late payment fee charged and financial hold is administered at 8:00 am; the 3rd installment fee of KWD 10 is charged on all payments made after this time without a prior installment. |
| 30 | Th | Prophet’s Birthday. University closed. |

DECEMBER

| | | |
|-------|-------|----------------------------------|
| 24-31 | Su-Su | Winter break. University closed. |
|-------|-------|----------------------------------|

JANUARY

| | | |
|-------|-------|---|
| 01 | M | New Year. University closed. |
| 02 | T | University reopens – Classes resume. Third tuition installment due. |
| 04 | Th | Classes end. |
| 07 | Su | KWD 25 late payment fee charged and financial hold is administered at 8:00 am. Advising for <i>Declared</i> majors stops until January 25. |
| 07-11 | Su-Th | Final exams. |
| 14 | Su | Final grades for Fall courses due via AUK Self Service by 9:00 am. |
| 15 | M | Grades for Fall courses available to students via AUK Self Service at 9:00 am. |
| 14-25 | Su-Th | Student Semester break. University open. |
| 17-25 | W-Th | Faculty Semester break. University open. |

SPRING 2018

JANUARY

| | | |
|----|----|--|
| 21 | Su | De-registration process for non-payment of tuition for Spring courses at 4:00 pm. |
| 24 | W | Academic advising resumes for <i>Declared</i> majors. |
| 25 | Th | Second de-registration process for non-payment of tuition for Spring courses at 4:00 pm. |
| 28 | Su | Spring semester begins. |

FEBRUARY

| | | |
|-------|------|--|
| 01 | Th | Spring semester Drop/Add deadline at 4:00 pm. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form. Online registration and forms submission for students will end at 4:00 pm. |
| 04 | Su | First day to withdraw from individual Spring courses or from the university with a 50% refund. Final de-registration process for non-payment of tuition for Spring courses at 4:00 pm. |
| 08 | Th | Last day to withdraw from individual Spring courses or university with a 50% refund. |
| 11 | Su | “Must Declare Major Hold” placed on students. Submission of tuition refunds requests and sibling discount forms start. |
| 18 | Su | “Financial Hold” placed on students at 8:00 am; and KWD 10 first installment charge applied. |
| 25-26 | Su-M | National and Liberation Days. University closed. |
| 27 | T | University reopens – classes resume. |

MARCH

| | | |
|-------|-------|---|
| 18-22 | Su-Th | Midterm of semester. |
| 25 | Su | Midterm grades for Spring courses due via AUK Self Service by 9:00 am. Spring midterm grades available on AUK Self-Service at 4:00 pm. |
| 25-29 | Su-Th | Spring break for faculty and students. University open. |
| 26 | M | First tuition installment due. |
| 29 | Th | University closed. Spring break for staff. |

APRIL

| | | |
|----|----|---|
| 01 | Su | University reopens – classes resume. |
| 02 | M | Academic advising for Fall 2018 begins for all UG students. KWD 25 late payment fee charged and financial hold is administered at 8:00 am; the 2nd installment charge KWD 10 is applied. |
| 03 | T | Registration for Fall 2018 begins (<i>for details refer to the Advance Registration Schedule available on the website</i>). |
| 15 | Su | Prophet’s Ascension. University closed. |
| 19 | Th | Last day to withdraw with a “W” from a single course or from the university. |
| 26 | Th | Graduation application due for Spring/Summer 2017 graduates. Second tuition installment due. |

MAY

| | | |
|-------|------|---|
| 02 | W | KWD 25 late payment fee charged and financial hold is administered at 8:00 am; the 3rd installment charge of KWD 10 is applied. |
| 16 | W | Holy Month of Ramadan begins. Office hours and class schedule adjusted. |
| 22 | T | Last day of classes for Spring semester. Reading days. |
| 23-24 | W-Th | Third tuition installment due. |
| 24 | Th | KWD 25 late payment fee charged and financial hold is administered at 9:00 am. |
| 30 | W | |
| 27-31 | Th-W | Final exams (<i>see exam schedule on web</i>). |

JUNE

| | | |
|-------|-------|--|
| 03 | Su | Final grades for Spring courses due via AUK Self Service by 9:00 am. |
| 03-07 | Su-Th | Student Semester break. University open. |
| 04 | M | Final grades for Spring courses available to students via AUK Self Service at 9:00 am. |
| 06-07 | W-Th | Faculty Semester break. University open. |
| 07 | Th | Graduation. |

SUMMER 2018 UNDERGRADUATE SUMMER FULL SEMESTER**JUNE**

| | | |
|-------|------|---|
| 07 | Th | Graduation De-registration process for non-payment of tuition for Summer Full Semester Courses by end of working hours. |
| 10 | Su | University reopens - Summer full semester courses begin. |
| 14 | Th | Summer Full Semester Drop/Add deadline by end of working hours. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form. |
| 17-18 | Su-M | Eid Al Fitr. University closed. |
| 19 | T | University reopens – classes resume. First day to withdraw from individual Full Summer courses or from the university with a 50% refund. Final de-registration for non-payment of UG Summer Full Semester courses at 4:00 pm. |
| 25 | M | Last day to withdraw from individual Summer Full Semester courses or university if all courses are Summer Full Semester with a 50% refund. |
| 26 | T | “Financial Hold” placed on students at 8:00 am; and KWD 10 first installment charge applied. Submission of tuition refunds requests. |

JULY

| | | |
|----|----|--|
| 12 | Th | First tuition installment due. |
| 16 | M | “Financial Hold” is administered at 8:00 am. The 2nd installment charge KWD 10 is applied. |
| 17 | T | Midterm for Summer Full Semester courses. |
| 18 | W | Midterm grades for Summer Full Semester courses due via AUK Self Service by 9:00 am. Midterm grades for Summer Full Semester courses available to students via AUK Self Service at 4:00 pm. |

AUGUST

| | | |
|-------|------|--|
| 01 | W | Last day to withdraw with a “W” from Summer Full Semester courses. |
| 12 | Su | Second tuition installment due. |
| 15 | W | Last day of classes for Summer Full Semester courses. |
| 16 | Th | Financial hold is administered at 8:00 am. Final exams for Summer Full Semester courses. |
| 19-23 | S-Th | Waqfat Arafat and Eid Al-Adha – University closed. |
| 26 | S | Final grades for Summer Full Semester courses due via AUK Self Service by 9:00 am. |
| 27 | M | Final grades for Summer Full courses available to Students via AUK Self Service Effective 9:00 am. |

SUMMER 2018 UNDERGRADUATE SUMMER 1ST BLOCK

JUNE

| | | |
|-------|------|--|
| 07 | Th | Graduation De-Registration process for non-payment of tuition for summer 1st Block courses by the end of working hours. |
| 10 | Su | University reopens – 1st Block semester courses begin. |
| 11 | M | 1st Block semester Drop/Add deadline by the end of working hours. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, and Internship form. |
| 12 | T | First day to withdraw from individual 1st block Summer courses or from the university with a 50% refund. Final de-registration for non-payment of tuition for summer 1st Block by the end of working hours. |
| 13 | W | Last day to withdraw from individual 1st Block Semester courses or from the University with a 50% refund if all courses are 1st Block courses. Submission of tuition refunds requests. |
| 17-18 | Su-M | Eid Al Fitr. University closed. |
| 19 | T | University reopens – classes resume. |
| 26 | T | “Financial Hold” placed on students at 9:00 am; and KWD 10 installment charge applied. |

JULY

| | | |
|----|----|--|
| 01 | S | Last day to withdraw with a “W” from 1st Block Semester courses. |
| 12 | Th | Tuition installment due. |
| 16 | M | Last day of classes for 1st Block Semester courses. Financial hold is administered at 8:00 am. |
| 17 | T | Final exams for 1st Block Semester courses. |
| 18 | W | Final grades for 1st Block Semester due via AUK Self Service by 9:00 am. |
| 19 | Th | Final grades for 1st Block semester courses available to students via AUK Self Service at 9:00 am. |

SUMMER 2018 UNDERGRADUATE SUMMER 2ND BLOCK

JULY

| | | |
|----|----|--|
| 15 | Su | De-Registration process for non-payment of tuition for summer 2nd Block at 4:00 pm. |
| 18 | W | Summer 2nd Block Semester courses begin. |
| 19 | Th | Summer 2nd Block Semester Drop/Add deadline at 4:00 pm. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form. |
| 22 | Su | First day to withdraw from individual 2nd block Summer courses or from the university with a 50% refund. Final de-registration process for non-payment of tuition for summer 2nd Block at 4:00 pm. |
| 23 | M | Last day to withdraw with a “W” from individual 2nd Block Semester courses with a 50% refund and from the university with a 50% refund if all courses are 2nd Block Semester courses. Submission of tuition refunds requests. |
| 25 | W | “Financial Hold” placed on students at 8:00 am; and KWD 10 installment charge applied. |

AUGUST

| | | |
|-------|-------|--|
| 01 | W | Last day to withdraw with a “W” from 2nd Block Semester courses. |
| 12 | Su | Tuition installment due. |
| 15 | W | Last day of classes for 2nd Block Semester courses. Financial hold is administered at 8:00 am. |
| 16 | Th | Final exams for 2nd Block Semester courses. |
| 19-23 | Su-Th | Waqfat Arafat and Eid Al-Adha – University closed. |
| 26 | Su | Final grades for 2nd Block Semester courses due via AUK Self Service by 9:00 am. |
| 27 | M | Final grades for 2nd Block semester courses available to student via AUK Self Service Effective 9:00 am. |

SUMMER 2018 INTENSIVE ENGLISH PROGRAM**JUNE**

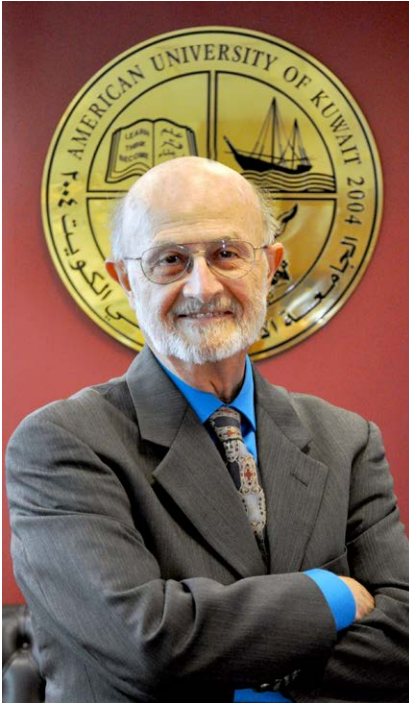
| | | |
|-------|-----|--|
| 07 | Th | Graduation. De-registration process for non-payment of tuition for IEP summer by end of working hours. |
| 10 | Su | University reopens – IEP Summer classes begin. |
| 14 | Th | Summer semester Drop/Add deadline by end of working hours. |
| 17-18 | S-M | Eid Al Fitr. University closed. |
| 19 | T | University reopens – classes resume. First day to withdraw from individual IEP Summer courses or from the university with a 50% refund. Final de-registration for non-payment of IEP Summer courses by end of working hours. |
| 25 | M | Last day to withdraw from the university with a 50% refund. |
| 26 | T | Submission of tuition refund requests. “Financial Hold” placed on students at 8:00 am; and KWD 10 first installment charge applied. |

JULY

| | | |
|----|----|--|
| 12 | Th | First tuition installment due. |
| 16 | M | “Financial Hold” is administered at 8:00 am. The 2nd installment charge KWD 10 is applied. |
| 17 | T | Midterm of semester. |
| 18 | W | Midterm grades for IEP Summer Semester courses due via AUK Self Service by 9:00 am. Midterm grades for IEP Summer Semester courses available to students via AUK Self Service by 4:00 pm. |

AUGUST

| | | |
|-------|------|---|
| 01 | W | Last day to withdraw with a “W” from IEP Summer Semester courses. |
| 12 | Su | Second tuition installment due. |
| 15 | W | Last day of IEP Summer Semester classes. Financial hold is administered at 8:00 am. |
| 16 | Th | IEP Final exams. |
| 19-23 | S-Th | Waqfat Arafat and Eid Al-Adha – University closed. |
| 26 | S | Final grades for IEP Summer Semester classes due via AUK Self Service by 9:00 am. |
| 27 | M | Final grades for IEP Summer Semester available to students via AUK Self Service by 9:00 am. |



MESSAGE FROM THE PRESIDENT

Welcome to AUK and to a diverse institution patterned after the American model of an education grounded in the liberal arts. Pursuing higher education is one of the most important and beneficial investments of time, energy, and resources you or your family will ever make. Helping each individual student become competent in their chosen field *and* an aware and ethical citizen is what education at AUK is all about.

The founders of the American University of Kuwait wanted to provide students in this country with the opportunity to get an American education without having to travel to the USA to get it. Additionally, it is the only Liberal Arts-oriented university here. Our students take courses in the Humanities, Social Sciences, Mathematics, and the Sciences, as well as in their major field of study. AUK asks students to conduct research, embrace knowledge, and develop critical thinking and communication skills. The Liberal Arts program aims to *educate* you, not merely to *train* you in a particular discipline. An additional aspect of the American approach to higher education is that it includes a diverse program of student activities in addition to a rigorous program of studies. AUK has many student clubs and extracurricular activities, and we encourage students to be engaged in this aspect of the University as well as in the academic programs we offer. Student activities at AUK offer numerous opportunities to develop leadership skills, explore your creative side, learn about responsible risk-taking, and to engage in service to others. Inside and outside the classroom, AUK cultivates intellectual competence and ethical judgment, preparing you for life, not just a job. Taken as a whole, the academic and extracurricular programs at AUK emphasize critical thinking, problem solving, and are designed to help students develop as better citizens and leaders in all sectors of society. These are some of the things that make the American University of Kuwait a special place.

On behalf of the entire AUK community, I welcome you to the American University of Kuwait and encourage you to become involved in the activities that it offers. We wish you a successful, productive, and most enjoyable time of life-long learning and growth as a member of the AUK family.

Tim Sullivan, Ph.D.
President

MESSAGE FROM THE PROVOST



I'm delighted to welcome you to an exceptionally vibrant and active community: a family of like-minded people whose enthusiasm and passion for learning, teaching, exploring, discovering, and becoming, is our way of life.

Our students, teachers, researchers, staff, and administrators, who come from different backgrounds, personal and professional, with broad skill sets and expertise, honor the importance of the sharing of knowledge for the purpose of creating new knowledge. And because the exchange and creation of new knowledge requires respect for a variety of perspectives, AUK's diversity is crucial in creating the respect necessary for an intellectual and academic exchange of ideas.

We are expected to engage each other – students with peers, professors, instructors, and staff in the important of business of exploring and discovery. AUK goes beyond the awarding of degrees, and offers an experience of a lifetime for all, where learning takes place inside and outside the classroom through theory, practice, and application, and through engagement with the world beyond the scope of the physical boundaries of our campus. Our combined scholarly pursuits enable us to contribute with commitment, passion, integrity, honesty, and respect to the well-being of our families, societies, and communities.

An education at AUK is a mind-set, and a habit. We may think that AUK is the end of our educational journey-however, it is only the beginning. Irrespective of the degrees that our student's pursue, learning is timeless.

Discovery is exciting, but real learning, acquiring and applying new knowledge, will always require patience and resilience. For the AUK community, learning is life-long. No matter the challenges before us, we never give up on learning, ever.

I welcome you again to our university and our family, and wish you the very best today, tomorrow, and the many days and years after.

Rawda Awwad, Ph.D.

Provost

BOARD OF TRUSTEES

The Board of Trustees is AUK's governing body. The Board's terms of reference are outlined in the AUK By-Laws. The self-perpetuating and self-governing Board is currently composed of **8** members, in addition to the University President and the Dartmouth College *Relationship Coordinator (Director)* as an ex-officio member. The Board of Trustees meets twice a year in AUK's Salmiya campus.

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 Holding Company

Board Member, KIPCO Asset Management Company (KAMCO)

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

Vice Chairman, Kuwait Project Co. (Holding), KIPCO

Vice Chairman, Gulf Insurance Group

Vice Chairman, Mashare'a Al-Khair Establishment

Chairman, Panther Media Group Ltd., UAE (OSN)

Mr. Samer Khanachet

Group Chief Operating Officer, Kuwait Project Co. (Holding)

Board Member, KIPCO,

Board Member, United Real Estate Co.

Board Member, Burgan Bank

Chairman, Taka'ud Savings & Pensions B.S.C., Bahrain

Thomas Bartlett, Ph.D.

Former President, Colgate University

Former President, American University in Cairo

Former Chancellor, University of Alabama System and the Oregon State System of Higher Education

Former Chancellor, State University of New York System

Trustee, American University in Cairo

Walid E. Moubarak, Ph.D.

Member, Lebanese President's Steering Committee on National Dialogue

Director, Institute of Diplomacy and Conflict Transformation, Lebanese American University

Earl (Tim) Sullivan, Ph.D.

President,

American University of Kuwait

Professor and Provost Emeritus, American University in Cairo

Interim President, 2010, American University of Kuwait

Dale F. Eickelman, Ph.D. (*ex officio member*)

Ralph and Richard Lazarus Professor of Anthropology and Human Relations, Dartmouth College

Relationship Coordinator (Director), the Dartmouth College-American University of Kuwait Program

THE UNIVERSITY

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Program Accreditation

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Academic Advising Center (AAC)
Learning Support Services
The Tutoring Center (TRC)
The Writing Center (WRC)
Office of the Registrar

UNIVERSITY LABORATORIES

Computer Laboratories
Engineering Laboratories
Science Laboratories

COMMUNITY RESOURCES

Center for Continuing Education (CCE)
Research Centers
Center for Gulf Studies (CGS)
Center for Research in Informatics, Sciences, and Engineering (RISE)



ON-CAMPUS SERVICES

AUK Bookstore

Banking

Business Center

Print Services

Student Shared Drives

AUK Mobile Application

Multimedia Services

Email Service

MyAUK Portal

Food Services and Coffee Shops

Healthcare Services

Parking

THE UNIVERSITY

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

Established by Amiri Decree 139 in 2003, AUK received its Institutional Accreditation from the Private Universities Council (PUC) – Ministry of Higher Education in the State of Kuwait, as of February 1, 2006.

AUK offers students a quality education based on an American college model. The faculty, administration, and staff work hard to create a caring environment where every aspect of the student's development gets attention and support. The course of study is designed to prepare students for the contemporary world where critical thinking, communication skills, and life-long learning have become imperative. The Liberal Arts education system aims not only to guide the students to fulfill their educational goals, but to also instill effective critical thinking skills that they can apply in their future careers in the fields of their choice.

The AUK faculty is comprised of a highly-qualified group of international academics experienced in the American style of higher education. There are over 114 faculty members at AUK, 81 percent of whom have earned PhDs or terminal degrees. With most class sizes ranging from 10 to 39 students, developing bonds between students and professors is easy.

During their academic career at AUK, our students will be trained to improve their academic skills, time management skills, and learn stress reduction techniques. Our students will also find opportunities to gain professional experiences through our student employment program and internships, develop their creative talents and maintain their personal health and fitness through our extracurricular activities, and learn to become involved members of the community.

MISSION STATEMENT

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

VALUES

The AUK community strives to uphold the following values:

- Freedom of thought, expression, and intellectual inquiry.
- Respect for individual identity and rights, and cultural diversity.
- Commitment to high standards of morality, integrity, and social responsibility.
- Adherence to high professional standards and ethics.

VISION

AUK aspires to be a leading university recognized locally, regionally, and internationally for its institutional distinctiveness, academic excellence, and the accomplishments of its graduates.

ACADEMIC DEGREE PROGRAMS

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

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

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

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

INSTITUTIONAL & PROGRAM ACCREDITATION

LOCAL INSTITUTIONAL ACCREDITATION:

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

PROGRAM ACCREDITATION:

The Intensive English Program is accredited by the **Commission on English Language Program Accreditation (CEA)**.

The College of Business & Economics is accredited by the **Accreditation Council for Business Schools & Programs (ACBSP)**.

The College of Arts & Sciences is accredited by the **American Academy for Liberal Education (AALE)**.

The B.E. in Computer Engineering is accredited by the Engineering Accreditation Commission of **ABET**. (**Accreditation Board for Engineering & Technology**).

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—co-exist to 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 supports open access to the 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.

CODES OF CONDUCT

To sustain an environment that supports optimal learning opportunities and promotes personal growth, the American University of Kuwait expects all community members (students, faculty, and staff) to adhere to the guidelines and policies established by the institution. These guidelines and policies set forth the ethical standards and organizational values by which AUK operates as an institution of higher education.

The University Code of Conduct, Student Code of Conduct, and the Code of Academic Honesty and Integrity provide general explanations of community members' rights and responsibilities, outline acceptable and unacceptable behaviors, and describe specific disciplinary procedures and sanctions. For detailed information regarding the Codes of Conduct, students can refer to the university Student Handbook.

UNIVERSITY FACULTY

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

AUK AND DARTMOUTH COLLEGE

Dartmouth College in Hanover, New Hampshire, is the international partner institution to the American University of Kuwait (AUK), as defined by the Private Universities Council of the State of Kuwait (Resolution no. PUC (5/21-2/2005)). Dartmouth and AUK have worked closely together since 2003, when the two institutions signed a Memorandum of Understanding that facilitated a

series of advisory, consultative, and cooperative projects. The initial agreement was recently renewed for a third time in April 2013 to extend through 2018. The two institutions share a commitment to excellence in higher learning, and the agreement between them reflects AUK's growing stature as a premier academic institution in the Gulf region and beyond. With its deep and historic commitment to the liberal arts, Dartmouth recognizes the importance of AUK's mission and works to support the university as it develops a superlative education, based on the principles of critical inquiry, mastery of subject material, depth of curriculum, and a vibrant experience in the classroom and on campus.

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

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

CAMPUS ENVIRONMENT

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

AUK opened its doors in the fall of 2004 and conducts its academic activity in a rehabilitated and refurbished campus, which will expand and develop as needed in the coming years. The campus has spacious, modern classrooms; computer, science, and language laboratories; an administration building; a state-of-the-art library; and cafes, restaurants, shops, and recreation courts. Next to the AUK Library and central campus classrooms are beautifully designed and landscaped central courtyard and garden, which serve as venues for some student activities, as well as offer shade and respite, providing AUK students, faculty, and staff a pleasant place to enjoy, relax, and study. In Spring 2017, the new four-story Student Center opened, featuring recreational, athletic, administrative, and academic-support facilities. The first two floors of the building house an indoor multipurpose sport court, two gyms, and a running track. The upper two floors hold the administrative offices of the Division of Student Affairs and the Deanship of Academic Support Services, offices for clubs and organizations, along with a student lounge. There is also an outdoor tennis court on the rooftop.

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

Campus life contributes to making the time spent on campus a valuable learning experience for the students. Through both classroom learning and extracurricular activities, AUK students learn the critical thinking skills, knowledge, and values needed to succeed effectively in today's modern societies—regional and international. Participating in extracurricular activities allows students to learn new skills and discover hidden talents, thus enhancing not only their educational experience, but also their personal development.

The university has a student government association, a student-run newspaper, a literary journal, intramural and intercollegiate athletic clubs and organizations, theater programs, academic organizations, and other campus activities in which students can participate.

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

SEGREGATION

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

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

A SAFE AND SUBSTANCE-FREE CAMPUS

AUK offers 24-hour security services 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 concerning the use of alcohol or any narcotic substance, weapons and/or dangerous materials brought to campus or to any university-sanctioned event, and physical altercations. Any person who is found guilty of alcohol consumption, substance abuse, carrying and/or using weapons or dangerous materials, or participation in a physical altercation is subject to immediate removal from the university.

SMOKING POLICY

Smoking is not permitted at university building entrances, within university buildings, or in university vehicles. The main hallway connecting the Administration Building to the Sciences Building is also a smoke-free zone.

ACADEMIC RESOURCES

UNIVERSITY LIBRARY

The mission of the library at the American University of Kuwait is to support research, teaching and learning needs of the AUK community through information resources, expertise, and innovative services. 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, technologically-modern building. The library houses a collection of books and periodicals in English, Arabic, and other languages related to the disciplines (fields of study) and degree programs that are offered at AUK. The library also provides reference collection, journals, and media materials (DVDs, videotapes, audiotapes, etc.) to support coursework. The library employs the latest technologies and subscribes to online databases and intellectual journals needed for classroom instruction and academic research. Within the library, there are computer workstations that allow access to the library's online catalog and electronic databases, as well as the internet. All library resources are available to members of the AUK community and other authorized users with a valid AUK I.D.

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

In addition to the above, the library provides services and facilities to the AUK community, such as the circulation desk, reference services, and the reserve section, where faculty can place course materials on reserve and make them available for use for a limited time period within the building. The library also provides document supply services, photocopying machines, group study rooms, and a conference room with a multimedia system and video conference facility.

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

The university library is distinguished by its emphasis on the student 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 attempts to provide students, faculty, and staff with the tools and skills necessary to enhance their learning experiences, to increase their efficiency in retrieving, creating, and communicating scholarly information, and to become life-long learners.

Library Collections and Resources

● **Print Resources**

The library print resources include over 43,424 items including: 34,923 book titles and 3,756 reference collection, in addition to the reserve collection, fiction, audio-visual materials, maps, and print journals.

● **E-Books**

The library has 151,713 E-book titles, leased and owned through **Ebrary, EBSCO, SpringerLink, Elgar, Cambridge, IEEE, Palgrave, and ACLS**. The collection of E-books features full text covering key subject areas from various international publishers. The subject areas are Business & Economics, Computers & IT, Education, Engineering & Technology, History & Political Science, Humanities, Interdisciplinary & Area Studies, Language, Literature & Linguistics, Law, International Relations & Public Policy, Life Sciences, Medical, Nursing & Allied Health, Physical Sciences, Psychology & Social Work, Religion, Philosophy & Classics, and Sociology & Anthropology.

● **Online Resources and Databases**

The library subscribes to 48 bibliographic and full-text databases that cover more than 60,000 electronic journals including: Academic Search Complete, ACM Digital Library by the Association for Computer Machinery, AnthroSource, Bloomberg Businessweek Archive, Business Source Complete, Cabell's Business Directories, Cambridge Archive Editions, Columbia International Affairs Online (CIAO), Communication & Mass Media Complete, Credo Reference, De Gruyter, Ebrary, EBSCO E-books, Education Search Complete, Elgar Ebooks, Emerald Management Journals, Encyclopedia Britannica Online, Encyclopedia of Islam Online, ERIC, Forbes Archives, Gales Virtual Reference Library, Green File, Grove Arts Online, Humanities E-Book Collection, Humanities International Complete (HIC), IEEE Computer Society, IEEE Ebooks, JSTOR, Lexis-Nexis Academic, Library, Information Science & Technology Abstracts, Literature Online, MLA Directory of Periodicals, MLA International Bibliography, Oxford Handbooks and Oxford Scholarship Online, Palgrave Connect, Philosopher's Index, Political Science Complete, Project Muse, ProQuest Dissertation & Theses (PQDT), PsycARTICLES, PsycINFO, Regional Business News, SAGE Premier, SocINDEX with Full Text, SpringerLink, The Johns Hopkins Guide to Literary Theory and Criticism, and Thomson Reuters EIKON.

● Information Literacy

The Library offers information literacy and instruction programs designed to familiarize students with library services and resources. Library instruction, guided tours, and in-class orientations are offered at various times throughout the academic year, generally upon the request of a faculty member. The Library Instruction Request Form is available on the website. In addition, the library provides online subject guides, online tutorials, and other search tools.

For more information, call ext. **3065** or email library@auk.edu.kw. The AUK Library mobile application is also available for download from the App Store.

ACADEMIC SUPPORT SERVICES

The Academic Support Services is an academic administrative unit responsible for providing advising, registration, and academic support to all students at AUK. Academic Support Services is designed to help students become independent and successful learners by fostering an appreciation of the importance of liberal arts education; developing an understanding of degree program requirements; developing academic planning and decision-making skills; providing accessible and efficient registration processes; enhancing effective course selection and advancement toward degree; ensuring clear, current, and accurate information on courses, schedules, programs, and university policies; improving study skills; increasing understanding of course content; developing critical thinking and literacy skills; enhancing self-confidence; and cultivating a positive attitude toward learning. All services are free of charge to AUK students. Academic Support Services includes: *Academic Advising Center*, *Learning Support Services* (Tutoring Center & Writing Center), and the *Office of the Registrar*. For additional information, please email: AcademicSupportServices@auk.edu.kw.

Academic Advising Center (AAC)

The Academic Advising Center is dedicated to the academic success of its students. AAC advisors empower students to take an active role in their own education by guiding them to a deeper understanding of the liberal arts curriculum. The AAC provides academic advising, educational planning, course selection, retention initiatives, and registration to all currently undeclared students. Academic advising is a planning and teaching process in which advisors and students collaborate to define, develop, and reach academic and educational goals that are consistent with the student's personal interests. Academic advising is a shared responsibility where the advisor serves as a mentor/teacher aiming to enhance the student's self-awareness and personal responsibility. Students meet with the AAC advisors to discuss their educational plans and progress, and identify the academic requirements to achieve their career goals. When students declare a major, they are assigned—by the appropriate department chair—to a faculty advisor. Students are ultimately responsible for reviewing and understanding the requirements of the degree program in which they are declared. The AAC provides consistently accurate information, in-depth and holistic advising support, and appropriate referrals to all other university resources.

Peer Academic Leaders

Within the academic advising program is the Peer Academic Leaders program (PALs). Comprised of Dean's List students who serve as peer advisors, the PALs program provides a mutual connection between existing and newly admitted students and offers support in areas of educational planning and academic information. PALs are guided by senior AAC advisors and the assistant director.

Retention Initiatives

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

Student advising records with the Academic Advising Center are part of the college record. Advising information is released when necessary for purposes of registration and follow-ups. It is the AAC's professional and ethical responsibility to respect and consider confidential all information including academic records and status, family information, health (mental and physical), and all other issues pertaining to the student. Students' personal records are released and confidential information is shared with parents, family members, and/or guardians only when a student has completed and signed a "Disclosure of Academic Records Form" (available in the Office of the Registrar).

The Director of the AAC supervises all activities of the center and follows up on undeclared student cases with faculty advisors, department chairs, and deans of colleges. The Director reports to the Dean of Academic Support Services. For additional information, visit the Academic Advising Center located in the Student Center, 3rd floor, call ext. **3241**, or email: **AAC@auk.edu.kw**.

Learning Support Services

Learning Support Services (LSS) focuses on helping students become independent and successful learners by improving their study skills, increasing their understanding of course content, and developing their literacy skills. LSS is comprised of two centers—the Tutoring Center and the Writing Center.

The Director of the LSS supervises all activities related to the Tutoring and Writing Centers, and collaborates with faculty, department chairs, and deans of colleges to continuously develop more effective learning support and classroom workshops. The Director reports to the Dean of Academic Support Services. For more information, call ext. **3241**, or email: **LSS@auk.edu.kw**.

The Tutoring Center (TRC)

The Tutoring Center is committed to helping students develop the skills needed to succeed and flourish as they advance in their academic endeavors. The Tutoring Center strives to work with faculty to understand, develop, and improve academic support to supplement class learning; recognize and respect the rights and equality of all who seek assistance; provide well-trained professional, paraprofessional, and peer academic support specialists; and foster an open professional learning-centered environment.

The Tutoring Center provides free academic support in all subjects to all students at AUK. Tutoring is provided individually, in small groups, or in Supplemental Instruction sessions coordinated with faculty. TRC services are designed to help students improve their study skills, increase their understanding of course content, enhance their academic performance, and encourage them to develop a positive attitude towards learning. Students are encouraged to become independent and successful learners through individual tutoring and academic skills workshops. TRC staff and tutors possess high academic standards and excellent leadership skills, and are thoroughly trained to provide students with the most effective learning strategies individualized to their subject matter, course requirements, and learning style. The center provides a range of services that include explaining challenging concepts, discussing assignments, and providing reinforcement of classroom instruction. Students can schedule appointments through the Tutoring Center's appointment scheduling program (TutorTrac) or they can drop in for assistance. Tutoring assistance is available Sunday through Thursday.

The Tutoring Center is located on the 3rd floor of the Student Center. For more information, call ext. **3247/3248** or email **tutoringcenter@auk.edu.kw**. Appointments are also available through TutorTrac **tutortrac.auk.edu.kw**.

The Writing Center (WRC)

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

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

The Writing Center serves the entire AUK community—students from all departments and majors are welcome, as are staff and faculty who need help with their projects. The WRC provides multilingual support (English, Arabic, French, Spanish, and Italian) through individual or small-group consultations in which students, staff, and faculty explore ideas through the written word. All WRC staff and student consultants are selected for their professionalism and collegiality and are thoroughly trained in current best practices in writing. They provide a non-evaluative, reader's response to students' writing and help at any stage of the composing process: identifying and understanding audience, developing and expanding ideas, organizing ideas into a coherent whole, researching and evaluating external sources, incorporating external sources, understanding the conventions of academic writing, and communicating ideas clearly. The Writing Center's overarching goal is to inspire a love of reading and writing within the AUK community. Students can schedule appointments through the Writing Center's appointment scheduling program (TutorTrac) or they can drop in for assistance. The WRC is located on the 3rd floor of the Student Center, and is open Sunday through Thursday.

For more information, call ext. **3200/3201** or email writingcenter@auk.edu.kw. Appointments are also available through TutorTrac: tutortrac.auk.edu.kw.

Office of the Registrar

The Office of the Registrar strives to facilitate the educational process by providing AUK students, faculty, and staff with accurate academic records and sound advice regarding policies and procedures to encourage informed academic decisions that support the goals of the University. We assist student registration, maintain student records, manage and update curriculum & catalog, create course schedules, and implement policies & procedures.

The University Registrar collaborates with faculty, department chairs, deans of colleges, and other academic and administrative units to continuously develop services, technology, and security standards. We strive to build a reliable and efficient communication structure to collect and deliver academic information to the AUK campus. The University Registrar reports to the Dean of Academic Support Services.

Degree Audits

One of the most important responsibilities of the Registrar's Office is the "Degree Audit" of students' academic progress. The Registrar's Office staff conducts "degree audits" of all students who have earned 90+ credit hours to ensure that students are on track to complete all degree requirements and avoid unnecessary coursework. The report of the "Degree Audit," emailed to students and to academic advisors lists the remaining degree requirements, as well as those completed and in progress.

The audit assumes successful completion of courses in progress. Students who will not complete all degree requirements by the end of the semester for which they applied to graduate may participate in the commencement if they have **thirteen or fewer** credit hours remaining. Degrees are awarded after all requirements have been met within two weeks of the end of final exams. Material received after that date will delay the degree awarded to the subsequent semester.

The Registrar, on behalf of the university, certifies all candidates whose academic records indicate that they can satisfy degree requirements by the end of the semester for which they have applied. All applicants must satisfy all graduation requirements as specified by the Private Universities Council.

Student Academic Records

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

Transcripts

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

Disclosure of Student Records

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

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

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

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

The Office of the Registrar is in the Admissions/Registrar building, next to the Library. For more information, call ext. **3164** or email **Registrar@auk.edu.kw**.

UNIVERSITY LABORATORIES

COMPUTER LABORATORIES

The Information Technology Department (IT) maintains a computer network that serves the students, faculty, and staff of AUK. The University has 20 instructional computer labs—17 Windows-based labs and 3 iMac labs—as well as an open and a PC-equipped Library. Approximately 735 computers are available to students for research and learning purposes.

Several academic software applications such as Matlab, Quartus, Multisim, SPSS, 3D Studio Max, Oracle, Java, Eclipse, BlueJ, Visual Studio, MS Project, Enterprise Architect, Adobe CC, Adobe Premiere, Lightwave, to name a few, are deployed in the computer labs on an as-needed basis.

All computers are connected to the internet. AUK's computer network uses state-of-the-art fiber optic cables and both wired and wireless access points to ensure complete network coverage of the campus. AUK has an internet link from one service provider, for a total available bandwidth of 120 Mbps (60 Mbps LAN – 60 Mbps Wi-Fi), on which internet filtering is applied to ensure that bandwidth is available for academic and administrative use. An additional 10 Mbps internet link from a different service provider offers free and open access to the internet to the whole AUK community via the wireless network.

ENGINEERING LABORATORIES

The College of Arts and Sciences has four electrical and computer engineering laboratories that support the laboratory courses (topics). The laboratories contain state-of-the-art devices carefully designed to provide excellent teaching, learning, and undergraduate research environments. Supported by modern measurement devices and aided by hardware/software co-design software, the laboratory equipment supports module-based and component-level implementation options, and services several courses in the programs including: Electric Circuits, Electronics, Digital Logic, Computer Organization and Architecture, Signals and Systems, Microprocessors and Computer Interfacing, Embedded Systems, VLSI, Networks, Instrumentation, Machines, Drives, Power Systems, Power Electronics, Control, among others.

SCIENCE LABORATORIES

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

The objective of the physics laboratories is to help students become better physics problem-solvers. The experiments are designed to expose students to different measuring instruments and to illustrate phenomena in the different areas of physics: mechanics, thermodynamics, electricity, and optics.

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

The 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.

The objective of the mathematics laboratory is to aid students from different disciplines in developing their mathematical abilities, and to develop skills in study design and analysis of data, using industry standard statistical software such as Spreadsheet and Minitab. Students should be able to write and present statistical reports clearly and concisely to non-statisticians. Matlab allows symbolic operations in several areas including calculus, linear algebra, and differential equations.

COMMUNITY RESOURCES

CENTER FOR CONTINUING EDUCATION (CCE)

From design to delivery, the Center for Continuing Education (CCE) has been recognized as a successful and leading training center with its innovative learning and development programs for job seekers, professionals, and corporates who seek specialized training and career enhancement, access to higher education, or enriched lives.

With the mission of advancing the professional society in Kuwait, CCE offers great learning opportunities in a stimulating and motivational environment by engaging a diverse team of instructors and practitioners who impact our programs with the 'WOW' Factor.

Most of our programs are offered at AUK's Salmiya campus, while some may be offered at specialized off-campus facilities. With a current turnaround of more than 1,300 learners, our programs have continued to meet with the market trends, learning objectives, schedule, and budget. Below are some of the many CCE courses/programs offered:

Leadership, Management, & Entrepreneurship

- Emerging Leaders
- Executive Mini-MBA
- Entrepreneurship Development Certificate Program

Languages & Exam Preparations

- General English
- IELTS/TOEFL Preparation Course
- GMAT Preparation Course

Career Development

- Finance for Non-Finance Professionals Program
- HR Management (Intermediate/Advanced)
- Training of Trainers (ToT)

Teacher Development

- Teacher Training Certificate (TTC)
- Teacher Knowledge Test Preparation Course (TKT)
- IELTS - Train the Trainer (ITT)

For more information about CCE & its courses/programs, visit the CCE website:

www.auk.edu.kw/cce.

RESEARCH CENTERS

CENTER FOR GULF STUDIES (CGS)

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

www.auk.edu.kw/cgs.

CENTER FOR RESEARCH IN INFORMATICS, SCIENCES, AND ENGINEERING (RISE)

The Center for Research in Informatics, Sciences, and Engineering serves as AUK's primary catalyst for interdisciplinary research and development (R&D) activities. The center employs a holistic approach to R&D by integrating a plethora of academic disciplines and interests, forging strong intellectual connections among local & international innovators, academia & industry practitioners, and technology & society. RISE is dedicated to promoting innovative scientific discourse through expanding cross-border research collaboration, fostering industry-academia partnerships, and serving as a platform for community engagement and outreach. For more information on RISE, please visit the RISE website: www.auk.edu.kw/RISE.

ON-CAMPUS SERVICES

AUK BOOKSTORE

The AUK Bookstore is an integral part of AUK's campus. Students are able to purchase textbooks and educational materials needed for their coursework, as well as books for general reading, including fiction and non-fiction, and books on current, regional and international, affairs in both Arabic and English. In addition, the bookstore has a variety of clothing and gift items, some carrying the AUK logo, as well as a wide selection of magazines on topics ranging from politics and economics to healthcare and entertainment.

BANKING

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

BUSINESS CENTER

There is a business center located on campus that provides copying, mailing, and business-related services.

PRINT SERVICES

AUK provides each student with a printing quota, free of charge.

STUDENT SHARED DRIVES

Students are granted access to shared resources made available by their instructors and can upload files (assignments) as per the parameters and conditions set by the course instructors. These Network Files space are maintained on cloud-Office 365 and backed up by Microsoft (availability is guaranteed by 99.98 %).

AUK MOBILE APPLICATION

Students can access their grades, schedules, and the official AUK Twitter account by downloading the AUK application to their smart phones. The application is available in the App Store and the Google Play store.

MULTIMEDIA SERVICES

To ensure the best teaching and learning experience, all AUK classrooms are equipped with:

- Projectors (faculty/students can display web pages, presentations, and other content using podium PC or laptop) Surround sound systems DVD players Video conferencing facilities are available in some classrooms and meeting rooms
- Other services: campus-wide digital announcement system to broadcast notices and alerts (class schedule, events and activities, etc.), video shooting services, editing and censoring services, DVD production, audio/video conversion, and audio recording) In addition, members of the AUK community can check out any of the following equipment:
 - Digital audio recorder
 - Digital video camera
 - Portable interactive board
 - iPads

EMAIL SERVICE

Students, faculty, and staff are provided with an email account. Emails are the official means of communication within the university. Important information is often communicated via email to the AUK community. An AUK email account is a privilege and is subject to the computer usage policies of the university. University email accounts are not for private or personal transactions. Abuse of the email account will not be tolerated. Any purposeful activity that contributes to the creation and/or dissemination of computer viruses is a serious violation of the Code of Conduct and may result in disciplinary actions from AUK.

Faculty and staff email accounts are run on Microsoft Exchange Server 2010 – Staff and Faculty mail box capacity is 750 Mb per user. Students' email accounts have been provided on Cloud-Office 365 with a capacity of 25 GB limit per student.

MYAUK PORTAL

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

Students, faculty, and staff can access the portal through the AUK website or directly through the MyAUK URL: <http://myauk.auk.edu.kw>.

FOOD SERVICES AND COFFEE SHOPS

There are three food service outlets on campus:

Starbucks: the famous franchise is located on the ground floor of the Sciences Building.

The Diner: AUK's very own, full-service cafeteria is located on the ground floor of the Liberal Arts building and offers daily menus.

Sikka: An Arabic bakery located near the Library offers Arabic snacks, savories, and pastries.

HEALTHCARE SERVICES

The Clinic is designed to provide basic medical care for the AUK community. Emergencies and serious health cases are immediately referred to nearby facilities. The clinic provides preventative services that include blood pressure checks, blood sugar monitoring, and treatment for elective cases. The clinic is located on the Ground Floor of the Sciences Building and is open weekdays from 8:00 a.m. to 7:00 p.m., and from 8:00 a.m. to 5:00 p.m. weekdays during semester breaks.

For queries and concerns, contact the Clinic:

Email Address: clinic@auk.edu.kw

Phone Number: 1802040 ext. 3400/3401

PARKING

The university has parking facilities for faculty and staff. However, the university has upgraded a public parking lot next to the campus that is available to students, faculty, and staff. Handicap parking access is available to qualified students through Student Affairs.

AUK provides shuttle services between the campus and the Marina Crescent parking lots where faculty, staff and students can park and use the shuttle buses to go to campus and back. The buses make 3 stops during the working hours between 9:00 AM and 8:00 PM:

- A. AUK Gate 3
- B. Parking lot near Bable Lebanese Resturant - Gulf Road
- C. Entrance of Marina Crescent - Gulf Road

ADMISSION, REGISTRATION GUIDANCE, AND TUITION

ENGLISH PROFICIENCY

ADMISSION APPLICATION DEADLINES

ADMISSION PROCESS

Step I: AUK Application

Step II: Confirmation & Enrollment Deposit

Step III: Final Transcript(s)

ADMISSION CATEGORIES & REQUIREMENTS

FirstTime College Students

Transfer Students

Non-Degree Students

Transferring from Non-Degree Status to Degree-Seeking Status

Visiting Students

Students With a Bachelor's Degree

Program Specific Requirements

Required Support Documents

GENERAL ADMISSIONS POLICIES

Provisional Admission

Deferred Admission

Readmission

High School Certificates

Transfer of Credits

Conversion of Quarter Hours to Semester Hours

Advanced Standing Credit Transfer

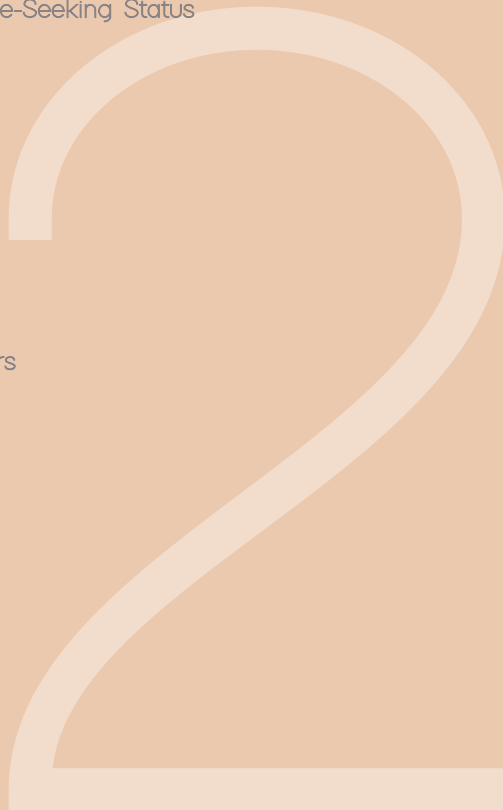
Disability Disclosure

REGISTRATION GUIDANCE

Placement Testing

Advising

Registration



TUITION & FEES 2017-2018

Fees Description and Notes

Enrollment Deposit

Legal Contract

Payment of Fees and Charges

Non-Payment

De-Registration

Payment Options

Tuition Fees Refund

Holds

ADMISSION, REGISTRATION, GUIDANCE, AND TUITION

The American University of Kuwait places special emphasis on quality education that is rooted in the liberal arts philosophy and based on the American model of higher education. Applicants are considered based on their educational qualifications regardless of race, color, gender, religion, age, disabilities, or national origin. Admission to the American University of Kuwait is competitive, based on evidence of potential for successful performance, and on availability of space in the entering admissions class.

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

AUK serves:

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

The Office of Admissions is responsible for admitting all undergraduate (first year and transfer) and Intensive English students to the university. With the exception of government and AUK scholarship students, students have the choice of enrolling on a full-time basis (minimum of 12 credit hours and maximum of 18 credit hours per semester), or on a part-time basis (less than 12 credit hours per semester). Visiting and non-degree students are also eligible for admission to the American University of Kuwait if they meet the admissions requirements.

The admission requirements include various measures of English language proficiency, standards based upon the performance established by applicants in their previous educational experiences, high school grade point averages, and scores on available standardized tests.

Each semester, the Office of Admissions evaluates all qualified applications and extends offers of admission to academically-deserving applicants. Meeting the basic requirements does not ensure admission to AUK. Some applicants may be placed on a waiting list for admission on a space-available basis. The Office of Admissions will inform wait-listed students of the dates by which they will be notified of a final admission status.

ENGLISH PROFICIENCY

As instruction at the American University of Kuwait is in English, evidence of English proficiency is required for all applicants seeking undergraduate admission. Proof of English proficiency is demonstrated by one of the following:

- A composite score of 60 or above on the Internet-Based TOEFL (IBT) with a minimum score of 13 on the Reading and 14 on the Writing sections of the 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 have an official TOEFL score sent to the Office of Admissions, AUK's official Designated Institution Code (8444) must be included in the appropriate place on the TOEFL exam paper.
- A Band score of 6.0 on the IELTS (Academic), with a minimum score of 6.0 on the Reading and 5.0 on the Writing sections of the Exam.
- Completion of the UG Accuplacer with a minimum score of 51 on reading and 4 on writing.
- Successful completion of Semester 2 in AUK's Intensive English Program (IEP).

ADMISSION APPLICATION DEADLINES

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

The Office of Admissions will accept and review applications from Kuwait-based applicants according to the following deadlines:

| SEMESTER | APPLICATION DEADLINE |
|--------------------------|----------------------|
| Early Admission for Fall | January 29, 2017 |
| Fall | August 27, 2017 |
| Spring | January 14, 2018 |
| Summer | May 29, 2018 |

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

| SEMESTER | APPLICATION DEADLINE |
|----------|----------------------|
| Fall | August 1, 2017 |
| Spring | January 14, 2018 |
| Summer | May 29, 2018 |

ADMISSION PROCESS

STEP I: APPLICATION

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

The application is also available online on the AUK website at <http://www.auk.edu.kw>. The Application Form must be completed in full and signed by the applicant, guaranteeing that all information provided is complete, truthful, and accurate. Submission of inaccurate and/or intentionally misleading information on the admissions application may result in the student's acceptance into AUK being rescinded.

PERSONAL ESSAY

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

APPLICATION FEE

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

STEP II: CONFIRMATION AND ENROLLMENT DEPOSIT

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

If the enrollment deposit is not received by the AUK Finance Department, admitted students will not be allowed to participate in the Student Advisement and Registration program (SAR). Admitted students that fail to pay the enrollment deposit may lose the opportunity to register for classes.

STEP III: FINAL TRANSCRIPT(S)

All admitted students are required to submit an official final transcript, including any remaining test scores. In addition, all applicants must have their final high school transcript certified and stamped by the Ministry of Education (MOE) in the State of Kuwait indicating that the student has met the Ministry's high school equivalency requirement. College/University Diplomas must be from an institution recognized by the Ministry of Higher Education in the State of Kuwait. AUK will withdraw the acceptance of an applicant if the final transcript no longer meets AUK admissions requirements.

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

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.

ADMISSION CATEGORIES & REQUIREMENTS

Students accepted at the American University of Kuwait are classified into the following categories:

FIRST-TIME COLLEGE STUDENTS

First-time students are those who have never attended a college or university prior to admittance at AUK. First-time students must meet the high school equivalency requirements and the English proficiency requirement.

All first-time university students seeking admission to AUK must satisfy the following minimum high school GPA requirements. The table below provides a list of common high school systems and the corresponding minimum high school GPA or equivalent requirements for admission to AUK.

| HIGH SCHOOL SYSTEM | EQUIVALENCY | MINIMUM REQUIREMENT |
|------------------------------------|--------------|--|
| Government System (Percentage) | Not Required | 60% |
| Government System (Modular) | Not Required | 2.00 |
| American System | Required | 2.00 |
| Arabic Private | Required | 60% or equivalent 2.00 |
| Bilingual System | Required | 2.00 |
| British System | Required | 6 IGCSE with minimum of "D"* |
| 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: <i>Higher Secondary School Certificate; or Intermediate Examination Certificate; or "All India Senior School" Certificate</i> |
| International Baccalaureate | Required | Completion of Baccalaureate with 6 subjects (at least 3 at the higher level) and a minimum score of 24 |
| Iranian System | Required | Completion of degree required with minimum average score of 12 or 60% cumulative average |
| Pakistani System | Required | Higher Secondary School Certificate (Part II) required with a minimum average of 40 or 2.00 GPA equivalent |

* Ministry of Education Arabic and Religious Studies may each substitute for an IGCSE.

High school types not covered above will be reviewed on a case-by-case basis and will require at least a passing grade as well as Kuwait Ministry of Education equivalency. Admission to AUK does not guarantee admission to specific programs (refer to program specific admissions requirements section).

TRANSFER STUDENTS

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

Category I: Transferring with Fewer than 24 Credit Hours

Minimum Admissions Requirements

- Minimum cumulative transfer GPA of 2.00 from all prior institutions.
- Minimum high school GPA of 2.00.
- Must meet AUK's English language proficiency requirements.
- Must meet program specific admissions requirements listed below.
- Only courses taken at institutions certified by the Ministry of Higher Education in the State of Kuwait with a grade of "C-" and above may be considered for transfer evaluation.

Category II: Transferring with a minimum of 24 Credit Hours or College Diploma

Minimum Admissions Requirements

- Minimum cumulative transfer GPA of 2.00 from all prior institutions.
- Successful completion of high school.
- Must meet AUK's English language proficiency requirements.
- Only courses taken at institutions certified by the Ministry of Higher Education in the State of Kuwait with a grade of "C-" and above may be considered for transfer evaluation.

NON-DEGREE STUDENTS

The American University of Kuwait may offer non-degree admission to individuals who wish to take courses at AUK for personal or professional enrichment. Individuals admitted as non-degree students are to abide by the following rules and conditions:

- May take a maximum of 12 undergraduate credits.
- Must have a high school certificate or higher level of education recognized by the Ministry of Education in the State of Kuwait.
- Must meet AUK's English Language Proficiency Requirement.
- Are subject to AUK's pre- and co-requisite requirements.
- Are held to the Academic and Student Code of Conduct standards, and Tuition and Fees as degree-seeking students.

TRANSFERRING FROM NON-DEGREE STATUS TO DEGREE-SEEKING STATUS

To apply for degree-seeking status, a non-degree student must:

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

Note: Non-degree students who earn a GPA below 2.0 while at AUK are subject to the university Academic Probation and Dismissal policies. Non-degree students cannot transfer into the university until all holds are cleared.

VISITING STUDENTS

Visiting students who are enrolled in a degree program at another institution and wish to take courses at the AUK may visit for up to a maximum of one academic year or attempt up to a total of 30 semester hours. Visiting students are subject to the following conditions:

- Must be in good standing at home institution.
- Must present an official document from their home institutions (an Academic Advisor's note) that indicates they may take courses at AUK as a visiting student.
- Must meet AUK's English Language Proficiency Requirement.
- Are not required to take Math, English, and Arabic placement tests **IF** their record shows that they have taken equivalent placement tests or courses at their home institutions and accordingly placed in college-level courses.
- Must check with the Office of Admissions regarding registering for classes and tuition payment deadlines.
- Are held to the Academic and Student Code of Conduct standards and Tuition and Fees as degree-seeking students.

Transferring from Visiting Status to Degree-Seeking Status

- To apply for degree-seeking status, a visiting student:
- Must meet all AUK undergraduate admission requirements for the semester of intended admission and must submit all appropriate application materials and supporting documents to the Office of Admissions.
- May apply a maximum of 30 credit hours earned in courses passed with a grade of "C-" or higher taken as visiting student at AUK toward a degree program.
- Academic history established as a visiting student at AUK carries over when a visiting student's status changes to degree-seeking.

Note: Visiting students who earn a GPA below 2.0 while at AUK are subject to the university's Academic Probation and Dismissal policies. Visiting students cannot transfer into the university until all holds are cleared.

STUDENTS WITH A BACHELOR'S DEGREE

Students in possession of a Bachelor's degree may pursue a second Bachelor's degree in any of the following four degree programs at AUK: Bachelor of Arts, Bachelor of Business Administration, Bachelor of Engineering, or Bachelor of Science. Students must meet all AUK undergraduate admission requirements for the semester of intended admission and must submit all appropriate application materials and supporting documents to the Office of Admissions. Requirements for completing a second Bachelor's degree are as follows:

AUK Graduates

Students with a BBA degree from AUK may not take a second BBA degree. However, they may take a BA, BE, or BS degree. Students with a bachelor's degree from AUK are assumed to have met all General Education requirements and free electives through their first AUK bachelor's degree. They are not subject to any further requirements of General Education and electives, unless otherwise noted by the Office of the Registrar. They must complete major requirements for the second bachelor's degree specified by individual program sections in this catalog.

Non-AUK Graduates

Students who have earned their first bachelor's degree from other institutions must meet all AUK General Education requirements. AUK will evaluate coursework from their first bachelor's degree for possible transfer of courses. Students from internationally-accredited four-year institutions of higher

education approved by the Ministry of Higher Education in the State of Kuwait with grades of “C-” and above may petition for up to an additional 30 credits. Any General Education requirements not satisfied by transfer credits must be taken in residence at AUK. Students holding Business degrees from other institutions may not pursue a BBA degree at AUK. However, they may pursue a BA, BE, or BS degree.

Students must satisfactorily complete at least the final 30 credits in residence at AUK and fulfill all academic program requirements in order to graduate. Non-AUK graduates are subject to these additional conditions:

- Applicants must have earned their first bachelor’s degree from an institution approved by the Kuwait Ministry of Higher Education.
- Applicants who have earned their first bachelor’s degree from institutions whose language of instruction is not English must meet AUK’s English proficiency requirements for admissions purposes.

PROGRAM SPECIFIC REQUIREMENTS

The following degree programs require a high school certificate in the scientific track:

- Bachelor of Science in Computer Science
- Bachelor of Engineering in Electrical Engineering
- Bachelor of Engineering in Computer Engineering

NOTE: Students who meet the university admissions requirement, but who are missing one subject to be considered in the “Scientific” track may be admitted provisionally to the university. In such cases, the students’ admission remains provisional, pending fulfillment of the following requirements:

- The missing subject is to be taken at Kuwait University, as a non-degree student, and passed with a grade of **C-** or above.
- The grade will not be calculated in the high school GPA, or in the university GPA.
- Students will not be allowed to declare in a major requiring Scientific High School until the fulfillment of the above requirements.

REQUIRED SUPPORT DOCUMENTS

For All Applicants

- Personal photo and a copy of the Civil ID/Passport.
- Complete Application Form with a non-refundable application fee.
- High School Equivalency and official final high school transcript certified by the Kuwait Ministry of Education.
- Proof of English proficiency (official TOEFL or IELTS scores). All applicants must meet the English proficiency requirement for admission purposes (see specific requirements listed above).
- Typed personal essay composed by the applicant.

For First-time College Students

- Official high school transcripts complete up to the time of application.
- Official scores from any accelerated programs such as Advanced Placement (AP), A-Level (IGCSE), French Baccalaureate, or International Baccalaureate (IB).

For Transfer Students

- Official transcript(s) of college-level courses attempted for each college/university attended.
- If courses are in progress at the time of application, a final and official college/university transcript must be sent to the Office of Admissions upon completion. **Candidates are required to disclose all institutions at the time of application.**

- Course descriptions and syllabi for courses to be evaluated for transfer to AUK, or an official evaluation of courses attempted if the transfer institution is not based on the American model of higher education.

For Visiting Students

- Official Letter from home institution Academic Advisor (AUK reserves the right to contact your home institution for verification of documents submitted).

GENERAL ADMISSIONS POLICIES

PROVISIONAL ADMISSION

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

- If a student fails to submit a certified final transcript, the student's acceptance to the university will be rescinded and s/he will be prevented from continuing studies at AUK until s/he satisfies these requirements.
- If a student submits a final transcript that no longer meets AUK's admission requirements, fails to meet the Ministry of Education's equivalency requirements, or cannot provide a final transcript certified by the Ministry of Higher Education, the student's acceptance to the university will be rescinded and s/he will be prevented from continuing studies at AUK until s/he satisfies these requirements.

NOTE: Students who meet the university admissions requirement, but who are missing one subject to be considered in the "Scientific" track may be admitted provisionally to the university. In such cases, the students' admission remains provisional, pending fulfillment of the following requirements:

- The missing subject is to be taken at Kuwait University, as a non-degree student, and passed with a grade of **C-** or above.
- The grade will not be calculated in the high school GPA, nor in the university GPA.
- Students will not be allowed to declare in a major requiring Scientific High School until the fulfillment of the above requirements.

Students who have their admission to the American University of Kuwait rescinded for failing to satisfy these requirements will not be entitled to any refund of their tuition or university fees.

DEFERRED ADMISSION

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

READMISSION

- Students who voluntarily withdraw from the American University of Kuwait in good academic standing and are seeking readmission must meet all admissions requirements and deadlines as per the catalog at the time of re-entry.
- Students dismissed for academic reasons are requested to consult the "General Academic Information" section of this catalog.

- Students who voluntarily leave the American University of Kuwait while on academic probation may be readmitted but must meet the academic standards listed in the “General Academic Information” section of this catalog, as well as admissions requirements and deadlines as per the catalog at the time of re-entry.
- Students who have been granted an official leave of absence may resume their studies without applying for readmission if it is still within one academic year (Fall, Spring, Summer) of their last enrolled semester.

HIGH SCHOOL CERTIFICATES

AUK accepts the following High School Certificates, in accordance with any set conditions for each certificate:

1. **General Secondary School Certificate** (Scientific, Literary).
2. **Holders of Tijari High School** (Commerce) are treated as Literary Section.
3. **Modular Secondary School Certificate (Muqararat)** (Scientific, Literary). Math and Science Sections are treated as Scientific Section.
4. **Secondary School Certificate of the Institute of Religious Studies** is equivalent to the Literary General Secondary School Certificate.
5. **Industrial Secondary School Certificate:** holders of this certificate can only major in engineering degree programs.
6. **English High Schools: GCE, GCSE, IGCSE**

- Students must have successfully completed six courses at the Ordinary Level (O-level), with a minimum of “D” and above.
- Graduates from the English high school system are assessed according to the following rating system:

A+ = 100 A = 95 B = 85 C = 75 D = 65

- Only one of both Arabic IGCSE and the Ministry of Education Arabic courses can be accepted.
- Religious Studies are considered valid only if they are part of the Ministry of Education Exams.
- Only one of the non-academic courses is considered eligible as one of the above mentioned six required courses (e.g. Music, Physical Education or Drama etc.).
- An English high school graduate will be classified within the Scientific section if s/he passed the following courses:
 - Mathematics
 - Chemistry
 - Physics
 - Biology
- The applicant will be placed in the literary section if s/he has not passed any of the previous courses.
- AUK may transfer college credits for students earning A-Level subjects with a minimum grade of “C-” for each subject. Only subjects classified as academic (including arts and creativity group subjects) will be considered for transfer credits evaluation. Contact an
- Admissions Counselor for further information.

7. American High Schools:

- Graduates of the American system are assessed according to the Modular High School system. Students should have completed all high school years in the American system.
- Students who have transferred to different schools or systems will have their GPA calculated based on the last 4 years prior to graduation from High School.
- An American High School graduate will be classified within the Scientific section if s/he passed the following modules:
 - Algebra 2
 - Pre-Calculus or Calculus
 - Chemistry
 - Physics
 - Biology

8. French Secondary School (Scientific, Literary).

9. High School systems not covered above, will be reviewed on a case-by-case basis, and will require the State of Kuwait - Ministry of Education equivalency.

Disclaimer: Admission to AUK does not guarantee admission to all offered programs at the university.

TRANSFER OF CREDITS

The undergraduate admission decision for transfer students is based upon cumulative transfer GPA and earned credits from all prior undergraduate coursework. Transfer applicants must submit an official transcript(s) of college-level courses attempted for each college/university attended. If courses are in progress at the time of application, the student will be admitted conditionally; a final and official college/university transcript must be sent to the Office of Admissions upon completion. If a student fails to submit a certified final transcript (s), the student's acceptance to the university will be rescinded and s/he will be prevented from continuing studies at AUK until s/he satisfies these requirements. Attendance at all institutions must be reported, regardless of whether credit was earned or whether transfer credit is desired. All coursework taken prior to the semester of admission to AUK must be evaluated for possible transfer credit as part of the admission process. Failure to report or attempt to misrepresent all previous academic work will be considered sufficient cause for rejection of an application or for rescindment of an applicant's acceptance to AUK.

- After an admitted student pays the application fee, and before the student's Advising and Registration (SAR) session, the Office of the Registrar completes a course-by-course evaluation of transfer credits. The student will not be able to participate in the SAR session without the completion of the transfer evaluation process.
- If by the time of registration, courses have not been transferred, students have the right to defer their admission or take the appropriate placement exam(s) and register for the courses in which they placed.
- Once students have enrolled in their courses, no credit will be transferred for the course(s) in which they placed, irrespective of the outcome of transfer evaluation.
- Courses taken more than five (5) years prior to matriculation at AUK may not be considered for transfer.
- Transfer credit is not calculated in the AUK grade point average.
- Transfer credit at the 100-level and above may be applied toward the number of credit hours required for graduation. No courses below the 100-level will be transferred.
- The decision regarding course equivalency and applicable credit hours is made solely by the appropriate academic department. All equivalencies are subject to change or update. Students may transfer up to 60 credits with a grade comparable to at least a "C-" at AUK from two-year and four-year institutions of higher education approved by the Ministry of Higher Education. Students must satisfactorily complete the remaining credits in

- residence at AUK and fulfill all academic program requirements in order to graduate.
- Credit earned from AP, IB, and A-Level (IGCSE) exams count towards the transfer credit maximum.
- **Prerequisites:** In order to use a course from a prior institution as a prerequisite, that course must be transferred in as part of the student's academic records at AUK. Additionally, courses that do not satisfy AUK's prerequisites may not be transferred.

Transcripts from institutions with an education system different from the American system may be required to be sent to **Josef Silny & Associates Consultants**. If required, it is the responsibility of the student to contact them and send the transcripts. The contact information is as follows: Website: www.jsilny.com. Email: info@jsilny.com. The Office of the Registrar maintains and updates the transfer students' records.

CONVERSION OF QUARTER HOURS TO SEMESTER HOURS

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

ADVANCED STANDING CREDIT TRANSFER

Advanced Placement (AP)

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

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

A-Level (IGCSE)

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

International Baccalaureate (IB)

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

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

IB transfer credits will only be accepted under the following conditions:

1. American High School graduates applying to AUK can transfer up to a **maximum of 3 courses** earned in IB Diploma Program (DP) or the International Baccalaureate (IB).
2. These courses are to be transferred only to 100 Level courses at AUK.
3. Transfer conditions are:
 - a. A minimum of a grade of 6 on the standard level (based on IBO grading scale 1-7).
 - b. A minimum of a grade of 5 in the Higher Level (based on IBO grading scale 1-7).
4. These DP or IB certificates need to be approved and verified by the International Baccalaureate organization.

The following table exhibits courses that are equivalent to Algebra II, Pre-Calculus, and Calculus:

| Algebra 2 | Algebra 2 Honors | Pre-Calculus | Advanced Pre-Calculus | Calculus | Advanced Calculus |
|---|--------------------|--|-----------------------|--|---------------------|
| MYP5/ Math 10 or Math Extended or Algebra 2 or Geometry | IB Math Studies | IB1 Studies SL1 or IB2 Method SL2 or Applied Math or IB2 Studies SL2 or IB Math Studies 2 or Pre-Cal/Trigonometry or IB1 Method SLI or Math 1 IB standard LE or DP1 Math SL1 | DP1 Math HL1 | IB1 Math HL1 or Math2 IB Standard LE or IB2 Math HL2 or DP2 Math SL2 or Applied Math | DP2 Math HL 2 |

The applicant will be placed in the literary section if s/he has not passed any of the previous modules.

French Baccalaureate

AUK awards college credits for students who have completed the French Baccalaureate or its equivalent with a minimum average score of 10, or 60% cumulative average. Only courses or subjects with a grade of “C-” and equivalent to AUK courses will be given credit. For further information, contact an Admissions Counselor.

DISABILITY DISCLOSURE

AUK evaluates requests for accommodation and access to university programs on a case-by-case basis. Prospective students with disabilities who are requesting accommodations must declare this in the relevant section of their admission application and will be requested to provide specific verifiable documentation to the Counseling Center (CC) at AUK. Prospective students will be informed if AUK has the resources to accommodate their request.

Failure to comply with disclosure requirements waives the student's right for evaluation of need for reasonable accommodations. For questions regarding accommodation services, please contact the Counseling Center at Counseling@auk.edu.kw.

REGISTRATION GUIDANCE

PLACEMENT TESTING

All students are evaluated for English, Math, and Arabic proficiencies as part of their admission and registration process. Students are required to take placement exams for assessment in English, Math, and Arabic. Students who meet the English proficiency requirement for undergraduate studies (as listed in the Admissions section of the catalog) will be exempt from the English placement test. Students whose placement scores do not meet the college-level benchmarks for registration in undergraduate English and/or Math will be required to take preparatory courses (below 100-level), which do not count for credit toward the completion of the bachelor's degree. Students who have successfully transferred their college English or Math to AUK may be exempt from the placement exam for that subject. If by the time of registration, courses have not been transferred, students have the right to defer their admission or take the appropriate placement exam(s) and register for the courses in which they placed. Once students have enrolled in their courses, no credit will be transferred for the course(s) in which they placed, irrespective of the outcome of transfer evaluation.

ADVISING

Academic advising is mandatory for all students at AUK prior to registration. All incoming, non-declared, and probation students receive academic advising through the Academic Advising Center. Students with declared majors are assigned to and must meet with a faculty advisor. The student's educational plan is based on, but not limited to, placement results and/or intended major/area of interest. To help facilitate the advising process, students are encouraged to become familiar with the university's Academic Catalog and requirements for degree completion. The academic advisor will assist the student in the identification and selection of courses that meet General Education and degree requirements, after which the student is eligible to register for courses.

REGISTRATION

After receiving advising from their academic advisor each semester, students register online through AUK's Self-Service.

The Office of the Registrar provides administrative services that support academic units, faculty, and students under the mission of AUK. Services include class scheduling, student registration, grade reporting, transfer credit processing, degree audit development, graduation certification, and academic transcript processing. Additional responsibilities include classroom scheduling and management, coordinating maintenance of the catalog, development of the academic calendar, degree and enrollment verification, academic record maintenance, and course inventory maintenance.

For additional information about the Office of the Registrar, please visit the office, call us at ext. 3164, or send an email to: Registrar@auk.edu.kw.

Confidentiality of Records: All student records are considered confidential and will not be released without the express written consent of the student. Confidentiality of records includes grades, counseling and advising information, and student progress. The university has the right to share whether students are enrolled and their degree program. Certain circumstances require the university to release information, which include but are not limited to: government requirements, legal requests, and health and safety risks. Students wishing to provide third party access to their records are required to complete the "Disclosure of Academic Records Form" available in the Office of the Registrar.

TUITION & FEES 2017-2018

Tuition and fees are applicable to all students whether they are enrolled as degree-seeking, visiting, or non-degree students. Students must read the following table carefully along with the notes:

| Student Fees and Charges | KWD | | Comments |
|---|-----------------------|----------------------|--|
| Tuition Fees (1) | | | |
| Standard Undergraduate Tuition (2) | 210 | per credit hour | An additional KWD 20 per credit hour is charged for Engineering Courses |
| Computer and Electrical Engineering declared majors (2) | 230 | per credit hour | All courses including any other non-engineering courses will be charged at this rate upon declaring a major in Computer or Electrical Engineering. |
| Intensive English Program (2) | 2,250 | per semester | |
| Application | 35 Non-refundable | | The application fee is charged for processing a candidate's application. |
| Enrollment Deposit | 100 Non-refundable | | Adjusted towards tuition fees |
| OTHER FEES and CHARGES (4) | | | |
| Special Course and Activity | As determined | Per course/ activity | Non-refundable |
| Library | 15 Non-refundable | Per semester | Library, Technology, and Student Activity fees are reduced by 50% for summer semester. |
| Technology | 50 Non-refundable | Per semester | |
| Student Activity | 50 Non-refundable | Per semester | |
| Graduation | 50 Non-refundable | Per graduate | |
| Diploma Re-Issuance Fee | 10 Non-refundable | Per diploma | |

| | | | |
|--|----------------------|-----------------|--|
| Deferred Payment Service Charge | 10 Non-refundable | Per installment | |
| Late Payment | 25 Non-refundable | Per semester | Any student who has not paid on or before the due date will be subject to late payment fee per semester in addition to the installment fees. |
| IMPORTANT: | | | |
| The University reserves the right to increase or modify tuition and fees upon approval by the Private Universities Council-Ministry of Higher Education and the University Board of Trustees. | | | |

NOTES:

1. **Students should refer to the Academic Calendar & check their university emails on a regular basis to keep up-to-date on the due dates for payment & de-registration.**
2. In the event that a student withdraws from the university before the last day of the first week of classes, 100% of tuition and fees will be refunded (*this does not include the non-refundable enrollment deposit*). If the student withdraws before the last day of the second week of classes, 50% of tuition and fees will be refunded (*this does not include the non-refundable enrollment deposit*). After the end of the second week, the student is liable for the tuition and fees in full, therefore no refunds of tuition and fees will be processed.
3. Library fines are determined and administered by the Library Director.
4. Other fees and charges are applicable for both UG and IEP courses. Students are responsible for the cost of their textbooks and other course materials and supplies.
5. **Government Scholarship students are subject to the PUC Scholarship rules and regulations.**
6. Siblings attending AUK may be eligible for a tuition fee discount – contact the AUK Finance Department for further information.
7. Fees and charges are payable in the AUK Finance Department located in the first floor of the Administration Building.
8. AUK accepts the following methods of payments:
 - a. Checks
 - b. Credit Cards
 - c. Debit Cards
 - d. Cash
 - e. Payment gateway through AUK Self-Service (http://www.auk.edu.kw/admissions/online_payment.jsp).

ENROLLMENT DEPOSIT

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

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

LEGAL CONTRACT

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

PAYMENT OF FEES AND CHARGES

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

NON-PAYMENT

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

DE-REGISTRATION

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

PAYMENT OPTIONS

Full payment

All student fees and charges are paid on the day of registration. This means that students pay in full the fees and charges upon completion of their registration.

Deferred Payment Scheme

Should a student decide to participate in the Deferred Payment Scheme, s/he pays 50% of his/her tuition and fees upon completion of his/her registration (inclusive of the Enrollment Deposit for newly admitted students). The remaining 50% is paid by monthly installments, within a maximum of 3 months for the regular semesters. A university service charge of **KWD 10** is added to each installment.

TUITION FEES REFUND

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

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

Students petitioning for a refund based on extenuating circumstances must:

1. Withdraw from courses by completing a “*Withdrawal from AUK Form*” and submitting it to the Office of 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 receive their refunds either in cash or checks in their name.

HOLDS

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

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GENERAL UNIVERSITY ACADEMIC INFORMATION

STUDENT RESPONSIBILITIES

Students are individually responsible for complying with regulations in the catalog. Failure to comply with catalog regulations does not exempt students from requirements and responsibilities. Students must:

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

UNIVERSITY DEGREE REQUIREMENTS

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

To graduate with a Bachelor's degree in Arts, or Sciences, or Business Administration (BA, BS, BBA), students must complete a minimum of 124 credit hours. To graduate with a Bachelor of Science in Computer Science, students must complete a minimum of 125 credit hours. To graduate with a Bachelor of Engineering degree (BE), students must complete a minimum of 144 credit hours. These credit hours are composed of the General Education requirements and all degree program or major requirements. Any of the required credit hours remaining after the completion of all requirements may be used to complete a minor in another discipline (field of study) or for free electives, or both. Students are encouraged to complete a minor either in a field related to their degree program or major, or in any other area of their interest. The degree programs and the university General Education requirements are detailed in the following pages.

All Private Universities Council (PUC) Scholarship students should note the following:

The scholarship award covers the tuition for the assigned scholarship major only. PUC Scholarship students who register in additional courses outside of their assigned scholarship major will be charged for the tuition of the additional credit hours. Non-payment will result in a financial hold, preventing students from, among other things, registering for future classes and collecting their AUK transcripts.

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

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

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

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

ACADEMIC ADVISING

GENERAL GUIDELINES

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

UNDECLARED STUDENTS

All first year and new transfer undergraduate students are assigned to the Academic Advising Center (AAC) for advising. The AAC also advises declared major students on academic probation. Undergraduate students enrolled in Semester 2 of the Intensive English Program should seek advising assistance from the AAC to facilitate a smooth transition to the undergraduate program. **Scholarship students are required to seek advising from AAC based on their scholarship defined major.**

DECLARED STUDENTS

When a student completes 60 credits of undergraduate work, s/he is required to declare a major. All declared major students are assigned a faculty advisor based on the student's major and advisor availability. The assigned faculty advisor is responsible for working with the student on such issues as course selection and academic challenges. The major declaration form must be signed by the current advisor, the new advisor, the appropriate department chair, and sent to the Registrar's Office to update the student's record. **Scholarship students are required to declare their major at AUK in accordance with their scholarship defined major.**

ACADEMIC POLICIES

MATRICULATION TO THE UNDERGRADUATE DEGREE PROGRAM

Students must complete their General Education and major requirements from the catalog under which they entered the American University of Kuwait as undergraduate students, or from any subsequent catalog. Students who withdraw and then return after one year to the American University of Kuwait must meet the university admissions requirements and follow the graduation requirements from the catalog under which they are re-admitted, or any subsequent catalog. **Regardless of the catalog used for curriculum, all students are governed by the most recent university policies, as stated in the online catalog.**

CLASS ATTENDANCE

The American University of Kuwait recognizes that class attendance is an important element of students' classroom success. Students are expected to attend all classes, laboratories, and/or required fieldwork. Because excessive absences prevent students from receiving full course benefit, and disrupt orderly course progress, AUK has established the following policy on class attendance:

Any student who misses MORE THAN 15% of class sessions of any course during a semester should expect to fail, unless s/he submits documented evidence to the course instructor of inpatient medical care, death of an immediate family member, academic instructional activities, or national athletic activities. If excused, students are required to satisfy all coursework due or assigned during their absence, as determined by the course instructor. If a student does not submit documented evidence for her/his absence exceeding the limit, it is the student's responsibility to withdraw from the course by the specified deadline, as indicated on the Academic Calendar. Students who withdraw from a course receive a grade of "W." Students who do not withdraw from a course nor submit supporting documents for excessive absences will receive a grade of "FN" (failure for non-attendance).

GRADING SYSTEM

Passing grades are "A(-)," excellent; "B(+/-)," good; "C(+/-)," satisfactory; and "P," passing (see Pass/No Pass option). A "D(+/-)" grade represents less than satisfactory work. However, a "D(+/-)" grade may satisfy MATH 095, free electives, or **some** General Education requirements.

The following General Education requirements must be completed with a grade of "**C-**" or better:

- Arabic Language [A]
- Arabic Culture [K]
- UNIV 100 and UNIV 110 [L]
- English Language [E]
- Any course that is a prerequisite for a major or minor course.

All students must have a minimum cumulative GPA of 2.00 to graduate.

A student will be awarded credit only once for any passed course counted toward their degree or in the calculation of the GPA. Grades for all courses completed at AUK will be recorded on the student's AUK transcript. Repeated courses will be designated to distinguish them from other courses. The Grade Point Average (GPA) is based on grades earned in courses at the American University of Kuwait, and is calculated based on the following equivalencies (the qualities of performance associated with the different grades are explained below):

AUK GRADE SCALE

| GPA | Letter Grade | Percentage Conversion | Letter Grade Explanation |
|------|--------------|-----------------------|---|
| 4.00 | A | 94-100 | “A” is the highest grade possible to achieve at AUK. An “A” is not automatically awarded to the highest grade in the course. An “A” reflects excellent performance on assignments and exams, as well as participation and conduct. This grade denotes comprehensive mastery of course learning and its integration with previously-learned material. An “A” student is one who proactively presents originality of thought, independent creativity, and insightful reasoning above and beyond that of his/ her peers. |
| 3.70 | A- | 90-93 | A- |
| 3.30 | B+ | 87-89 | B+ |
| 3.00 | B | 84-86 | A “B” in the course represents good achievement within the course, demonstrating an understanding of concepts and a presentation of work within high standards. This student is an active participant in the class and frequently demonstrates leadership qualities, such as originality and critical inquisitiveness. |
| 2.70 | B- | 80-83 | B- |
| 2.30 | C+ | 77-79 | C+ |
| 2.00 | C | 74-76 | A “C” represents satisfactory work, demonstrating a basic comprehension of the material presented as well as basic achievement of course learning outcomes. This grade implies that the student has met the minimum standards necessary to pass the course. The student must have a minimum cumulative GPA of 2.00 “C” to graduate from AUK. |
| 1.70 | C- | 70-73 | A C- implies that the student has met the minimum standards necessary to pass the course. However, a cumulative GPA of 1.70 (the quality points equivalent to a C-) is NOT sufficient to graduate from AUK. |
| 1.30 | D+ | 67-69 | D+ |

| | | | |
|------|----|-------|--|
| 1.00 | D | 64-66 | A “D” represents less than satisfactory work. This grade implies the student has a limited understanding of the course material and concepts and does not display leadership in thought. It signifies that coursework falls below the acceptable standards in quality and quantity. A “D” is a passing grade for some General Education courses and free elective courses. |
| 0.70 | D- | 60-63 | A “D-” represents less than satisfactory work. This grade implies the student has a limited understanding of the course material and concepts and does not display leadership in thought. It signifies that coursework falls below the acceptable standards in quality and quantity. A “D-” is a passing grade for some General Education courses and free elective courses. |
| 0.00 | F | 0-59 | An “F” represents a failing performance. The student has not met the standards set by the course, demonstrates incomplete comprehension of the material, and/or incomplete submission of materials required for the course. An “F” is a failing grade. |
| 0.00 | FN | 0-59 | Failure for non-attendance |

Grade notations not calculated in the GPA

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

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

- A student electing the Pass/No Pass option must be in good standing (not on academic probation) and should be of sophomore standing or above.
- A student electing the Pass/No Pass option must do so at registration by completing a Pass/No Pass Option Request: No change may be made after the Drop/Add period.
- No more than 6 credit hours may be taken under the Pass/No Pass option toward a degree program, and no more than one course may be taken under the Pass/No Pass option in any one semester.

- No course taken on the Pass/No Pass option may be used to satisfy the General Education requirements or be taken in the student's major or minor degree program, except for internships that are required by the major.
- A course may be repeated once on a Pass/No Pass option, in the case of an "NP" grade earned. A course for which the grade "P" has been received may not be repeated except for courses numbered 388, 389, and 470.

Computing the Grade Point Average

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

A cumulative GPA of 2.00 or higher on all work completed at AUK is required for graduation. A "C-", however, is considered a passing grade for all major, minor, and prerequisite courses. Some programs may impose higher requirements for continuance in the program or graduation.

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

COURSE REPETITION POLICY

Repetition Due to Failure

If a student fails a course ("F" or "FN"), no re-examination is permitted. If a course is required for graduation, students failing that course must repeat the course the next term it is offered at AUK. A failed course may not be repeated outside AUK and transferred repeated courses will not replace failed AUK courses. A student may repeat a course up to three times. A student wishing to register for additional attempts will be referred to the appropriate department chair for review and recommendations. The highest grade earned is counted in the calculation of the GPA. Failure in a required course may not be addressed by substitution or waiver. A "Pass" grade will replace an "NP" only when "NP" was initially earned under the Pass-No Pass grading system. Students repeating foundation courses are not allowed to register for 300-level courses or above.

Repetition for Improvement of Grade

Students may elect to repeat up to four courses with a minimum earned grade of "C-". Prerequisite courses and courses which have catalog restrictions due to duplication of subject matter may not be repeated. A single course may be only repeated once. Students may not repeat a course outside AUK, and transferred repeated courses will not replace failed AUK courses. Students will not receive credits for taking a course at AUK for which they have received transfer credit. A repeated transfer course at AUK will be excluded from use toward graduation or in the student's GPA. A student will receive credit only once for any AUK course, with the exception of MUSC 110 and courses numbered 369 (Short Course), 388 (Independent Study), 389 (Special Topics), and 470 (Internship). MUSC 110, 310, and all courses numbered as 470 may have credit earned to the upper limit stated in the course listing in this catalog. Students may repeat short courses, independent studies, and special topics courses for credit, provided the course material is sufficiently distinct. The highest grade earned is counted in the calculation of the GPA. Grades for all courses completed at AUK will be recorded on the student's AUK transcript, and repeated courses will be identified.

Include/Exclude grades, earned credits, and gpa calculation

All course grades and credits for all attempts will appear on the student's transcript, but only the highest grade earned for a repeated course will be included in the calculation of the student's earned

hours and grade point average (GPA). On the transcript, included repeat courses are indicated as “I” and are included in the GPA and earned hours calculation. Excluded repeat courses are referred to as “E” and the course attempt is excluded from GPA calculation and earned hours calculation.

INCOMPLETE GRADES

Requirements noted on the course syllabus must be completed by the last day of the semester. An Incomplete grade “I” may be given when a compelling and verifiable emergency prevents timely completion of course requirements, provided that the student was doing passing work at the time of the emergency.

A student who receives an incomplete grade “I” must complete the course work within one month of the first day of the following full semester (Spring/Summer into Fall, and Fall into Spring). If the Incomplete grades for any one semester/term are more than two, the future registration will be removed to facilitate the student’s success without jeopardizing the student’s academic progress. Students in this situation may submit an appeal to the appropriate dean to extend the one calendar month. If the course work is completed within the period specified, the instructor must complete a Change of Grade Form and submit it to the Department Chair in which the course is offered, with the supporting evidence. If the Department Chair approves the change of grade, s/he will sign the form and submit it for final approval to the appropriate Dean. If the course work is not completed within the period specified, the “I” will be replaced with an “F” or “NP” as the final grade.

PUC Scholarship Students must contact the AUK Scholarship and Financial Aid Office regarding the ability to submit a scholarship deferral request.

NOT REPORTED GRADES (NR)

A grade code of “NR” will be recorded for grades not reported by the instructor. The grade “NR” should be replaced within 48 hours by an instructor submitting to the Department Chair a Change of Grade Form with appropriate supporting documentation for the change. The Department Chair and appropriate dean must approve the change of grade, and send it to the Registrar’s Office for official grade change.

COURSE GRADE APPEALS

Students are entitled to an objective, professional evaluation of their academic work and to a fair, equitable treatment in the course of their academic relationships with the faculty. These criteria are observed by the AUK faculty as a part of their professional responsibilities. A final grade assigned by an instructor may be appealed if:

- There was a clerical/mathematical error in the calculation of the final grade.
- There were inconsistent standards of evaluation such as:
 - Deviation from the grading criteria as outlined in the course syllabus;
 - The final grade determination was based on factors other than the student’s performance in the course and/or completion of course requirements;
 - The student’s final grade was determined by different standards than other students in the same section of the course.

The burden of proof of these conditions rests on the student. A grade resulting from absences, beyond what the catalog allows, and academic dishonesty cannot be appealed. In cases where the grade appeal is based on a complaint involving prejudice, discrimination, harassment, etc., the student is referred to the “Student Complaint against Faculty Policy.”

A grade appeal must be submitted no later than the first day of the next spring or fall semester (whichever comes first) after the assignment of the grade that is appealed. Failure to do so will preclude any possibility of subsequent action. Students should avoid taking the same course until the appeal case is resolved.

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

Step 1: Consultation with the Faculty Member

When a student does not agree with the final grade assigned for a course, s/he should first meet with the course faculty member responsible to discuss the grade within 48 hours once final grades are officially made available to students by the Office of the Registrar. This requirement allows for any clerical/calculation grade errors to be corrected by the faculty member by means of the Change of Grade Form without the necessity of filing an appeal. If the grade is still in dispute after consultation, the student may complete the Grade Appeal Form.

The consultation step can be skipped, and the student may go to step 2 only if:

1. The faculty member is unavailable; or
2. The faculty member fails to respond within the 48-hour time-period indicated; or
3. The faculty member's response does not satisfy the student.

Step 2: Appeal to College Committee

Students may file a formal grade appeal to the College Grade Appeal Committee by completing and signing the "Grade Appeal Form" and submitting it to the Chair of the Department offering the course, no later than 12:00 pm on the first day of the fall or spring semester immediately following the session in which the action being appealed occurred.

The student's Grade Appeal Packet must include:

- A completed and signed Grade Appeal form;
- A course syllabus (provided to the student at the beginning of the course);
- A grade breakdown if available;
- A detailed statement explaining why the student believes his/her grade should be changed;
- Any documentation that supports the student's claim.

Step 3: College Committee Decision

Upon receiving the Grade Appeal Packet, the Department Chair will forward it to the Chair of the College Grade Appeal Committee, who will convene a meeting of the committee and provide a final decision no later than the end of the third day of Add/Drop week of the fall or spring semester.

By the end of the third day of Add/Drop week, the Committee Chair will communicate its decision, together with its findings/reasons, to the student, the faculty member, the Department Chair, and the Dean of the appropriate college. The College Grade Appeal Committee's decision is final and binding on all parties. In cases where the College Grade Appeal Committee determines that the student final grade should be raised, the Chair of the Committee must submit the appropriate form to the appropriate Dean who will send the approved forms to the Office of the Registrar by 12:00 pm of the fourth day of Add/Drop week.

Structure of a Grade Appeal Committee

The College Grade Appeal Committee will be comprised of one faculty member representative from each department of the College. The committee members will serve for a period of two consecutive terms. The chair of the committee will be appointed by the Dean of the appropriate college. If the instructor is a committee member, the committee will choose a substitute in consultation with the concerned Department Chair. The instructor will not participate in this decision. The Department Chair will appoint a substitute member if the Department representative on the Grade Appeals Committee is not available.

Charges of a Grade Appeal Committee

The Grade Appeal Committee must base its decision on the information presented about the work undertaken during the semester in which the student was enrolled in the course under question. The Grade Appeal Committee will not assign additional work to a student for any purpose nor shall the

Grade Appeal Committee subject the student to any sort of examination on the course matter. The Grade Appeal Committee will make its decisions based on a majority vote, and will have the power to raise or keep a grade unchanged.

CHANGE OF FINAL GRADES

After final grades are posted in the AUK Student Self-Service System, a change of grade is not allowed unless a demonstrable mistake was made in calculating the grade. In such a case, the instructor must complete a Change of Grade Request Form no later than one week after the end of final examinations and submit it to the Chair of the Department in which the course is offered, with the supporting evidence for the mistake warranting the change of grade. If the department chair approves the change of grade, s/he will sign the form and submit it for final approval to the appropriate dean. The dean's decision is final. Approved Change of Grade forms must be submitted to the Office of the Registrar **no later than four class days after the beginning of the next term**. A change of grade is not allowed beyond this date.

STUDENT COMPLAINTS CONCERNING FACULTY

AUK is committed to providing an educational environment that is conducive to the personal and professional development of each student. To ensure that commitment, the University has developed procedures for students to pursue complaints against faculty, should such action become necessary.

A student who has an unresolved disagreement or dissatisfaction with a faculty member has the right to file a formal complaint to the appropriate authority without retaliation and prejudicing his or her status with the University. Examples of incidents that can result in a complaint are: misconduct, incompetent or inefficient service, negligence of duty, and mental incapacity in teaching-related duties and settings. This policy does not apply to issues that are covered under separate policies and procedures such as grade appeal, allegations of discrimination, or sexual harassment.

A complaint that has not been resolved through informal processes should be filed within thirty (30) working days of the alleged incident to the appropriate authority.

Any student who brings a complaint has the burden of proof and must provide documentation and evidence to support the allegation.

False, frivolous, or malicious complaints are reported to Student Affairs and are dealt with under the Student Code of Conduct.

PROCEDURES

Informal Resolution: Normally, a student with a complaint against a faculty member should first attempt to resolve the issue with the faculty member concerned. Lacking a satisfactory outcome, the student should discuss the matter with the chair of the faculty member's department.

If a student is uncomfortable dealing directly with the concerned faculty member, s/he may seek assistance from the department chair or faculty's immediate supervisor in resolving the complaint.

Formal Complaint: If a student does not pursue an informal resolution or if an informal resolution is unsuccessful, the student may file a written complaint with the appropriate Dean or Designee of the college in which the faculty member works.

1. The complaint must be filed within 30 days of the alleged conduct. The complaint should be as specific as possible in describing the incident with the faculty member.
2. Upon receiving the complaint, the Dean or designee will convene an advisory panel to review the complaint within 10 working days.
3. The panel will consist of three faculty members: one chosen by the faculty member concerned, and two chosen by the Dean or designee. The panel will select a chair.
4. The panel will arrange to meet with the parties and may gather additional information and/

or conduct interviews in order to complete its investigation. Following this fact-finding process, the panel will submit a written report with recommendation for appropriate action to the Dean. The Dean will make the final decision and notify the parties within 10 working days.

5. If the Dean determines that the complaint is without merit, the only record will be a copy of the student complaint form upon which such a notation will be made. The form will be placed on file with the student's permanent record for as long as may be necessary to permit response to potential legal action.
6. If the Dean determines that the complaint is justified, an appropriate disciplinary action will be initiated, and the report will be placed in the faculty member's official personnel file.
7. Any action arising out of a student complaint will be addressed in strict confidence and in accordance with University policy.

APPEAL

The decision of the Dean may only be appealed on grounds of procedural defect. An appeal must be directed to the Office of the President within five (5) working days of receipt of the Dean's written report. The President's decision will be final and binding on all parties.

TESTS AND EXAMINATIONS

GENERAL GUIDELINES

Following the American model of higher education, evaluations of a student's performance may be conducted via quizzes, tests, projects, and examinations, as well as other advanced assessment tools. Students' scholastic performance is measured by at least three assessment tools. Students will take a minimum of two examinations (a midterm and final examination); the third measure of assessing students' performance may take the form of a paper or project. Instructors may require more quizzes or tests. Students should refer to the syllabus of each course. These assessment measures will demonstrate an understanding of the information presented primarily during lectures.

EXAM LOGISTICS

Examination dates are usually announced in course syllabi. Final examinations must be offered by the faculty and they must be taken by the students during the scheduled period, as assigned by the Office of the Registrar. Students may be asked to provide some form of photo identification, preferably their AUK ID, in order to enter the examination room. These proctored exams will be closed-book exams, and students will not be allowed to refer to texts, notes, or other materials while taking the exams. Additionally, students must abide by the AUK Code of Academic Honesty and Integrity when undertaking examinations. As per the code, dishonest behavior during exams "includes the use of unauthorized materials, receipt of information and/or answers from others during the examination, or the transfer of unauthorized materials, information or answers to another student."

Students are not obligated to sit for more than three examinations per day during the formal examination periods. Should a student be scheduled to more than three exams on the same day, the other exams may be rescheduled as a make-up exam. A student who misses an exam because of an illness or a legitimate emergency must present documented evidence to the course instructor. The course instructor will then determine whether the student may take a make-up the missed exam. This policy may be noted in the instructor's course syllabus.

CHALLENGING EDUCATIONAL MATERIALS

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

ACADEMIC PROBATION

A student is placed on probation at the end of the semester in which her/his cumulative GPA falls below 2.00. A student on probation is required to participate in academic success initiatives organized by the Academic Advising Center. A student on probation is required to repeat courses, subject to availability, in which s/he earned “D,” “F,” or “FN” grades.

INITIAL PROBATION

A student will be placed on initial probation at the end of the first semester (fall, spring, or summer) when her/his cumulative GPA earned at AUK falls below 2.00. While on initial probation, s/he may register for no more than 14 credit hours during the fall or spring semesters and no more than 7 credit hours during the summer. A student on initial probation is required to repeat courses, subject to availability, in which s/he received “D,” “F,” or “FN” grades.

FINAL PROBATION

A student will be placed on final probation at the end of the second consecutive semester (fall, spring, or summer) when his/her cumulative earned AUK GPA falls below 2.00. While on final probation, s/he may register for no more than 14 credit hours during the fall and spring semesters. No summer registrations are permitted for students who are on final probation. A student on final probation is required to repeat courses, subject to availability, in which s/he received “D,” “F,” or “FN” grades.

REMOVAL OF ACADEMIC PROBATION

If at the end of the semester while on either probation, the cumulative GPA is at least 2.00, the student is returned to good standing.

ACADEMIC DISMISSAL

A student will be academically dismissed from AUK for any of the following reasons and with no right to appeal:

1. If the student’s earned cumulative AUK GPA is less than 2.00 at the end of the third consecutive semester (including summer sessions).
2. If the student’s earned cumulative AUK GPA is less than 2.00 at the end of the fifth non-consecutive semester (including summer sessions).

RETURN TO AUK

Academically dismissed students may be permitted to return to AUK after **one regular academic semester** of separation, excluding summer sessions. Students will return on **initial probation** status with enrollment limitations as stated above. However, no summer registrations are permitted for students who have been academically dismissed. Credits completed at another institution during academic dismissal will not be transferred to AUK.

Students who stay out more than one year from the date of dismissal will be inactivated and must apply for re-admission. **Students seeking readmission must meet all admissions requirements and deadlines as per the most current catalog at the time of readmission. If readmitted, students must also follow the most recent academic catalog for degree requirements.**

IF YOU ARE DISMISSED AT THE END OF: YOU MAY RETURN:

Fall semester _____ at the beginning of the following Fall semester

Spring semester _____ at the beginning of the following Spring semester

PUC SCHOLARSHIP STUDENTS AND ACADEMIC DISMISSAL

PUC scholarship students who are academically dismissed will forfeit their scholarship as per PUC decision number 9/41-1/2010. The PUC will reconsider re-instating the scholarship for a dismissed scholarship student if s/he meets the following conditions (PUC decision 6/43-1/2011):

1. A student may be reinstated to the scholarship only once during the entire period of her or his study.
2. No more than two years should have passed since the student's dismissal (at the time of the reinstatement application submission).
3. The student must pursue a scholarship major offered at the institution to which s/he was granted an internal scholarship.
4. After the dismissal from the scholarship, the student must have completed 30 AUK credit hours or more, with a minimum cumulative GPA of 2.33 and a last semester GPA of at least of 2.00.

PUC Scholarship students should apply for re-instatement of the scholarship at the Scholarship and Financial Aid Office at AUK.

SECOND ACADEMIC DISMISSAL

A student will be dismissed from AUK for the second time if s/he earned a cumulative AUK GPA of less than 2.00 at the end of the second consecutive semester or third non-consecutive semester, following return to AUK after the first academic dismissal. The student is dismissed with no right to appeal. The student may be permitted to return to AUK after **two regular academic semesters** of separation, excluding summer session. No summer registrations are permitted for students who have been academically dismissed for the second time. Students who return after two regular academic semesters will return on **initial probation** status with enrollment limitations as stated above. Students who stay out more than one year from the date of dismissal will be inactivated and must apply for re-admission. **Students seeking readmission must meet all admissions requirements and deadlines as per the most current catalog at the time of readmission. If readmitted, students must also follow the most recent academic catalog for degree requirements.**

IF YOU ARE DISMISSED AT THE END OF:**YOU MAY RETURN:**

Fall semester

at the beginning of the Spring semester, following **two regular academic** semesters of separation.

Spring semester

at the beginning of the fall semester, following **two regular academic** semesters of separation.

FINAL ACADEMIC DISMISSAL

A student will be dismissed for a final time from AUK if s/he earned a cumulative AUK GPA of less than 2.00 at the end of the second consecutive semester or third non-consecutive semester, following readmission to AUK after the second dismissal. The student is dismissed for a final time with no option of returning to AUK.

REGISTRATION

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

REGISTRATION HOLDS

Students may have a “hold” that prevents registration. “Holds” may be placed by the Finance Department, the Office of Admissions, the Office of the Registrar, the AUK Library, the Academic Advising Center, or other university departments. All holds must be cleared by the appropriate office before students are allowed to register for the upcoming term. Students can view their hold information via AUK Self-Service.

DROP AND ADD

Students are allowed to drop and add courses online via AUK Banner Self-Service through the end of the Drop/Add period. The Drop/Add period during the fall and spring semesters is usually the first week of classes, and the Drop/Add period during the summer is usually the first two days of classes. Dropped courses are not considered attempts and will not be entered in the student’s academic records.

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

WITHDRAWAL**WITHDRAWAL FROM INDIVIDUAL COURSES**

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

A grade of “W” will be recorded in the student’s transcript for the course from which the student has voluntarily withdrawn after the Drop/Add deadline for the semester. Upon withdrawal, a student maintains his/her financial obligations, but is free from the academic responsibilities associated with the course. For specific information regarding the individual course withdrawal deadlines for each semester, visit the AUK website/Academic Calendar. Students are also encouraged to consult the tuition refund schedule before withdrawing from a course.

Scholarship students are financially obligated to settle the payment of withdrawn courses. For further assistance regarding procedures, please contact the AUK Scholarship & Financial Aid Office at scholarship@auk.edu.kw.

WITHDRAWAL FROM THE SEMESTER

Students may withdraw from all courses for the semester by submitting an approved “Withdrawal from the Semester” request form to the Office of the Registrar. This request must be submitted before the semester withdrawal deadline. The student’s account will remain active so that s/he can register for the following semester. If a student plans on taking courses at another institution during this semester, s/he must also submit an approved “Study at Another Institution” request form.

A grade of “W” will be recorded in the student’s transcript for all courses from which the student has voluntarily withdrawn after the Drop/Add deadline for the semester. Upon withdrawal, a student still maintains his/her financial obligations, but is free from the academic responsibilities associated with the course.

For additional information regarding the semester withdrawal deadline, students should refer to the AUK website/Academic Calendar. Students are also encouraged to consult the tuition refund schedule before withdrawing from the semester.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures, please contact the AUK Scholarship & Financial Aid Office at scholarship@auk.edu.kw.

WITHDRAWAL FROM THE UNIVERSITY

Students may withdraw from the American University of Kuwait by submitting a completed and signed “Withdrawal from AUK” request to the Office of the Registrar. This request must be completed before the semester withdrawal deadline. If submitted after the withdrawal deadline, the action will be recorded for the following term and the registration status of the current term will be maintained.

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

A student who withdraws from the university is inactivated and must apply for readmission to the university. All returning students must meet the readmission requirements and all admissions deadlines, if applying after one academic year. If the student takes courses elsewhere during this period, only a maximum of 60 credit hours may be considered for transfer towards a degree program.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures, please contact the AUK Scholarship & Financial Aid Office at scholarship@auk.edu.kw.

LEAVE OF ABSENCE

Students desiring a leave of absence for reasons other than studying at another institution of higher education (see “Study at Another Institution” section) must obtain formal permission. All leave of absence requests must be approved by the appropriate academic dean. Students who receive permission for a leave of absence are limited to one academic year only, during which they cannot attend any local or foreign institution of higher education. Upon return, students must notify the Office of the Registrar so that they will be reinstated, pending verification that they have not violated the terms of their leave of absence.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures, please contact the AUK Scholarship & Financial Aid Office at scholarship@auk.edu.kw.

RESUMING STUDY AT AUK

Students who stop attending the university for two consecutive semesters without submitting an approved “Leave of Absence” form will have their status “inactivated” at the end of the Drop/Add period of the third semester, and may not resume their studies until they have been formally readmitted or reinstated. Summer sessions are not considered regular academic semesters.

Readmitted students are subject to the regulations or requirements in effect at the time of readmission, and must complete all requirements and abide by all regulations in effect at the time of readmission.

AUDITING

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

STUDY AT ANOTHER INSTITUTION

GENERAL GUIDELINES

AUK students may apply for **Study Abroad**, in which they take courses at another institution for a full semester or a year and transfer those courses to AUK; or they may choose to apply for **Study Away**, where they take limited coursework (less than 9 credit hours) at another institution. Students must meet the following requirements for each “Study At Another Institution” Category (Study Abroad & Study Away):

STUDY ABROAD

In addition to specific program eligibility requirements, all Study Abroad participants and prospective programs must meet AUK general requirements for eligibility:

1. Student Eligibility:
 - a. Have a minimum cumulative GPA of 3.0.
 - b. Have declared a major.
 - c. Have earned 30 credit hours of the 60 required towards AUK residency at the time of application to study abroad.
 - d. Be in good disciplinary standing per the Student Code of Conduct.
 - e. Not have a financial hold on their student account.
 - f. Be 18 years of age or above as of the program start date.
 - g. Meet the language proficiency requirements of the program to which they apply.
 - h. Meet the eligibility requirements of the program to which they apply.
2. Courses taken abroad must meet AUK prerequisite requirements and be pre-approved by the appropriate Department and College Dean in order to be transferred for full academic credit.
3. Students are encouraged to register at the host institution for a minimum of 12 credits or equivalent.
4. Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further information and assistance regarding scholarship rules, conditions and procedures, students must contact the AUK Office of Scholarship & Financial Aid.
5. The institution and major program for which courses are to be taken are on the approved list of the **Kuwait Ministry of Higher Education (MOHE)**.
6. Students may not repeat a course outside AUK, and transferred repeated courses will not replace failed AUK courses (see Repetition for Improvement of Grade section of AUK Academic Catalog).
7. Students must also meet the upper division credit hours requirement for graduation as specified in the AUK Academic Catalog.
8. The study abroad period is not during his/her senior year at AUK (last 30 credit hour residence requirement) for graduation (*See note below on Students in an AUK-Exchange Program).
9. International students studying at AUK and planning to take courses at another institution are to contact the Corporate Relations Office, regarding visa and residency implications of the Kuwait residency, prior to the completion of the “Study at Another Institution” Form.
10. Other requirements as noted in other AUK policies as set forth in the Academic Catalog, Student Handbook, and other institutional documents.

***AUK-Exchange Program Students Only:** Students at AUK who choose to enroll in an AUK Exchange Program will be exempt from the last 30 credit hour residency requirement for graduation.

STUDY AWAY

1. The student must be in good academic standing.
2. The student must have earned at least 30 credit hours towards AUK residency at the time of application.
3. The institution and program must be on the approved list of the Kuwait Ministry of Higher Education (Foreign Institutions).
4. **The course is required for the student's degree program and will not be offered at AUK prior to the student's graduation.**
5. Scholarship students cannot change their enrollment status without prior approval from their scholarship provider.
6. Students may not study at another institution during the last year prior to graduation, as they must meet the last 30 credit hour residency requirement for graduation. All students must meet the AUK residency requirement of 60 hours and all other eligibility requirements.
7. **Study Away at Institutions in Kuwait is permitted if the course is required for the student's degree program and will not be offered at AUK prior to the student's graduation.**

In addition to meeting the above, students must complete the appropriate form for each type of experience:

1. "Study at Another Institution – Study Abroad form" (for full semester or year) OR
2. "Study at Another Institution – Study Away" (for less than 9 credit hours)

Students must obtain the necessary signatures from their academic advisor, and **provide a catalog course description and course syllabi (as available) for each course seeking approval.** After completing the form, gathering the supporting materials, and receiving the required signatures, the student must submit the documents to the Office of the Registrar. Additional approvals for courses **not** previously articulated on Banner will have to be evaluated by the appropriate Department Chair, followed by approval from the appropriate College Dean.

The completed form must then be submitted to the Scholarship & Financial Aid Office for review by the scholarship provider. **All scholarship students must receive approval from their scholarship provider prior to attending any other university.** Scholarship students need to apply for approval at the Scholarship & Financial Aid office.

AUK is not under any obligation to accept transfer credits unless the programs and courses are approved in advance by the relevant AUK departments. International students studying at AUK and planning to take courses at another institution are to contact the Corporate Relations Office regarding Visa and Residency implications of the Kuwait residency prior to the completion of a Study at Another Institution Form.

For further assistance regarding scholarships, please contact the university's Scholarship and Financial Aid office at scholarship@auk.edu.kw.

For further assistance regarding Study Abroad, please contact the Coordinator for Study Abroad at studyabroad@auk.edu.kw.

SCHOLARSHIPS AND FINANCIAL AID

OFFICE OF SCHOLARSHIP AND FINANCIAL AID

The Office of Scholarship and Financial Aid at AUK has been established to provide students a centralized gateway to everything related to government, private, and University scholarships; AUK financial aid; and government allowances. The Office serves almost fifty percent of the student population as scholarship students, in addition to the number of students who wish to apply for a scholarship or allowance. The Office works with other University units to optimize students' educational experiences by communicating and implementing all applicable University and Scholarship Sponsors' rules and conditions, and managing relevant processes and applications as per set guidelines.

SERVICES PROVIDED BY THE OFFICE

The Office of Scholarship and Financial Aid serves the University student body, in addition to scholarship sponsors and internal departments. The Office receives and processes scholarships, financial aid, and allowances applications, in coordination with the involved internal and external bodies. In addition, it centralizes all scholarship, financial aid, and allowance-related communications and announcements to the University's student body. The Office also corresponds with and generates academic and financial reports for scholarship sponsors. Its operations are scheduled with the University's academic year and the government scholarship and allowance application cycles. For more information please email us at Scholarship@auk.edu.kw or Allowance@auk.edu.kw.

AUK ACADEMIC SCHOLARSHIPS

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

SCHOLARSHIP APPLICATION CRITERIA FOR FIRST TIME COLLEGE STUDENTS

- Must have a 3.75 high school GPA or higher.
- Will be evaluated on academic measures, including but not limited to, high school and/or university GPA, TOEFL scores, and class rank.

In addition to awards offered to new students, AUK awards a limited number of merit-based academic scholarships to our most academically deserving continuing students.

SCHOLARSHIP APPLICATION CRITERIA FOR CONTINUING STUDENTS

- Scholarship applications will be evaluated on various academic measures, including but not limited to, the AUK cumulative GPA and total earned hours at AUK, as set and announced by the AUK Scholarship Committee.

SCHOLARSHIP APPLICATION PROCESS AND DEADLINES

The following documents must be submitted to the relevant office prior to the commencement of the Fall semester of the academic year and as follows:

FIRST TIME IN COLLEGE STUDENTS

- Complete Admissions Application.
- Complete AUK "Scholarship Application Form for New AUK Freshman Applicants."
- Submit documents to the Office of Admissions prior to the application deadline announced on the University website.

CONTINUING STUDENTS

- Complete AUK “Scholarship Application Form for Junior & Senior AUK Students.”
- Submit form to the Office of Scholarship and Financial Aid prior to the application deadline announced on the University portal.

Applications will be reviewed by the AUK Scholarship Committee. All applicants will be informed of their status two weeks prior to the commencement of the academic year. Although AUK strives to acknowledge and award all its deserving students, applying to the AUK Scholarship award does not guarantee the applicant an award.

RETENTION OF SCHOLARSHIP

Recipients of an AUK Scholarship award may not combine it with any other award or tuition assistance provided to them by the University, PUC, or any other institution. In such a case, the recipient will be disqualified.

Recipients must maintain the following academic standings in order to retain their AUK Scholarship award at AUK:

- Maintain a cumulative AUK GPA of 3.50 or better by the end of each term.
- Register for 12 credit hours or more per regular term (Fall and Spring semester).

PUC SCHOLARSHIPS AT AUK

Each academic year, the Private Universities Council (PUC) allocates a number of internal scholarship seats to students who are Kuwaiti, or are children of Kuwaiti mothers, based on their high school, diploma, transfer, or University academic standings. The PUC’s scholarship covers tuition fees and book allowance to its awardees. A number of seats are assigned each term to AUK students. These seats are determined by current market demands and distributed based on institutions’ capacities.

OTHER SCHOLARSHIPS AT AUK

Several private sponsors approach AUK to provide financial support to students, based on either merit or need. These sponsors, in coordination with the University Administration, set their own application criteria, award rules, and conditions to assure they meet their objectives, while achieving the maximum benefit to the students. Any such application opportunities are communicated to AUK students through the Office of Scholarship & Financial Aid, and applicants are considered by the relevant committees of each such award.

COURSES AND CLASS SCHEDULES

COURSE SCHEDULES

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

COURSE PREFIX, LEVEL, TITLE, AND CREDIT HOURS INFORMATION

Each course offered by the university is identified by a letter prefix signifying the academic discipline (field of study), followed by a three-digit number indicating the level of the course content. For example, “ENGL 207: Introduction to Rhetorical Studies (3)” is a sophomore-level course offered by the English Department that follows freshman course(s) at the 100-level such as “ENGL 101:

Approaches to Critical Reading and Writing (3).” The number in parentheses following the title of a course indicates the number of credit hours for the course. All courses are valued in credit hours. Generally, each credit hour is equal to 15 contact hours. Each credit hour of laboratory is equal to at least 40 hours of laboratory experience.

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

PREREQUISITES

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

CO-REQUISITES

A co-requisite is a requirement that a certain course **must be taken concurrently** (in the same semester) with another course. It is the student’s obligation to know and meet course co-requisites. These are stated in the course description section of the catalog. Co-requisites will be enforced at registration.

CONCURRENT COURSE

A concurrent course is a requirement that a certain course **must be taken concurrently** (in the same semester) with another course, **if it has not been successfully completed previously**. It is the student’s obligation to know and meet course concurrency requirements. These are stated in the course description section of the catalog. Concurrency requirement will be enforced at registration.

INDEPENDENT STUDY COURSES

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

SPECIAL TOPICS COURSES

A special topics course is an upper-level course with topics that vary by semester. These courses are normally restricted to juniors and seniors who have received instructor approval. Students may not take more than six (6) credits of special topics courses *that have study abroad trips* toward the 124-credit hour minimum required for graduation. Students are not limited in taking special topics courses that do not have a study abroad trip component or are full-semester study abroad programs and/or institutions approved by AUK.

COURSE SUBSTITUTIONS

Course substitution is restricted as follows:

1. The original course is not offered prior to the student’s graduation from AUK;
2. The substituted course must be in the same field of study as the original course;
3. The substituted course contains similar content according to the course syllabi; and

4. The substituted course is of equal rank or higher level. Gen Ed courses are not subject to substitutions.

All course substitutions require the approval of the department chair and the appropriate academic dean.

ACADEMIC OPERATION AND CLASS PERIODS

The university offers courses on a five-day schedule, from Sunday through Thursday. Courses are valued in credit hours, and normally meet either two days a week for seventy-five minutes per class session, or three days a week in sessions of fifty minutes. Laboratory, workshop, and specialized courses meet for two- to three-hour sessions per week. Upper-level courses, independent study, and other specialized programs may have unique meeting schedules, but normally are valued at three credit hours, or the equivalent of 45 contact hours. Class duration and meeting frequency may differ during the summer semester.

COURSE DESCRIPTIONS AND SYLLABI

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

ACADEMIC LOAD

FULL-TIME STUDENTS

Full-time students must carry a course load of 12-18 credit hours per regular semester. Full-time students may enroll in a maximum of 14 credit hours for the entire summer term. No student may register for more than 7 (3+4) credits in one summer block.

PART-TIME STUDENTS

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

MAXIMUM CREDIT LOADS

Full-time students with a cumulative GPA of 3.00 or higher, and in their semester of graduation, may petition to register for 19-21 credit hours during a regular semester by completing a “Credit Hours Increase Request Form,” to be signed by their academic advisor, the department chair, and the appropriate dean.

COURSE LOAD REDUCTION

Students who must reduce their course load below 12 credit hours are required to obtain the approval of the appropriate academic dean (undeclared students see the Dean of the College of Arts & Sciences). If an approved “Request to Change from Full-Time to Part-Time Status” form is not submitted to the Office of the Registrar, a student may be dropped from her or his courses.

Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures, please contact the AUK Scholarship & Financial Aid Office at scholarship@auk.edu.kw.

CLASS STANDING

Class standing is determined by the number of credit hours completed:

| | |
|-------------------|--------------------|
| FRESHMAN: | 0-29 credit hours |
| SOPHOMORE: | 30-59 credit hours |
| JUNIOR: | 60-89 credit hours |
| SENIOR: | 90+ |

GENERAL EDUCATION

The General Education requirements reflect AUK's liberal arts philosophy, and constitute an important component of all bachelor degree programs offered at AUK. Most of the General Education courses should be completed within the first two years of study.

MISSION STATEMENT

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

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

| 49 GENERAL EDUCATION CREDIT HOURS IN THE FOLLOWING AREAS | | |
|---|---------------------|-------------------------------|
| COURSES | CREDIT HOURS | GE AREA CODE |
| English Language Requirement | (10) | [E] |
| Arabic Language and Culture Requirement | (6) | Language: [A] Culture: [K] |
| Mathematics Requirement | (6) | [M] |
| Computer Science and Information Systems Requirement | (3) | [T] |
| Freshman Year Experience Requirement | (5) | [L] |
| Humanities Requirement | (6) | [H] |
| Social Sciences Requirement | (6) | [S] |
| Sciences Requirement | (7) | [P] |

Each General Education requirement is noted in the course description listings with a "area" code. This code designates which General Education area the course satisfies, e.g., courses labeled with [P] code fulfill the Sciences General Education requirement. Grades earned in courses numbered 095 and below are not computed into the GPA, and the credit hours earned for these courses are not applied towards the total hours required for graduation.

LEARNING OUTCOMES

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

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

1. Examine social, economic, political, cultural, and scientific phenomena

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

2. Identify problems

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

3. Apply the principles of independent inquiry

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

4. Assess qualitative and quantitative information through inductive and deductive reasoning

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

5. Link theory and research, and formulate generalizations and/or recommendations:

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

6. Communicate information and recommendations effectively

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

GENERAL EDUCATION REQUIREMENTS

| [E]: English Language Requirement | | 10 credit hours |
|--|---|-----------------|
| Students can satisfy the English requirement with a grade of “C-” or better by taking the following courses. Students may be exempt from ENGL 100 if their TOEFL, IELTS, or Accuplacer scores meet ENGL 101 minimum requirements. | | |
| | ENGL 100: Foundations in Academic Reading and Writing (if TOEFL, IELTS, or Accuplacer scores do not meet ENGL 101 requirements) | (4) [E] |
| AND | | |
| | ENGL 101: Approaches to Critical Reading and Writing (<i>this course should be completed by the end of the first year</i>) | (3) [E] |
| AND | | |
| | ENGL 102: Writing and Information Literacy (<i>this course should be completed by the end of the first year</i>) | (3) [E] |
| [A], [K]: Arabic Language and Culture Requirement | | 6 credit hours |
| To fulfill the General Education requirement for Arabic, students must take one course (3 credit hours) in Arabic language or literature, and one course (3 credit hours) in Arab culture or society. These courses must be passed with a grade of “C-” or better. The following are guidelines for fulfilling the Arabic Language and Culture requirement: | | |
| | [A]: Arabic Language Requirement is fulfilled by taking one of the following courses: | |
| | ARAB 101: Arabic as a Second Language I | (3) [A] |
| OR | | |
| | ARAB 114: Arabic Basic Language Skills | (3) [A] |
| OR | | |
| | ARAB 215: Arabic Composition I | (3) [A] |
| OR | | |
| | ARAB 220: Readings in Arabic Heritage | (3) [A] |
| Proficiency level is determined by an Arabic placement exam. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they placed (an exception to this being ARAB 215; students may take ARAB 215 after having passed ARAB 220 to improve their Arabic composition). | | |
| | [K] Arab Culture Requirement may be fulfilled by any course listed as satisfying the General Education requirement for Arab Culture (see course descriptions). | |
| [M]: Mathematics Requirement | | 6 credit hours |
| For some degree programs, specific MATH courses are required or may be prerequisites for major courses. If the student knows what s/he wishes to major in, s/he is encouraged to refer to his/her degree program in order to satisfy both a General Education requirement as well as a major prerequisite. Students can take two of the following college-level mathematics or statistics courses: | | |

| | | |
|--|--|-----------------------|
| | MATH 100: College Algebra | (3) [M] |
| | MATH 101: Finite Mathematics | (3) [M] |
| | MATH 102: Introduction to Modern Mathematics | (3) [M] |
| | MATH 103: Mathematics for Business | (3) [M] |
| | MATH 110: Pre-Calculus | (3) [M] |
| | MATH 201: Calculus I | (3) [M] |
| | MATH 203: Calculus II | (3) [M] |
| | MATH 205: Linear Algebra | (3) [M] |
| | MATH 206: Calculus III | (3) [M] |
| | MATH 210: Differential Equations | (3) [M] |
| | MATH 213: Discrete Mathematics | (3) [M] |
| | STAT 201: Statistics | (3) [M] |
| | STAT 202: Regression for Business | (3) [M] |
| | STAT 214: Statistics for Engineers | (4) [M] |
| [T]: Computer Science and Information Systems Requirement | | 3 credit hours |
| To fulfill the CSIS General Education requirement, students may take any 100-level CSIS [T] course, excluding CSIS 150. | | (3) [T] |
| [L]: First Year Experience Requirement | | 5 credit hours |
| To fulfill the First Year Experience requirement with a grade of “C-” or better , students may take: | | |
| | UNIV 100: Essentials of Learning (<i>this course should be completed by the end of the first year</i>) | (2) [L] |
| | UNIV 110: University, Community, and Citizenship (<i>this course should be completed by the end of the first year</i>) | (3) [L] |
| 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 UNIV 100 course. However, the two credits must be made up in another area to satisfy degree credit hour requirements. All transfer students are required to take UNIV 110. | | |
| [H]: Humanities Requirement | | 6 credit hours |
| Students can fulfill the Humanities requirement by taking a total of six (6) credit hours from among the following areas: | | |
| | Arabic (ARAB) (150, 205, 220, 303, 304, 308, 310, 312, 313, 314, 315, 316, 318) | [H] |
| | Art (ART) | [H] |
| | Communication and Media (COMM) (101, 111, 230, 240, 312, 325, 427) | [H] |
| | Drama (DRAM) | [H] |
| | English (ENGL) (108, 200-level courses or above) | [H] |
| | French (FRNC) | [H] |

| | | |
|---|--|-----------------------|
| | Italian (ITAL) | [H] |
| | Music (MUSC) | [H] |
| | Philosophy (PHIL) | [H] |
| | Religion (RELG) | [H] |
| | Spanish (SPAN) | [H] |
| | Translation (TRAN) | [H] |
| [S]: Social Sciences Requirement | | 6 credit hours |
| Students can fulfill the Social Sciences requirement by taking a total of six (6) credit hours from the following areas: | | |
| | American Studies (AMST) | [S] |
| | Communication and Media (COMM) (222, 249, 265, 366) | [S] |
| | Environmental Studies (ENVS) (101, 215, 220, 310, 320, 325, 340) | [S] |
| | History (HIST) | [S] |
| | International Relations (IR) | [S] |
| | Psychology (PSYC) | [S] |
| | Political Science (PLSC) | [S] |
| | Social and Behavioral Sciences (SBSA) | [S] |
| [P]: Science Requirement | | 7 credit hours |
| Students are required to take a total of seven (7) credit hours to fulfill the Science requirement: one science course with a lab (4 credit hours) and one science course without a lab (3 credit hours). Students can take science courses from the following areas: | | |
| | Biology (BIOL) | [P] |
| | Chemistry (CHEM) | [P] |
| | Environmental Studies (ENVS) (230, 305) | [P] |
| | Natural Sciences (NSCI) | [P] |
| | Physics (PHYS) | [P] |

GENERAL EDUCATION GRADE REQUIREMENT

A student is considered to have passed a course when s/he receives a passing grade of “A(-)”, “B(+/-)”, “C(+/-)”, or “P.” The grade of “D(+/-)” may satisfy only MATH 095, free electives, or some General Education requirements. The following General Education courses **require a “C-” or better:**

- Arabic Language
- Arabic Culture
- UNIV 100 and UNIV 110
- English Language
- Any course that is a prerequisite for a Major or Minor course

GENERAL EDUCATION, FOUNDATION COURSES & PREREQUISITES

Undergraduate students at AUK must complete all remedial and foundation courses (MATH 095, UNIV 100, UNIV 110, ENGL 100, ENGL 101, and ENGL 102) before they register for any 300-level course and above. These foundation courses, as well as other Gen Ed requirements, provide students with the skill sets and foundational knowledge in preparation for their major courses. Students generally declare their degree program or major after completing many of the General Education requirements, which normally is at the end of the second year (fourth semester). All students must declare their majors by the time they complete 60 credit hours. Students may not apply any General Education credit hours toward their first major and vice versa. Students also are not allowed to double dip credit hours between categories listed under the General Education requirements or major requirements.

UPPER-LEVEL COURSES

Students are required to complete a minimum of 36 credit hours of upper-level (300 or 400-level) classes, of which at least 18 credit hours need to be taken in the major. Some majors or degree programs require additional upper-level courses to graduate. Refer to individual program sections for more information.

INTERNSHIPS

An internship is a supervised experience where the student gains professional knowledge and training in an occupation, either working directly in the occupation or as an apprentice to an employee of the occupation. Students involved in internships (“interns”) do not always work in a paid position.

The major internship course “470” is a variable credit, from one to three credit hours. Additional non-major internships are registered as “473.” Students may be interested in participating in an internship for reasons relating to their degree programs or majors. Some degree programs require an internship, while others recommend participation in an internship. Internships are graded on a Pass/No Pass basis. Non-degree and visiting students are not permitted to take Internship Study courses.

Students interested in an internship must satisfy the following conditions:

1. Have declared his/her degree program or major.
2. Have earned the required number of credit hours as defined by the college.
3. Be enrolled in a “470” (Internship) course while participating in the internship. Students must register for the 470 designation that is consistent with his/her degree program or major.
4. Have permission from the faculty member who will serve as the internship supervisor to register for a 470 course.
5. Have a minimum GPA of 2.0.

DEGREE PROGRAMS AND MAJOR REQUIREMENTS

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

DECLARATION OF MAJOR IN THE DEGREE PROGRAM

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

Students must formally choose and declare a major no later than the completion of 60 credit hours, by completing the "Degree Program, Major, and/or Minor Declaration Request Form" for either the College of Arts and Sciences or for the College of Business, and submitting the form to the Academic Advising Center. After the declaration is processed by the appropriate College, the student is assigned a faculty advisor based on the student's declared major.

For information and the forms for declaring a degree program and major within the degree (if appropriate), students are advised to visit the Office of the Registrar. **All scholarship students must declare their major at AUK in accordance with their scholarship assigned major. For further information, please contact the university's Scholarship Coordinators at scholarship@auk.edu.kw.**

CHANGE IN DEGREE PROGRAM, MAJOR AND/OR MINOR

Changing from one degree program or major to another in any of the colleges requires completion of at least one full semester of work in the current degree program or major. The "Degree Program, Major, and/or Minor Update Request" form must be completed and submitted to the Academic Advising Center and to the department chair of the prospective program. If approved, the department chair submits the form to the Office of the Registrar for processing.

All scholarship students MUST declare their majors at AUK in accordance with their scholarship assigned major. For further information about scholarships and majors, please contact the university's Scholarship Coordinators at scholarship@auk.edu.kw.

COMPLETION OF THE MAJOR IN THE DEGREE PROGRAM

Courses in the major require a grade of "C-" or better. However, students must maintain a cumulative major GPA of at least 2.00 in their major requirements to earn an undergraduate degree. The GPA in the major is calculated in the same manner as the overall GPA using only the courses that fulfill major requirements: all courses listed in the major requirements, including courses in concentrations, specializations, tracks, and all courses taken in the discipline.

DOUBLE MAJOR

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

A double major must be pursued within the same degree program: i.e. two majors in the Bachelor of Business Administration program, two majors in the Bachelor of Arts program, or two majors in

the Bachelor of Science program. No more than three courses (a total of 9 credit hours) earned for General Education requirements and applied for the first major requirements may be applied to the second major. Each program will determine number of credits earned in the first major that can be applied to the second major. See individual program sections for specific requirements.

Scholarship students choosing to double major are financially liable for any additional credit hours beyond those required for their assigned scholarship major.

STUDENTS WITH A BACHELOR'S DEGREE

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

AUK Graduates

AUK students may take a second BA, BE, or BS degree. Students with a bachelor's degree from AUK are assumed to have met all General Education requirements and free electives through their first AUK bachelor's degree. They are not subject to any further requirements of General Education and electives. They must complete major requirements for the second bachelor's degree specified by individual program sections in this catalog. Students with a BBA degree from AUK may not take a second BBA degree. The BBA program requirements include core and major courses, in addition to an internship, common capstone, and free electives.

Non-AUK Graduates

Students who earned their first bachelor's degree from another institution must meet all AUK General Education requirements. AUK will evaluate coursework from their first bachelor's degree for possible transfer of courses. No more than 60 credits may be transferred (see "Transfer of Credits" section). Any General Education requirements not satisfied by transfer credits must be taken in residence at AUK. Students with a Business degree from another institution may not take AUK's BBA degree. However, they may take a BA, BE, or BS degree. Students must satisfactorily complete at least 60 credits in residence at AUK and complete major requirements for the second bachelor's degree specified by individual program sections in this catalog. These students are subject to the further conditions below:

1. Applicants must have earned their first bachelor's degree from an institution approved by the Kuwait Ministry of Higher Education.
2. Applicants who earned their first bachelor's degree from an institution whose language of instruction is not English must meet English proficiency requirements for admissions purposes (see "English Proficiency Requirements" section in this catalog).

MINOR REQUIREMENTS AND DECLARATION OF A MINOR

A minor is a group of courses that constitute a limited focus or emphasis in an academic discipline (field of study) or program outside a student's chosen major or degree program. A minor is not a degree program or major. Students with one major may pursue one minor only. All AUK minor programs consist of a minimum of 18 credit hours, at least 9 credit hours of which must be taken in residence at AUK. No more than 9 credit hours earned from the major or General Education requirements may apply towards any one minor. Specific course requirements for minors are noted under the requirements for the degree programs. Students must consult their advisors about the procedure for declaring a minor.

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

COMPLETION OF A MINOR

Each course in the minor requires a final grade of “C-” or better. Failure to maintain the required minimum cumulative GPA of 2.00 in all minor courses may result in the student being dropped from the minor program. Courses required for the minor that receive grades lower than “C-” must be repeated, or an equivalent course taken to satisfy the specific minor requirements. The minor will be noted on the student’s transcript. It does not appear on the diploma. Students’ minor catalog year **must** be the same as their major catalog year.

Scholarship students are financially liable for any additional credit hours beyond those required for their assigned scholarship major.

UNDERGRADUATE CERTIFICATES

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

Scholarship students are financially liable for any additional credit hours beyond those required for their assigned scholarship major.

GRADUATION

ELIGIBILITY FOR GRADUATION AND CREDIT HOUR REQUIREMENTS

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

| GRADUATION REQUIREMENT | STANDARD | REMARKS |
|--------------------------------|--|--|
| Credit hours | Minimum 124 credit hours | |
| General Education Requirements | 49 credit hours | See “General Education” section for distribution |
| Upper division credit hours | A minimum of 36 credit hours of which at least 18 credit hours are in the major; individual majors or degree programs may require more | Numbered 300 or above |
| Grades | “C-” or better in individual courses in the major. Cumulative 2.00 GPA for all courses required by the major | |
| GPA | 2.00 cumulative GPA | |
| Residence requirement | 60 credit hours, the last 30 of which must be at AUK | Senior year must be spent at AUK or in AUK-approved exchange programs. Exchange program courses will count in the AUK residency requirement. |

| | | |
|---|--|---|
| Application for graduation | Must be made by deadline (see Registrar’s webpage) | |
| Eligibility for participation in commencement | Completion of all requirements. May be eligible to walk if a maximum of 13 credit hours remains. | Remaining credit hours MUST be completed in summer semester immediately following commencement. |
| Graduation Fee | A graduation fee applies | |

APPLICATION FOR GRADUATION

The American University of Kuwait confers degrees at the end of each academic term (fall, spring, and summer). Commencement is typically held in June. Candidates for graduation must submit a completed application for graduation via the Self-Service Graduation Application. After the application has been filed, the Registrar’s Office conducts a “Degree Audit” and informs the student and his/her advisor of the remaining requirements.

Students are responsible for ensuring that they have met all degree requirements for graduation, including curriculum and cumulative GPA requirements.

CONFERRAL OF DEGREES

The American University of Kuwait confers degrees at the end of each academic term (Fall, Spring, and Summer). The diploma notes the student’s degree. If the student has earned two different degrees, s/he will receive one diploma for each degree. Additional diplomas may be ordered through the Office of the Registrar. Students who request an additional copy of their diploma will be charged a fee per diploma.

AUK degrees are as follows:

College of Arts and Sciences

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

College of Business and Economics

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

UNIVERSITY HONORS AND AWARDS

DEAN'S HONOR LIST

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

1. Have earned a minimum of 12 credit hours in graded courses numbered 100 or above per semester;
2. Have no "I," "W," "NP," "F," or "FN" grades at the end of the same semester;
3. Have a 3.7 GPA or better;
4. Not have been found in violation of the Code of Academic Honesty and Integrity during the semester.

PRESIDENT'S HONOR ROLL

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

1. Have earned a minimum of 12 credit hours in graded courses numbered 100 or above per semester;
2. Have no "I," "W," "NP," "F," or "FN" grades at the end the same semester;
3. Have a 4.00 GPA;
4. Not have been found in violation of the Code of Academic Honesty and Integrity during the semester.

GRADUATION HONORS

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

- **Summa cum laude** (With highest honor): 3.90 - 4.00
- **Magna cum laude** (With great honor): 3.70 - 3.89
- **Cum laude** (With honor): 3.50 - 3.69

Latin Honors are listed on the commencement program, the student's permanent record, and the diploma.

UNIVERSITY LIABILITY

The university bears no liability should a student ignore the advice of his/her academic advisor(s) or fail to abide by or comply with catalog regulations.

COLLEGE OF ARTS AND SCIENCES

WELCOME NOTE

OFFICE OF THE DEAN

MISSION

VISION

VALUES

PROGRAM ACCREDITATION

UNDERGRADUATE PROGRAMS

DEPARTMENT OF ART & GRAPHIC DESIGN

Bachelor of Arts in Graphic Design

Minor in Graphic Design

DEPARTMENT OF COMMUNICATION & MEDIA

Bachelor of Arts in Communication and Media

Minor in Communication and Media

DEPARTMENT OF ENGLISH

Bachelor of Arts in English

Minor in English

DEPARTMENT OF ARABIC & FOREIGN LANGUAGES

Minor in Arabic

DEPARTMENT OF MUSIC & DRAMA

DEPARTMENT OF ELECTRICAL & COMPUTER ENGINEERING

Bachelor of Engineering in Computer Engineering

Bachelor of Engineering in Electrical Engineering

Double Major in Electrical/Computer Engineering

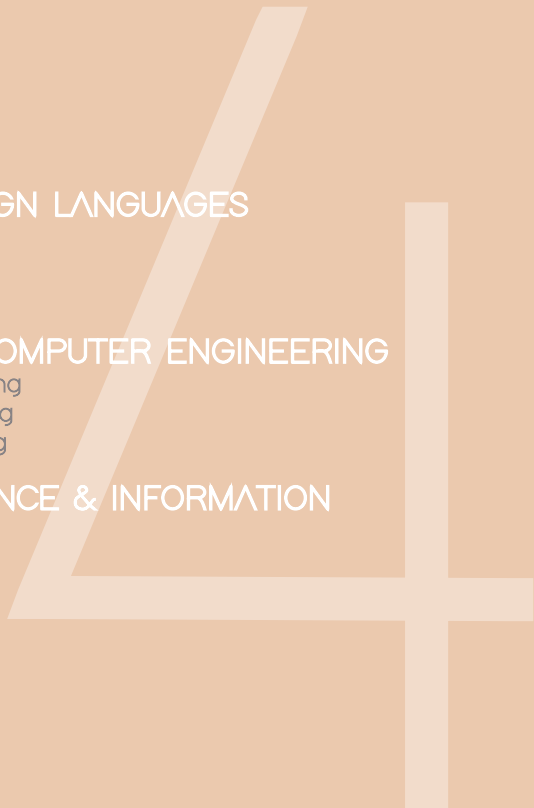
DEPARTMENT OF COMPUTER SCIENCE & INFORMATION
SYSTEMS

Bachelor of Science in Computer Science

Bachelor of Science in Information Systems

Minor in Computer Science

Double Major



DEPARTMENT OF MATH & NATURAL SCIENCES

Minor in Mathematics

Minor in the Natural Sciences (Biology, Chemistry, Physics)

DEPARTMENT OF INTERNATIONAL RELATIONS

Bachelor of Arts in International Relations

Minor in History

Minor in International Relations

DEPARTMENT OF SOCIAL & BEHAVIORAL SCIENCES

Bachelor of Arts in Social and Behavioral Sciences

Minor in Social and Behavioral Sciences

GULF STUDIES CERTIFICATE PROGRAM

FIRST YEAR EXPERIENCE (FYE)

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INTENSIVE ENGLISH PROGRAM (IEP)

Mission

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Duration of IEP Language Study

Methods of Instruction

Certificate of Completion

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Satisfactory Completion of the IEP

Advancement to the Undergraduate Program

Evaluation of Student Progress

IEP Academic Probation

IEP Course Descriptions

COLLEGE OF ARTS AND SCIENCES

WELCOME NOTE

It is a great pleasure to welcome you to the College of Arts and Sciences (CAS) at the American University of Kuwait (AUK). CAS offers Bachelor degrees in three disciplines: Bachelor of Arts (BA), Bachelor of Engineering (BE), and Bachelor of Science (BS), and provides students with an opportunity to major or minor in more than ten areas of study. Our goal is to create an environment where students can thrive and gain a comprehensive education that spans the sciences, humanities, arts, and social sciences, and also refine their paths towards academic excellence and personal achievement. Teaching, learning, and exploring are supported by outstanding faculty members and dedicated support staff.

As the liberal arts is the heart of AUK, CAS has a rich history of providing the General Education requirements for every undergraduate student at AUK. The General Education educates students on the principles of critical thinking, understanding data, and effective communication; and also provides them with the skills, knowledge, breadth, and depth of understanding they need to navigate in life. By completing coursework in a major field of interest, students are equipped with transferable skills that benefit them wherever their professional and personal ambitions lead. Students are also prepared to become engaged citizens and leaders in an ever-changing global economy beyond AUK's campus. On behalf of the College of Arts and Sciences, I thank you for your interest in studying at AUK and wish you success in your higher education pursuits. To gain additional insight into the college, campus life, and specific programs, please explore AUK's website.

Dr. Ali Charara,
Dean, College of Arts and Sciences

OFFICE OF THE DEAN

Dean

Associate Dean, Administration

Assistant Dean, Curriculum

Executive Assistant to the Dean

Senior Faculty Support Coordinator

Dr. Ali Charara

Dr. Bashar Zogheib

Dr. Katherine Hennessey

Ms. Magdalene El Neaman

Ms. Dalia Hassaan

MISSION

The College of Arts and Sciences (CAS) is committed to cultivating lifelong learning that empowers students to pursue technical competency in professional fields, self-awareness, a sense of civic and moral responsibility, and a breadth of vision in the tradition of liberal arts education. The College offers quality undergraduate programs leading to bachelor degrees (BA, BE, and BS).

VISION

The vision of CAS is to become a leading College in the region that offers innovative, quality, undergraduate liberal arts education and that excels in teaching, research and service.

VALUES

The values of the College of Arts and Sciences are:

EXCELLENCE IN EDUCATION: Provide students with an education that integrates the goals of the liberal arts and specialization in specific academic disciplines.

SCHOLARLY RESEARCH AND CREATIVE ACTIVITY: Encourage and support research and creative activity that maintains high standards of education, attracts quality faculty, and promotes student's research skills.

LEADERSHIP & INTEGRITY: Foster within the college community the values of leadership, intellectual curiosity, ethics, civic responsibility, and respect for diversity.

PROGRAM ACCREDITATION

AMERICAN ACADEMY FOR LIBERAL EDUCATION (AALE)

The American Academy for Liberal Education (AALE) Board of Commissioners has awarded the American University of Kuwait international accreditation for the following disciplines: Arts, Humanities, Social Sciences, and the University General Education Program. For additional information, visit the AALE website: www.aale.org.

ACCREDITATION BOARD FOR ENGINEERING & TECHNOLOGY (ABET)

The Computer Engineering Program at the American University of Kuwait is accredited by the Accreditation Board for Engineering and Technology (ABET) until September 2022. The Electrical Engineering and the Computer Science Programs are in the process of seeking ABET accreditation.

COMMISSION ON ENGLISH LANGUAGE PROGRAM ACCREDITATION (CEA)

The Intensive English Program (IEP) at the American University of Kuwait is accredited by the CEA since August 2009. In 2014, the CEA granted the IEP 10-year re-accreditation. For further information about this accreditation, visit the website: www.cea.accredit.org.

UNDERGRADUATE PROGRAMS

Students entering the College of Arts and Sciences as freshmen or transfers, except those admitted as visiting students or non-degree students, select one of the following programs:

- Bachelor of Arts (BA)
- Bachelor of Science (BS)
- Bachelor of Engineering (BE)

There are three major areas of study in the College of Arts and Sciences. Each of these major areas is comprised of both degree- and non-degree-offering departments, as shown below:

ARTS AND HUMANITIES

- Department of Art and Graphic Design
- Department of Communication and Media
- Department of English
- Department of Arabic and Foreign Languages
- Department of Music and Drama

SCIENCES AND ENGINEERING

- Department of Electrical and Computer Engineering
- Department of Computer Science and Information Systems
- Department of Math and Natural Sciences

SOCIAL SCIENCES

- Department of International Relations
- Department of Social and Behavioral Sciences
- Gulf Studies Certificate Program

DEPARTMENT OF ART AND GRAPHIC DESIGN

Department Chair: Prof. William Andersen

Email: WAndersen@auk.edu.kw

MISSION STATEMENT

The Art and Graphic Design Department degree program offers a balance of theory and practice in the art and science of visual communication. The program cultivates cultural and aesthetic sensibilities while emphasizing critical thinking, analysis, and problem solving through the teaching of design history, methodology, and technologies to produce designers capable of producing meaningful designs in a diverse global community.

VALUES

The Art and Graphic Design Department actively seeks to keep on the cutting edge of the profession in theory, technology, and practice to cultivate effective global communication skills and active thinkers. We value integrity, academic freedom, creative diversity, and professional excellence. We are committed to inspiring life-long learners who value a knowledge-based economy and will contribute to their local communities.

VISION

The Art and Graphic Design Department will be recognized as a leader in design education in the region for its innovation, rigor, design excellence, cutting-edge technology, advanced resources, and a talented and dedicated faculty and staff.

BACHELOR OF ARTS IN GRAPHIC DESIGN

LEARNING OUTCOMES

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

1. Have a working knowledge of the connection between type, image, and other principles of visual organization that are based on understanding design history, theory, methodology, and cultural and aesthetic differences.
2. Identify and solve communication problems and question predetermined solutions through research, awareness of critical perspectives in the evaluation of design, and qualitative and quantitative analysis.
3. Implement a wide range of design technologies and strategies through the understanding and ability to use current software and new media.
4. Think, speak, and write clearly and effectively, and communicate with precision and rhetorical force, both generally and in design communications.
5. Demonstrate cultural sensitivity, ethical values, and the ability to design for a diverse and global audience while also understanding how the audience/user values and behaviors are reflected in the design.
6. Develop a portfolio, with an accompanying thesis and design rationale, that reflects the design methodologies necessary to produce a body of work suitable for professional expectations.
7. Demonstrate divergent and convergent thinking in the integration of the formal, the conceptual and the material; by using the elements and principles of design to effectively support the project's purpose.

ADMISSION TO THE PROGRAM

Students wishing to major in Graphic Design should apply for major declaration by the end of their sophomore year (60 credit hours). Students are **required** to have:

- Cumulative GPA of 2.0 or better;
- Grade of “C-” or better in ENGL 101;
- Grade of “C-” or better in ART 101, ART 102, ART 120, ART 121, and GDES 110.

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

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

General Education Requirements, composed of: (49)

Program Prerequisites also applicable to the Gen Ed Humanities requirement [ART 101, ART 102, ART 120, ART 121] (6)

Remaining Gen Ed requirements (43)

GDES Major Requirements, comprised of: (63)

Program Prerequisites (with 6 credits applicable to Gen Ed Humanities) [ART 101, 102, 120, 121, GDES 110] (9)

Core Courses (33)

GDES Electives (12)

GDES Related Field Electives (9)

Free Electives (12)

MAJOR REQUIREMENTS (63 CREDIT HOURS)

The Graphic Design Major requirements include 9 credit hours of program prerequisites, 33 credit hours of core courses, 12 credit hours of Graphic Design Electives, and 9 credit hours of Graphic Design Related Field Electives. GDES students may earn a minimum grade of “C-” in individual courses required for the GDES major; however, they must maintain a cumulative major GPA of at least 2.00 in their major requirements to earn the BA in Graphic Design. The development and completion of an e-portfolio is part of the degree requirement. The e-portfolio is reviewed during the student’s degree.

Program Prerequisites (9 credit hours)

Two (6 credit hours) of the following courses – ART 101, 102, 120, 121 – may be applied to fulfill the General Education Humanities [H] requirement. The remaining three courses (9 credits) must be taken as GDES prerequisites:

| | | |
|----------|---------------------|--------|
| ART 101 | Art History I | (3)[H] |
| ART 102 | Art History II | (3)[H] |
| ART 120 | 2-D Design | (3)[H] |
| ART 121 | Drawing I | (3)[H] |
| GDES 110 | Digital Foundations | (3) |

Core Courses (33 credit hours)

Students must complete the following eleven core courses (33 credit hours):

| | | |
|----------|------------------------------|-----|
| ART 122 | 3D Design | (3) |
| GDES 220 | Graphic Design I | (3) |
| GDES 221 | Typography I | (3) |
| GDES 242 | Digital Imaging I | (3) |
| GDES 315 | History of Design | (3) |
| GDES 320 | Graphic Design II | (3) |
| GDES 321 | Typography II | (3) |
| GDES 330 | Print Production | (3) |
| GDES 420 | Graphic Design III | (3) |
| GDES 470 | Internship in Graphic Design | (3) |
| GDES 490 | Capstone | (3) |

Graphic Design Electives (12 credit hours)

Majors are also expected to complete 12 credit hours from the following courses:

| | | |
|----------|-------------------------|-----|
| GDES 204 | Digital Photography | (3) |
| GDES 208 | Film Production I | (3) |
| GDES 337 | Environmental Design | (3) |
| GDES 342 | Digital Imaging II | (3) |
| GDES 351 | Web Design | (3) |
| GDES 369 | Short Course | (3) |
| GDES 388 | Independent Study | (3) |
| GDES 389 | Special Topics | (3) |
| GDES 421 | Typography III | (3) |
| GDES 452 | 3D Modeling & Animation | (3) |
| GDES 453 | Motion Graphics | (3) |

Graphic Design Related Field Electives (9 credit hours)

Students must select three courses (9 credit hours), in consultation with their academic advisor, from the following designations: ART, COMM, SBSA, and PHIL 100. One class must be chosen from ART 103, ART 201, ART 205, ART 211, and ART 389 (Art History-type class only).

Free Electives (12 credit hours)

Students are expected to successfully complete four courses (12 credits hours) of their choice from among courses in the CAS or CBE.

GRAPHIC DESIGN 2017-2018 DEGREE PLAN*

At least twelve courses (36 credit hours) must be at the 300-400 level.

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|----------------|------------------------|--------|---|---------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading & Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed [M] | MATH | 100 | College Algebra | 3 |
| Major Prereq | ART | 120 | 2-D Design | 3 |
| Major Prereq | GDES | 110 | Digital Foundations | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading & Writing | 3 |
| Gen Ed | ARAB | [A] | | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, Citizenship | 3 |
| Gen Ed [H] | ART | 121 | Drawing I | 3 |
| Free Elective | | | | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 102 | Writing and Information Literacy | 3 |
| Major Prereq | ART | 101 | Art History I | 3 |
| Gen Ed | SOCSC | [S] | | 3 |
| Gen Ed | MATH | [M] | | 3 |
| Major Core | GDES | 242 | Digital Imaging I | 3 |
| Major Core | GDES | 220 | Graphic Design I | 3 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Gen Ed [H] | ART | 102 | Art History II | 3 |
| Major Core | ART | 122 | 3-D Design | 3 |
| Major Core | GDES | 221 | Typography I | 3 |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | CSIS | [T] | | 3 |
| Major Core | GDES | 320 | Graphic Design II | 3 |
| Major Core | GDES | 321 | Typography II | 3 |
| Major Elective | GDES | | | 3 |

| | | | | |
|----------------------------|--|---------------|--------------------|----------------|
| Related Req. | ART/ COMM/ SBSA/ PHIL 100 | | | 3 |
| YEAR 3 | | | | |
| SEMESTER 6 (JUNIOR) | | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 4 |
| Major Core | GDES | 330 | Print Production | 3 |
| Major Core | GDES | 315 | History of Design | 3 |
| Major Elec- tive | GDES | | | 3 |
| Related Req. | ART/ COMM/ SBSA/ PHIL 100 | | | 3 |
| YEAR 4 | | | | |
| SEMESTER 7 (SENIOR) | | | | |
| | Prefix | Number | Title | Credits |
| Major Elec- tive | GDES | | | 3 |
| Major Elec- tive | GDES | | | 3 |
| Major Core | GDES | 420 | Graphic Design III | 3 |
| Major Core | GDES | 470 | Internship | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | | | | |
| SEMESTER 8 (SENIOR) | | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCSC | [S] | | 3 |
| Major Core | GDES | 490 | Capstone | 3 |
| Related Req. | ART/ COMM/ SBSA/ or PHIL 100 | | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

MINOR IN GRAPHIC DESIGN (21 CREDIT HOURS)

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 skills that meet with international Graphic Design standards.

The minor requires a minimum of 21 credit hours including the core of four GDES courses (12 credit hours) listed below and one course (3 credit hours) from the GDES electives list. Please check the Graphic Design major listing for the GDES electives list.

Minor Prerequisites (6 credit hours)

The following courses may be applied to fulfill the General Education Humanities [H] requirement:

| | | |
|---------|----------------|--------|
| ART 101 | Art History I | (3)[H] |
| ART 102 | Art History II | (3)[H] |

Minor Core Requirements (12 credit hours)

| | | |
|----------|---------------------|-----|
| ART 120 | 2-D Design | (3) |
| GDES 110 | Digital Foundations | (3) |
| GDES 220 | Graphic Design I | (3) |
| GDES 221 | Typography I | (3) |

Minor Elective Requirements (3 credit hours)

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

INTERNSHIP

The internship program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Internships are completed in the junior or senior year and while in residency at AUK. **The Graphic Design Program recommends that majors take GDES 470 – Internship in Graphic Design – over the summer between their junior and senior year at AUK.**

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

DEPARTMENT OF COMMUNICATION AND MEDIA

Department Chair: Dr. Shoma Munshi

Email: smunshi@auk.edu.kw

MISSION AND VISION

The Department of Communication and Media educates students to be ethical, analytical, and creative leaders in a multimedia and multicultural society. Providing a first-class liberal arts education to undergraduates, the COMM major is designed to help students become better consumers and producers of public information, strengthen their understanding of the role of communication in their personal, professional, and civic lives, and prepare them for private and public-sector leadership positions in communication-related and other fields.

To accomplish this, the Communication and Media program employs a flexible approach, exposing students to various branches such as Advertising, Journalism, Public Relations, and others. Laboratory courses sharpen students' skills, lectures provide firm theoretical grounding, and internships enable students to view the profession from a variety of perspectives.

VALUES

- Academic excellence and student success
- Ethical communication, professionalism, and competency
- Strong student-faculty relationship
- Practical and hands-on learning
- Continuous intellectual and professional growth for faculty and students
- Service to students, college, university, and profession
- Sustaining faculty excellence in research

BACHELOR OF ARTS IN COMMUNICATION AND MEDIA

LEARNING OUTCOMES

Upon completion of a major in Communication and Media, the student will be able to:

1. Examine ways communication impacts interaction and behavior between individuals
2. Apply appropriate technology in the development and dissemination of media messages
3. Develop an enhanced understanding of how communication theories are linked to today's contemporary media practices.
4. Design media messages for diverse target audiences
5. Comprehend the field of communication in order to confidently enter the workforce
6. Develop effective communication strategies based on ethical principles and respect to diversity.

ADMISSION TO THE PROGRAM

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

- Cumulative GPA of 2.00 or better.
- Grade of "C-" or better in ENGL 101 and ENGL 102.

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Arts in Communication and Media, students must complete at least 124 credit hours. Students are required to complete a minimum of 12 courses (36 credit hours) of upper-level courses (300-level and above) as part of their 124-credit hour degree requirement at AUK, of which at least 18 credits hours need to be taken in the major.

| | |
|-------------------------------------|------|
| General Education Requirements | (49) |
| Communication Core Courses | (15) |
| Communication Concentration Courses | (24) |
| Communication Electives | (18) |
| Free Electives | (18) |

COMM students may earn a minimum grade of “C-” in individual courses required for the COMM major; however, they must maintain a cumulative major GPA of at least 2.00 in the major requirements to earn their BA in Communications and Media.

Communication and Media Core Courses (15 Credit Hours)

| | | |
|----------|--|-----|
| COMM 101 | Introduction to Mass Communication | (3) |
| COMM 110 | Digital Foundations | (3) |
| COMM 211 | Theories and Research Methods in Communication | (3) |
| COMM 470 | Internship in Communication | (3) |
| COMM 480 | Seminar in Communication | (3) |

Communication Concentration Courses (24 Credit Hours)

Students must complete, in consultation with their academic advisor, a total of 24 total credit hours from the courses listed below.

| | | |
|----------|--|-----|
| COMM 111 | Images in Media | (3) |
| COMM 206 | Mass Media Writing | (3) |
| COMM 230 | Principles of Advertising | (3) |
| COMM 240 | Principles of Public Relations | (3) |
| COMM 310 | Broadcast Journalism | (3) |
| COMM 312 | News Reporting and Editing | (3) |
| COMM 313 | Documentary Production | (3) |
| COMM 320 | Mass Media Law | (3) |
| COMM 325 | Mass Communication and Society | (3) |
| COMM 350 | Organizational Communication and Leadership | (3) |
| COMM 360 | Public Relations Writing | (3) |
| COMM 402 | PR Campaigns | (3) |
| COMM 425 | International Case Studies in Public Relations | (3) |
| COMM 455 | Advertising Media Planning | (3) |
| COMM 460 | Advertising Campaigns | (3) |
| COMM 389 | Special Topics* | (3) |

*Can be repeated for credit under different topics

Communication Electives (18 Credit Hours)

Majors must choose six additional COMM courses for their major electives (18 credit hours) in consultation with their academic advisor.

| | | |
|----------|--|-----|
| COMM 208 | Film Production I | (3) |
| COMM 222 | Global Media and Spaces of Identity | (3) |
| COMM 249 | Images of Women in Media | (3) |
| COMM 265 | South Asian Film: A Global Perspective | (3) |
| COMM 338 | Copywriting for Advertising | (3) |
| COMM 366 | Popular Culture in South Asia: Film and Beyond | (3) |
| COMM 380 | Media Translation | (3) |
| COMM 427 | Media and Arab Society | (3) |

Free Electives (18 Credit Hours)

Students must successfully complete 18 credit hours of free electives in consultation with their academic advisor.

COMMUNICATION AND MEDIA 2017-2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|---------------------|------------------------|--------|--|---------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading and Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed [M] | MATH | 100 | College Algebra | 3 |
| Gen Ed | ARAB | [A] | | 3 |
| Major Core | COMM | 110 | Digital Foundations | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading and Writing | 3 |
| Gen Ed | MATH | [M] | | 3 |
| Gen Ed | HUM | [H] | | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, and Citizenship | 3 |
| Major Core | COMM | 101 | Introduction to Mass Communication | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 102 | Writing and Information Literacy | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Concentration | COMM | | | 3 |
| Free Elective | | | | 3 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 3 |
| Gen Ed | CSIS | [T] | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Elective | COMM | | | 3 |
| Major Core | COMM | 211 | Theories and Research Methods in Communication | 3 |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 4 |

| | | | | |
|---------------------|----------------------------|---------------|-----------------------------|----------------|
| Gen Ed | HUM | [H] | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Elective | COMM | | | 3 |
| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCSI | [S] | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Concentration | COMM | | | 3 |
| Major Elective | COMM | | | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCSI | [S] | | 3 |
| Major Core | COMM | 470 | Internship in Communication | 3 |
| Major Elective | COMM | | | 3 |
| Major Elective | COMM | | | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Major Elective | COMM | | | 3 |
| Major Core | COMM | 480 | Seminar in Communication | 3 |
| Major Elective | COMM | | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

MINOR IN COMMUNICATION AND MEDIA (18 CREDIT HOURS)

The minor requires a minimum of 18 credit hours. These include: two core courses (6 credit hours) COMM 101 – Introduction to Mass Communication, and COMM 110 – Digital Foundations; two COMM courses (6 credit hours) at the 300-level and above; and two courses (6 credit hours) from any of the COMM Concentration or COMM Elective credits. At least nine credit hours must be taken in residence at AUK.

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

INTERNSHIP

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

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

DEPARTMENT OF ENGLISH

Department Chair: Dr. David Hadbawnik

Email: DHadbawnik@auk.edu.kw

Studying English literature and language has often been cited as one of the great noble endeavors undertaken: inspiring and fulfilling. As the historian Barbara Tuchman put it, great books are “engines of change (as the poet said), windows on the world and lighthouses erected in the sea of time. They are companions, teachers, [. . .] bankers of the treasures of the mind. Books are humanity in print.” While Tuchman’s grand and overarching sentiment finds sympathy in the English Department, studying literature also has practical and immediate benefits, and the English Department is just as committed to the teaching of rigorous analysis, clear and successful communication, good writing, and cultural critique and understanding.

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

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

MISSION

In keeping with the American University of Kuwait’s liberal arts tradition, the English department provides students with the ability to use the English language effectively, think critically, and reach their full potential as creative individuals, engaged citizens, and lifelong learners. Through its emphasis on developing cultural awareness, rhetorical flexibility, information literacy, and appreciation for literary traditions, the department prepares students for the increasingly complex challenges of the 21st century.

VALUES

The following Five Core Values are imperative to the success and well-being of the department:

Honesty: The English Department understands honesty to mean telling the truth. In an academic sense, honesty means representing original work and being transparent and accountable. This applies to all characteristics of the AUK community.

Freedom: The English Department envisions freedom as being allowed to make choices appropriate to the University’s objectives as well as encouraging students and faculty the opportunity to express their views without fear of reprisal in a supportive environment.

Quality: The English Department values quality as a measurement of the effectiveness of any task, be it curricular or extra-curricular.

Integrity: The English Department supports a code of conduct that affirms the individual’s right (faculty, staff, or student) to express her or himself morally, intelligently, and respectfully.

Diversity: The English Department embraces the idea that a healthy and respectful appreciation for that which is different and new is the cornerstone to any serious educational undertaking.

VISION

The English Department at the American University of Kuwait aspires to be a leading English Department recognized locally, if not regionally, for its academic excellence and the accomplishments of its graduates.

BACHELOR OF ARTS IN ENGLISH

LEARNING OUTCOMES

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

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

English majors begin their coursework with an introduction to literary studies, move on to surveys of western and world literatures in English, and then advance to courses that focus on particular motifs, genres, critical approaches, time periods, authors, or countries.

ADMISSION TO THE PROGRAM

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

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

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

| | |
|---|-------------|
| General Education Requirements | (49) |
| Major Requirements, composed of: | (45) |
| ● Core Courses | (18) |
| ● English Electives | (27) |
| Free Electives | (30) |

MAJOR REQUIREMENTS (45 CREDIT HOURS)

Major requirements include six required core courses (18 credit hours), followed by nine English elective courses (27 credit hours):

Core Courses (18 credit hours)

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

| | | |
|----------|----------------------------------|-----|
| ENGL 200 | Introduction to Literary Studies | (3) |
| ENGL 220 | Survey of World Literatures I | (3) |
| ENGL 221 | Survey of World Literatures II | (3) |
| ENGL 300 | History of the English Language | (3) |
| ENGL 415 | Literary Theory and Criticism | (3) |
| ENGL 450 | Senior Seminar | (3) |

English Electives (27 credit hours)

In consultation with their academic advisor, students must complete nine courses (27 credit hours) from any remaining ENGL 300 or 400-level courses, or ENGL 207, or any **one** TRAN 200-300-level course. ENGL 485: Senior Thesis (3 credit hours), applies as an English elective.

Free Electives (30 Credit Hours)

Choose ten courses (30 credit hours) in consultation with the academic advisor.

BACHELOR OF ARTS IN ENGLISH 2017-2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level.

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|---------------|------------------------|--------|---|---------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading and Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed [M] | MATH | 100 | College Algebra | 3 |
| Gen Ed | ARAB | [A] | | 3 |
| Gen Ed | HUM | [H] | | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading and Writing | 3 |
| Gen Ed | MATH | [M] | | 3 |
| Gen Ed | CSIS | [T] | | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, and Citizenship | 3 |
| Gen Ed | HUM | [H] | | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 102 | Writing and Information Literacy | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Major Core | ENGL | 200 | Introduction to Literary Studies | 3 |
| Major Core | ENGL | 220 | Survey of World Literatures I | 3 |
| Free Elective | | | | 3 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 3 |
| Gen Ed | SOCSC | [S] | | 3 |
| Major Core | ENGL | 221 | Survey of World Literatures II | 3 |
| ENGL Elective | ENGL | | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 4 |

| | | | | |
|---------------|----------------------------|---------------|---------------------------------|----------------|
| Major Core | ENGL | 300 | History of the English Language | 3 |
| ENGL Elective | ENGL | | | 3 |
| ENGL Elective | ENGL | 300-400 | | 3 |
| Free Elective | | 300-400 | | 3 |
| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| ENGL Elective | ENGL | 300-400 | | 3 |
| ENGL Elective | ENGL | | | 3 |
| Gen Ed | SOCSC | [S] | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Major Core | ENGL | 415 | Literary Theory and Criticism | 3 |
| ENGL Elective | ENGL | 300-400 | | 3 |
| ENGL Elective | ENGL | 300-400 | | 3 |
| Free Elective | | 300-400 | | 3 |
| Free Elective | | 300-400 | | 3 |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Capstone | ENGL | 450 | Senior Seminar | 3 |
| ENGL Elective | ENGL | 300-400 | | 3 |
| ENGL Elective | ENGL | 300-400 | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

MINOR IN ENGLISH (18 CREDIT HOURS)

Students wishing to minor in English are required to take six courses (18 credit hours). Students must take the following three core courses (9 credit hours):

| | | |
|----------|----------------------------------|--------|
| ENGL 200 | Introduction to Literary Studies | (3)[H] |
| ENGL 220 | Survey of World Literatures I | (3)[H] |
| ENGL 221 | Survey of World Literatures II | (3)[H] |

Students must also take three additional courses (9 credit hours) from any 300- or 400-level English courses, or ENGL 207, or any **one** TRAN 200-300-level course.

INTERNSHIP

ENGL 470: INTERNSHIP

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

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

DEPARTMENT OF ARABIC AND FOREIGN LANGUAGES

Department Chair: Dr. Andrei Zavaliy

Email: azavaliy@auk.edu.kw

The Department of Arabic and Foreign Languages aims to develop the skills of students in languages other than English. In addition, it seeks to introduce students to the extraordinarily rich Arabic literary heritage and to develop skills of close reading, critical thinking, and analytical and creative writing.

The department offers courses to satisfy the general education requirements for Arabic language and Arabic culture. It also offers a minor in Arabic for those who wish to delve more deeply in the study of the language of this region and its literature. Furthermore, the department offers courses in French, Italian, and Spanish for students drawn to European languages, and who wish to strengthen the international component of their education.

The Department of Arabic and Foreign Languages recognizes the importance of proficiency in languages besides English for citizens of the modern world. It aims to develop skills that will enable students to function better in our increasingly interconnected and global society.

MISSION STATEMENT

The Department of Arabic and Foreign Languages aims to develop the skills of students in Arabic, French, Spanish and Italian. In addition, it seeks to introduce students to the extraordinarily rich Arabic literary heritage and to develop skills of close reading, critical thinking, and analytical and creative writing.

VALUES

The Department of Arabic and Foreign Language values excellence in teaching Arabic language, in teaching Arabic literature, in teaching translation skills, and in teaching French, Spanish, and Italian. Likewise, it values critical thinking, organization of ideas, and clear expression.

VISION

We aspire to be the best department for the study of Arabic and foreign languages in the Gulf region, offering rigorous Arabic, foreign language, and translation instruction across a variety of levels, as well as advanced instruction in the Arabic literary heritage.

LIST OF ARABIC COURSES

| | | | |
|----------|-------------------------------------|-----|----------------|
| ARAB 101 | Arabic as a Second Language I | (3) | once/year |
| ARAB 114 | Arabic Basic Language Skills | (3) | every semester |
| ARAB 150 | Human Development in the Arab World | (3) | occasionally |
| ARAB 201 | Arabic as a Second Language II | (3) | occasionally |
| ARAB 205 | Survey of Arab-Islamic Civilization | (3) | every semester |
| ARAB 215 | Arabic Composition I | (3) | every semester |
| ARAB 220 | Readings in Arabic Heritage | (3) | every semester |
| ARAB 221 | Creative Writing | (3) | occasionally |
| ARAB 301 | Arabic as a Second Language III | (3) | occasionally |
| ARAB 303 | Literature of the Arabian Gulf | (3) | every semester |
| ARAB 304 | Arabic Drama | (3) | occasionally |
| ARAB 308 | Arab Women in History | (3) | occasionally |
| ARAB 310 | Classical Arabic Prose | (3) | occasionally |
| ARAB 312 | Modern Arabic Literature | (3) | once/year |

| | | | |
|----------|-------------------------------|-------|--------------|
| ARAB 313 | Arab Women and Literature | (3) | occasionally |
| ARAB 314 | Classical Arabic Poetry | (3) | occasionally |
| ARAB 315 | Literature of Al-Andalus | (3) | occasionally |
| ARAB 316 | Literature in the Abbasid Era | (3) | occasionally |
| ARAB 318 | Modern Arabic Novel | (3) | occasionally |
| ARAB 369 | Short Course | (1-3) | occasionally |
| ARAB 388 | Independent Study | (1-3) | occasionally |
| ARAB 389 | Special Topics | (3) | occasionally |

MINOR IN ARABIC (18 CREDIT HOURS)

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

LEARNING OUTCOMES

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

1. Express complex ideas clearly and fluently in formal Arabic language.
2. Examine Arabic literary texts from diverse cultural periods.
3. Evaluate Arabic literary texts within socio-historical contexts.

MINOR REQUIREMENTS

At least 9 credit hours must be taken at AUK.

Minor Core Requirements (9 credit hours)

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

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

Minor Electives (9 credit hours)

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

| | | |
|--|-------------------------------------|-----------|
| ARAB 205 | Survey of Arab-Islamic Civilization | (3)[H][K] |
| AND/OR | | |
| ARAB 221 | Creative Writing | (3) |
| AND/OR | | |
| Any ARAB course at the 300-level or higher | | (3) |

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

FOREIGN LANGUAGES

In addition to courses in Arabic, the Department of Arabic and Foreign Languages offers courses in French, Italian, and Spanish, which aim to:

1. Develop proficiency in the four basic language skills (reading, writing, listening, and speaking) of French, Italian, or Spanish.
2. Develop awareness and appreciation of the respective cultures of France, Italy, and Spain.

List of Foreign Language Courses

| | | | |
|----------|----------------------------|-------|----------------|
| FRNC 101 | Introduction to French I | (3) | every semester |
| FRNC 102 | Introduction to French II | (3) | every semester |
| FRNC 201 | Intermediate French | (3) | every semester |
| FRNC 202 | Intermediate French II | (3) | occasionally |
| FRNC 333 | Language and Civilization | (3) | occasionally |
| FRNC 369 | Short Course | (1-3) | occasionally |
| FRNC 388 | Independent Study | (1-3) | occasionally |
| FRNC 389 | Special Topics | (3) | occasionally |
| FRNC 399 | French Study Abroad | (3) | occasionally |
| | | | |
| ITAL 101 | Introduction to Italian I | (3) | every semester |
| ITAL 102 | Introduction to Italian II | (3) | once/year |
| ITAL 201 | Intermediate Italian | (3) | occasionally |
| | | | |
| SPAN 101 | Introduction to Spanish I | (3) | every semester |
| SPAN 102 | Introduction to Spanish II | (3) | every semester |
| SPAN 201 | Intermediate Spanish | (3) | every semester |
| SPAN 202 | Intermediate Spanish II | (3) | occasionally |
| SPAN 333 | Language and Culture | (3) | occasionally |
| SPAN 369 | Short Course | (1-3) | occasionally |
| SPAN 388 | Independent Study | (1-3) | occasionally |
| SPAN 389 | Special Topics | (3) | occasionally |
| SPAN 399 | Spanish Study Abroad | (3) | occasionally |

DEPARTMENT OF MUSIC AND DRAMA

Department Chair: Dr. Lisa Urkevich

Email: Lurkevich@auk.edu.kw

The Department of Music and Drama offers a wide range of opportunities for both beginning and advanced students. Entry-level courses in piano, guitar, voice, and acting are available for those who are new to the performing arts, while students with a deeper interest can enroll in private lessons on instruments or voice, or take part in major theatre productions. Each semester our faculty of talented professionals works closely with students to prepare them for campus concerts and plays. Students also enjoy academic courses involving the history, culture, and theory of music and drama.

Performing arts facilities include a black box theatre, a piano laboratory, a special music classroom, and several practice rooms each equipped with digital pianos. The department also houses a complete xylophone ensemble, a concert grand marimba, two drum sets, and two grand pianos, including a state-of-the-art Yamaha CX7 2.32 m. concert grand.

MISSION STATEMENT

The Department of Music and Drama explores music and drama in the context of a liberal arts education through both academic study and performances. By doing so, it provides artistic and cultural enrichment to the university and the surrounding community. Moreover, by educating students in culture, history, and theory, and providing training in applied skills, the department fosters artistic proficiency, cultural appreciation, a sense of camaraderie, and a lifelong commitment to the arts.

VALUES

- A culture of excellence that upholds the highest academic, artistic, and ethical standards.
- Development of each student's potential through interaction with engaged artist teachers and scholars.
- Musical and dramatic initiatives that encourage discovery and appreciation of diverse styles, genres, traditions, and perspectives.
- Outreach and interface with the greater community.

VISION

The music and drama programs of the Department of Music and Drama will be recognized nationally for their outstanding quality and value. The Department will be housed in exceptional specialized facilities that are equipped with discipline-specific apparatus and superior musical instruments. The Department will be supported by a network of substantial community partnerships. It will be recognized as a major musical and dramatic arts resource for residents of Kuwait. Faculty in the Department of Music and Drama will be known for excellence in performance, scholarship, and pedagogy as well as for their contributions to the culture of the university, the community, and their professions. There will be minors in Music and Drama and graduates will be respected for their Department preparation and have a life-long commitment to the performing arts.

LEARNING OUTCOMES

The main objective of the Department of Music and Drama is to create a life-long love of the performing arts while imparting to students an understanding of the complexity of music and drama and the significant role these arts play in society. These goals are achieved through coursework as well as extra-curricular department activities. In this pursuit, students achieve basic proficiency in the following skills:

1. **Practical Skills:** Demonstrate an understanding of musical and dramatic components and processes.
2. **Knowledge and Understanding:** Develop an understanding of various musical and dramatic cultures, historical periods, and theories of the art.
3. **Transferable, Generic Skills:**
 - a. Interact effectively as part of a team.
 - b. Communicate and present their work.
 - c. Evaluate their product and planning process.

MUSIC COURSES

| | |
|----------|--------------------------------|
| MUSC 101 | Music Appreciation |
| MUSC 105 | Introduction to World Music |
| MUSC 110 | Applied Lessons |
| MUSC 160 | Ensemble |
| MUSC 165 | Percussion Ensemble |
| MUSC 215 | Guitar Class |
| MUSC 216 | Piano Class |
| MUSC 217 | Voice Class |
| MUSC 220 | Music Theory I |
| MUSC 230 | Music Theory II |
| MUSC 310 | Applied Lessons II |
| MUSC 369 | Short Course |
| MUSC 370 | Music of the Arabian Peninsula |
| MUSC 388 | Independent Study |
| MUSC 389 | Special Topics |
| MUSC 399 | Music and Culture Study Abroad |

DRAMA COURSES

| | |
|----------|----------------------------|
| DRAM 101 | Theatre Appreciation |
| DRAM 150 | Introduction to Acting |
| DRAM 160 | Theatre Practicum |
| DRAM 211 | Contemporary Theatre |
| DRAM 212 | Ancient Greek Theatre |
| DRAM 213 | Shakespeare for Beginners |
| DRAM 250 | Acting I |
| DRAM 350 | Shakespeare in Performance |
| DRAM 360 | Theatre Production |
| DRAM 369 | Short Course |
| DRAM 388 | Independent Study |
| DRAM 389 | Special Topics |

CERTIFICATES IN MUSIC AND DRAMA

The Department of Music and Drama recognizes students who excel in the Performing Arts. AUK students who graduate with 18 credits of courses that have the prefix MUSC are eligible for the prestigious **Department Certificate in Music**. AUK students are eligible for the **Department Certificate in Drama** who take 15 credits of courses with the prefix DRAM or who in combination take the following Drama related courses: ARAB 304 Arabic Drama; ENGL 402 History of Theatre and Drama; ENGL 403 Modern Drama. Please note: the certificates are issued at the Department level and are independent of the College or the greater university.

DEPARTMENT OF ELECTRICAL AND COMPUTER ENGINEERING

Department Chair: Dr. Ashraf Zaher

Email: azaher@auk.edu.kw

The world we live in has become increasingly dependent on advances made in part by electrical and computer engineering (ECE). The impact of ECE spans a wide spectrum of life aspects ranging from energy, electrical power, sustainable development, and communications, to computers and computer networks, to instruments for all sectors of society from entertainment to health care, from space exploration to ocean exploration. Computer engineers are improving the ability of computers to “see” and “think”. They are making computers more mobile, and even incorporating computers into fabrics, clothes, and almost all industries. Electrical engineers are exploring renewable energy sources, leading sustainable development, and promoting modern control of industrial machinery, to name a few.

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

Typical industries hiring Electrical and/or Computer Engineers include both private & government sectors such as financial services, computer software & hardware companies, petroleum & chemical companies, defense & interior contractors, consulting, transportation, power, manufacturing, and consumer goods, to name a few. Electrical or Computer Engineers are equally successful in large multinational firms and small startups.

UNDERGRADUATE PROGRAMS

The Department of Electrical and Computer Engineering offers two undergraduate programs that lead to the degree of Bachelor of Engineering:

- BE in Computer Engineering (CEPG)
- BE in Electrical Engineering (EEEG)

MISSION STATEMENT

The Department of Electrical and Computer Engineering strives to provide high-quality engineering education centered around the key principles of liberal arts, specifically lifelong-learning, critical thinking, and effective communication. The department prepares students to become successful engineers, and to contribute effectively to their profession and community.

VALUES

- Freedom of thought, expression, and intellectual inquiry.
- Respect for individual identity and rights, and cultural diversity.
- Adherence to the standards of modern and high-quality engineering education.
- Commitment to professional and ethical responsibility.
- Promoting innovation and successful contributions to the society.

VISION

The Electrical and Computer Engineering Department aspires to be recognized locally, regionally, and internationally for providing quality engineering education.

PROGRAM EDUCATIONAL OBJECTIVES

The objectives of the ELEG and CPEG programs are to graduate students who:

1. Communicate effectively with professionals from different areas of specialization.
2. Succeed in an electrical/computer engineering career by demonstrating leadership and ability to grow professionally in competence.
3. Apply principles of electrical/computer engineering, exhibit critical thinking in problem solving, and take into consideration ethical and societal impacts.

STUDENT OUTCOMES

By the time of graduation, ELEG and CPEG students will possess:

1. An ability to apply knowledge of mathematics, science, and engineering.
2. An ability to design and conduct experiments, as well as to analyze and interpret data.
3. An ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
4. An ability to function on multidisciplinary team.
5. An ability to identify, formulate, and solve engineering problems.
6. An understanding of professional and ethical responsibility.
7. An ability to communicate effectively.
8. The broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context.
9. Recognition of the need for, and an ability to engage in life-long learning.
10. Knowledge of contemporary issues.
11. An ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

ADMISSION TO THE PROGRAMS

Admission to the Electrical or Computer Engineering program takes place upon the successful completion of the course MATH 110 with a grade of (C-).

BACHELOR OF ENGINEERING IN COMPUTER ENGINEERING

UNIVERSITY DEGREE REQUIREMENTS (144 CREDIT HOURS)

To receive a Bachelor of Engineering in Computer Engineering, students must complete at least 144 credit hours. Students are required to complete a minimum of 36 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements, composed of (49)

- Related field requirements applicable to Gen Ed requirements (16)
- Remaining Gen Ed requirements (33)

Related Field Requirements not applicable to Gen Ed (29)

Major Requirements composed of: (66)

- Computer Engineering Core (52)
- Computer Engineering Electives (14)

MAJOR REQUIREMENTS (66 CREDIT HOURS)

Students must complete all Computer Engineering core courses (52 credit hours) and four elective courses and two lab electives (14 credit hours) from the Computer Engineering course electives.

Computer Engineering Core Courses (52 credit hours)

| | | |
|-----------|--|--------|
| CPEG 210 | Digital Logic Design | (3) |
| CPEG 210L | Digital Logic Design Laboratory | (1) |
| CPEG 220 | Computer Organization and Architecture | (3) |
| CPEG 330 | Microprocessors and Interfacing | (3) |
| CPEG 330L | Microprocessors and Interfacing Laboratory | (1) |
| CPEG 340 | Embedded System Design | (3) |
| CPEG 340L | Embedded System Design Laboratory | (1) |
| CPEG 350 | Data Communications and Computer Networks | (3) |
| CPEG 475 | Senior Design Capstone I | (3) |
| CPEG 480 | Senior Design Capstone II | (3) |
| CSIS 130 | Computer Programming II | (4)[I] |
| CSIS 210 | Data Structures and Algorithms | (3) |
| CSIS 310 | Introduction to Operating Systems | (3) |
| CSIS 330 | Software Engineering | (3) |
| ELEG 220 | Electric Circuits | (3) |
| ELEG 220L | Electric Circuits Laboratory | (1) |
| ELEG 270 | Electronics | (3) |
| ELEG 270L | Electronics Laboratory | (1) |
| ELEG 320 | Signals and Systems | (3) |
| ELEG 320L | Signals and Systems Laboratory | (1) |
| ENGR 330 | Engineering Economics | (3) |

Computer Engineering Course Electives (14 credit hours)

Four course electives (12 credit hours) and two lab electives (2 credit hours) must be selected, in consultation with the academic advisor, from 200-level or higher CPEG, ELEG, ENGR, and/or CSIS courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be CPEG courses
- At least one of the lab electives must be a CPEG lab
- At least two of the course electives must be 300-level or higher courses
- A **maximum of one course elective can be selected from the following CSIS courses:**

| | | |
|----------|-------------------------------------|-----|
| CSIS 230 | Programming in a Second Language | (3) |
| CSIS 250 | Database Systems | (3) |
| CSIS 255 | Web Technologies | (3) |
| CSIS 260 | System Analysis and Design | (3) |
| CSIS 300 | E-Commerce | (3) |
| CSIS 320 | Principles of Programming Languages | (3) |
| CSIS 370 | Computer Graphics | (3) |
| CSIS 400 | Theory of Computation | (3) |
| CSIS 401 | Mobile Computing | (3) |
| CSIS 405 | Analysis of Algorithms | (3) |
| CSIS 415 | Artificial Intelligence | (3) |
| CSIS 425 | Advanced Software Engineering | (3) |
| CSIS 440 | Software Project Management | (3) |

The remaining **course electives** are restricted to the following:

| | | |
|----------|--|-------|
| ELEG 300 | Engineering Electromagnetics | (3) |
| ELEG 389 | Special Topics in Electrical Engineering | (3) |
| ELEG 400 | Environmental Aspects of Energy Systems | (3) |
| ELEG 421 | Control Systems | (3) |
| ELEG 423 | Instrumentation | (3) |
| ELEG 472 | CMOS Digital Circuit Design | (3) |
| ENGR 200 | Engineering Design | (3) |
| ENGR 300 | Engineering Ethics | (3) |
| ENGR 389 | Special Topics | (3) |
| CPEG 389 | Special Topics in Computer Engineering | (3) |
| CPEG 422 | Digital Signal Processing | (3) |
| CPEG 430 | Introduction of Soft Computing | (3) |
| CPEG 441 | Hardware/Software Co-Design | (3) |
| CPEG 450 | Network Security | (3) |
| CPEG 455 | Wireless Networks and Mobile Systems | (3) |
| CPEG 460 | Robotics | (3) |
| CPEG 470 | Internship in Computer Engineering | (1-3) |

Lab Electives are restricted to the following:

| | | |
|-----------|--|-----|
| CPEG 201L | Matlab Programming Laboratory | (1) |
| CPEG 303L | Advanced Programming for Engineers Laboratory | (1) |
| CPEG 331L | Automation and Data Acquisition Laboratory | (1) |
| CPEG 350L | Data Communications and Computer Networks Laboratory | (1) |
| ELEG 421L | Control Systems Laboratory | (1) |
| ELEG 423L | Instrumentation Laboratory | (1) |

RELATED FIELD REQUIREMENTS (45 CREDIT HOURS)

The Related Field Requirements component is composed of six Math courses (20 credit hours), three Science courses (12 credit hours), one Computer Science course (4 credit hours), and three Management and Entrepreneurship courses (9 credit hours). Students must complete:

Math Courses (20 credit hours)

| | | |
|----------|----------------------------------|--------|
| MATH 201 | Calculus I | (3)[M] |
| MATH 203 | Calculus II | (3)[M] |
| MATH 207 | Advanced Engineering Mathematics | (4) |
| MATH 210 | Differential Equations | (3)[M] |
| MATH 213 | Discrete Mathematics | (3)[M] |
| STAT 214 | Statistics for Engineers | (4)[M] |

Sciences Courses (12 credit hours)

| | | |
|-----------|--------------------------------|--------|
| PHYS 115 | General Physics I | (3)[P] |
| PHYS 115L | General Physics I Laboratory | (1)[P] |
| PHYS 116 | General Physics II | (3)[P] |
| PHYS 116L | General Physics II Laboratory | (1)[P] |
| CHEM 101 | General Chemistry I | (3)[P] |
| CHEM 101L | General Chemistry Laboratory I | (1)[P] |

Computer Science Course (4 credit hours)

| | | |
|----------|------------------------|--------|
| CSIS 120 | Computer Programming I | (4)[T] |
|----------|------------------------|--------|

Management and Entrepreneurship Courses (9 credit hours)

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

COMPUTER ENGINEERING 2017-2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | | SEMESTER 1 (FRESHMAN) | | |
|-------------|--------|--|-----------|---|
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS [GE-T] | 120 | Computer Programming I | 4 | |
| MATH [GE-M] | 201 | Calculus I | 3 | MATH 110 or by Placement Test |
| ENGL [GE-E] | 101 | Approaches to Critical Reading and Writing | 3 | |
| UNIV [GE-L] | 100 | Essentials of Learning | 2 | |
| PHYS [GE-P] | 115 | General Physics I | 3 | Pre-req. MATH 101 or MATH 103 or MATH 110 and Co-req. PHYS 115L |
| PHYS [GE-P] | 115L | General Physics Laboratory I | 1 | Co-req. PHYS 115 |
| | | TOTAL | 16 | |
| YEAR 1 | | SEMESTER 2 (FRESHMAN) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS | 130 | Computer Programming II | 4 | CSIS 120 |
| ENGL [GE-E] | 102 | Writing & Info. Literacy | 3 | ENGL 101 |
| MATH [GE-M] | 203 | Calculus II | 3 | MATH 201 |
| PHYS [GE-P] | 116 | General Physics II | 3 | Pre-req. PHYS 115, PHYS 115L and \ Co-req. PHYS 116L |
| PHYS | 116L | General Physics Laboratory II | 1 | Co-req. PHYS 116L |
| CHEM | 101 | General Chemistry I | 3 | Co-req. CHEM 101L |
| CHEM | 101L | General Chemistry Laboratory I | 1 | Co-req. CHEM 101 |
| | | TOTAL | 18 | |
| YEAR 2 | | SEMESTER 3 (SOPHOMORE) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS | 210 | Data Structures and Algorithms | 3 | CSIS 130 |
| MATH | 213 | Discrete Math | 3 | MATH 110 |
| MATH | 210 | Differential Equations | 3 | MATH 203 |

| | | | | |
|---------------|---------------|--|----------------|--|
| CPEG | 210 | Digital Logic Design | 3 | Pre. CSIS 120 and Co-req. CPEG 210L |
| CPEG | 210L | Digital Logic Design Laboratory | 1 | Co-req. CPEG 210 |
| ELEG | 220 | Electric Circuits | 3 | Pre. PHYS 116, Co-req. MATH 210, and Co-req. ELEG 220L |
| ELEG | 220L | Electric Circuits Laboratory | 1 | Co-req. ELEG 220 |
| | | TOTAL | 17 | |
| YEAR 2 | | SEMESTER 4 (SOPHOMORE) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| MATH | 207 | Advanced Engineering Mathematics | 4 | MATH 203 |
| MGMT | 201 | Principles of Management | 3 | ENGL 102 |
| UNIV [GE-I] | 110 | University, Community, and Citizenship | 3 | |
| ELEG | 270 | Electronics | 3 | Pre. ELEG 220 and Co-req. ELEG 270L |
| ELEG | 270L | Electronics Laboratory | 1 | Co-req. ELEG 270 |
| CPEG | 220 | Computer Organizations & Architecture | 3 | CPEG 210 |
| | | Laboratory Elective | 1 | |
| | | TOTAL | 18 | |
| YEAR 3 | | SEMESTER 5 (JUNIOR) | | |
| Prefix | Number | Title | Credits | Prerequisite/s |
| CPEG | 330 | Microprocessors and Interfacing | 3 | Pre. CPEG 220 and ELEG 270 and Co-req. CPEG 330L |
| CPEG | 330L | Microprocessors and Interfacing Laboratory | 1 | Co-req. CPEG 330 |
| CPEG | 350 | Data Communications and Computer Networks | 3 | CPEG 210 and CSIS 210 |
| ARAB [GE-A] | | Arabic Language | 3 | |
| ENTR | 201 | Principles of Entrepreneurship | 3 | MGMT 201 |
| CSIS | 310 | Operating System | 3 | CSIS 210 |
| | | Laboratory Elective | 1 | |
| | | TOTAL | 17 | |
| YEAR 3 | | SEMESTER 6 (JUNIOR) | | |
| Prefix | Number | Title | Credits | Prerequisite/s |
| ENGR | 330 | Engineering Economics | 3 | MATH 203 |

| | | | | |
|---------------|----------------------------|-----------------------------------|----------------|---|
| ELEG | 320 | Signals and Systems | 3 | Pre. ELEG 220 and Co-req. ELEG 320L |
| ELEG | 320L | Signals and Systems Laboratory | 1 | Co-req. ELEG 320 |
| STAT | 214 | Statistics for Engineers | 4 | MATH 203 |
| CSIS | 330 | Software Engineering | 3 | CSIS 130 |
| CPEG | 340 | Embedded System Design | 3 | CPEG 220 |
| CPEG | 340L | Embedded System Design Laboratory | 1 | Co-req. CPEG 340 |
| | | TOTAL | 18 | |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisite/s |
| CPEG | 475 | Senior Capstone Design I | 3 | Pre. CPEG 330; OR: Pre. CPEG 340 and Co-req. CPEG 330 |
| ENTR | 301 | Intermediate Entrepreneurship | 3 | ENTR 201 |
| | | Major Elective | 3 | |
| | | Major Elective | 3 | |
| [GE-H] | | Humanities Elective | 3 | |
| [GE-S] | | Social Sciences Elective | 3 | |
| | | TOTAL | 18 | |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisite/s |
| CPEG | 480 | Senior Capstone Design II | 3 | CPEG 475 |
| | | Major Elective | 3 | |
| | | Major Elective | 3 | |
| [GE-S] | | Social Sciences Elective | 3 | |
| [GE-H] | | Humanities Elective | 3 | |
| ARAB [GE-K] | | Arabic Culture | 3 | |
| | | TOTAL | 18 | |

* Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

BACHELOR OF ENGINEERING IN ELECTRICAL ENGINEERING

UNIVERSITY DEGREE REQUIREMENTS (144 CREDIT HOURS)

To receive a Bachelor of Engineering in Electrical Engineering, students must complete at least 144 credit hours. Students are required to complete a minimum of 36 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credits hours need to be taken in the major.

| | |
|--|-------------|
| General Education Requirements, composed of | (49) |
| ● Related field requirements applicable to Gen Ed requirements | (16) |
| ● Remaining Gen Ed requirements (33) | (33) |
| Related Field Requirements not applicable to Gen Ed | (29) |
| Major Requirements composed of: | (66) |
| ● Electrical Engineering Core | (52) |
| ● Electrical Engineering Electives | (14) |

Major Requirements (66 credit hours)

Students must complete all Electrical Engineering core courses (52 credit hours) and four elective courses and two lab electives (14 credit hours) from the Electrical Engineering course electives.

Electrical Engineering Core Courses (52 credit hours)

| | | |
|-----------|---|--------|
| ELEG 220 | Electric Circuits | (3) |
| ELEG 220L | Electric Circuits Laboratory | (1) |
| ELEG 270 | Electronics | (3) |
| ELEG 270L | Electronics Laboratory | (1) |
| ELEG 300 | Engineering Electromagnetics | (3) |
| ELEG 310 | Electric Machines and Power Fundamentals | (3) |
| ELEG 310L | Electric Machines Laboratory | (1) |
| ELEG 320 | Signals and Systems | (3) |
| ELEG 320L | Signals and Systems Laboratory | (1) |
| ELEG 330 | Power System Analysis | (3) |
| ELEG 330L | Power Systems Laboratory | (1) |
| ELEG 421 | Control Systems | (3) |
| ELEG 475 | Senior Design Capstone I | (3) |
| ELEG 480 | Senior Design Capstone II | (3) |
| CPEG 210 | Digital Logic Design | (3) |
| CPEG 210L | Digital Logic Design Laboratory | (1) |
| CPEG 220 | Computer Organization and Architecture | (3) |
| CPEG 350 | Data Communications and Computer Networks | (3) |
| ENGR 330 | Engineering Economics | (3) |
| CSIS 130 | Computer Programming II | (4)[T] |
| CSIS 210 | Data Structures and Algorithms | (3) |

Electrical Engineering Course Electives (14 credit hours)

Four course electives (12 credit hours) and two lab electives (2 credit hours) must be selected, in consultation with the academic advisor, from 200-level or higher CPEG, ELEG, and/or ENGR courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be ELEG courses
- At least one of the lab electives must be an ELEG lab
- At least two of the course electives must be 300-level or higher courses

Course electives are restricted to the following:

| | | |
|----------|--|-------|
| ELEG 389 | Special Topics in Electrical Engineering | (3) |
| ELEG 400 | Environmental Aspects of Energy Systems | (3) |
| ELEG 411 | Electric Drives | (3) |
| ELEG 412 | Renewable Energy Systems | (3) |
| ELEG 423 | Instrumentation | (3) |
| ELEG 470 | Internship in Electrical Engineering | (1-3) |
| ELEG 471 | Power Electronics | (3) |
| ELEG 472 | CMOS Digital Circuit Design | (3) |
| ENGR 300 | Engineering Ethics | (3) |
| ENGR 200 | Engineering Design | (3) |
| ENGR 389 | Special Topics | (3) |
| CPEG 330 | Microprocessors & Interfacing | (3) |
| CPEG 340 | Embedded System Design | (3) |
| CPEG 389 | Special Topics in Computer Engineering | (3) |
| CPEG 422 | Digital Signal Processing | (3) |
| CPEG 430 | Introduction of Soft Computing | (3) |
| CPEG 441 | Hardware/Software Co-Design | (3) |
| CPEG 450 | Network Security | (3) |
| CPEG 455 | Wireless Networks and Mobile Systems | (3) |
| CPEG 460 | Robotics | (3) |

Lab Electives are restricted to the following:

| | | |
|-----------|--|-----|
| ELEG 421L | Control Systems Laboratory | (1) |
| ELEG 423L | Instrumentation Laboratory | (1) |
| ELEG 471L | Power Electronics Laboratory | (1) |
| CPEG 201L | Matlab Programming Laboratory | (1) |
| CPEG 330L | Microprocessors and Interfacing Laboratory | (1) |
| CPEG 331L | Automation and Data Acquisition Laboratory | (1) |
| CPEG 340L | Embedded System Design Laboratory | (1) |
| CPEG 350L | Data Communications and Computer Networks Laboratory | (1) |

RELATED FIELD REQUIREMENTS (45 CREDIT HOURS)

The Related Field Requirements component is composed of six Math courses (20 credit hours), three Science courses (12 credit hours), one Computer Science course (4 credit hours), and three Management and Entrepreneurship courses (9 credit hours). Students must complete:

Math Courses (20 credit hours)

| | | |
|----------|----------------------------------|--------|
| MATH 201 | Calculus I | (3)[M] |
| MATH 203 | Calculus II | (3)[M] |
| MATH 207 | Advanced Engineering Mathematics | (4) |
| MATH 210 | Differential Equations | (3)[M] |
| MATH 213 | Discrete Mathematics | (3)[M] |
| STAT 214 | Statistics for Engineers | (4)[M] |

Sciences Courses (12 credit hours)

| | | |
|-----------|--------------------------------|--------|
| PHYS 115 | General Physics I | (3)[P] |
| PHYS 115L | General Physics I Laboratory | (1)[P] |
| PHYS 116 | General Physics II | (3)[P] |
| PHYS 116L | General Physics II Laboratory | (1)[P] |
| CHEM 101 | General Chemistry I | (3)[P] |
| CHEM 101L | General Chemistry Laboratory I | (1)[P] |

Computer Science Course (4 credit hours)

| | | |
|----------|------------------------|--------|
| CSIS 120 | Computer Programming I | (4)[T] |
|----------|------------------------|--------|

Management and Entrepreneurship Courses (9 credit hours)

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

ELECTRICAL ENGINEERING 2017-2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | | SEMESTER 1 (FRESHMAN) | | |
|-------------|--------|--|-----------|---|
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS [GE-T] | 120 | Computer Programming I | 4 | |
| MATH [GE-M] | 201 | Calculus I | 3 | MATH 110 or by Placement Test |
| ENGL [GE-E] | 101 | Approaches to Critical Reading and Writing | 3 | |
| UNIV [GE-L] | 100 | Essentials of Learning | 2 | |
| PHYS [GE-P] | 115 | General Physics I | 3 | Pre-req. MATH 101 or MATH 103 or MATH 110 and Co-req. PHYS 115L |
| PHYS [GE-P] | 115L | General Physics Laboratory I | 1 | Co-req. PHYS 115L |
| | | TOTAL | 16 | |
| YEAR 1 | | SEMESTER 2 (FRESHMAN) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS | 130 | Computer Programming II | 4 | CSIS 120 |
| ENGL [GE-E] | 102 | Writing & Information Literacy | 3 | ENGL 101 |
| MATH [GE-M] | 203 | Calculus II | 3 | MATH 201 |
| PHYS [GE-P] | 116 | General Physics II | 3 | Pre-req. PHYS 115, PHYS 115L and Co-req. PHYS 116L |
| PHYS | 116L | General Physics Laboratory II | 1 | Co-req. PHYS 116L |
| CHEM | 101 | General Chemistry I | 3 | Co-req. CHEM101L |
| CHEM | 101L | General Chemistry Laboratory I | 1 | Co-req. CHEM 101 |
| | | TOTAL | 18 | |
| YEAR 2 | | SEMESTER 3 (SOPHOMORE) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS | 210 | Data Structures and Algorithms | 3 | CSIS 130 |
| MATH | 213 | Discrete Math | 3 | MATH 110 |
| MATH | 210 | Differential Equations | 3 | MATH 203 |
| CPEG | 210 | Digital Logic Design | 3 | Pre. CSIS 120 and Co-req. CPEG 210L |
| CPEG | 210L | Digital Logic Design Laboratory | 1 | Co-req. CPEG 210 |

| | | | | |
|---------------|---------------|---|----------------|--|
| ELEG | 220 | Electric Circuits | 3 | Pre. PHYS 116, Co-req. MATH 210, and Co-req. ELEG 220L |
| ELEG | 220L | Electric Circuits Laboratory | 1 | Co-req. ELEG 220 |
| | | TOTAL | 17 | |
| YEAR 2 | | SEMESTER 4 (SOPHOMORE) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| MATH | 207 | Advanced Engineering Mathematics | 4 | MATH 203 |
| MGMT | 201 | Principles of Management | 3 | ENGL 102 |
| UNIV [GE-I] | 110 | University, Community, and Citizenship | 3 | |
| ELEG | 270 | Electronics | 3 | Pre. ELEG 220 and Co-req. ELEG 270L |
| ELEG | 270L | Electronics Laboratory | 1 | Co-req. ELEG 270 |
| CPEG | 220 | Computer Organizations & Architecture | 3 | CPEG 210 |
| | | Laboratory Elective | 1 | |
| | | TOTAL | 18 | |
| YEAR 3 | | SEMESTER 5 (JUNIOR) | | |
| Prefix | Number | Title | Credits | Prerequisite/s |
| ELEG | 310 | Electric Machines and Power Fundamentals | 3 | Pre. ELEG 220 and Co-req. ELEG 310L |
| ELEG | 310L | Electric Machines Laboratory | 1 | Co-req. ELEG 310 |
| ELEG | 300 | Engineering Electromagnetics | 3 | ELEG 220 and MATH 207 |
| CPEG | 350 | Data Communications and Computer Networks | 3 | CPEG 210 and CSIS 210 |
| ENTR | 201 | Principles of Entrepreneurship | 3 | MGMT 201 |
| ARAB [GE-A] | | Arabic Language | 3 | |
| | | Laboratory Elective | 1 | |
| | | TOTAL | 17 | |
| YEAR 3 | | SEMESTER 6 (JUNIOR) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ELEG | 320 | Signals and Systems | 3 | Pre. ELEG 220 and Co-req. ELEG 320L |
| ELEG | 320L | Signals and Systems Laboratory | 1 | Co-req. ELEG 320 |

| | | | | |
|---------------|----------------------------|-------------------------------|----------------|-------------------------------------|
| ELEG | 330 | Power System Analysis | 3 | Pre. ELEG 310 and Co-req. ELEG 330L |
| ELEG | 330L | Power Systems Laboratory | 1 | Co-req. ELEG 330 |
| ENGR | 330 | Engineering Economics | 3 | MATH 203 |
| STAT | 214 | Statistics for Engineers | 4 | MATH 203 |
| ARAB [GE-K] | | Arabic Culture | 3 | |
| | | TOTAL | 18 | |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ELEG | 475 | Senior Capstone Design I | 3 | ELEG 270, CPEG 220, and ELEG 310 |
| ENTR | 301 | Intermediate Entrepreneurship | 3 | ENTR 201 |
| ELEG | 421 | Control Systems | 3 | ELEG 320 |
| | | Major Elective | 3 | |
| | | Major Elective | 3 | |
| [GE-S] | | Social Sciences Elective | 3 | |
| | | TOTAL | 18 | |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ELEG | 480 | Senior Capstone Design II | 3 | ELEG 475 |
| | | Major Elective | 3 | |
| | | Major Elective | 3 | |
| [GE-S] | | Social Sciences Elective | 3 | |
| [GE-H] | | Humanities Elective | 3 | |
| [GE-H] | | Humanities Elective | 3 | |
| | | TOTAL | 18 | |

* Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

INTERNSHIP

Eligibility: A student with a cumulative major GPA of at least 2.70 at the beginning of the Junior or Senior year may elect to pursue an internship course. The Internship is completed in the following stages:

1. **Program Discussion:** Potential interns (Junior or Senior majors) are advised on the nature and purpose of an internship. The essential point is that they learn that there is a significant difference between the theory they learn in the classroom and the practice they will encounter during their internship.
2. **Internship Contract Signed:** The next stage is to have a meeting with the organization that has agreed to provide the internship. At this meeting the nature of the internship is discussed and the student, the off-campus supervisor, and the 470 instructor sign the form. At this meeting, special details of the internship are agreed upon in the format of a contract between the three parties.
3. **Visit to Place of Work:** At the time of the contract signing, or at a time near to this meeting, the 470 instructor visits the place of work where the student is going to be working and checks that the environment is suitable and that the nature of the work and the place of work go together.
4. **Contact Off-campus Supervisor:** Contact is established between the off-campus supervisor and the 470 instructor to ensure that if any problems arise during the internship there is a clear understanding of the roles each party will play in making sure that the student has a quality learning experience.
5. **Bi-monthly Progress Reports from Intern:** During the period of the internship, interns are expected to email the 470 instructor bi-monthly, at least once every other week, to report on progress and activity. Students are expected to record their activities so that they can, in the future, review what activities have occupied their time while they were on an internship.
6. **Mid-term Assessment of the Intern:** The midterm assessment of the intern is initially made by results of the bi-weekly progress reports. Also, the off-campus supervisor will be consulted by the 470 instructor before the mid-term grade is posted.
7. **Intern's Internship Final Report:** At the end of an intern's period of work the intern is required to present a Report of Activity. This report is to record the activities that the student has completed. The program will provide a general template for the report. Students may add to the template. Once the report is submitted it is reviewed by the 470 instructor, additions may be requested during an interview and discussion with the student.
8. **Final Presentation:** The student has to give a public presentation to the department about his/her experience.
9. **Final Assessment:** The final assessment begins with a final assessment by the off-campus supervisor. This is submitted by the off-campus supervisor. The 470 instructor then confirms the off-campus supervisor assessment. After the student presents his/her findings, the 470 instructor submits the final grade of either Pass or No Pass.

GRADE DISTRIBUTION

- Bi-weekly progress reports 30%
- Work supervisor report 10%
- Final Report 40%
- Final Presentation 20%

GUIDELINES

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

DOUBLE MAJOR IN ELECTRICAL/COMPUTER ENGINEERING

Students pursuing a double major in Electrical and Computer Engineering need to complete at least 164 credit hours to meet the requirements of both majors. Students can choose between the two capstone course sequences CPEG 475 and CPEG 480, or ELEG 475 and ELEG 480; however, the selected capstone project topic must be cross-both-majors. Six course electives (18 credit hours) and two lab electives (2 credit hours) must be selected, in consultation with the academic advisor, from 200-level or higher CPEG, ELEG, ENGR, and/or CSIS courses. The electives must be chosen according to the following rules:

1. At least two of the course electives must be CPEG courses.
2. At least two of the course electives must be ELEG courses.
3. A maximum of one CSIS course elective
4. One of the lab electives must be a CPEG lab.
5. One of the lab electives must be an ELEG lab.
6. At least four of the course electives must be 300-level or higher courses.

The course electives are restricted to the following:

ELEG Electives:

ELEG 389, 400, 411, 412, 423, 470, 471, 472

CPEG Electives:

CPEG 389, 422, 430, 441, 450, 455, 460, 470

ENGR Electives:

ENGR 200, 300, 389

CSIS Electives:

CSIS 230, 250, 255, 260, 300, 320, 370, 400, 401, 405, 415, 425, 440

ELEG Lab Electives:

ELEG 421L, 423L, 471L

CPEG Lab Electives:

CPEG 201L, 303L, 331L, 350L

Students joining the Double Major option after completing a Capstone Course Sequence might need to take a second Capstone Course Sequence depending on their Capstone Project topic. In the case where a second Capstone Course Sequence is mandated for the student by the Department, four course electives (12 credit hours) and two lab electives (2 credit hours) must be selected, in consultation with the academic advisor, from 200-level or higher CPEG and ELEG courses. The electives must be chosen according to the following rules and restricted to the lists provided above:

1. Two of the course electives must be CPEG courses.
2. Two of the course electives must be ELEG courses.
3. One of the lab electives must be a CPEG lab.
4. One of the lab electives must be an ELEG lab.
5. At least two of the course electives must be 300-level or higher courses.

Applications from students required to finish less than 144 credit hours for their Electrical/Computer Engineering degree (catalogs prior to AY 2014-15) to join the Double Major option or to have a Second-Degree (both AUK and non-AUK graduates) will be considered on case-by-case basis and might be subject to additional requirements.

IMPORTANT: Scholarship students may not seek a double major unless the required credits for the second major fall within their scholarship major's (first major) limited credit hours, e.g., total of 124 (most programs), 125 (CS), or 144 (CPEG/ELEG) required credit hours. Students are financially liable for any additional credit hours beyond those required for their first major.

DEPARTMENT OF COMPUTER SCIENCE AND INFORMATION SYSTEMS

Department Chair: Dr. Ahmad A. Rabaa'i

Email: arabaai@auk.edu.kw

Computers are everywhere in today's society. The infrastructures of so many elements of our everyday lives are increasingly dependent on computers and digital communication. Understanding the foundations of this technology and what it can do helps control and shape the processes of modern society.

The Computer Science and Information Systems (CSIS) department at AUK offers two Bachelor degree programs: a Bachelor of Science in Computer Science, and a Bachelor of Science in Information Systems. Both programs cover the principles of computing and keep students well informed on the latest developments in technology. CSIS students not only gain a solid foundation in the theory and design of modern computing systems, but are also given opportunities to test and apply their knowledge in lab assignments, in-class projects, and in a year-long senior capstone project. The program also offers two minors: a minor in Computer Science and a minor in Information Systems.

VISION

The vision of AUK's Computer Science and Information Systems Department is to be a leading program in Kuwait and the region that offers high quality undergraduate disciplines in the Computing field.

MISSION

The mission of AUK's Computer Science and Information Systems Department is to provide its students with a quality education based on computing fundamentals, entrepreneurship, and the Liberal Arts. The department will prepare its graduates for successful careers in industry, government, and graduate studies, as well as lay the foundation for lifelong learning.

VALUES

The values that guide the Computer Science & Information Systems Department at AUK are:

- **Teaching:** Academic excellence, learning, understanding and application.
- **Creativity:** Creative ideas and solutions in teaching, learning, research, and scholarship.
- **Service:** Service to the Department, the College, the University, the community and the discipline.
- **Character:** Integrity, honesty, professionalism, accountability, and continuous self-improvement.

ADMISSION TO THE COMPUTER SCIENCE OR INFORMATION SYSTEMS PROGRAM

Admission to the Computer Science or Information Systems programs takes place upon the completion of MATH 110 with a university GPA of 2.0 or higher.

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

EDUCATIONAL OBJECTIVES

Program educational objectives are broad statements that describe the career and professional accomplishments that a program is preparing its graduates to achieve.

The CS program, offered by the CSIS department, prepares students so they will be able to:

1. Succeed in a computer science related career by demonstrating leadership and ability to grow professionally in competence, and/or pursue and successfully complete advanced degrees.
2. Apply principles of computer science and industry computing practices to analyze, design, and implement computer-based solutions.
3. Communicate and work effectively with professionals from different areas of specialization.
4. Function ethically and responsibly in the profession and society.

STUDENT LEARNING OUTCOMES

Graduates of the Bachelor of Science in Computer Science will have acquired the following abilities:

1. An ability to apply knowledge of computing and mathematics appropriate to the discipline.
2. An ability to analyze a problem, and identify and define the computing requirements appropriate to its solution.
3. An ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
4. An ability to function effectively in teams to accomplish a common goal.
5. An understanding of professional, ethical, legal, security, and social issues and responsibilities.
6. An ability to communicate effectively with a range of audiences.
7. An ability to analyze the local and global impact of computing on individuals, organizations, and society.
8. Recognition of the need for, and an ability to engage in, continuing professional development.
9. An ability to use current techniques, skills, and tools necessary for computing practice.
10. An ability to apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices.
11. An ability to apply design and development principles in the construction of software systems of varying complexity.

UNIVERSITY DEGREE REQUIREMENTS (125 CREDIT HOURS)

To receive a Bachelor of Science in Computer Science degree, students must complete at least 125 credit hours. Students are required to complete a minimum of 36 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credits hours need to be taken in the major.

| | |
|--|-------------|
| General Education Requirements, composed of | (49) |
| ● Related field requirements applicable to Gen Ed requirements | (16) |
| ● Remaining Gen Ed requirements | (33) |
| Related Field Requirements not applicable to Gen Ed | (24) |
| Major Requirements composed of: | (52) |
| ● Computer Science Core | (43) |
| ● Computer Science Electives | (9) |

MAJOR REQUIREMENTS (52 CREDIT HOURS)

Computer Science Core Course Requirements (43 credit hours)

Students should earn a grade of “C-” or better in individual courses in the CS major. A cumulative major GPA of at least 2.00 in the major requirements is needed to earn an undergraduate degree in Computer Science.

| | | |
|----------|---|---------|
| CSIS 130 | Computer Programming II | (4) [I] |
| CSIS 150 | Professional and Ethical Issues in CSIS | (3) |
| CSIS 210 | Data Structures and Algorithms | (3) |
| CSIS 220 | Computer Architecture and Assembly Language | (3) |
| CSIS 250 | Database Systems | (3) |
| CSIS 255 | Web Technologies | (3) |
| CSIS 310 | Introduction to Operating Systems | (3) |
| CSIS 320 | Principles of Programming Languages | (3) |
| CSIS 330 | Software Engineering | (3) |
| CSIS 401 | Mobile Computing | (3) |
| CSIS 405 | Analysis of Algorithms | (3) |
| CSIS 476 | Computer Security and Information Assurance | (3) |
| CSIS 490 | CSIS Capstone I | (3) |
| CSIS 491 | CSIS Capstone II | (3) |

Computer Science Elective Courses (9 credit hours)

Students must complete three CSIS courses (9 credit hours), selected in consultation with the academic advisor, to fulfill the CSIS Electives requirement. Two courses must be 300-level or higher and the remaining course can be 200-level or higher. The three courses must be from CSIS.

Related Field Requirements (40 Credit Hours)

CS students are also expected to complete 40 credit hours of related field requirements, of which (16 credit hours) are applicable to Gen Ed. The Related Field Requirements component is composed of CSIS, MATH, Science, and Business.

CSIS Requirements (4 credit hours)

| | | |
|----------|------------------------|---------|
| CSIS 120 | Computer Programming I | (4) [I] |
|----------|------------------------|---------|

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

Math Requirements (15 credit hours)

| | | |
|---|----------------------|---------|
| MATH 201 | Calculus I | (3) [M] |
| MATH 213 | Discrete Mathematics | (3) [M] |
| STAT 201 | Statistics | (3)[M] |
| MATH 203 | Calculus II | (3)[M] |
| Any other 200- or 300-level Math course | | (3) |

Science Requirements (15 credit hours)*

| | | |
|--|-------------------------------|---------|
| BIOL 101 | General Biology I | (3) [P] |
| BIOL 101L | General Biology I Laboratory | (1) [P] |
| AND | | |
| BIOL 102 | General Biology II | (3) [P] |
| BIOL 102L | General Biology II Laboratory | (1) [P] |
| OR | | |
| PHYS 115 | General Physics I | (3) [P] |
| PHYS 115L | General Physics I Laboratory | (1) [P] |
| AND | | |
| PHYS 116 | General Physics II | (3) [P] |
| PHYS 116L | General Physics II Laboratory | (1) [P] |
| And any (7) credit hours of BIOL, CHEM, or PHYS courses | | (7) |

* If a student completed **BIOL 101 AND BIOL 102**, the student can choose to complete **PHYS 115 OR CHEM 101 AND** any BIOL, CHEM, or PHYS course.

* If a student completed **PHYS 115 AND PHYS 116**, the student can choose to complete **BIOL 101 OR CHEM 101 AND** any BIOL, CHEM, or PHYS course.

Business Requirements (6 credit hours)

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

BACHELOR OF SCIENCE IN COMPUTER SCIENCE 2017-2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | | SEMESTER 1 (FRESHMAN) | | |
|------------------|--------|---|-----------|-------------------------------------|
| Prefix | Number | Title | Credits | Prerequisites |
| ENGL [GE-E] | 100 | Foundations of Academic Reading and Writing | 4 | |
| UNIV [GE-L] | 100 | Essentials of Learning | 2 | |
| HUM | [GE-H] | | 3 | |
| ARAB | [GE-A] | | 3 | |
| CSIS [GE-T] | 120 | Computer Programming I | 4 | |
| | | TOTAL | 16 | |
| YEAR 1 | | SEMESTER 2 (FRESHMAN) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ENGL [GE-E] | 101 | Approaches to Critical Reading and Writing | 3 | |
| UNIV [GE-L] | 110 | University, Community, and Citizenship | 3 | Concurrent: UNIV 100 |
| MATH [GE-M] | 201 | Calculus I | 3 | MATH 110 or by Placement Test |
| CSIS | 130 | Computer Programming II | 4 | CSIS 120 |
| CSIS | 150 | Professional and Ethical Issues in CSIS | 3 | |
| | | TOTAL | 16 | |
| YEAR 2 | | SEMESTER 3 (SOPHOMORE) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ENGL [GE-E] | 102 | Writing and Information Literacy | 3 | ENGL 101 |
| BIOL/PHYS [GE-P] | | BIOL 101, or PHYS 115 | 3 | |
| BIOL/PHYS [GE-P] | | BIOL 101L, or PHYS 115L | 1 | Concurrent BIOL 101, or PHYS 115 |
| CSIS | 210 | Data Structures and Algorithms | 3 | CSIS 130, concurrent MATH 213 |
| MATH | 213 | Discrete Math | 3 | MATH 110 or by Placement Test |
| MATH [GE-M] | 203 | Calculus II | 3 | MATH 201 |
| | | TOTAL | 16 | |
| YEAR 2 | | SEMESTER 4 (SOPHOMORE) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| HUM | [H] | | 3 | |

| | | | | |
|---------------------|----------------------------|--|----------------|---|
| BIOL/PHYS [GE-P] | | BIOL 102, or PHYS 116 | 3 | BIOL 101, concurrent BIOL 102L; or PHYS 115, concurrent PHYS 116L |
| BIOL/PHYS | | BIOL 102L, or PHYS 116L | 1 | Concurrent BIOL 102 or PHYS 116 |
| CSIS | 220 | Computer Architecture and Assembly Language | 3 | CSIS 130 |
| CSIS | 250 | Database Systems | 3 | CSIS 130 |
| CSIS | 255 | Web Technologies | 3 | CSIS 130, Concurrent: CSIS 250 |
| | | TOTAL | 16 | |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| SOCS | [GE-S] | | 3 | |
| CSIS | 310 | Operating Systems | 3 | CSIS 210 |
| CSIS | 330 | Software Engineering | 3 | CSIS 210 |
| MATH | 200-300 | | 3 | |
| STAT | 201 | Statistics | 3 | MATH 100 or by Placement Test |
| | | TOTAL | 15 | |
| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| CSIS | 320 | Principles of Programming Languages | 3 | CSIS 210 |
| CSIS | 405 | Analysis of Algorithms | 3 | CSIS 210 and MATH 201 |
| BIOL/ CHEM/PHYS | | | 3 | |
| MGMT | 201 | Principles of Management | 3 | |
| BIOL/ CHEM/PHYS | | Sciences | 4 | |
| | | TOTAL | 16 | |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| SOCS | [GE-S] | | 3 | |
| CSIS | 401 | Mobile Computing | 3 | CSIS 130 and Junior Standing |
| CSIS | 490 | CSIS Capstone I | 3 | Senior Standing |
| CSIS | 200-400 | | 3 | |
| ENTR | 201 | Principles of Entrepreneurship | 3 | MGMT 201 |
| | | TOTAL | 15 | |

| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
|--------|---------------------|---|-----------|------------------------------|
| Prefix | Number | Title | Credits | Prerequisites |
| ARAB | [GE-K] | | 3 | |
| CSIS | 476 | Computer Security and Information Assurance | 3 | CSIS 310 and Senior Standing |
| CSIS | 491 | CSIS Capstone II | 3 | CSIS 490 |
| CSIS | 300-400 | | 3 | |
| CSIS | 300-400 | | 3 | |
| | | TOTAL | 15 | |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

BACHELOR OF SCIENCE IN INFORMATION SYSTEMS

INFORMATION SYSTEMS PROGRAM EDUCATIONAL OBJECTIVES

The IS program, offered by the CSIS department, prepares students so they will be able to:

1. Apply the knowledge of the IS discipline to succeed in productive careers in Information Systems by demonstrating leadership and ability to grow professionally in competence, and/or pursue and successfully complete advanced degrees.
2. Apply the skills of the IS discipline, which fosters critical thinking, problem-solving, and teamwork to meet different stakeholders' objectives.
3. Communicate and work effectively with professionals from different areas of specialization.
4. Function ethically and responsibly in the profession and in society.

INFORMATION SYSTEMS STUDENT LEARNING OUTCOMES

Graduates of the Bachelor of Science in Information Systems will have an ability to:

1. Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions.
2. Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
3. Communicate effectively in a variety of professional contexts.
4. Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles.
5. Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.
6. Support the delivery, use, and management of information systems within an information systems environment.

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

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

| | |
|--|-------------|
| General Education Requirements, composed of | (49) |
| ● Related field requirements applicable to Gen Ed requirements | (16) |
| ● Remaining Gen Ed requirements (33) | (33) |
| Related Field Requirements not applicable to Gen Ed | (17) |
| Major Requirements composed of: | (58) |
| ● Information Systems Core | (49) |
| ● Information Systems Electives | (9) |

Students are required to complete a minimum of 36 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credits hours need to be taken in the major.

MAJOR REQUIREMENTS (58 CREDIT HOURS)

Information Systems Core Course Requirements (49 credit hours)

Students should earn a grade of “C-” or better in individual courses in the IS major. A cumulative major GPA of at least 2.00 in the major requirements (Core, Related Field, and IS Electives) is needed to earn an undergraduate degree in Information Systems.

| | | |
|----------|---|---------|
| CSIS 110 | Foundations of Information Systems | (3) |
| CSIS 130 | Computer Programming II | (4) [I] |
| CSIS 150 | Professional and Ethical Issues in CSIS | (3) |
| CSIS 210 | Data Structures and Algorithms | (3) |
| CSIS 230 | Programming in a Second Language | (3) |
| CSIS 250 | Database Systems | (3) |
| CSIS 255 | Web Technologies | (3) |
| CSIS 260 | Systems Analysis, Design and Acquisition | (3) |
| CSIS 302 | IT Infrastructure | (3) |
| CSIS 322 | Computer Networks and Data Communication | (3) |
| CSIS 330 | Software Engineering | (3) |
| CSIS 440 | Software Project Management | (3) |
| CSIS 476 | Computer Security and Information Assurance | (3) |
| CSIS 480 | Business Process Management | (3) |
| CSIS 490 | CSIS Capstone I | (3) |
| CSIS 491 | CSIS Capstone II | (3) |

Information Systems Elective Courses (9 credit hours)

Students complete three CSIS courses (9 credit hours), selected in consultation with the academic advisor, to fulfill their IS Electives. Two courses must be 300-level or higher and the remaining course can be 200-level or higher. All three courses must be from CSIS.

RELATED FIELD REQUIREMENTS (33 CREDIT HOURS)

IS students are also expected to complete 33 credit hours of related field requirements, of which 16 credit hours are applicable to Gen Ed. The Related Field Requirements component is composed of CSIS, MATH, Science, and Business.

CSIS Requirements (4 credit hours)

| | | |
|----------|------------------------|---------|
| CSIS 120 | Computer Programming I | (4) [I] |
|----------|------------------------|---------|

Computer Science and Information Systems majors do not need to take CSIS 101 to fulfill their general education requirements, as CSIS 120 will automatically fulfill that requirement.

Math Requirements (6 credit hours)

| | | |
|----------|----------------------|---------|
| MATH 213 | Discrete Mathematics | (3) [M] |
| STAT 201 | Statistics | (3) [M] |

Science Requirements (8 credit hours)

| | | |
|----------|--------------------|---------|
| BIOL 101 | General Biology I | (4) [P] |
| | AND | |
| BIOL 102 | General Biology II | (4) [P] |
| | OR | |
| PHYS 115 | General Physics I | (4) [P] |
| | AND | |
| PHYS 116 | General Physics II | (4) [P] |

Business Requirements (15 credit hours)

The following 2 courses are required for IS students:

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

Students are also required to choose *ONE* theme from the following coherent set options:

Option 1: Management

| | | |
|----------|-------------------------------|-----|
| MGMT 301 | Change Management | (3) |
| MGMT 315 | Decision Making in Management | (3) |
| ENTR 301 | Intermediate Entrepreneurship | (3) |

Option 2: Accounting

| | | |
|----------|------------------------------------|-----|
| ACCT 201 | Principles of Financial Accounting | (3) |
| ACCT 205 | Managerial Accounting | (3) |
| ACCT 301 | Intermediate Accounting I | (3) |

Option 3: Finance

| | | |
|----------|------------------------------------|-----|
| ACCT 201 | Principles of Financial Accounting | (3) |
| FINC 332 | Financial Management | (3) |
| FINC 343 | Financial Services Management | (3) |

Option 4: Marketing

| | | |
|----------|------------------------------|-----|
| ECON 200 | Principles of Microeconomics | (3) |
| MRKT 200 | Principles of Marketing | (3) |
| MRKT 309 | Principles of E-Commerce | (3) |

INFORMATION SYSTEMS 2017 - 2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|---------------|------------------------|---|-----------|---------------------------------|
| Prefix | Number | Title | Credits | Prerequisites |
| ENGL | 100 | Foundations of Academic Reading and Writing | 4 | |
| UNIV | 100 | Essentials of Learning | 2 | |
| BIOL/PHYS | | BIOL 101 OR PHYS 115** | 3 | |
| BIOL/PHYS | | BIOL 101L OR PHYS 115L** | 1 | Concurrent BIOL 101 or PHYS 115 |
| CSIS | 110 | Foundations of Information Systems | 3 | |
| CSIS | 120 | Computer Programming I | 4 | Concurrent: ENGL 100 |
| | | TOTAL | 17 | |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ENGL | 101 | Approaches to Critical Reading and Writing | 3 | |
| UNIV | 110 | University, Community, and Citizenship | 3 | Concurrent: UNIV 100 |
| CSIS | 130 | Computer Programming II | 4 | CSIS 120 |
| CSIS | 150 | Professional and Ethical Issues in CSIS | 3 | CSIS 110 or CSIS 120 |
| BIOL/ PHYS | | BIOL 102, PHYS 116** | 3 | BIOL 101 or PHYS 115 |
| BIOL/PHYS | | BIOL 102L OR PHYS 116L** | 1 | Concurrent BIOL 102 or PHYS 116 |
| | | TOTAL | 17 | |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ENGL | 102 | Writing and Information Literacy | 3 | ENGL 101 |
| CSIS | 210 | Data Structures and Algorithms | 3 | CSIS 130, concurrent MATH 213 |
| MATH | 213 | Discrete Math | 3 | MATH 110 or by Placement Test |
| CSIS | 230 | Programming in a Second Language | 3 | CSIS 130 |
| MGMT | 201 | Principles of Management | 3 | |
| | | TOTAL | 15 | |

| YEAR 2 | | SEMESTER 4 (SOPHOMORE) | | |
|-----------------|---------|--|-----------|-----------------------------------|
| Prefix | Number | Title | Credits | Prerequisites |
| SOCSI | [S] | | 3 | |
| ENTR | 201 | Principles of Entrepreneurship | 3 | MGMT 201 |
| ARAB | [A] | | 3 | |
| CSIS | 250 | Database Systems | 3 | CSIS 130 |
| CSIS | 255 | Web Technologies | 3 | CSIS 130, Concurrent: CSIS 250 |
| TOTAL | | | 15 | |
| YEAR 3 | | SEMESTER 5 (JUNIOR) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| SOCSI | [S] | | 3 | |
| CSIS | 302 | IT Infrastructure | 3 | CSIS 210 |
| CSIS | 260 | Systems Analysis, Design and Acquisition | 3 | CSIS 130 |
| CSIS | 322 | Computer Networks and Data Communication | 3 | CSIS 210 and MATH 213 |
| Business Option | | | 3 | |
| TOTAL | | | 15 | |
| YEAR 3 | | SEMESTER 6 (JUNIOR) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| ARAB | [A] | | 3 | |
| STAT | 201 | Statistics | 3 | MATH 100 or by Placement Test |
| CSIS | 200-400 | | 3 | |
| CSIS | 300-400 | | 3 | |
| Business Option | | | 3 | |
| TOTAL | | | 15 | |
| YEAR 4 | | SEMESTER 7 (SrENIOR) | | |
| Prefix | Number | Title | Credits | Prerequisites |
| HUM | [H] | | 3 | |
| CSIS | 330 | Software Engineering | 3 | CSIS 210 |
| CSIS | 300-400 | | 3 | |
| CSIS | 490 | CSIS Capstone I | 3 | Senior Standing |
| Business Option | | | 3 | |
| TOTAL | | | 15 | |

| YEAR 4 | | SEMESTER 8 (SENIOR) | | |
|--------|--------|---|-----------|----------------------|
| Prefix | Number | Title | Credits | Prerequisites |
| HUM | [H] | | 3 | |
| CSIS | 440 | Software Project Management | 3 | CSIS 330 |
| CSIS | 476 | Computer Security and Information Assurance | 3 | CSIS 302 or CSIS 310 |
| CSIS | 480 | Business Process Management | 3 | CSIS 260 or CSIS 330 |
| CSIS | 491 | CSIS Capstone II | 3 | CSIS 490 |
| | | TOTAL | 15 | |

* Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

**You must take sequence (BIOL101 & 102) or (PHYS 115 & 116).

MINOR IN COMPUTER SCIENCE (20 CREDIT HOURS)

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

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

And any two additional courses (6 credit hours) from the Computer Science major core course requirements.

MINOR IN INFORMATION SYSTEMS (20 CREDIT HOURS)

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

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

And any two additional courses (6 credit hours) from the Information Systems major core course requirements.

DOUBLE MAJOR

For a double major in CS and IS, core electives are mutually exclusive.

- If choosing CS as the additional major, students must complete an additional 27 credit hours: 9 credit hours of MATH and 18 credit hours of core courses.
- If choosing IS as the additional major, students will need an additional 24 credit hours of core courses.

INTERNSHIP

Eligibility: A student with a cumulative major GPA of at least 2.70 at the beginning of the junior or senior year may elect to pursue an internship course.

The Internship is completed in the following stages:

1. **Program Discussion:** Potential interns (junior or senior majors) are advised on the nature and purpose of an internship. The essential point they learn is that there is a significant difference between the theory they learn in the classroom and the practice they will encounter during their internship.
2. **Internship Contract Signed:** The next stage is to have a meeting with the organization that has agreed to provide the internship. At this meeting, the nature of the internship is discussed, and the student, the off-campus supervisor, and the 470 instructor sign the form. At this meeting, special details of the internship are agreed upon in the format of a contract between the three parties.
3. **Visit to Place of Work:** At the time of the contract signing, or at a time near to this meeting, the 470 instructor visits the place of work where the student is going to intern and checks that the environment is suitable and that the nature of the work and the place of work go together.

4. **Contact Off-campus Supervisor:** Contact is established between the off-campus supervisor and the 470 instructor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play in making sure that the student has a quality learning experience.
5. **Bi-monthly Progress Reports from Intern:** During the period of the internship, interns are expected to email the 470 instructor bi-monthly to report on progress and activity. Students are expected to record their activities, so that in the future they can review what activities occupied their time while they participated in the internship.
6. **Mid-term Assessment of the Intern:** The midterm assessment of the intern is initially made based on the results of the bi-weekly progress reports. The off-campus supervisor will be consulted by the 470 instructor before the mid-term grade is posted.
7. **Intern's Internship Final Report:** At the end of an intern's period of work, the intern is required to present a Report of Activity. This report is to record the activities that the student has completed. The program will provide a general template for the report. Students may add to the template. Once the report is submitted, it is reviewed by the 470 instructor, and additions may be requested during an interview and discussion with the student.
8. **Final Presentation:** The student gives a public presentation to the program/division about his/her experience.
9. **Final Assessment:** The final assessment begins with a final assessment by the off-campus supervisor, which is submitted to the 470 instructor. The 470 instructor then confirms the off-campus supervisor assessment. After the student presents his/her findings, the 470 instructor submits the final grade of either Pass or No Pass.

GRADE DISTRIBUTION

| | |
|----------------------------|-----|
| Bi-weekly progress reports | 30% |
| Work supervisor report | 10% |
| Final report | 40% |
| Final presentation | 20% |

GUIDELINES

1. The student is limited to a maximum of 6 credits hours of internship. A maximum of 3 credit hours (taken in increments of 1 to 3 credits) may be applied to the major electives. An additional 3 credit hours of internship may be counted towards a second major, minor, or as free electives.
2. For the duration of the semester (16 weeks) students should work at least 2.5 hours per week (for 1 credit); 7.5 hours per week (for 3 credits); 10 hours per week (for 4 credits); and 15 hours per week (for 6 credits). A minimum of 120 total hours is required for 3 credits, 80 hours for 2 credits, and 40 hours for 1 credit.
3. The Department of Computer Science and Information Systems sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
4. The Department of Computer Science and Information Systems may assist students to find suitable employment.
5. Students are encouraged to find their own placements. However, the Department of Computer Science and Information Systems must be advised before a student approaches a prospective organization.
6. The 470 instructor will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of work are in synergy.
7. Contact will be established between the 470 instructors and on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience.
8. A placement is not secured until it has been approved by the Program Lead and Department Chair, and the student has signed and returned the Student Internship Agreement.

9. Students are required to meet with the 470 instructor at least once a week to report on progress and activity.

Any student who is dismissed from his/her internship must notify the Department Chair and withdraw before the withdrawal deadline. Failure to do so within a reasonable amount of time will result in a failing grade.

DEPARTMENT OF MATH AND NATURAL SCIENCES

Department Chair: Dr. Hussain Alsarraf

Email: halsarraf@auk.edu.kw

MISSION STATEMENT

The Department of Mathematics and Natural Sciences is committed to excellence in teaching, research, and scholarly activities. The department prepares AUK students in different disciplines with the fundamental scientific and analytical skills critical to a quality liberal education. The department strives to prepare students to be successful in their careers and promotes lifelong learning.

VALUES

- Academic excellence and student success.
- Integrity, honesty, and productivity.
- Strong student-faculty relationship.
- Excellence in scholarly activities and research.
- Continuous professional development for faculty, staff, and students.
- Service to the department, college, university, and community.

VISION

The Department of Mathematics and Natural Sciences seeks to be recognized nationally and regionally for our teaching, our scholarly productivity, our professional and community services, and our outstanding students and alumni. We aim to establish inter-disciplinary research and degree programs to meet future challenges. The department is committed to the preparation of faculty who use up-to-date technology in their teaching.

LEARNING OUTCOMES:

Students who complete the Mathematical and Natural Sciences requirement will demonstrate an:

1. Understanding of the realm and importance of Math and Natural sciences.
2. Ability in problem solving.
3. Ability to acquire, analyze, and interpret data and think critically.
4. Ability to communicate scientific and mathematical ideas clearly.
5. Understanding of principles and theories used to explain natural phenomena.

MINOR IN MATHEMATICS (21 CREDIT HOURS)

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

Although thinking mathematically is considered difficult by most students, everyone is born with mathematical ability. The minor in Mathematics is designed to enable a student with a significant interest in Mathematics to deepen his/her knowledge while pursuing a concentration in another field. The minor in Mathematics, which is administered by the Department of Mathematics and Natural Sciences, will broaden students' understanding and application of mathematical concepts to their chosen field of study. The wide range of courses available makes it attractive to students who wish to become more mathematically literate.

LEARNING OUTCOMES FOR THE MATHEMATICS MINOR

Upon completion of the minor in Mathematics, students will be able to:

1. Demonstrate a working knowledge of selected topics from calculus, linear algebra, and a distribution of other branches of mathematics
2. Use mathematics to analyze mathematical problem situations, to make decisions, and to verify results
3. Use computational tools effectively and apply mathematics to several fields

Demonstrate the ability to communicate mathematical ideas clearly

PROGRAM REQUIREMENTS

1. At least 9 credit hours must be taken at AUK.
2. A cumulative GPA of at least 2.00 in the minor requirements is needed to successfully complete the Mathematics Minor program.

CORE COURSES (12 CREDIT HOURS)

To complete a minor in Mathematics, students must complete the following 4 core courses:

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

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

| | | |
|----------|----------------------------------|---------|
| MATH 207 | Advanced Engineering Mathematics | (4) |
| MATH 210 | Differential Equations | (3) [M] |
| MATH 213 | Discrete Mathematics | (3) [M] |
| STAT 214 | Statistics for Engineers | (4) [M] |
| MATH 325 | Numerical Computing | (3) |
| MATH 389 | Special Topics | (3) |

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

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 that require an understanding of physics and chemistry, while many of the most pressing problems being addressed by chemists and environmental scientists require knowledge of physics and biology.

The mission of the Natural Sciences program is the development of literacy in the concepts, goals, and methods of a variety of science disciplines (fields of study) by offering courses in biology, chemistry, and physics. Students choose between a curriculum that stresses a solid knowledge base in biology, and a curriculum that emphasizes the physical or chemical sciences with less intense coverage of biology. Students can expect to deepen their knowledge through hands-on laboratory investigations, and 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 Sciences.

The broad flexibility of the program is intended to accommodate the needs and goals of students who wish to pursue a career in natural sciences as well as the needs of students who are taking courses in Business, English Literature, Computer Science, History and International Relations, and other disciplines. The minor in Natural Sciences, which is administered by the Department of Mathematics and Natural Sciences, combined with any major in liberal arts, prepares students for further studies and helps them in future employment in Biology, Physics, Chemistry, Medicine and allied health fields, Engineering, Bioinformatics, and Environment Management. Science-based career opportunities are widely distributed among business, industry, journalism, government, and education.

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

LEARNING OUTCOMES

Students who successfully complete the Natural Sciences minor will be able to:

1. Demonstrate knowledge and understanding of the major concepts and principles in Biology, Chemistry, or Physics according to the levels of courses completed in each subject area.
2. Demonstrate problem-solving abilities and apply scientific methods to investigate the natural world.
3. Synthesize a convincing argument in the language of science.
4. Acquire adequate preparation for careers in natural sciences and/or be admitted to and be successful in professional programs.

PROGRAM REQUIREMENTS

1. At least 9 credit hours must be taken at AUK.
2. A cumulative GPA of at least 2.00 in the minor requirements is needed to successfully complete the Natural Sciences Minor program.

CORE COURSES (8 CREDIT HOURS)

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

| | | |
|-----------|---------------------------------------|---------|
| BIOL 101 | General Biology I | (3) [P] |
| BIOL 101L | General Biology I Laboratory | (1) [P] |
| BIOL 102 | General Biology II | (3) [P] |
| BIOL 102L | General Biology II Laboratory | (1) [P] |
| CHEM 101 | General Chemistry I | (3) [P] |
| CHEM 101L | General Chemistry I Laboratory | (1) [P] |
| CHEM 102 | General Chemistry II | (3) [P] |
| CHEM 102L | General Chemistry II Laboratory | (1) [P] |
| PHYS 101 | Introduction to Physics I | (3) [P] |
| PHYS 101L | Introduction to Physics I Laboratory | (1) [P] |
| PHYS 102 | Introduction to Physics II | (3) [P] |
| PHYS 102L | Introduction to Physics II Laboratory | (1) [P] |
| PHYS 115 | General Physics I | (3)[P] |
| PHYS 115L | General Physics I Laboratory | (1) [P] |
| PHYS 116 | General Physics II | (3) [P] |
| PHYS 116L | General Physics II Laboratory | (1) [P] |

MINOR ELECTIVES (13 CREDIT HOURS)

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

DEPARTMENT OF INTERNATIONAL RELATIONS

Department Chair: Dr. Dmytro Roman Kulchitsky

Email: rkulchitsky@auk.edu.kw

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

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

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

MISSION STATEMENT

The Department of International Relations at AUK offers undergraduate students a course of study that focuses on diplomacy, conflict resolution, history, international law and political economy. The curriculum is interdisciplinary in approach and is designed to provide students with theoretical knowledge and practical skills. The program aims to serve the University's liberal arts model of higher education by encouraging creativity, critical analysis, and research. Graduates are prepared to become life-long learners, role models and leaders.

VALUES

The Department of International Relations at the American University of Kuwait adheres to the values embraced by the University, namely freedom of expression, intellectual inquiry, individual rights, and cultural diversity. The Department also upholds strong moral principles, integrity, and high professional standards and ethics.

VISION

The Department of International Relations aspires to create an innovative and challenging learning environment that prepares students to influence a diverse and changing global arena.

BACHELOR OF ARTS IN INTERNATIONAL RELATIONS

LEARNING OUTCOMES

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

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

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To earn a degree of Bachelor of Arts with a major in International Relations, students must complete at least 124 credit hours. Students should be mindful of the College requirement that a minimum of 36 hours of upper-level (300-level and above) courses must be completed at AUK. Twenty-seven (27) of these upper-level hours need to be taken in the IR major.

| | |
|--|-------------|
| General Education Requirements, composed of | (49) |
| Major Requirements composed of: | (48) |
| ● IR Core Courses | (18) |
| ● IR Field Concentration Courses | (27) |
| ● IR Capstone | (3) |
| International Relations Electives | (12) |
| Free Electives | (15) |

MAJOR REQUIREMENTS (48 CREDIT HOURS)

Major requirements include six required core courses (18 credit hours), followed by nine Area Studies courses (27 credit hours) in “Diplomacy and Conflict Resolution,” “International Law and Organizations,” “International Political Economy,” and “International Relations and History,” and one (3 credit hours) capstone. A cumulative major GPA of at least 2.00 in the major courses is required to earn an undergraduate degree in International Relations.

Core Courses (18 credit hours)

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

| | | |
|----------|--|---------|
| HIST 105 | World History Since 1900 | (3) [S] |
| HIST 201 | History and Politics of Kuwait | (3) [S] |
| IR 101 | Introduction to International Relations | (3) [S] |
| IR 210 | Methods of Research in International Relations | (3) [S] |
| IR 202 | Trends in International Relations | (3) [S] |
| IR 206 | International Political Economy | (3) [S] |

Field Concentration Courses (27 credit hours)

Students are also expected to take nine (27 credit hours) additional upper-level (300-level or above) courses, three courses from each of the three fields in which the student chooses to concentrate. Students may select, with the approval of their advisor, special topic courses in either History (HIST 389) or International Relations (IR 389) or American Studies (AMST 389) to fulfill Field Concentration requirements.

Diplomacy and Conflict Resolution

| | | |
|----------|--|---------|
| AMST 409 | American Foreign Policy Since World War II | (3) |
| IR 307 | International Relations of Arab States | (3) [S] |
| IR 345 | Conflict Resolution | (3) [S] |
| IR 386 | Perspectives on US Foreign Policy in the Middle East | (3) [S] |
| PLSC 321 | Islamic Political Philosophy | (3) [S] |
| PLSC 322 | Western Political Theory | (3) [S] |
| PLSC 327 | Comparative Ethnicity, Identity, and Ethnic Conflict | (3) [S] |

International Law and Organizations

| | | |
|--------|---------------------------------|---------|
| IR 339 | International Organizations | (3) [S] |
| IR 341 | Public International Law | (3) [S] |
| IR 342 | International Human Rights | (3) [S] |
| IR 343 | Terrorism and International Law | (3) [S] |

International Political Economy

| | | |
|----------|--|---------|
| HIST 401 | Economic History: 20th Century | (3) |
| IR 306 | Global Political Economy | (3) [S] |
| IR 309 | Dynamics of Globalization | (3) [S] |
| IR 412 | Sustainable Development | (3) [S] |
| PLSC 405 | Comparative Political and Economic Systems | (3) [S] |

International Relations and History

| | | |
|----------|--|---------|
| AMST 333 | American Culture | (3) [S] |
| HIST 303 | Ancient History | (3) [S] |
| HIST 305 | History of the Islamic World (622-1800) | (3) [S] |
| HIST 307 | Arab History in the Late Ottoman Period: 1800-1922 | (3) [S] |
| HIST 311 | Ottoman History (1400-1923) | (3) [S] |
| HIST 317 | Topics in English/British History | (3) [S] |
| HIST 401 | Economic History: 20th Century | (3) |
| HIST 421 | Intellectual History | (3) |
| HIST 430 | Oral History | (3) |

Capstone (3 credit hours)

In consultation with his/her advisor, students should take one of the following IR Capstone courses during their senior year.

| | | |
|--------|---|-----|
| IR 485 | Senior Seminar in Conflict Resolution | (3) |
| IR 486 | Senior Seminar in International Law & Organizations | (3) |
| IR 487 | Senior Seminar in International Political Economy | (3) |

International Relations Electives (12 credit hours)

Students must choose four courses (12 credit hours), in consultation with their academic advisors, from the following prefix designations: **AMST, COMM, HIST, IR, PLSC,** and **SBSA**. Students may also substitute courses approved by the Program Chair from the following prefix designations: **ECON, FRNC, ITAL, PHIL** and **SPAN**.

Free Electives (15 credit hours)

Majors are expected to successfully complete five courses (15 credits hours) of their choice from courses in the CAS or CBE.

INTERNATIONAL RELATIONS 2017-2018 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level. Check course listings for prerequisites and restrictions.

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|---------------------|------------------------|--------|--|---------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading and Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed [M] | MATH | 100 | College Algebra | 3 |
| Gen Ed | ARAB | [A] | | 3 |
| Major Core | IR | 101 | Introduction to International Relations | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading and Writing | 3 |
| Gen Ed | SCI | [P] | | 4 |
| Gen Ed | MATH | [M] | | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, and Citizenship | 3 |
| Major Core | HIST | 105 | World History Since 1900 | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 102 | Writing and Information Literacy | 3 |
| Gen Ed | SCI | [P] | | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Major Core | IR | 202 | Trends in International Relations | 3 |
| Major Core | IR | 210 | Methods of Research in International Relations | 3 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCS | [S] | | 3 |
| Gen Ed | CSIS | [T] | | 3 |
| Major Core | HIST | 201 | History & Politics of Kuwait | 3 |
| Major Core | IR | 206 | International Political Economy | 3 |
| Field Concentration | IR | | | 3 |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Field Concentration | IR | | | 3 |
| Field Concentration | IR | | | 3 |
| IR Elective | IR | | | 3 |

| | | | | |
|---------------------|----------------------------|---------------|--------------|----------------|
| Gen Ed | SOCS | [S] | | 3 |
| Gen Ed | HUMN | [H] | | 3 |
| Free Elective | | | | 3 |
| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Field Concentration | IR | | | 3 |
| Field Concentration | IR | | | 3 |
| Gen Ed | HUMN | [H] | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Major Capstone | IR | | | 3 |
| Field Concentration | IR | | | 3 |
| Field Concentration | IR | | | 3 |
| Field Concentration | IR | | | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Field Concentration | IR | | | 3 |
| IR Elective | IR | | | 3 |
| IR Elective | IR | | | 3 |
| IR Elective | IR | | | 3 |
| Free Elective | | | | 3 |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

MINOR IN HISTORY (18 CREDIT HOURS)

LEARNING OUTCOMES

Upon completion of the AUK History minor, the student will be able to:

1. Demonstrate a basic historical understanding of modern world history.
2. Acquire familiarity with the uses of historical comparison as an analytic tool.
3. Demonstrate the capacity to deal with differences in interpretation.
4. Demonstrate an ability to recognize and interpret multiple forms of evidence (textual, visual, oral, statistical, artifacts from material culture).
5. Apply basic historical methods of research.
6. Recognize the distinction between primary and secondary sources, understand how each are used to make historical claims.

Students minoring in History* are required to take six courses (18 credit hours) of which at least three courses (9 credits hours) must be taken at AUK. Students must complete three core courses (9 credit hours):

| | | |
|---------------------------|--------------------------------|---------|
| HIST 105 | World History Since 1900 | (3) [S] |
| HIST 205 | Modern Europe | (3) [S] |
| And one of the following: | | |
| HIST 110 | Twentieth Century Middle East | (3) [S] |
| HIST 201 | History and Politics of Kuwait | (3) [S] |

*Since some history courses at AUK do not carry the HIST prefix, non HIST-prefix history courses are listed below and may be counted toward the Minor in History:

| | | |
|----------|--|---------|
| AMST 121 | US History Since 1900 | (3) [S] |
| AMST 220 | Early American Political History | (3) [S] |
| AMST 402 | American Social History in the Twentieth Century | (3) |
| AMST 409 | American Foreign Policy Since WWII | (3) |
| IR 400 | Colonialism | (3) |

Students must also take an additional three 300-level or above HIST courses (9 credit hours) and/or history courses which are 300-level and above in AMST or IR.

MINOR IN INTERNATIONAL RELATIONS (18 CREDIT HOURS)

Students minoring in International Relations are required to take six courses (18 credit hours) of which at least three courses (9 credits hours) must be taken at AUK. Students must complete the following four core courses (12 credit hours):

| | | |
|------------|---|---------|
| HIST 201 | History and Politics of Kuwait | (3) [S] |
| IR 101 | Introduction to International Relations | (3) [S] |
| IR 102 | Trends in International Relations | (3) [S] |
| AND | | |
| PLSC 203 | Comparative Politics | (3) [S] |
| OR | | |
| IR 206 | International Political Economy | (3)[S] |

Students must also take two 300-level or above courses (6 credit hours) in the following prefixes: **AMST**, **HIST**, **IR**, and **PLSC**. Students may substitute one upper-level course approved by the minor's Program Lead from the following prefix designations: **ECON**, **PHIL**, and **SBSA**.

INTERNSHIP

The internship is a practicum course that explores International Relations through a variety of work experiences, both governmental and non-governmental. Students are expected to perform work for academic credit and submit, as part of their course requirements, written evaluative reports based on their experiences under the guidance of faculty of the Department of IR, as well as an oral presentation at the end of the internship. Students with a cumulative GPA of 2.00 in the major at the beginning of the senior year may petition the department for internship approval.

Grading

The grading scale used will be the standard scale for the department of IR. Grades will be determined as follows:

| | |
|--------------------------------------|-----|
| Field experience report | 35% |
| Midterm Observations and Reflections | 25% |
| Learning Logs | 15% |
| Presentation to the Program/Division | 25% |

Major Assignments

Field Experience Report

Students are required to turn in a comprehensive report that describes their field experience. Early in the semester, students will receive detailed information regarding the expectations with respect to compiling their report.

Midterm Observations and Reflections

The on-site supervisor will make the initial assessment and forward this to the 470 instructor. Students must meet with their coordinating 470 instructor halfway through the internship to discuss their progress. Within one week following the observation, students should submit a brief reflection paper (3-4 pages typed, double-spaced, 12 pt. font) to the professor who observed them. Students' reflection papers should contain their own critical reflection on their learning experience.

Learning Logs

The learning log is designed to be an ongoing collection of students' day-to-day work in the course and their own self-assessment of that work, as well as a record of their growth in understanding during the course. This will also help in future review of activities during the internship.

Internship Final Report

At the end of the student's period of work, the student is required to present a Report of Activity. The report is to record the activities that the student has completed. The report is reviewed by the 470 instructor. Additions may be requested after discussions with the student.

Presentation

Students must prepare an oral presentation for the Program.

Final Assessment

The final assessment begins with the on-site supervisor, who submits his/her report to the 470 instructor. The 470 instructor then confirms the on-site supervisor's assessment, and if necessary, discusses it with the on-site supervisor.

The 470 instructor takes into account all the above mentioned points for grading (see Grading) and then submits the final grade.

Overall Assessment

The most positive assessment of the student comes when the student is either encouraged to return to the company where the internship is carried out, or, as may happen in rare cases, the student is offered immediate employment. The most important assessment for the student is his/her understanding of the differences in the work day between the tasks and deadlines in the academic environment and the tasks and deadlines in the work environment.

Guidelines

- A student with a cumulative major GPA of at least 2.00 at the beginning of the senior year may elect to pursue an **INTERNSHIP COURSE**.
 - The Department sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
 - The Department may assist students to find suitable employment.
 - Students are encouraged to find their own placements. However, the Department must be advised before a student approaches a prospective organization.
 - The 470 instructor will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of the work are in synergy.
 - Contact will be established between the 470 instructor and on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience.
 - A placement is not secured until it has been approved by the IR Department's Internship Coordinator and the Department Chair, and the student has signed and returned the Student Internship Agreement (see below).
 - A student must secure an internship for the entire semester.
 - Students should work at least 2.5 hours per week for 1 credit hour; 5 hours per week for 2; and 7.5 hours per week for 3. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one major, if the major requires an internship. If a student takes additional 1-3 credit hours of internship, those credits may be counted towards a student's second major, minor, or as free electives.
 - Students are required to work with the 470 instructor at least once a week to report on progress and activity.
- Any student who is dismissed from his/her internship must notify the Internship

- Coordinator immediately, who, in turn, will notify the Department Chair. The student must then withdraw from the 470 course when dismissed if dismissal takes place before the withdrawal deadline. Failure to do so within a reasonable amount of time will result in a failing grade.
- All students will be treated equally and given the same opportunities.

Attendance

In accordance with AUK policy, the expectation is that students will be present, on time, and prepared for every class meeting with the 470 instructor. Students are also required to be present, on time, and prepared for their internship.

Writing Standards and Academic Integrity

The quality of students' ideas, as well as their presentations, will be taken into consideration when assigning grades. They are expected to produce written documents that include no spelling errors, and are easily read, well organized, clearly understood, and grammatically correct. Students are encouraged to use the grammar and spell-check capabilities of their word-processor, and to ask their peers or staff from the AUK Writing Center to proof-read their papers prior to submitting them to the professor. In accordance with AUK policy, a student's grade on any assignment may be reduced if s/he fails to attend to these aspects of his/her written assignments. Furthermore, the university policy on academic integrity will be strictly adhered to in this course.

DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES

Department Chair: Dr. James L. Rose

E-mail: jrose@auk.edu.kw

MISSION

The mission of the Department of Social and Behavioral Sciences is to advance knowledge of humanity through critical inquiry. The department strives to achieve this mission by employing multidisciplinary methods to examine the human mind, individual and group behavior, societies, cultures, and the environment.

VALUES

The Department of Social and Behavioral Sciences endorses the core values of a liberal arts education and supports the values of professionalism, dedication, honesty, and transparency in all academic and professional activities.

VISION

The Department of Social and Behavioral Sciences aspires to offer intellectually engaging, challenging, and dynamic programs in anthropology, psychology, and environmental studies for the enrichment of university faculty, students, and the public. The department seeks to advance these disciplines by pursuing excellence in all areas of teaching, research, and service, both locally and internationally.

DISCIPLINES

The Department of Social and Behavioral Sciences includes the following disciplines (fields of study):

- Anthropology (SBSA)
- Psychology (PSYC)
- Environmental Studies (ENVS)

DEGREE PROGRAMS

The Department of Social and Behavioral Sciences oversees the following degree programs:

Major

- Bachelor of Arts in Social and Behavioral Sciences – Concentration in Anthropology

Minors

- Social and Behavioral Sciences – Concentration in Anthropology
- Environmental Studies

BACHELOR OF ARTS IN SOCIAL AND BEHAVIORAL SCIENCES - CONCENTRATION IN ANTHROPOLOGY

The Social and Behavioral Sciences – Concentration in Anthropology major is the study of human beings and societies across time and around the globe. This includes how human societies and cultures comprise, and are shaped by, natural and human-made environments, systems of social groupings and status relationships, material exchanges, and capacities for symbolic expression and communication; as well as issues such as class formation, gender relationships, ethnicity and ethnic revitalization, violence, visual culture and mass media, and migration.

Graduates of the SBSA program 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 quantitative and qualitative research methods, graduates can also be employed by research and consulting agencies, polling organizations, and print and electronic media institutions. Students can also pursue graduate studies in anthropology, cultural studies, social work, media studies, and related fields.

LEARNING OUTCOMES

Upon completion of the AUK major in Social and Behavioral Sciences – Concentration in Anthropology, the student will be able to:

1. Recognize the fundamental concepts in social and behavioral sciences with regard to different societies and cultures.
2. Examine how categories of difference are socially constructed.
3. Examine how culture constructs behaviors of everyday life.
4. Demonstrate sensitivity to diverse cultural perspectives, critical in today's global society.
5. Apply appropriate ethical standards in the study and research of other cultures.
6. Assess the impact of global media, telecommunication, travel, migration and immigration on societies and cultures.

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a Bachelor of Arts in Social and Behavioral Sciences – Concentration in Anthropology, students must complete at least 124 credit hours. Students are required to complete a minimum of 12 courses (36 credit hours) of upper-level courses (300-level and above) as part of their 124 credit hour degree requirement at AUK, of which at least 18 credits hours need to be taken in the SBSA major. A cumulative major GPA of at least 2.00 in the major courses is required to earn an undergraduate degree in Social and Behavioral Sciences – Concentration in Anthropology.

| | | |
|---|--------------|------------|
| General Education Requirements | | (49) |
| Major Requirements composed of: | | (45) |
| ● Core Courses | (9) | |
| ● Concentration Courses | (36) | |
| Social and Behavioral Science Electives | | (12) |
| Free Electives | | (18) |
| | TOTAL | 124 |

MAJOR REQUIREMENTS (45 CREDIT HOURS)

The major in Social and Behavioral Sciences has a core of three required courses (9 credit hours):

Core Courses (9 credit hours)

| | | |
|----------|--|--------|
| SBSA 101 | Introduction to Social and Behavioral Sciences, Concentration in Anthropology | (3)[S] |
| SBSA 200 | Ethnographic and Research Methods | (3)[S] |
| SBSA 485 | Capstone: Seminar in Social and Behavioral Sciences, concentration in Anthropology | (3) |

Concentration Courses (36 credit hours)

Students must complete, in consultation with their academic advisors, a total of 36 credit hours from the courses listed below. Twelve of these total credit hours must be upper-level (300-level or above).

| | | |
|----------|--|------------|
| SBSA 205 | Fundamentals of Arab Society | (3) [K, S] |
| SBSA 210 | Arab Society and Culture | (3) [K, S] |
| SBSA 214 | Lost Worlds | (3) [S] |
| SBSA 218 | Museums as Artifacts | (3) [S] |
| SBSA 220 | Culture and Visual Arts | (3) [S] |
| SBSA 222 | Global Media and Spaces of Identity | (3) [S] |
| SBSA 224 | Shopping and Consumerism | (3) [S] |
| SBSA 226 | The Material Culture of Clothing | (3) [S] |
| SBSA 235 | Identity, Difference and Deviance | (3) [S] |
| SBSA 239 | Nation and Migration | (3) [S] |
| SBSA 249 | Images of Women in the Media | (3) [S] |
| SBSA 255 | Health, Medicine and Curing | (3) [S] |
| SBSA 260 | Ethnographic Film | (3) [S] |
| SBSA 265 | South Asian Film: A Global Perspective | (3) [S] |
| SBSA 270 | The Indigenous Americas | (3) [S] |
| SBSA 280 | Kinship and Family in the Global Era | (3) [S] |
| SBSA 341 | Women in Cross-Cultural Perspective | (3) [S] |
| SBSA 342 | Gender Relations in the Arab World | (3) [S] |
| SBSA 344 | Tourism and Culture Change | (3) [S] |
| SBSA 345 | Globalization: Opportunities and Challenges | (3) [S] |
| SBSA 348 | Anthropology of Human Rights | (3) [S] |
| SBSA 360 | Genocide and Refugees | (3) [S] |
| SBSA 366 | Popular Culture in South Asia: Film and Beyond | (3) [S] |
| SBSA 370 | Music of the Arabian Peninsula | (3) [K, S] |
| SBSA 372 | Anthropology of Business | (3) [S] |
| SBSA 389 | Special Topics* | (3) |

* *Can be repeated for credit under different topics.*

Social and Behavioral Sciences Electives (12 credit hours)

Majors must choose four courses (12 credit hours) of which one (3 credit hours) must be upper-level (300-level or above), in consultation with their academic advisor, from the following disciplines (fields of study): **AMST, HIST, PLSC, IR, PSYC, SBSA.**

Free Electives (18 credit hours)

Majors are expected to successfully complete 18 credit hours of their choice from among courses in Arts and Sciences.

**SOCIAL AND BEHAVIORAL SCIENCES -
CONCENTRATION IN ANTHROPOLOGY 2017-2018
DEGREE PLAN***

At least 36 credit hours must be at the 300-400 level.

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|---------------------|-------------------------------|---------------|---|----------------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading and Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed [M] | MATH | 100 | College Algebra | 3 |
| Gen Ed | ARAB | [A] | | 3 |
| Gen Ed | HUM | [H] | | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading and Writing | 3 |
| Gen Ed | MATH | [M] | | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, and Citizenship | 3 |
| Gen Ed | SOCS | [S] | | 3 |
| Major Core | SBSA | 101 | Introduction to Social and Behavioral Sciences, Concentration in Anthropology | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | ENGL | 102 | Writing and Information Literacy | 3 |
| Gen Ed | HUM | [H] | | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Major Core | SBSA | 200 | Ethnographic and Research Methods | 3 |
| Major Concentration | SBSA | | | 3 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 3 |
| Gen Ed | CSIS | [I] | | 3 |
| Major Concentration | SBSA | | | 3 |
| Major Concentration | SBSA | | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |

| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
|---------------------|---|---------------|--------------|----------------|
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 4 |
| Major Concentration | | | | 3 |
| Major Concentration | | | | 3 |
| Major Concentration | | | | 3 |
| Major Elective | AMST/ HIST/ PLSC/IR/ PSYC/ SBSA | | | 3 |
| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Major Concentration | | | | 3 |
| Major Concentration | | | | 3 |
| Major Elective | AMST/ HIST/ PLSC/IR/ PSYC/ SBSA | | | 3 |
| Major Elective | AMST/ HIST/ PLSC/IR/ PSYC/ SBSA | | | 3 |
| Free Elective | | | | 3 |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCS | [S] | | 3 |
| Major Concentration | | | | 3 |
| Major Concentration | | | | 3 |
| Major Elective | AMST/ HIST/ PLSC/IR/ PSYC/ SBSA | | | 3 |
| Free Elective | | | | 3 |

| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
|---------------------|----------------------------|---------------|--|----------------|
| | Prefix | Number | Title | Credits |
| Major Core | SBSA | 485 | Seminar in Social and Behavioral Sciences, Concentration in Anthropology | 3 |
| Major Concentration | | | | 3 |
| Major Concentration | | | | 3 |
| Free Elective | | | | 3 |
| Free Elective | | | | 3 |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

MINOR IN SOCIAL AND BEHAVIORAL SCIENCES - CONCENTRATION IN ANTHROPOLOGY (18 CREDIT HOURS)

Students must complete one core course: SBSA 101: Introduction to Social and Behavior Sciences, Concentration in Anthropology (3)[S]. In addition, they must complete five additional courses (15 credit hours) from any of the Concentration Courses listed above for the SBSA major. At least three courses (9 credit hours) must be upper-level (300-level and above).

INTERNSHIP

The internship is a practicum course that explores the social and behavioral sciences through a variety of work experiences, both governmental and non-governmental. Students are expected to perform work for academic credit and submit, as part of their course requirements, written evaluative reports based on their experiences under the guidance of faculty of the Department of Social and Behavioral Sciences, as well as an oral presentation at the end of the internship. Students with a cumulative GPA of 2.00 in the major at the beginning of the senior year may petition the department for internship approval.

GRADING

The grading scale used will be the standard scale for the Department of Social and Behavioral Sciences. Grades will be determined as follows:

| | |
|--------------------------------------|-----|
| Field Experience Report | 30% |
| Midterm Observations and Reflections | 10% |
| Learning Logs | 10% |
| Final Report | 25% |
| Presentation | 25% |

MAJOR ASSIGNMENTS

Field Experience Report

Students are required to turn in a comprehensive report that describes their field experience. Early in the semester, students will receive detailed information regarding the expectations with respect to compiling their report.

Midterm Observations and Reflections

The on-site supervisor will make the initial assessment and forward this to the 470 instructor. Students must meet with their coordinating 470 instructor halfway through the internship to discuss their progress. Within one week following the observation, students should submit a brief reflection paper (3-4 pages typed, double-spaced, 12 pt. font) to the professor who observed them. Students' reflection papers should contain their own critical reflection on their learning experience.

LEARNING LOGS

The learning log is designed to be an ongoing collection of student's day-to-day work in the course and their own self-assessment of that work, as well as a record of their growth in understanding during the course. This will also help in future review of activities during the internship.

INTERNSHIP FINAL REPORT

At the end of the student's period of work, the student is required to present a Report of Activity. The report is to record the activities that the student has completed. The report is reviewed by the 470 instructor. Additions may be requested after discussions with the student.

PRESENTATION

Students must prepare an oral presentation for the Program or Department.

Final Assessment

The final assessment begins with the on-site supervisor, who submits his/her report to the 470 instructor. The 470 instructor then confirms the on-site supervisor's assessment and if necessary, discusses it with the on-site supervisor.

The 470 instructor takes into account all the above mentioned points for grading (see Grading) and then submits the final grade.

Overall Assessment

The most positive assessment of the student comes when the student is either encouraged to return to the company where the internship is carried out or, as may happen in rare cases, the student is offered immediate employment. The most important assessment for the student is his/her understanding of the differences in the work day between the tasks and deadlines in the academic environment and the tasks and deadlines in the work environment.

GUIDELINES

- A student with a cumulative major GPA of at least 2.00 at the beginning of the senior year may elect to pursue an internship course.
- The Department of Social & Behavioral Sciences sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
- The department may assist students to find suitable employment.
- Students are encouraged to find their own placements. However, the department must be advised before a student approaches a prospective organization.
- The 470 instructor will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of the work are in synergy.
- Contact will be established between the 470 instructor and the on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience
- A placement is not secured until it has been approved by the Program Lead and Department Chair of SBSA, and the student has signed and returned the Student Internship Agreement (see below).
- A student must secure an internship for the entire semester.
- Students should work at least 2.5 hours per week for 1 credit hour; 5 hours per week for 2; and 7.5 hours per week for 3. A maximum of 3 credit hours (taken in increments of 1, 2, or 3 credit hours) may be applied toward any one major, if the major requires an internship. If a student takes additional 1-3 credit hours of internship, those credits may be counted towards a student's second major, minor, or as free electives.
- Students are required to work with the 470 instructor at least once a week to report on progress and activity.
- Any student who is dismissed from his/her internship must notify the Department Chair and withdraw if before the withdrawal deadline. Failure to do so within a reasonable amount of time will result in a failing grade.
- All students will be treated equally and given the same opportunities.

ATTENDANCE

In accordance with AUK policy, the expectation is that students will be present, on time, and prepared for every class meeting with the 470 instructor. Students are also required to be present, on time, and prepared for their internship.

WRITING STANDARDS AND ACADEMIC INTEGRITY

The quality of students' ideas as well as their presentation will be taken into consideration when assigning grades. They are expected to produce written documents that include no spelling errors, and are easily read, well organized, clearly understood, and grammatically correct. Students are encouraged to use the grammar and spell-check capabilities of their word-processor, and to ask their peers or staff from the AUK Writing Center to proofread their papers prior to submitting them to the professor. In accordance with AUK policy, a student's grade on any assignment may be reduced if s/he fails to attend to these aspects of his/her written assignments. Furthermore, the university policy on academic integrity will be strictly adhered to in this course.

GULF STUDIES CERTIFICATE PROGRAM

Director: Dr. Farah Al-Nakib

Email: cgs@auk.edu.kw

BENEFITS OF A GULF STUDIES CERTIFICATE PROGRAM

1. Exposure to Gulf society, culture, and lifestyle.
2. Opportunity to begin/expand Arabic language study.
3. Enhanced understanding of Arab traditions, history, and culture.
4. Preparation for careers in a variety of fields.

The Gulf Studies Certificate Program is designed for visiting students or non-degree-seeking students who wish to spend a semester at AUK focusing on regional history, politics, society, culture, and the arts. Students are required to take a total of four courses (12 credit hours) from the courses recommended by the Director of the Center for Gulf Studies. Students are asked to contact the Director for current course listings.

A cumulative GPA of at least 2.00 in the requirements is needed to successfully complete the Gulf Studies Certificate Program.

Not all courses may be available every semester. As new courses are developed, more choices will become available for certificate electives. For students with no background in Arabic, ARAB 101 or ARAB 201 (Arabic as a Second Language I or II) is recommended. For students with a background in Arabic, ARAB 215 (Arabic Composition I) or ARAB 205 (Survey of Arab-Islamic Civilization) is recommended.

It is recommended that students choose courses applicable to the Gulf Studies Certificate Program in both the Humanities (including the following prefixes: **ARAB, ART, COMM, ENGL,** and **MUSC**) and in the Social Sciences (including the following prefixes: **HIST, IR, PLSC,** and **SBSA**) in consultation with the director and/or their academic advisor.

FIRST YEAR EXPERIENCE (FYE)

Coordinator: Ms. Hala Al-Najjar

Email: hnajjar@auk.edu.kw

The first year of university is an exciting, yet often challenging time for students. Among many things, the First Year Experience program at AUK is designed to help students transition to a university environment, while also introducing them to the value of a liberal arts education. The FYE Program does this by requiring students to take two required courses (University 100 and University 110), and by involving them in extra-curricular activities on campus. By the end of the program, through both didactic and experiential learning, students will have acquired a range of academic, personal, and social skills including developing an appreciation of a liberal arts education, acquiring vital higher-level thinking skills, and ultimately attaining a sense of personal empowerment and academic self-efficacy.

MISSION STATEMENT

The First Year Experience strives to integrate all first-year students into the university's liberal arts environment by empowering them with essential academic, personal, and social skills. Students learn through holistic and experiential methods that encourage self-assessment and reflection. Ultimately, students in the FYE program are encouraged to become empathetic leaders and active agents of change within their communities.

VALUES

FYE Core Values:

- Individual involvement in academic, social and personal development.
- Holistic development.
- Collaboration and teamwork.
- Creating a safe, constructive, and stimulating campus-wide environment.
- Active and experimental learning.
- Integrity, empathy, and responsiveness.
- Professional growth and development.
- Community service.

VISION

The FYE program hopes to add more campus-wide programs as well as work in partnership with other departments and campus organizations. We aim to develop more community-based opportunities for students to apply interdisciplinary course concepts. By offering more professional development opportunities in the future, we aspire to inspire faculty and staff to promote campus wide learning.

LEARNING OUTCOMES

Upon successful completion of this course, the student will be able to:

1. Develop an understanding and an appreciation for the meaning, purpose, and benefits of a Liberal Arts education and demonstrate this understanding through a variety of assessments such as reflections, exams, projects, and presentations.
2. Apply a variety of transferable, durable skills needed for success at university level and beyond. Skills include goal setting, note-taking, test-taking, reading, writing, listening, and presenting.
4. Critically question and analyze their own physical, emotional, and social behavior to demonstrate awareness between academic well-being and personal choices.
5. Integrate into the AUK liberal arts culture by attending and actively participating in a variety of co-curricular events and indicate this through reflecting on and summarizing their experiences.

6. Identify and apply practical strategies for higher level thinking by successfully completing a variety of class assignments and assessments such as: reflections, exams, projects, and presentations.
7. Examine and construct self-reflective practices and employ effective behavioral strategies conducive to learning and becoming an effective member of the University community.

COURSE REQUIREMENTS

Students must complete with a grade “C-” or better the following courses:

| | | |
|----------|--|---------|
| UNIV 100 | Essentials of Learning | (2) [L] |
| UNIV 110 | University, Community, and Citizenship | (3) [L] |

INTENSIVE ENGLISH PROGRAM (IEP)

Director: Scott Berlin

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MISSION

The mission of the American University of Kuwait's (AUK) Intensive English Program (IEP) is to prepare students seeking admission to the academic degree programs of AUK by enabling them to gain sufficient mastery of the English language and successfully apply the critical thinking skills they need to succeed as students during their undergraduate studies. IEP will achieve its mission by providing quality English language instruction and promoting international, intercultural and self-understanding.

VALUES

The core values of the Intensive English Program are to:

- Provide English Language instruction, enabling students to meet AUK admission requirements and to successfully pursue a degree program, thus facilitating the University's growth.
- Place quality as its most important goal in all activities.
- Appreciate and constantly encourage teamwork and a supportive attitude between all members of the IEP department.

The aspirational values of the Intensive English Program are to:

- Pursue knowledge and foster critical thinking.
- Ignite in our students a lifelong love of learning.
- Celebrate and learn from diversity.

VISION

The IEP Department's vision is to:

- Adequately prepare AUK students to successfully pursue academic majors in the English language medium.
- Create critical thinkers who know how to evaluate ideas and concepts, and be able to express themselves well through the English language.
- Nurture a sense of responsibility and encourage a work ethic amongst our students.

ACCREDITATION

The Intensive English Program at AUK is accredited by the **Commission on English Language Program Accreditation (CEA)** for the period August 2014 through August 2024 and agrees to uphold the CEA Standards for English Language Program and Institutions. For further information about this accreditation, visit the website: www.cea.accredit.org.

IEP LEARNING OUTCOMES

The Intensive English Program at the American University of Kuwait prepares students for entrance to the university's undergraduate program. Students in the program are integrated into the academic, social, and cultural life of the university, giving them a fully enriched experience. The IEP learning outcomes are:

1. Proficiently read appropriate level fiction and non-fiction materials.
2. Write, edit, and revise academic papers according to standard American English.
3. Communicate ideas in a clear and logical manner in oral presentations.
4. Demonstrate adequate academic skills in listening and notetaking.
5. Efficiently use English language skills for academic purposes.

PROGRAM BENEFITS

The Intensive English Program at the American University of Kuwait helps prepare students with intensive English training for entrance to the university. Students in the program are integrated into the academic, social, and cultural life of the university, giving them a fully enriched experience. Some advantages include:

- Intensive instruction in American English.
- Preparation for college entrance.
- High interest Special Topic courses.
- Cultural orientation to the American model of higher education.
- Familiarity and facility with current electronic technologies.
- 16-week courses available from September to January or from February to June each year.
- 10-week summer course available from June to August.
- Small class sizes.
- Peer Tutoring Center.
- Writing Center.
- Qualified, advanced level students may be admitted to AUK without a TOEFL score.
- Efficient, effective, integrated, focused, and challenging program.
- Outstanding instructors with Master's degrees in Teaching English as a Second Language (TESL) or related field with TESOL education and experience.
- Scholarships for qualified students.
- Certificate of Completion or Attendance, along with grade transcript.
- Morning, afternoon, or evening classes.
- Student services:
 - Computer lab access with Internet, email, and software resources.
 - Orientation session.

ADMISSION AND PLACEMENT

English is the medium of instruction at the American University of Kuwait; therefore, competence in the language is a prerequisite for success in academic pursuits. Applicants whose TOEFL average score is below 60 (Reading 13-18, Writing 14-17) on the internet based test or whose IELTS average score is below 6.0 (Reading 6.0, Writing 5.0) and who otherwise qualify for admission to AUK are eligible for admission into the Intensive English Program (IEP). Once admitted to the IEP, students take the ACCUPLACER English as a Second Language Placement Test, a diagnostic test that enables the IEP to assess students' language ability and place them at the most appropriate level. Benchmarks are subject to change.

| Course | ESL Accuplacer | | IELTS | TOEFL iBT |
|----------------------------|--------------------|--------------------|--|---|
| | LPT Scores Average | Write Placer Score | | |
| SEMESTER I Silver Track | 62 – 85 | 1 – 3 | Overall 4 - 4.5 Reading 4.5 Writing 4 | Overall 31 - 34 Reading 3 Writing ≤ 11 |
| SEMESTER II Gold Track | 86 – 105 | 4 – 5 | Overall 5 - 5.5 Reading 5.5 Writing 4.5 | Overall 35 - 59 Reading 4 - 12 Writing 12 - 13 |
| ENGL 100 | 106-120 | 5 – 6 | Overall 6.0 Reading 6.0 Writing 5.0 | Overall 60-78 Reading 13-18 Writing 14-17 |

PROGRAM STRUCTURE

The IEP offers two semesters of instruction in reading, writing, grammar, listening, and speaking; presentations; guided and extensive reading; and special topics courses. Students are required to take one special topics course in each respective semester in addition to the Habits for Success course in Semester II.

In each of Semester I and Semester II, students study 23.75 instructional hours per week: 12.5 hours of reading and writing courses, and 11.25 hours of oral communication courses. In addition, students receive 2.5 hours a week of tutoring and writing support in the Learning Lab.

DURATION OF IEP LANGUAGE STUDY

The length of time required to complete the Intensive English Program varies with the language ability, background, and performance of the student in his/her studies. Students who enter the program require one or two semesters to complete the objectives and attain the necessary skills for admission into the degree programs of the university.

METHODS OF INSTRUCTION

The IEP faculty is qualified, trained, and experienced in teaching English as a Second Language (ESL), specifically for academic purposes (EAP). The program delivers the curriculum by applying a range of pedagogical strategies appropriate for learners of English as a second language. These strategies are inclusive of Communicative Language Learning & Cognitive Academic Learning approaches. Class enrollment capacity is controlled to provide optimal learning and teaching within groups and on a one-on-one basis.

CERTIFICATE OF COMPLETION

Certificate of Completion provides proof of English language skills to undergraduate admissions. Students who complete Semester II with a grade of “C” or above are exempt from the English admissions test and TOEFL exam required for post-secondary programs at the American University of Kuwait.

CURRICULUM OVERVIEW BY SKILL **READING THROUGH THE CURRICULUM**

Semester I – Silver Track

The student is introduced to and develops the individual skills of understanding vocabulary in context, recognizing a writer’s pattern(s) of organization, identifying a writer’s main ideas, extracting a writer’s primary supporting points, making inferences, evaluating the relevance of supporting evidence, and is introduced to the additional skills of inferring main ideas, and analyzing rhetorical choices in response to low intermediate to intermediate English for Academic Purposes material. In addition, the student develops the ability to apply ideas contained within texts to his/her own life.

Semester II – Gold Track

The student refines the individual skills introduced and developed in Semester I and is introduced to the additional skills of analyzing the significance of similarities and differences between texts, distinguishing between fact and opinion, recognizing solid arguments, and analyzing how texts support and challenge one another, in response to intermediate to high-intermediate English for Academic Purposes material. In addition, the student further refines the ability to apply ideas contained within texts to his/her own life.

WRITING THROUGH THE CURRICULUM**Semester I – Silver Track**

The student is introduced to fundamental activities common to response-based writing assignments. The student learns to compose formally structured sentences and rhetorically structured paragraphs for a variety of academic purposes. In addition, the student summarizes, paraphrases, and integrates information and reacts to the ideas of published writers while gaining familiarity with guidelines for formatting academic papers and developing grammatical and mechanical competence.

Semester II – Gold Track

The student refines the skills introduced in Semester I and is introduced to the additional skills of composing an academic essay, synthesizing information from several texts, and incorporating quoted material into her or his own writing. The student continues to refine the areas of grammatical and mechanical competence.

LISTENING THROUGH THE CURRICULUM**Semester I – Silver Track**

The student is introduced to basic listening skills used in everyday academic situations including identifying main ideas, examples, and content and transition words in low-intermediate to intermediate lectures and other oral texts of equivalent level. Special emphasis is given to listening for and recalling specific information while practicing note-taking strategies. In the second half of the semester, students will be introduced to the additional skills of making inferences and identifying inductive and deductive reasoning in intermediate lectures and other oral texts of equivalent level. Special emphasis is given to drawing conclusions and organizing information while practicing note-taking strategies. In addition, the student is introduced to appropriate methods of formulating opinions in response to oral text.

Semester II – Gold Track

The student refines the skills introduced and developed in Semester I and is introduced to the additional skills of identifying a speaker's pattern(s) of organization, distinguishing between fact and opinion in lectures and interviews, and evaluating the nature and relevance of a speaker's evidence in high-intermediate to low-advanced lectures and other oral texts of equivalent level. Special emphasis is given to listening for and assessing a speaker's overall point or argument while practicing note-taking strategies. In addition, the student is introduced to appropriate methods of formulating opinions in response to oral text.

SPEAKING THROUGH THE CURRICULUM**Semester I – Silver Track**

The student is introduced to public speaking skills used in everyday academic situations and in formal presentations at the low-intermediate to intermediate level. The student learns principles of narration and exposition, basic interview techniques, fundamental platform skills, principles of demonstration, and primary research for presentations. Emphasis is on reporting and discussing personal information and on observations outside the self. Students will also increase their use of academic vocabulary and demonstrate level-appropriate oral grammar and fluency.

Semester II – Gold Track

The student refines the public-speaking skills introduced and developed in Semester I and is introduced to the additional skills of reporting on controversial information without bias, assembling and organizing relevant information for persuasion, and commenting on the nature and relevance of support in the arguments of others for presentations at the intermediate to high-intermediate level. Emphasis is on orally presenting information derived from written or visual texts. Students will also increase their use of academic vocabulary and demonstrate level-appropriate oral grammar and fluency.

VOCABULARY

Vocabulary is an essential and integral part of every language skill. Student acquisition and development of the English language vocabulary is integrated into all the courses of the IEP. Vocabulary instruction focuses initially on high frequency vocabulary in use in everyday academic English and then emphasizes more advanced academic vocabulary. Most significantly, by the time the student completes the IEP, he/she will be familiar with much of the academic vocabulary that is necessary for success in undergraduate coursework.

GUIDED AND EXTENSIVE READING

Reading is the key that unlocks language. The IEP provides Guided Reading for Semester I and Extensive Reading for Semester II. This encourages students to develop their independent reading skills, increase their reading vocabulary, comprehension, and reading speed. Students will learn the pleasure associated with reading and reading exploration.

Semester I – Silver Track: Guided Reading

This course is based on the main principle of Guided Reading, which aims at giving students greater reading opportunities in a supportive learning environment. Focus is placed on students' comprehension and fluency of graded readers. This program has proven to support the English language skills necessary for success in an academic environment.

Semester II – Gold Track: Extensive Reading

This course is based on the main principles of Extensive Reading Programs, which aim at giving students a more positive and motivating reading experience by providing a variety of reading material and allowing students to choose according to their interest and level. Focus is placed on the amount a student reads rather than difficulty level. This program has proven to support the English language skills necessary for success in an academic environment.

GRAMMAR

Semester I – Silver Track: Grammar I

This course focuses on introducing students to low-intermediate to intermediate grammatical structures and enabling them to comprehend and use these structures with focus on syntactically and semantically sound sentence structures, and offers practice in recognizing, improving, and correcting them in written and spoken English in an academic context. The course offers practice in recognizing, improving, and correcting sentences both in written and oral applications. This course focuses on developing students' ability to comprehend and use intermediate grammatical structures.

Semester II – Gold Track: Grammar II

This course focuses on expanding the grammar instruction from Semester I by focusing on second semester students' ability to comprehend and use high-intermediate grammatical structures of syntactically and semantically sound sentence structures. It offers practice in recognizing, improving, and correcting them in written and spoken English in an academic context.

ENGLISH SPECIAL TOPICS

The IEP has designed nine Special Topics courses that are built upon the theory of high student involvement and interest in the application of the English language.

- 1. Novel vs. Movie:** In this course, intermediate and high-intermediate students will strengthen their academic writing and critical thinking skills by analyzing and describing the differences between a book and its adapted movie. Students will read the book (fiction or non-fiction) and summarize it in a written synopsis. They will then view the film adaptation of the book while taking notes on the differences in plot, character, and theme between the book and film. Throughout the semester, students will synthesize and paraphrase both book and film in the creation of novel projects.
- 2. Conversational English Through Contemporary Issues:** This course builds students' confidence in conversation and speaking, using a variety of learning techniques, including group and pair exercises. While primarily a conversation course, it will also reinforce listening and presenting skills, as well as grammar and vocabulary. Pronunciation and intonation will be improved by listening to audio samples. Students will select a contemporary issue dealing with business, technology, the arts, or current events, research their chosen topic, converse about it with peers, and in the final stage deliver a presentation. Peer evaluation of presentations will be practiced. Textbook activities will be implemented by in-class conversation practice, audio clips, songs, articles, short stories, movie clips, and listening dictation.
- 3. Journalism Writing:** This course focuses primarily on improving writing, reading, and listening English skills through lectures, pair and group work, student-instructor conferences, and projects. Students will learn the basic principles of journalism including reporting and photojournalism. They will also improve their reading through reading multiple magazines and newspapers. Students will also improve their writing skill by writing several articles using different writing genres used in journalism. Through interviews, students will practice listening, speaking, and note-taking skills.
- 4. English Obsession:** This course is designed to improve students' English language proficiency in a fun, engaging, and positive learning environment by involving them with print and non-print media and activities that demonstrate students' ability to think critically. Students will work independently, in groups, and as a class to maximize and vary their learning. Lively discussions, discovery through writing, and participation in campus life are among the highlights of this course.
- 5. English Skills through Drama:** This course strengthens all four English skills (reading, writing, listening, and speaking) through theater performance, and acting practice in pairs and small groups. Students will compare multiple short play scripts to improve their reading while also discovering the conventions of scriptwriting. Composing and editing their own reflections will improve students' writing and critical thinking skills. Listening and speaking will be strengthened through rehearsals and the live performance of their final drama project at the end of the semester.
- 6. Bring Reading to Life:** In this innovative course, students will work both collaboratively and individually to bring reading to life through the arts. By engaging in a novel through drawing, music, drama, and/or movement, students will enhance their reading comprehension as well as their vocabulary, grammar, listening, and speaking while also deepening their understanding of novel plot, character, and theme. Project development will hone students' critical thinking, summarizing/paraphrasing, and conversational skills. The course will conclude with an artistic and/or dramatic celebration of a literary work and a digital scrapbook of the semester's multimedia creative process.
- 7. Argumentation and Debate:** In this course, students will follow the traditional American college debate format and present a stimulating formal debate on a topic of interest. Students will choose their topic and research evidence to support their argument. Debates will be performed in front of a live audience and panel of judges. Students will take notes during debates to refute

and rebut the opposing team's arguments. Each team will attempt to convince the judges that its arguments are superior to those of the opposition. This course develops students' ability to analyze information quickly and formulate convincing arguments while also exercising listening and speaking skills. Class discussion and group activities will integrate listening, speaking, and reasoning skills.

8. **Business English:** This course is designed to provide students who plan to major in business fields such as Accounting, Economics, Finance, Management, and Marketing with the basic language skills and knowledge needed for entry into business undergraduate courses. High frequency business vocabulary will be highlighted throughout the course. In addition to textbook tasks, students will listen and read about a variety of business topics. Through class discussions, students will integrate their own ideas and experiences while also improving listening and speaking skills.
9. **Introduction to Podcasting:** Students in this course will learn about the fast-developing new technology of podcasting. They will learn how to access a wide range of podcasts and to generate their own podcasts. In this process they will develop their listening, speaking, critical thinking, and summarizing skills. Students will practice listening comprehension by choosing podcasts which interest them and are suitable to their level. By creating their own podcasts and sharing them with the class, students will enhance their oral communication skills. Through peer evaluation students will polish their podcasts to produce accurate and fluent English audio files. These will be uploaded as podcasts that are available to other students as well as a global audience.
10. **Habits for Success:** The Habits for Success is a high-impact student success course that benefits and sustains students in college and beyond. This instructor-led course delivers a powerful blended-learning experience designed to: enhance student engagement, improve critical thinking skills, strengthen student learning, and improve life-college balance. Upon successful completion of *The 7 Habits of Highly Effective College Students* course, students may earn a globally recognized personal leadership certificate, part of Franklin Covey's Leadership Certificate Program. This certificate represents the first knowledge-level qualification of productivity, organizational trust, and strategy execution. Certificate requirements: students must pass the "7 Habits Fundamentals Assessment."

LEARNING LABORATORY

Students in the Learning Laboratory will receive one-on-one and/or group tutoring and writing assistance by course instructors as needed. Students may also receive short lectures or presentations as needed. This is not a graded course.

SATISFACTORY COMPLETION OF THE IEP

Student achievement is assessed regularly. Practice tests, presentations, reports, written assignments, short quizzes, midterms, and final examinations are given to assess students' progress in the program.

The courses are weighted according to their importance as follows:

| | |
|------|--------------------------|
| 20% | Reading |
| 20% | Writing |
| 20% | Listening & Speaking |
| 10% | Grammar |
| 10% | Presentation |
| 10% | Guided/Extensive Reading |
| 10% | Special Topics course |
| | |
| 100% | |

Satisfactory completion of the program is determined by a semester grade average of 70% or better as a weighted average of all courses combined (as seen in the chart above). Credits earned cannot be used for graduation.

Successful completion of the Intensive English Program indicates that the student satisfies the university English proficiency requirements for placement in ENGL 100.

ADVANCEMENT TO THE UNDERGRADUATE PROGRAM

Students enrolled in Semester II of the Intensive English Program should seek advising assistance from the Academic Advising Center to facilitate a smooth transition to the undergraduate program.

POLICY ON ATTENDANCE AND LATENESS

Intensive English classes meet two to three times a week, Sunday through Thursday. Because of the intensive nature of the program, regular attendance by students in all courses is expected and required. The IEP adheres to the university's policy on attendance. Individual instructors may set more stringent policies, however, so students should consult the syllabus of each course. The university policy on class attendance is as follows:

- Students are expected to attend all classes, laboratories, and/or required fieldwork. Excessive absences prevent students from receiving full course benefits, and disrupt orderly course progress.
- It is at the instructor's discretion whether or not to give substitute assignments or examinations to absent students.
- Instructors are expected to maintain attendance records and to draw the student's attention to attendance requirements.
- If the student misses 15% in *any one or combination* of classes (whichever comes first) for any reason, and the student's grade is below 70% at that time, the student may fail the level. If the student hasn't withdrawn by the last withdrawal date, the student may receive a final grade "FN" (Failure for Non-Attendance).
- Students who withdraw from a course receive a grade of "W."
- Students cannot withdraw from the IEP semester after the announced deadline, unless approved by the appropriate academic dean (see "Withdrawal" section in the catalog).

- Instructors are requested to consider excusing the absence of students in the following cases: documented inpatient medical care, death of an immediate family member, academic instructional activities, or national athletic activities. If excused, students are required to satisfy all coursework due or assigned during their absence, as determined by the course instructor.

EVALUATION OF STUDENT PROGRESS

Student achievement is assessed regularly. Practice tests, presentations, reports, written assignments, short quizzes, midterms, and final examinations are given to assess students' progress in their Intensive English courses. Advancement within the Intensive English Program and from the IEP to the undergraduate program requires a grade of 70% or better, weighted from all seven courses.

IEP ACADEMIC PROBATION

A student is placed on academic probation at the end of the semester in which he/she fails a semester of IEP. A student on probation is required to participate in academic success initiatives. A student on probation is required to repeat the IEP semester that he/she failed. IEP academic standing does not carry over when a student is admitted to the undergraduate program.

Initial Probation

A student will be placed on initial probation at the end of the first semester (fall, spring, or summer) when his/her semester score falls below 70. A student on initial probation is required to repeat the semester that he/she failed.

Final Probation

A student will be placed on final probation at the end of the second consecutive semester (fall, spring, or summer) in which he/she fails the semester of IEP. A student on final probation is required to repeat the IEP semester he/she failed.

Removal of Academic Probation

If at the end of the semester while on either probation, the student passes the semester, he/she is returned to good standing.

Academic Dismissal

Students who fail the same semester (semester I or II) for three consecutive semesters will be academically dismissed from the IEP. Academically dismissed students should remain dismissed for a period of one semester and may again seek readmission to AUK-IEP after this period of dismissal.

IEP COURSE DESCRIPTIONS

SEMESTER I – SILVER TRACK COURSES:

Core Courses (worth 20% of the Semester grade):

IEP 080 Listening and Speaking I

This course focuses on developing listening and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will engage with academically-oriented lectures and other material to improve comprehension, note-taking skills, vocabulary, correctness, and fluency. Successful completion of this course will prepare students for entry into Listening and Speaking II. Exit exam required. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing ≤ 11). Concurrent courses: IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, IEP 086, IEP 087

IEP 081 Reading I

This course focuses on developing reading skills necessary for success in the academic environment. The student will be guided through methods of appropriately expanding and challenging ideas contained within academic texts with a particular focus on reading comprehension skills and employing different reading strategies. Students will demonstrate their knowledge and comprehension of reading materials through a class project(s) and/or presentation. Successful completion of this course will prepare students for entry into Reading II. Exit exam required. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing ≤ 11). Concurrent courses: IEP 080, IEP 082, IEP 083, IEP 084, IEP 085, IEP 086, IEP 087.

IEP 083 Writing I

This course focuses on developing writing skills necessary for success in the academic environment. Under the close supervision of the instructor and using the workshop method, the student will utilize academic text material to analyze, evaluate, summarize, paraphrase, and synthesize information and ideas taken from a variety of sources in the creation of formal writing assignments. The student is guided through methods of responding appropriately to ideas contained within texts. Successful completion of this course will prepare students for entry into Writing II. Exit exam required. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing ≤ 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 084, IEP 085, IEP 086, IEP 087.

Extension Courses (worth 10% of the Semester grade):

IEP 082 Presentations I

The student develops public speaking skills and is introduced to the additional skills of principles of demonstration and primary research for presentations at the intermediate level. Emphasis is on reporting and discussing information based on observations outside the self in the execution of formal presentations. Successful completion of this course will prepare students for entry into Presentations II. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing < 11). Concurrent courses: IEP 080, IEP 081, IEP 083, IEP 084, IEP 085, IEP 086, IEP 087.

IEP 084 Grammar I

This course focuses on developing students' ability to comprehend and use intermediate grammatical structures, with focus on syntactically and semantically sound sentence structures. It offers practice in recognizing, improving and correcting them in written and spoken English in an academic context. Credit earned cannot be used for graduation. Successful completion will prepare students for entry into Grammar II. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing < 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 085, IEP 086, and IEP 087.

IEP 085 Guided Reading I

This course is based on the main principle of Guided Reading, which aims at giving students greater reading opportunities in a supportive learning environment. Focus is placed on students' comprehension and fluency of graded readers. This program has proven to support the English language skills necessary for success in an academic environment. Successful completion of this course will prepare students for entry into Extensive Reading II. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing < 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 086, and IEP 087.

Special Topic Courses – 1 Course (worth 10% of the level grade):

In addition to taking core and extended courses, students are required to take one special topics class from the following:

IEP 087A Novel vs Movie I

In this course, first semester students will strengthen their academic writing and critical thinking skills by analyzing and describing the differences between a book and its adapted movie. Students will read the level-appropriate book (fiction or non-fiction) and summarize it in a written synopsis. They will then view the film adaptation of the book while taking notes on the differences in plot, character, and theme between the book and film. Throughout the semester, students will synthesize and paraphrase both book and film in the creation of paragraphs and projects. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing < 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

IEP 087B Contemporary Issues I

This course builds first semester students' confidence in conversation and speaking through the use of a variety of learning techniques, including group and pair exercises. While primarily a conversation course, it will also reinforce listening and presenting skills, as well as grammar and vocabulary. Pronunciation and intonation will be improved by listening to audio samples. Students will select a contemporary issue dealing with business, technology, the arts, or current events, research their chosen topic, converse about it with peers, and in the final stage deliver a presentation. Peer evaluation of presentations will be practiced. Textbook activities will be supplemented by in-class conversation practice, audio clips, songs, articles, short stories, movie clips, and listening dictation. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing ≤ 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

IEP 087C Journalism I

This course focuses primarily on improving student's writing, reading and listening English skills through lectures, pair and group work, student-instructor conferences, and projects. Students will learn the basic principles of Journalism including live reporting and photojournalism. Students will improve their reading through reading multiple magazines and newspapers. Students will also improve their writing skill by writing several articles using different writing genres used in journalism. Through interviews students will practice listening, speaking, and note-taking skills. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing \leq 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

IEP 087D English Obsession I

This course is designed to improve first Semester students' English language proficiency in a fun, engaging, and positive learning environment by involving them with print and non-print media and activities that demonstrate students' abilities to think critically. They will work independently, in groups, and as a whole class to maximize and vary their learning. Lively discussions, discovery through writing, and participation in campus life are among the highlights of this course. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing \leq 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

IEP 087E English Skills through Drama I

This course is designed for first semester students and focuses on strengthening all four English skills (reading, writing, listening and speaking) through theater performance and acting practice in pairs and small groups. Students will compare multiple short play scripts to improve their reading while also discovering the conventions of reflection writing to improve critical thinking skills. Listening and speaking will be strengthened through rehearsals and/or a live performance of their final drama project at the end of the semester. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing $<$ 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

IEP 087F Bring Reading to Life I

In this innovative course, first semester students will work both collaboratively and individually to bring reading to life through the arts. By engaging in a novel through drawing, music, drama, and/or movement, students will enhance their reading comprehension as well as their vocabulary, grammar, listening, and speaking while also deepening their understanding of novel plot, character, and theme. Scriptwriting will hone students' critical thinking, summarizing/paraphrasing, and conversational skills. The course will conclude with an artistic and/or dramatic celebration of a literary work and a digital scrapbook of the semester's multimedia creative process. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing \leq 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

Lab Component (not graded):**IEP 086 Learning Lab I**

Students in the Learning Lab will receive one-on-one and/or group tutoring and writing assistance by course instructors as is appropriate and academically recommended. Instructors may also offer short lectures/presentations to provide added value instructional support when the need arises. Prerequisites: ACCUPLACER (LPT 62-85, ESL Write Placer 1-3), IELTS Ave. 4-4.5 (Reading 4.5, Writing 4), or TOEFL iBT Ave. 31-34 (Reading 3, Writing $<$ 11). Concurrent courses: IEP 080, IEP 081, IEP 082, IEP 083, IEP 084, IEP 085, and IEP 086.

SEMESTER II - GOLD TRACK COURSES:**Core Courses (worth 20% of the level grade):****IEP 090 Listening and Speaking II**

This course focuses on refining listening and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will engage with academically-oriented lectures and other material to improve comprehension, note-taking skills, vocabulary, correctness, and fluency in the execution of formal presentations. Exit exam required. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, IEP 096, and IEP 097.

IEP 091 Reading II

This course focuses on refining reading skills necessary for success in the academic environment. The student will be guided through methods of appropriately expanding and challenging ideas contained within academic texts with a particular focus on reading comprehension skills and employing different reading strategies. Students will demonstrate their knowledge and comprehension of reading materials through a class project(s) and/or presentations. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 092, IEP 093, IEP 094, IEP 095, IEP 096, IEP 097.

IEP 093 Writing II

This course focuses on refining writing skills necessary for success in the academic environment. Under the close supervision of the instructor and using the workshop method, the student will utilize academic text material to analyze, evaluate, summarize, paraphrase, and synthesize information and ideas taken from a variety of sources in the creation of formal writing assignments. The student is guided through methods of responding appropriately to ideas contained within texts. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 094, IEP 095, IEP 096, and IEP 097.

Extension Courses (worth 10% of the level grade):**IEP 092 Presentations II**

The student refines the public speaking skills introduced and developed in Semester I and is introduced to the additional skills of reporting on controversial information without bias, assembling and organizing relevant information for persuasion, and commenting on the nature and relevance of support in the arguments of others for presentations at the high-intermediate to low-advanced level. Emphasis is on orally presenting information derived from written or visual texts. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 093, IEP 094, IEP 095, IEP 096, IEP 097.

IEP 094 Grammar II

This course focuses on expanding second semester students' ability to comprehend and use high intermediate grammatical structures, with focus on syntactically and semantically sound sentence structures. It offers practice in recognizing, improving and correcting them in written and spoken English in an academic context. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 095, IEP 096, and IEP 097.

IEP 095 Extensive Reading II

This course is based on the main principles of Extensive Reading Programs, which aim at giving students a more positive and motivating reading experience by providing a variety of reading material and allowing students to choose according to their interest and level. Focus is placed on the amount a student reads rather than difficulty level. This program has proven to support the English language skills necessary for success in an academic environment. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 096, and IEP 097.

Special Topic Courses – 1 Course (worth 10% of the level grade):

In addition to taking core and extended courses, students are required to take one special topics class from the following:

IEP 097A Novel vs Movie II

In this course, second semester students will strengthen their academic writing and critical thinking skills by analyzing and describing the differences between book(s) and their adapted movie. Students will read the level-appropriate book(s) (fiction or non-fiction) and summarize them in a written synopsis. They will then view the film adaptation of the book while taking notes on the differences in plot, character, and theme between the book and film. Throughout the semester, students will synthesize and paraphrase both book and film in the creation of paragraphs and projects. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097B Contemporary Issues II

This course builds second semester students' confidence in conversation and speaking through the use of a variety of learning techniques, including group and pair exercises. While primarily a conversation course, it will also reinforce listening and presenting skills, as well as grammar and vocabulary. Pronunciation and intonation will be improved by listening to audio samples. Students will select a contemporary issue dealing with business, technology, the arts, or current events, research their chosen topic, converse about it with peers, and in the final stage deliver a presentation. Peer evaluation of presentations will be practiced. Textbook activities will be supplemented by in-class conversation practice, audio clips, songs, articles, short stories, movie clips, and listening dictation. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097C Journalism II

This course focuses primarily on improving writing, reading, and listening English skills through lectures, pair and group work, student-instructor conferences, and projects. Students will learn the basic principles of journalism including live reporting and photojournalism. They will also improve their reading through reading multiple magazines and newspapers. Students will also improve their writing skill by writing several articles using different writing genres used in journalism. Through interviews, students will practice listening, speaking, and note-taking skills. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097D English Obsession II

This course is designed to improve second semester students' English language proficiency in a fun, engaging, and positive learning environment by involving them with print and non-print media and activities that demonstrate students' abilities to think critically. They will work independently, in groups, and as a whole class to maximize and vary their learning. Lively discussions, discovery through writing, and participation in campus life are among the highlights of this course. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097E English Skills through Drama II

This course is designed for second semester students and focuses on strengthening all four English skills (reading, writing, listening and speaking) through theater performance and acting practice in pairs and small groups. Students will compare multiple short play scripts to improve their reading while also discovering the conventions of scriptwriting. Composing and editing their own critical reflections will improve students' writing and critical thinking skills. Listening and speaking will be strengthened through rehearsals and the live performance of their final drama project at the end of the semester. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097F Bring Reading to Life II

In this innovative course, second semester students will work both collaboratively and individually to bring reading to life through the arts. By engaging in a novel through drawing, music, drama, and/or movement, students will enhance their reading comprehension as well as their vocabulary, grammar, listening, and speaking while also deepening their understanding of novel plot, character, and theme. Scriptwriting will hone students' critical thinking, summarizing/paraphrasing, and conversational skills. The course will conclude with an artistic and/or dramatic celebration of a literary work and a digital scrapbook of the semester's multi-media creative process. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097G Argumentation & Debate II

In this course, second semester students will follow the traditional American college debate format and present a stimulating formal debate on a topic of interest. Students will choose their topic and research evidence to support their argument. Debates will be performed in front of a live audience and panel of judges. Students will take notes during debates to refute and rebut the opposing team's arguments. Each team will attempt to convince the judges that its arguments are superior to those of the opposition. This course develops students' ability to analyze information quickly and formulate convincing arguments while also exercising listening and speaking skills. Class discussion and group activities will integrate listening, speaking, and reasoning skills. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097H Business English II

This course is designed to provide students who plan to major in business fields such as Accounting, Economics, Finance, Management, and Marketing with the basic language skills and knowledge needed for entry into business undergraduate courses. High frequency business vocabulary will be highlighted throughout the course. In addition to textbook tasks, students will listen and read about a variety of business topics. Through class discussions, students will integrate their own ideas and experiences while also improving listening and speaking skills. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097I Introduction to Student Podcasting II

Students in this course will learn about the fast-developing new technology of podcasting. They will learn how to access a wide range of podcasts and to generate their own podcasts. In this process they will develop their listening, speaking, critical thinking, and summarizing skills. Students will practice listening comprehension by choosing podcasts which interest them and are suitable to their level. By creating their own podcasts and sharing them with the class, students will enhance their oral communication skills. Through peer evaluation students will polish their podcasts to produce accurate and fluent English audio files. These will be uploaded as podcasts that are available to other students as well as a global audience. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

IEP 097J Habits for Success II

Habits for Success is a high-impact student success course that benefits and sustains students in college and beyond. This instructor-led course delivers a powerful blended-learning experience designed to: enhance student engagement, improve critical thinking skills, strengthen student learning, and improve life-college balance. Upon successful completion of *The 7 Habits of Highly Effective College Students* course, students may earn a globally recognized personal leadership certificate—part of Franklin Covey’s Leadership Certificate Program. This certificate represents the first knowledge-level qualification of productivity, organizational trust, and strategy execution. Certificate Requirements: Students must pass the 7 Habits fundamentals assessment. Credit earned cannot be used for graduation. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 096.

Lab Component (not graded):**IEP 096 Learning Lab II**

Students will receive personalized tutoring and writing assistance by course instructors as needed. Students in the Learning Lab will receive one-on-one and/or group tutoring and writing assistance by course instructors as needed. Students may also receive short lectures or presentations as needed. Prerequisites: ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 4.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP 090, IEP 091, IEP 092, IEP 093, IEP 094, IEP 095, and IEP 097.

COLLEGE OF BUSINESS AND ECONOMICS

WELCOME NOTE

OFFICE OF THE DEAN

MISSION

VISION

VALUES

PROGRAMMATIC ACCREDITATION

BACHELOR OF BUSINESS ADMINISTRATION (BBA) MAJORS

BBA MINORS

DISCIPLINES (FIELDS OF STUDY)

ACADEMIC AND PROFESSIONAL SKILLS DEVELOPED

OVERVIEW OF REQUIREMENTS

DEPARTMENT OF ACCOUNTING & FINANCE

Bachelor of Business Administration in Accounting

Bachelor of Business Administration in Finance

DEPARTMENT OF ECONOMICS, MANAGEMENT, & MARKETING

Bachelor of Business Administration in Economics

Bachelor of Business Administration in Management

Bachelor of Business Administration in Marketing

MINORS IN THE COLLEGE OF BUSINESS & ECONOMICS

Minor in Business Administration

Minor in Economics

Minor in Human Resource Management



COLLEGE OF BUSINESS & ECONOMICS

WELCOMING NOTE

Welcome to the College of Business and Economics at the American University of Kuwait (AUK). It is here where education comes to life and a world is moved by another degree. Should you be seeking to engage in scholarly activities with a diverse and vibrant community dedicated to serving wisely in support of all forms of dignity, I invite you to learn more about AUK, the College of Business and Economics, its Departments, Programs, and Faculty.

The College of Business and Economics offers its undergraduate students a rigorous and forward-looking business education couched in the tradition of liberal arts that educates the whole person (socially, emotionally, intellectually, morally, ethically, and physically). In its pursuit of truth, the College of Business and Economics engages students in thinking critically and communicating effectively with widely different personalities. Moreover, efficient, effective, and professional business conduct necessitates our graduates to embrace governance, and sustainability mandates through an education that integrates leadership qualities for the common good.

The hallmark feature of the College of Business and Education is its intellectual diversity and breadth of teaching and learning that improves the quality of decision-making. Our undergraduate students encounter a range of courses in the Bachelor of Business Administration Degree Program with majors in the following disciplines: Accounting, Economics, Finance, Management, and Marketing. Since AUK's mission of being a leading liberal arts institution, the College of Business and Economics creates opportunities inside and outside the classroom to better prepare students for responsible citizenship by fostering creativity, flexibility, curiosity, and innovation. We are extremely proud of our faculty and staff who breathe life and excitement into our courses and pursue scholarly research in a myriad of areas, and at the same time committed to helping students learn how to meet the challenges of our times locally and globally. Our graduates continue to hold their alma mater in proud stead. On behalf of AUK and the College of Business and Economics, I am pleased to welcome you and look forward to a lasting relationship filled with the best of scholarship.

Dr. Ralph Palliam

Dean, College of Business & Economics

OFFICE OF THE DEAN

Dean

Associate Dean, Quality Assurance & Accreditation

Dr. Ralph Palliam

Dr. Mark Speece

MISSION

The College of Business and Economics prepares students through an American educational experience combining quality intellectual challenge and ethical professional practice for careers in Kuwait and beyond. The focus is on:

- Developing business in Kuwait and the Gulf.
- Supporting rigorous programs that foster excellence in business teaching and scholarship.
- Working together to learn and disseminate socially responsible practices to advance society.

VALUES

The College of Business and economics strives to uphold the following values:

- Freedom of thought, expression, and intellectual inquiry.
- Respect for individual identity and rights, and cultural diversity.
- Commitment to high standards of morality, integrity, and social responsibility.
- Adherence to high professional standards and ethics.

VISION

The College of Business and Economics aspires to be a leading academic unit recognized locally, regionally, and internationally for its institutional distinctiveness, and academic excellence through the accomplishments of its graduates.

PROGRAM ACCREDITATION

ACCREDITATION COUNCIL FOR BUSINESS SCHOOLS & PROGRAMS (ACBSP)

The Accreditation Council for Business Schools and Programs (ACBSP) has awarded the American University of Kuwait full accreditation for its Bachelor of Business Administration (BBA) degree program. ACBSP is a specialized accrediting organization that reviews the quality and integrity of business degree programs. It is dedicated to improving the quality of business schools and programs around the world, and ultimately to improving the practice of business in every industry around the world.

ASSOCIATION TO ADVANCE COLLEGIATE SCHOOLS OF BUSINESS (AACSB)

CBE is a member of the Association to Advance Collegiate Schools of Business (AACSB), which is widely considered one of the premier accreditations in the field of business education. The AACSB International Initial Accreditation Committee (IAC) has reviewed and accepted CBE's Standard Alignment Plan (SAP) and its several Initial Self Evaluation Reports (iSER). These approvals represent important steps in the process of accrediting the BBA program. CBE is now preparing for an AACSB peer review team visit.

BACHELOR OF BUSINESS ADMINISTRATION (BBA) MAJORS

The College of Business and Economics offers the Bachelor of Business Administration Degree program with majors in the following disciplines:

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Economics

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

BBA MINORS

The College of Business and Economics oversees the following minor programs:

- Business Administration (for non-Business Majors)
- Economics
- Human Resource Management

DISCIPLINES (FIELDS OF STUDY)

The College of Business and Economics includes the following disciplines:

- Accounting (ACCT)
- Business (BUS)
- Business Ethics and Law (BEAL)
- Economics (ECON)
- Entrepreneurship (ENTR)
- Finance (FINC)
- Human Resource Management (HR)
- Management (MGMT)
- Marketing (MRKT)

ACADEMIC AND PROFESSIONAL SKILLS DEVELOPED

The BBA degree provides students with concepts and skills useful for administration, management, decision-making, and future leadership in public, private, for profit, or non-profit organizations. The curriculum covers functional areas in business including administration, accounting, finance, human resource management, business operations, and marketing as well as the ethical, legal, and global economic context in which administrators and managers must make decisions. The curriculum is also designed to develop mathematical and computer skills needed by administrators and managers in modern organizations.

While the BBA majors develop specific skills in accounting, economics, finance, management and marketing, the liberal arts background provides broad academic experience in the humanities, sciences, arts, and social sciences that teach students to think critically, analyze problems, reach creative solutions, and communicate clearly. Teaching methods include analytical problem-solving and business-related case studies.

The social and leadership opportunities provided through extracurricular activities at AUK encourage students to develop the ability to deal effectively with people, to learn and practice organizational and management skills, and 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 BBA degree program at AUK is designed with that purpose in mind. Students are required to participate in an internship in which they learn to apply their academic knowledge. Internships give students practical business experience, more confidence in job interviewing, and career prospects.

The skills gained through the BBA program are transferable to many career fields, but they are particularly appropriate for students who wish to start their careers in business administration. The

BBA program's unique combination of professional and liberal arts education provides students with the flexibility, adaptability, and creativity necessary for personal growth, job satisfaction, and life-long learning. These characteristics provide a sound foundation for students to enter respected and rewarding professions or to seek local, regional, and international graduate programs and, as a consequence, achieve success in our rapidly changing global society.

OVERVIEW OF REQUIREMENTS

PROGRAM ADMISSION REQUIREMENTS

Students must formally declare their interest in taking a BBA Degree by the end of their second year of full-time coursework (60 credit hours). Students are required to have earned a cumulative GPA of at least 2.0, and successfully completed MATH 103 and STAT 201. MATH 201 (Calculus I) is also recommended for students majoring in Finance.

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To receive a BBA with a major in Accounting, Economics, Finance, Management, or Marketing, students must complete at least 124 credit hours:

| | |
|--------------------------------|------|
| General Education Requirements | (49) |
| BBA Core Courses | (37) |
| BBA Major Courses | (24) |
| Internship & Common Capstone | (6) |
| Free Electives | (8) |

Students are required to complete a minimum of 39 credit hours of upper-level courses (300-level and above), of which at least 24 credit hours need to be taken in the major, depending on the stipulations of each program. Of the 39 credit hours of upper-level courses, 27 credit hours should be in residence at AUK.

BBA CORE COURSES (37 CREDIT HOURS)

BBA students must complete the following core courses:

| | | |
|-----------|------------------------------------|-----|
| ACCT 201 | Principles of Financial Accounting | (4) |
| ACCT 205 | Managerial Accounting | (3) |
| ECON 200 | Principles of Microeconomics | (3) |
| ECON 201 | Principles of Macroeconomics | (3) |
| HR 205 | Human Resource Management | (3) |
| BUS 210 | Research Methods for Business | (3) |
| MGMT 201 | Principles of Management | (3) |
| MRKT 200 | Principles of Marketing | (3) |
| FINC 332 | Financial Management | (3) |
| BUS 321 | International Business Management | (3) |
| MGMT 304 | Business Relationship Management | (3) |
| BEAL 401 | Legal & Ethical Issues in Business | (3) |
| OR | | |
| BEAL 403 | Corporate Governance and Ethics | (3) |

INTERNSHIP AND COMMON CAPSTONE (6 CREDIT HOURS)

Internship (3 credit hours)

All students must participate in an Internship Program for each BBA Major. The Internship Program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Internships are completed in the senior year and while in residency at AUK. Priority is given to graduating students. For the duration of the semester, students are responsible for working 42 hours per semester for each credit hour. Students are to refer to the College's Internship Handbook for further details of the internship process, requirements, and method of assessment.

Common Capstone BUS 490 (3 credit hours)

All BBA students are required to complete the Common Business Administration Capstone course. This course uses case studies to integrate material from the different business subjects learned in the BBA program. The Capstone requires senior standing and substantial completion of the common core.

FREE ELECTIVES (8 CREDIT HOURS)

Students are strongly advised to consult with their academic advisor when choosing their free electives.

DEPARTMENT OF ACCOUNTING AND FINANCE

Department Chair: Mr. Rabindranath Bhattacharya

Email: rbhattacharya@auk.edu.kw

The Department of Accounting and Finance offers the following degree programs:

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Finance

BACHELOR OF BUSINESS ADMINISTRATION IN ACCOUNTING

The Department's primary objective for the Accounting program is to expose students to the many facets of accounting. It provides accounting and business knowledge about practical and conceptual accounting, and the use of accounting information for effective managerial decision-making. The program prepares students for careers in private, public, and non-profit organizations. It also provides a solid undergraduate foundation for students interested in graduate programs in Accounting or other fields of study. The Department of Accounting reviews its curriculum on a regular basis to meet dynamic changes occurring in the accounting profession and business— both local and international.

MISSION STATEMENT

The Department's mission is to produce accounting graduates who have the academic and professional base of knowledge to meet real world challenges.

VISION

The Department's vision is that it be recognized for its excellence in teaching, accounting research, and professional services.

VALUES

- Appreciation of diversity of people and perspectives.
- Commitment to excellence in teaching.
- Concern for students and emphasis on the need for accounting students to learn to think critically and communicate effectively.
- Integrity and ethics.
- Global orientation.

LEARNING OUTCOMES

Upon completion of the BBA major in Accounting, the student will be able to:

1. Construct, interpret, compare, and evaluate company annual reports – including the income statement, balance sheet, and statement of cash flows.
2. Identify and use key measures of financial and nonfinancial performance evaluation.
3. Demonstrate an understanding of Generally Accepted Accounting Principles.
4. Explain and illustrate the nature and purpose of International Financial Reporting Standards.
5. Provide an appreciation of the different institutional issues and accounting practices in an international context.
6. Describe the nature of ethical problems facing financial and management accountants, and identify possible impediments to ethical behavior.
7. Critically compare and contrast traditional and modern costing methods.
8. Demonstrate a fundamental understanding of short term and long-term decision-making principles and techniques.

ACCOUNTING MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA majoring in Accounting, students must complete the following six courses (18 credit hours):

| | | |
|----------|--------------------------------|-----|
| ACCT 301 | Intermediate Accounting I | (3) |
| ACCT 305 | Intermediate Accounting II | (3) |
| ACCT 365 | Financial Statement Analysis | (3) |
| ACCT 401 | Advanced Managerial Accounting | (3) |
| ACCT 405 | Advanced Financial Accounting | (3) |
| ACCT 413 | Accounting Capstone: Auditing | (3) |

In addition, students must complete an additional two courses (6 credits) designated ACCT at the 300-level or above.

BACHELOR OF BUSINESS ADMINISTRATION IN FINANCE

Finance is another functional area in business where graduates take on decision-making roles related to several areas of finance. Mathematical Finance, Financial Engineering, and Financial Economics have emerged as sub-fields of Finance for higher education in the field of Finance. Hence, it is highly respected as an applied field of mathematics and economics. Finance encompasses theoretical models of mathematics and economics, builds information from accounting data in decision-making process and uses quantitative techniques for assessing results and making decisions. Finance major students can pursue the Chartered Financial Analyst (CFA) Program, a very respected and recognized designation, to complement their degree and to make them highly attractive for a job anywhere in the world.

Different fields within Finance are: Corporate Finance, International Finance, Investments, Financial Risk Management, Banking, and Asset Management. Students can specialize in any of the fields within Finance to focus on a career path. Finance graduates can choose a career in the finance division of a bank, investment company, multinational corporation, government entity, not-for-profit organization, and international institutions such as the World Bank and the IMF, to support major tactical and strategic financial decisions. Graduates in Finance can also become successful entrepreneurs (private equity, investment company, financial planning, and so on). Career titles in Finance run the spectrum from entry-level positions to the top, from Loan Officer, Project Manager, Project Planner, Budgeting Officer, Investment Specialist, Investment Advisor, Bank Manager, Hedge Fund Manager, Vice President, to Chief Financial Officer (CFO) and Chief Executive Officer (CEO).

MISSION STATEMENT

The Department's BBA in Finance degree resembles the program structure of an American education system and standards. Its Finance program provides students with the knowledge and skills necessary for professional success. AUK enriches society by fostering an environment encouraging critical thinking, effective communication, personal growth, service, and leadership.

The Bachelor of Business Administration Program in Finance is to be recognized locally, regionally, and internationally by the scholarly and professional accomplishments of its graduates.

VALUES

The following values are to be upheld:

- Freedom of thought, speech, and intellectual curiosity.
- Respect for individual identity and rights.
- Support equality for ethnic, cultural, and religious diversity.
- Commitment to high standards of morality, integrity, and social responsibility.
- Adherence to high professional standards and ethics.

LEARNING OUTCOMES:

Upon completion of the major in Finance, the student will be able to:

1. Understand and apply the Time Value of Money.
2. Evaluate financial securities such as stock and bond prices.
3. Evaluate projects and make investment decisions.
4. Understand the key guiding principles of Islamic Finance.
5. Distinguish between systematic risk and asset specific risk.
6. Understand and compose investment portfolio.
7. Estimate and evaluate corporate and project cost of capital.
8. Analyze the financial feasibility of a project's cash flows.
9. Evaluate and comprehend the characteristics of financial markets in Kuwait and the Gulf with respect to the world financial market.
10. Understand and evaluate regional and multinational capital investment decision process.
11. Understand and analyze financial risk and its management process.
12. Understand and value a corporation and financial assets.
13. Sit for CFA Level I and II examination with adequate preparation.

FINANCE MAJOR COURSES (24 CREDIT HOURS):

To be awarded a BBA in Finance, students must complete the following six courses (18 credit hours):

| | | |
|----------|---|-----|
| FINC 341 | Corporate Finance | (3) |
| FINC 345 | Investment and Securities Analysis | (3) |
| FINC 355 | Financial Institutions of the Gulf | (3) |
| FINC 389 | Special Topics in Finance | (3) |
| FINC 413 | Finance Capstone: International Finance, Financial Markets, and Institution | (3) |
| FINC 445 | Portfolio Management | (3) |

In addition, students must complete an additional two courses (6 credit hours) designated as FINC at 300 level or above.

DEPARTMENT OF ECONOMICS, MANAGEMENT, AND MARKETING

Department Chair: Dr. Athmar Al-Salem

Email: Aalsalem@auk.edu.kw

The Department of Economics, Management, and Marketing offers the following degree programs:

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

BACHELOR OF BUSINESS ADMINISTRATION IN ECONOMICS

Economics is the science of making choices in allocating scarce resources for consumption, production, and distribution of goods and services. It endeavors to rationally understand behaviors of decision makers and how these behaviors can be changed. Decision makers are called upon to make these choices within various institutional settings such as households, firms, financial institutions, and governments. Economics emphasizes the numerical use of problem-solving skills and applies quantitative methods of analysis to investigate choices-constrained maximization to satisfy human needs. It provides the skills to assess market fluctuations by identifying correlative factors and determine their impacts on various economic sectors.

Careers in Economics span a broad range of sectors such as financial, environmental, political, education, and research. Graduates in Economics are sought by financial institutions, insurance companies, international businesses, and non-business organizations and governments. Many graduates elect to pursue graduate education in order to improve their knowledge and skill to perform complex economic analyses and provide information necessary to formulate business strategies and develop public policies. The BBA in Economics complements other business concentrations and related social sciences to provide a strong undergraduate foundation for graduate studies in Economics and other related disciplines.

MISSION STATEMENT

The Bachelor of Business Administration in Economics creates intellectual capital for knowledge based sustainable economy. Through rigorous teaching, innovation and research, the program engages faculty, students, and the business community to provide solid economic foundation, in theory and practice, for sound business decisions. The program prepares students for professional careers in a vastly changing and challenging global economy.

VISION

The Bachelor of Business Administration in Economics is to be recognized for its research-informed teaching and learning and active engagement with the business community.

VALUES

The Bachelor of Business Administration in Economics is guided by the following values:

- Dedication to liberal arts education.
- Lifelong pursuit of learning.
- Innovation and continued excellence in teaching.
- Social responsibility, moral and ethical integrity.
- Respect for freedom of thought and expression.
- Interdisciplinary and cross-disciplinary collaboration.

LEARNING OUTCOMES

Upon completion of the BBA in Economics, the student will be able to:

1. Appreciate the economic way of thinking, acquire critical thinking skills, and apply the analytical framework of economics to understand consumer behavior and business decisions.
2. Understand the interrelationships between individual markets, industries, government, and the overall performance of local, regional, and global market economies.
3. Utilize theoretical models to understand development and resource problems and formulate policy instruments to address them and reconcile economic activity, corporate social responsibility, and social welfare.
4. Identify problems and apply quantitative skills to individual and business decisions while taking into account strategic considerations and public policy issues such as growth, inflation, international trade, unemployment, pollution, and environmental degradation.
5. Use written and oral presentations to communicate interpretation of statistical measures to problems in economics.

ECONOMICS MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Economics, students must complete the following six courses (18 credit hours):

| | | |
|-----------|--|-----|
| ECON 302 | Quantitative Methods for Business & Economics | (3) |
| ECON 305 | International Economics | (3) |
| OR | | |
| ECON 389 | Special Topics | (3) |
| ECON 310 | Intermediate Microeconomics | (3) |
| ECON 312 | Intermediate Macroeconomics | (3) |
| ECON 405 | Comparative Economic Systems | (3) |
| ECON 413 | Economics Capstone: Development & Resource Economics | (3) |

In addition, students must complete an additional two courses (6 credits) designated ECON at 300-level or above.

BACHELOR OF BUSINESS ADMINISTRATION (ECON) 2017-18 DEGREE PLAN*

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|-------------|------------------------|--------|---|---------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading & Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed | ARAB | [A] | | 3 |
| Gen Ed | HUM | [H] | | 3 |
| Free Elect. | MATH | 100 | College Algebra | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading and Writing | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, and Citizenship | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Gen Ed [M] | MATH | 110 | Pre-Calculus | 3 |
| Gen Ed [T] | CSIS | 110 | Foundation of Information Systems | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 102 | Writing & Information Literacy | 3 |
| Free Elect. | | | | 3 |
| Gen Ed [M] | STAT | 201 | Statistics | 3 |
| Core | ECON | 200 | Principles of Microeconomics | 3 |
| Core | ACCT | 201 | Principles of Financial Accounting | 4 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Core | MGMT | 201 | Principles of Management | 3 |
| Gen Ed | SOCS | [S] | | 3 |
| Core | ECON | 201 | Principles of Macroeconomics | 3 |
| Core | ACCT | 205 | Managerial Accounting | 3 |
| Core | MRKT | 200 | Principles of Marketing | 3 |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Major | ECON | 302 | Quantitative Methods for Business & Economics | 3 |
| Core | MGMT | 304 | Business Relationship Management | 3 |
| Core | BUS | 210 | Business Research Methods | 3 |
| Core | HR | 205 | Human Resources Administration & Development | 3 |
| Major | ECON | 305 | International Economics | 3 |

| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
|---------------|----------------------------|---------------|--|----------------|
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 4 |
| Major | ECON | 310 | Intermediate Microeconomics | 3 |
| Major Elect | ECON | | | 3 |
| Core | BUS | 321 | International Business Management | 3 |
| Core | FINC | 332 | Financial Management | 3 |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Major | ECON | 312 | Intermediate Macroeconomics | 3 |
| Major Elect | ECON | | | 3 |
| Core | BEAL | 401 | Legal & ethical Issues in Business | 3 |
| Major | ECON | 405 | Comparative Economic Systems | 3 |
| Gen Ed | HUM | [H] | | 3 |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCS | [S] | | 3 |
| Major | ECON | 413 | Economics Capstone: Development & Resource Economics | 3 |
| Gen Ed | SCI | [P] | | 3 |
| Free Elect | | | | 2 |
| Capstone | BUS | 490 | Business Administration Capstone | 3 |
| Internship | ECON | 470 | Internship | 3 |
| | | | | |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as other factors.

BACHELOR OF BUSINESS ADMINISTRATION IN MANAGEMENT

Management today is a challenging and exciting field. Management systems play an essential role in powering the economy, and management decisions and practices can have substantial impact on individual lives. The Management major allows students to learn strategies, techniques, and ethics for effective organization. The required courses—Entrepreneurship, Change Management, Organizational Behavior, and Business Operations—provide students with an essential foundation for effective management skills and employability. The study of Entrepreneurship opens opportunities for creativity and initiation of new business. Flexibility in dynamic environments and exploitation of business opportunities are addressed in the study of Change Management. The human element in business is fundamental to success, yet is often seen as difficult to manage. In response to this dilemma, the course in Organizational Behavior explores theories and perspectives on human behavior in organizations that lend an understanding of this complex aspect of business. The Business Operations course focuses on achieving competitive advantage by improving efficiency and customer experiences. Management skills are in high demand worldwide. A degree in Management opens employment possibilities in a broad range of industries as well as in the non-profit sector of the economy.

MISSION STATEMENT

The focus is on preparing students for business in Kuwait, Arabian Gulf, Arab World, and internationally. Working together with the College of Business and Economics, the Management department provides rigorous programs that foster excellence in teaching, scholarship, and disseminate socially responsible practices to advance societies.

VISION

The Management major is to be recognized locally, regionally, and internationally for its distinctiveness, academic excellence, and accomplishments.

VALUES

- Freedom of thought, expression, and intellectual inquiry.
- Respect for individual identity and rights, and cultural diversity.
- Commitment to high standards of morality, integrity, and social responsibility.
- Adherence to high professional standards and ethics.

LEARNING OUTCOMES

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

1. Create an application of management reporting systems and critically assess business performance employing management information systems.
2. Demonstrate the analytical skills required for the evaluation of an organization's strategic plan compared with actual results and provide solutions to problems that occur when actual results fail to meet plans.
3. Demonstrate the ability to communicate effectively and ensure internal controls that provide assurance for users of financial statements are professionally implemented.
4. Demonstrate understanding of basic technical skills such as the application of variance, ratio, and comparative entity analysis to control activity and protect corporate assets.
5. Demonstrate awareness of cultural differences in business environments.
6. Apply ethical reasoning and teambuilding practices in business management.

MANAGEMENT MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Management, students must complete the following six courses (18 credit hours):

| | | |
|----------|---|-----|
| ENTR 201 | Principles of Entrepreneurship | (3) |
| MGMT 301 | Change Management | (3) |
| MGMT 315 | Decision Making in Management | (3) |
| MGMT 333 | Organizational Behavior | (3) |
| MGMT 350 | Organizational Communication and Leadership | (3) |
| MGMT 413 | Management Capstone: Business Operations | (3) |

In addition, students must complete an additional two courses (6 credit hours) designated as MGMT at 300 level or above.

BACHELOR OF BUSINESS ADMINISTRATION IN MARKETING

Marketing is a leading field in business, responsible for researching and satisfying customer needs through product and service development, pricing, promotion, and distribution. Besides being an exciting and creative academic major, Marketing is practical, and provides vital skills for success in both professional and personal lives. In today's competitive market, no business can succeed without effective marketing. At AUK, the Marketing Department offers exciting and powerful courses taught by outstanding professors, courses that include Principles of Marketing, International Marketing, Advertising and Promotion, Consumer Behavior, Marketing Research, Marketing Strategy, E-Commerce, Marketing of Services, and Supply Chain Management. These courses provide professional skills needed in the job market, both in Kuwait and internationally.

Graduates with a Bachelor of Business Administration in Marketing are sought by many employers, including international corporations, governmental agencies, private and non-governmental organizations, and financial institutions. Students with a BBA in Marketing can be employed in a diverse range of jobs, in such areas as Sales, Retailing, Advertising, Public Relations, Logistics Management, International Marketing Management, Customer Relationship Management, Marketing Research, Tourism Management, e-Commerce, Media Marketing, Brand Management, Career (Placement) Marketing, Real Estate, Market Analysis, Digital Marketing, Social Media Marketing, and Marketing Strategy. Marketing is the number one field of employment in most countries. In addition, Marketing graduates with BBA degree can pursue a great variety of graduate degrees in Kuwait, the US, and Europe, as well as in many other countries.

MISSION STATEMENT

The BBA program in Marketing at AUK prepares the best marketing professionals in Kuwait and beyond, through an excellent American system of education based on innovation, creativity, and critical thinking.

VISION

We aspire to make the marketing major at AUK the best in Kuwait and the Gulf region.

VALUES

- Highest professional quality in teaching, research, and service.
- Adherence to the highest ethical standards and social responsibility.
- Equality, social justice, respect, and honesty.
- Transparency, freedom of expression, and accessibility.
- Encourage creativity, innovation, critical thinking, and leadership.

LEARNING OUTCOMES

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

1. Demonstrate understanding of basic technical skills relating to such concepts as market research surveys, assessment techniques, and comparative analysis of product markets.
2. Critically assess the target market for a product and demonstrate the ability to create a plan to achieve a market share objective.
3. Analyze survey results to examine the make-up of merchandise and manufacturing markets.
4. Professionally present analysis of market potential and communicate unique product attributes.
5. Demonstrate awareness of cultural differences in product markets and in practices relative to domestic markets.
6. Apply ethical reasoning and teambuilding practices in marketing goods and services.

MARKETING MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Marketing, students must complete the following six courses (18 credit hours):

| | | |
|----------|--|-----|
| MRKT 329 | International Marketing | (3) |
| MRKT 309 | Principles of e-Commerce | (3) |
| MRKT 355 | Promotion and Advertising | (3) |
| MRKT 349 | Consumer Behavior | (3) |
| MRKT 401 | Marketing Research | (3) |
| MRKT 413 | Marketing Capstone: Marketing Strategy | (3) |

In addition, students must complete an additional two courses (6 credits) designated MRKT at 300-level or above.

**BACHELOR OF BUSINESS ADMINISTRATION 2017-18
DEGREE PLAN (ACCT, FINC, MGMT, MRKT)***

At least 36 credit hours must be at the 300-400 level

| YEAR 1 | SEMESTER 1 (FRESHMAN) | | | |
|---------------|-------------------------------|---------------|---|----------------|
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 100 | Foundations of Academic Reading and Writing | 4 |
| Gen Ed [L] | UNIV | 100 | Essentials of Learning | 2 |
| Gen Ed | ARAB | [A] | | 3 |
| Gen Ed | HUM | [H] | | 3 |
| Free Elect | MATH | 100 | College Algebra | 3 |
| YEAR 1 | SEMESTER 2 (FRESHMAN) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 101 | Approaches to Critical Reading and Writing | 3 |
| Gen Ed [M] | MATH | 103/110 | Mathematics for Business or Pre-Calculus | 3 |
| Gen Ed [L] | UNIV | 110 | University, Community, and Citizenship | 3 |
| Gen Ed | HUM | [H] | | 3 |
| Gen Ed | CSIS | [T] | | 3 |
| YEAR 2 | SEMESTER 3 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed [E] | ENGL | 102 | Writing and Information Literacy | 3 |
| Gen Ed [M] | STAT | 201 | Statistics | 3 |
| Gen Ed | ARAB | [K] | | 3 |
| Core | ACCT | 201 | Principles of Financial Accounting | 4 |
| Core | ECON | 200 | Principles of Microeconomics | 3 |
| YEAR 2 | SEMESTER 4 (SOPHOMORE) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 3 |
| Core | FINC | 332 | Financial Management | 3 |
| Core | ECON | 201 | Principles of Macroeconomics | 3 |
| Core | MGMT | 201 | Principles of Management | 3 |
| Core | MRKT | 200 | Principles of Marketing | 3 |
| Free Elect | | | | 2 |
| YEAR 3 | SEMESTER 5 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SCI | [P] | | 4 |
| Core | ACCT | 205 | Managerial Accounting | 3 |

| | | | | |
|----------------|---|---------------|---|----------------|
| Core | HR | 205 | Human Resource Management | 3 |
| Core | BUS | 321 | International Business Management | 3 |
| Core | MGMT | 304 | Business Relationship Management | 3 |
| YEAR 3 | SEMESTER 6 (JUNIOR) | | | |
| | Prefix | Number | Title | Credits |
| Core | BUS | 210 | Research Methods for Business | 3 |
| Major | ACCT 301, FINC 341, ENTR 201, MRKT 329 | | | 3 |
| Major | ACCT 401, FINC 345, MGMT 301, MRKT 355 | | | 3 |
| Major Elect | | | | 3 |
| Free Elect | | | | 3 |
| YEAR 4 | SEMESTER 7 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCS | [S] | | 3 |
| Core | BEAL | 401/403 | Legal & Ethical Issues in Business or Corporate Governance and Ethics | 3 |
| Major | ACCT 305, FINC 355, MGMT 333, MRKT 401 | | | 3 |
| Major | ACCT/FINC/MGMT/MRKT 413 Discipline Capstone | | | 3 |
| Major | ACCT 365/FINC 389/MGMT 315/MRKT 309 | | | 3 |
| YEAR 4 | SEMESTER 8 (SENIOR) | | | |
| | Prefix | Number | Title | Credits |
| Gen Ed | SOCS | [S] | | 3 |
| Capstone | BUS | 490 | Business Administration Capstone | 3 |
| Major Elective | | | | 3 |
| Internship | ACCT/FINC/MGMT/MRKT 470 | | | 3 |
| Major | ACCT 405/FINC 445/MGMT 350/MRKT 401 | | | 3 |

*Your progress through the plan will vary depending on your English and Mathematics placement, as well as on other factors.

MINORS IN THE COLLEGE OF BUSINESS AND ECONOMICS

Students may elect to complement their major with a minor, defined as specialization in a discipline (field of study) outside their chosen major. Students choosing to add a minor in one of the following areas should consult an academic advisor in the appropriate discipline (field of study).

The College oversees the following Minors:

- Business Administration (for non-Business Majors)
- Economics
- Human Resource Management

The minor in Business Administration is designed for students majoring in any of AUK's degree programs (BA, BE, or BS) except the BBA degree programs in Accounting, Economics, Finance, Management, and Marketing.

The minor in Human Resource Management is designed for students majoring in any of AUK's degree programs.

GENERAL DEGREE REQUIREMENTS FOR A MINOR

Students may pursue one minor only. All AUK minor programs consist of a minimum of 18 credit hours, at least 9 credit hours of which must be taken in residence at AUK. No more than 9 credit hours earned from the major or general education requirements may apply towards any one minor.

MINOR IN BUSINESS ADMINISTRATION

Program Purpose

This minor is designed to provide non-business majors the opportunity to complement their undergraduate education with an understanding of business administration.

Program Requirements

The program requires students to complete six courses (18 or 19 credits) comprising of four core courses and two electives. The program may be completed in three consecutive semesters. Commencing in the student's junior year, the four core courses provide students with a balanced and integrated exposure to key functional areas in business and to ways of thinking about, and analyzing, the world from a responsible business perspective. The two electives provide students the opportunity to develop knowledge in or explore a specific aspect of business of their choice. One of the disciplines (Financial Management) involves a 4-credit course (ACCT 201: Principles of Financial Accounting) and so requires completion of 19 credits.

REQUIRED CORE COURSES (12 CREDIT HOURS)

| | | |
|----------|--|-----|
| BUS 100 | Introduction to Business | (3) |
| ECON 101 | Introduction to Contemporary Economic Issues | (3) |
| PHIL 203 | Professional Ethics | (3) |
| MGMT 333 | Organizational Behavior | (3) |

ELECTIVES (6 CREDIT HOURS)

In addition, students must select two courses from one of the following disciplines:

Economics

ECON 200 Principles of Microeconomics (3)

AND

ECON 201 Principles of Macroeconomics (3)

Entrepreneurship

ENTR 201 Principles of Entrepreneurship (3)

AND

ENTR 301 Intermediate Entrepreneurship (3)

Financial Management (7 credit hours)

ACCT 201 Principles of Financial Accounting (4)

AND

FINC 332 Financial Management (3)

Human Resource Management

HR 205 Human Resource Management (3)

AND

PSYC 203 Social Psychology (3)

Management Accounting

ACCT 205 Managerial Accounting (3)

AND

ACCT 401 Advanced Managerial Accounting (3)

Marketing

MRKT 200 Principles of Marketing (3)

AND

MRKT 329 International Marketing (3)

OR

MRKT 355 Advertising and Promotion (3)

Organizational Change & International Management

MGMT 301 Change Management (3)

AND

BUS 321 International Business Management (3)

MINOR IN ECONOMICS*Program Purpose*

A minor in Economics acquaints students with economics knowledge that will be complementary to business and non-business majors. In a vastly transforming and globalizing world, an Economics minor improves our understanding of economic, political, and social events and the context in which they develop. It also enhances one's analytical and decision-making competence in the realm of business and even on the personal level.

Program Requirements

Students must complete six courses (18 credit hours) for the minor.

REQUIRED CORE COURSES (6 CREDIT HOURS)

The following two courses (6 credit hours) are core courses for the Economics Minor:

| | | |
|----------|------------------------------|-----|
| ECON 200 | Principles of Microeconomics | (3) |
| ECON 201 | Principles of Macroeconomics | (3) |

ELECTIVES (12 CREDIT HOURS)

In addition, students must choose, in consultation with their academic advisor, four courses from among the following:

| | | |
|----------|---|-------|
| ECON 302 | Quantitative Methods for Business & Economics | (3) |
| ECON 304 | Economics of Labor | (3) |
| ECON 305 | International Economics | (3) |
| ECON 310 | Intermediate Microeconomics | (3) |
| ECON 312 | Intermediate Macroeconomics | (3) |
| ECON 315 | Managerial Economics | (3) |
| ECON 351 | Money and Banking | (3) |
| ECON 363 | Environmental & Resource Economics | (3) |
| ECON 369 | Short Course | (1-3) |
| ECON 389 | Special Topics | (3) |
| ECON 405 | Comparative Economic Systems | (3) |
| ECON 409 | Economic Development | (3) |

| | | |
|----------|--|-----|
| ECON 413 | Economics Capstone: Development & Resource Economics | (3) |
| ECON 429 | Environmental & Energy Policy | (3) |
| ECON 452 | Econometrics | (3) |
| ECON 485 | Seminar in Economics | (3) |

Up to two non-economic but related courses at the 300-level or above can be taken instead of two courses from the above in consultation with the student's academic advisor and the Department Chair.

MINOR IN HUMAN RESOURCE MANAGEMENT

Program Purpose

This interdisciplinary minor seeks to develop well-rounded graduates with personal qualities and skills that extend beyond familiarity with current HR practices to include a sound understanding of social, behavioral, and political sciences. It seeks to develop graduates who are able to think critically, act ethically, and meet the challenges of an ever-changing environment.

The minor is structured with a small core—comprised of courses in Human Resource Management, Organizational Behavior, and Work and Well-being—embedded in a selection of electives reflecting a traditional liberal arts and interdisciplinary curriculum. The electives include courses from such disciplines as Economics, International Relations, Political Science, Psychology, and the Behavioral Sciences.

Because an interdisciplinary background is especially appropriate for positions in HR, this minor is ideal for students majoring in one of the Social Science Programs as well as those majoring in Business. The minor is for those who want to pursue careers in business, government, and/or educational institutions.

Learning Outcomes

Upon completion of the minor in Human Resource Management the student will be able to:

1. Discuss the importance of thinking systematically and strategically about managing human assets.
2. Explain how cultures frame options open to human resource managers around the world.
3. Formulate, implement, and evaluate human resource policies and procedures.
4. Demonstrate understanding of theories and practices affecting employee motivation and control.
5. Critically discuss and assess contemporary issues confronting human resource policy formulation and implementation in private, public, for profit, and not-for-profit organizations.

Program Requirements

Students wishing to Minor in Human Resource Management are required to take six courses (18 credit hours) comprised of three required core courses and three electives.

REQUIRED CORE COURSES (9 CREDIT HOURS)

The following three courses are core courses for the Human Resource Management minor.

| | | |
|----------|---------------------------|-----|
| HR 205 | Human Resource Management | (3) |
| HR 325 | Work and Well-being | (3) |
| MGMT 333 | Organizational Behavior | (3) |

ELECTIVES (9 CREDIT HOURS)

Students must also complete three of the courses listed below.

| | | |
|----------|---|---------|
| ECON 304 | Economics of Labor | (3) |
| HR 344 | Managing Conflict | (3) |
| HR 389 | Special Topics in Human Resource Management | (3) |
| HR 470 | Internship in Human Resource Management | (3) |
| IR 342 | International Human Rights | (3) [S] |
| MGMT 303 | Management and Leadership Development | (3) |
| PLSC 302 | Public Policy | (3) [S] |
| PLSC 306 | Global Political Economy | (3) [S] |
| PSYC 203 | Social Psychology | (3) [S] |
| SBSA 341 | Women in Cross-Cultural Perspective | (3) [S] |
| SBSA 372 | Anthropology of Business | (3) [S] |

COURSE DESCRIPTIONS BY DISCIPLINES CATALOG

GLOSSARY OF TERMS

Capstone
Concurrent Course
Co-requisite
Course Description
Course Restriction
Course Prefix and Number
Course Title
Credit Hours
Cross-listed
Gen Ed Requirement
Lab
Lecture
Prerequisite
Seminar
Studio
Variable Credit

DISCIPLINES (FIELDS OF STUDY)

COURSE DESCRIPTIONS



COURSE DESCRIPTIONS BY DISCIPLINES CATALOG

GLOSSARY OF TERMS

CAPSTONE

A capstone course is a culminating experience—a course is designed to provide opportunities for students to integrate knowledge from their core and concentration courses, to gain insight into the meanings of professionalism and professional practice, and to reflect on the norms of a discipline or profession.

CONCURRENT COURSE

A concurrent course is a requirement that a specific course **must be taken concurrently** (in the same semester) with another course, **if it has not been successfully completed previously**. It is the student's obligation to know and meet course concurrency requirements. These are stated in the course description section of the catalog. Concurrency requirement will be enforced at registration.

CO-REQUISITE

A co-requisite is a requirement that a specific course be taken simultaneously (in the same semester) with another, affiliated course, e.g. ACCT 201 lecture/lab or ENGL 100 lecture/lab. Typically, only one of the co-requisite courses is assigned the course grade and credits (e.g., ACCT 201 lecture = 4 credits), while the other co-requisite course carries "0" credits and is not assigned a grade. It is the student's obligation to know and meet course co-requisites. These are stated in the course description section of the catalog. Co-requisites will be enforced at registration.

COURSE DESCRIPTION

The course description explains the content of the course.

COURSE RESTRICTION

A course restriction is a constraint placed upon a course to ensure that the student is prepared to take the course. For example, for the course FINC 470, the student must be at least a junior, and must have the permission of the instructor to enter the course. In order to have the permission of the instructor, the student must fill out a form, receive the necessary signatures, and turn in the form to the Office of the Registrar.

COURSE PREFIX AND NUMBER

The course prefix is a four-letter designator that represents the discipline (field of study). For example, "ARAB" is the prefix for Arabic. The course number denotes the difficulty level of the course material. In general, lower-level courses (100 and 200 level courses) are taken by freshmen and sophomores, while upper-level courses (300 and 400 level courses) are taken by juniors and seniors.

COURSE TITLE

The course title denotes the name of the course.

CREDIT HOURS

The number of credit hours reflects the numerical value of the course as it relates to course load. A student at AUK is expected to complete at least 124 credit hours in order to graduate. With an average course load of 15 credit hours per semester (usually around 5 courses), the student is expected to graduate in 4 years.

CROSS-LISTED

A cross-listed course is one that is offered jointly by more than one discipline (field of study). Students may choose to take the course under the prefix (discipline/field of study) that aligns with their major.

GEN ED REQUIREMENT

A “Gen Ed requirement” is a General Education requirement. All students of AUK must complete 49 credits of General Education, dispersed among various disciplines (fields of study). Upon completion of the General Education curriculum, students will have acquired important skills and intellectual abilities necessary for successful academic work and lifelong learning.

LAB

An educational activity other than class work, in which students conduct experiments, perfect skills, or practice procedures under the direction of a faculty member.

LECTURE

A class session in which an instructor speaks on a specific topic.

PREREQUISITE

A prerequisite is a course or courses that the student must take before s/he may take the course with the prerequisite[s]. For example, a student must take ENGL 101 before taking ENGL 102.

SEMINAR

A class in which academic topics are discussed by a teacher and a small group of students. Seminars are usually only offered in upper-level major courses.

STUDIO

A room for instruction or experimentation in one of the performing arts or drama productions or musical performances.

VARIABLE CREDIT

Some courses have variable credit, meaning that the course may be worth one (1), two (2), or three (3) credit hours. Each student wishing to take a course with variable credit should fill out a form with the assigned number of credit hours and receive the appropriate signatures before submitting the form to the Office of the Registrar.

DISCIPLINES (FIELDS OF STUDY)

- Accounting (ACCT)
- American Studies (AMST)
- Arabic (ARAB)
- Art (ART)
- Business Ethics and Law (BEAL)
- Biology (BIOL)
- Internship Free Electives – Business (BUEL)
- Business (BUS)
- Chemistry (CHEM)
- Communication Studies (COMM)
- Computer Engineering (CEPG)
- Computer Science & Information Systems (CSIS)
- Drama (DRAM)
- Economics (ECON)
- Education (EDUC)
- Electrical Engineering (ELEG)
- English Language & Literature (ENGL)
- Engineering (ENGR)
- Entrepreneurship Studies (ENTR)
- Environmental Studies (ENVS)
- Finance (FINC)
- French (FRNC)
- Graphic Design (GDES)
- History (HIST)
- Human Resources (HR)
- Free Elective Internships Under Any Humanities Discipline (HUCM/HUEL/HUGD)
- International Relations (IR)
- Italian (ITAL)
- Mathematics (MATH)
- Management (MGMT)
- Marketing (MRKT)
- Music (MUSC)
- Natural Sciences (NSCI)
- Philosophy (PHIL)
- Physics (PHYS)
- Political Science (PLSC)
- Psychology (PSYC)
- Religion (RELG)
- Social and Behavioral Sciences (SBSA)
- Free Elective Internships Under Any Sciences Discipline (SCEL/SCSC/SOEL/SOSA)
- Spanish (SPAN)
- Statistics (STAT)
- Translation (TRAN)
- University (UNIV)

UNDERGRADUATE COURSE DESCRIPTIONS 2017-2018 CATALOG

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. Prerequisites: MATH 103 or MATH 110.

ACCT 201L Principles of Financial Accounting (Lab) (0)

Provides the accounting student with support to achieve the objectives of ACCT 201. Co-requisite: ACCT 201.

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. Concurrent: ACCT 201. Prerequisites: MATH 103 or MATH 110.

ACCT 301 Intermediate Accounting I (3)

This course begins in-depth analysis of financial accounting. Topics include accounting standards and theory, the balance sheet, statement of cash flows, comprehensive income, revenue recognition, profitability analysis, receivables and investment valuation, inventory and departures from historic cost, operational assets and impairment. Prerequisite: ACCT 201.

ACCT 305 Intermediate Accounting II (3)

This course builds on applications, standards, and practices taught in ACCT 301, providing in-depth analysis of financial accounting, advancing to consider liabilities and owners' equity. Topics include accounting for current liabilities, contingencies, bonds, long term notes, pensions, leases, income tax and shareholders' equity, embracing contributed capital, retained earnings, and dividends and earnings per share. Concurrent: ACCT 301.

ACCT 334 Individual & Corporate Tax (3)

An analysis of international taxation theory and the application of tax theory for domestic and international activity in Kuwait. Prerequisite: ACCT 201.

ACCT 365 Financial Statement Analysis (3)

This course is designed to equip the student with knowledge and skills of how to use financial statements in a variety of firm valuation contexts in the capital market. The student learns different valuation tools for evaluating a firm's accounting and financial performance, the concept of earnings quality, and other valuation related issues. Prerequisite: ACCT 301 and FINC 332.

AMERICAN STUDIES (AMST)**AMST 121 US History since 1900 (3) [S]**

Examination of the major political and economic themes in the US from 1900 to the present. Topics will include the world wars, prohibition and the Depression, the rise of the US as a global power, the Cold War, and the Gulf War.

AMST 220 Early American Political History (3) [S]

The course traces the political history of America from the period of European colonial settlement through the Gilded Age. Topics include colonialism, independence, the US Constitution, Jacksonian Democracy, the Civil War and Reconstruction, westward expansion, and modernization. Prerequisite: ENGL 101.

AMST 333 American Culture (3) [S]

An interdisciplinary study of America's view of itself: contemporary society including race, ethnicity, politics, literature and film; issues of violence, discrimination, racism, and attitudes that shape contemporary American culture. Sophomore standing or permission of instructor.

AMST 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

AMST 388 Independent Study (1-3)

A research and writing project to be determined in consultation with the instructor. Can be repeated for credit with a different topic. Senior standing and permission of instructor.

AMST 389 Special Topics (1-3)

Can be repeated for credit with a different topic. Junior standing and permission of instructor. Prerequisite: any 100 or 200-level HIST course, or AMST course.

AMST 402 American Social History in the 20th Century (3)

The economic boom and the conservative/traditional 50s; the Civil Rights movement; the anti-war movement; the feminist movement; the counter-culture movement; the student movement; the response of the political right; the information revolution; transformation of the culture and the political landscape. Junior standing. Prerequisite: any 100 or 200-level HIST course, or AMST course.

AMST 409 American Foreign Policy since WWII (3)

Investigation of American foreign policy since World War II: the process of decision making, the role of the Presidency, the State Department and Pentagon bureaucracy, the Congress, and Public Opinion. Focuses on the Cold War and the Middle East. Junior standing or permission of instructor. Prerequisite: any 100 or 200-level HIST or AMST course.

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

This course introduces the student to the Arabic alphabet, the script of modern written Arabic, and develops the student's knowledge in the four language skill areas. The materials are designed in the effective modern approach to foreign language teaching. This course is taught in the Arabic language. Prerequisite: Arabic placement exam score less than or equal to 4.

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

This course introduces students to basic Arabic language skills: listening, speaking, reading, and writing. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic placement exam score between 5 and 14.

ARAB 150 Human Development in the Arab World (3) [H] [K]

This course examines Human Development in the Arab World using the Reports of the UN Development Program and The Arab Fund for Economic and Social Development, which were released in 2003/2004. It provides students with detailed description and critical evaluation of the economic, demographic, social, and political conditions in the Arab countries. This course is taught in the English language. Prerequisite: ENGL 101.

ARAB 201 Arabic as a Second Language II (3) [A]

This course extends ARAB 101 and is designed to enhance further the non-native speaker's knowledge and proficiency of Arabic. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: ARAB 101.

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

The course acquaints students with the past influence and present importance of Arab-Islamic civilization. It investigates how Islam has shaped many different cultures in Asia, Europe, and Africa over the last 1400 years. The religious, political, and cultural values associated with Arab-Islamic culture will be discussed. Furthermore, students will be familiarized with the historical forces that shaped the past, and what these forces mean for the world today. This course is taught in the English language. This course satisfies the General Education requirement for Arab Culture. Prerequisite: ENGL 101.

ARAB 215 Arabic Composition I (3) [A]

This course introduces native speakers of Arabic – with English curricula education – to intermediate reading and writing skills in Arabic. Using various literary and non-literary styles, students will be exposed to functional grammar, sentence structure, and paragraph writing. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic placement exam score 15 or higher.

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

This course surveys selections of writings from classical Arabic works. The main aim of the selections is to reflect the intellectual, literary, and cultural developments of the Arabs from pre-Islamic times up to the present day. The course is thematically organized to allow students the opportunity to study the continuity or changes of certain values and beliefs in Arabic culture. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic placement exam score 25 or higher.

ARAB 221 Creative Writing (3) [H]

This course introduces students to the skills of writing the genre of the short story and novel. This course is taught in the Arabic language.

ARAB 301 Arabic as a Second Language III (3) [A]

This course builds on the earlier Arabic courses for non-native speakers. It uses more advanced materials to strengthen the reading, writing, listening, and speaking abilities of the student. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: ARAB 201.

ARAB 303 Literature of the Arabian Gulf (3) [H] [K]

This course looks at the contribution of literary figures from the Arabian Gulf, especially those of Kuwait, to Arabic literature in general. This course is taught in the Arabic language. This course satisfies the General Education requirement for Arabic Culture. Sophomore standing or permission of instructor.

ARAB 304 Arabic Drama (3) [H] [K]

The course looks at the emergence of Arabic drama in the 19th century until the present day, and assesses prototype drama forms of the medieval period. Through a study of selected plays by prominent authors, a picture will emerge as the influence of Arabic drama on Arabic literature. A selection of video recordings will also accompany the course. This course is taught in the Arabic language. This course satisfies the General Education requirement for Arabic Culture. Sophomore standing or permission of instructor.

ARAB 308 Arab Women in History (3) [H]

An exploration of the diversity of voices of Arab women, both past and present, from a multidisciplinary perspective. Topics include women as revolutionaries and nationalists, male-female relations, women in the workforce, female circumcision, family structures, and lifestyles. This course is taught in the Arabic language. Sophomore standing or permission of instructor.

ARAB 310 Classical Arabic Prose (3) [H] [K]

This course surveys Classical Arabic prose. The main aim of the selections is to introduce a few of the outstanding literary achievements of the Arabs in prose from the 8th to the 14th centuries. Readings will include works by Ibn al-Muqaffa', al-Jahiz, Ikhwan al-Safa', Badi' al-Zaman al-Hamadhani, and others. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.

- ARAB 312** **Modern Arabic Literature** **(3) [H] [K]**
 This course surveys modern and postmodern Arabic creative writing: novel, short story, drama, poetry, and literary criticism. Themes in this course include, but are not limited to, love, death, exile, social pressures, and political concerns. The course demonstrates the nexus between Arabic literary production and contemporary challenges of Arab life. This course is taught in the Arabic language. This course satisfies the General Education requirement for Arab Culture. Sophomore standing or permission of instructor. Prerequisite: ARAB 220.
- ARAB 313** **Arab Women and Literature** **(3) [H] [K]**
 A survey of the history of Arab women's literature, from the medieval period to the present day. Special attention is paid to the questions of literary tradition. This course is taught in the Arabic language. Sophomore standing or permission of instructor.
- ARAB 314** **Classical Arabic Poetry** **(3) [H] [K]**
 This course focuses on selected masterpieces of classical Arabic poetry. Individual works are studied with an aim to understanding the historical context of their composition and to appreciating their literary value. This course is taught in the Arabic language. This course satisfies the General Education requirement for Arab Culture. Sophomore standing or permission of instructor. Prerequisite: ARAB 220.
- ARAB 315** **Literature of Al-Andalus** **(3) [H] [K]**
 A survey of poetry and prose from the nearly eight centuries of Arab-Islamic civilization in Al-Andalus. This course is taught in the Arabic language. This course satisfies the General Education requirement for Arab Culture. Sophomore standing or permission of instructor. Prerequisite: ARAB 220.
- ARAB 316** **Literature in the Abbasid Era** **(3) [H] [K]**
 This course involves the study of literature in the Abbasid Era, both early and later ages up to the fall of Baghdad in 1258. Through a literary analysis of poetry and prose of the Abbasid period, some of the historical characteristics of the period, as well as the development of music, cuisine, and the arts will be highlighted. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.
- ARAB 318** **Modern Arabic Novel** **(3) [H] [K]**
 This course focuses on the development of the Arabic novel, and surveys the main factors more standing. Prerequisite: ARAB 220.
- ARAB 369** **Short Course** **(1-3)**
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.
- ARAB 388** **Independent Study** **(1-3)**
 Can be repeated for credit with a different topic. Permission of instructor.

ART 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor or junior standing.

BUSINESS ETHICS & LAW (BEAL)**BEAL 369 Short Course (1-3)**

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

BEAL 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MGMT 304.

BEAL 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

BEAL 401 Legal & Ethical Issues in Business (3)

Introduces students to legal concepts, the philosophy of law, ethics, and the functions of the court systems. Surveys business-related laws including constitutional law and the law of torts, intellectual property, business entities, and corporations. Course content includes an analysis of ethical reasoning and decision-making processes in business settings. Prerequisite: BUS 210.

BEAL 403 Corporate Governance & Ethics (3)

This course seeks to generate a critical understanding of corporate governance, including government regulatory compliance, the exploitation of legal and regulatory loopholes, business ethics, social auditing, and corporate social responsibility, and the role of these practices in the profitability and sustainability of business. Prerequisite: MGMT 304.

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: FINC 341.

BIOLOGY (BIOL)**BIOL 101 General Biology I (3) [P]**

Part one of a two-semester course. An in-depth introduction to scientific method, and exploration of study of life from atoms to cellular levels of organization. Emphasis on the cell structure, function, energy and metabolism, genes, evolution and speciation, the origins of life, bacteria, plants, and animals. Concurrent: BIOL 101L.

BIOL 101L General Biology I Laboratory (1) [P]

A laboratory component for the General Biology I course. Concurrent: BIOL 101.

BUS 490 Business Administration Capstone (3)

This capstone integrates subject matter from the BBA Core and major disciplines. It draws on case studies that illustrate approaches adopted by local, regional, and global businesses to meet challenges posed by the dynamic and competitive environment. Coursework and Bachelor of Business Administration assurance of learning activities help students develop skills in, and appreciation of, the interdisciplinary nature of business management. Senior standing. Prerequisite: BUS 210 and BUS 321.

CHEMISTRY (CHEM)**CHEM 101 General Chemistry I (3) [P]**

This introductory course covers the fundamental chemical principles, concepts, and laws. Topics include chemical reactions, stoichiometry, gas laws, kinetic theory of gases, thermochemistry, atomic structure and periodicity, the Bohr model, Lewis structures, ionic and covalent bonding, the solid state and crystallography, the liquid state and phase diagrams. Concurrent: CHEM 101L and MATH 201.

CHEM 101L General Chemistry I Laboratory (1) [P]

A laboratory component for the General Chemistry I course. Concurrent: CHEM 101.

CHEM 102 General Chemistry II (3) [P]

Continuation of General Chemistry I. Covers properties of solutions, oxidation-reduction reactions, colligative and chemical properties, acid base and complex ion equilibria, laws of thermodynamics, enthalpy and free energy, electrochemistry, representative elements, transition metals, and nuclear chemistry. Concurrent: CHEM 102L. Prerequisite: CHEM 101 and CHEM 101L.

CHEM 102L General Chemistry II Laboratory (1) [P]

A laboratory component for General Chemistry II course. Concurrent: CHEM 102.

CHEM 103 Chemistry in Everyday Life (3) [P]

An introduction to the principles of chemistry and its role in our daily life. A number of topics will be addressed such as nuclear chemistry and the atomic bomb, acids and bases, petroleum, chemistry in the kitchen, food additives and coloring, perfumes, soaps and detergents, toxins and poisons, medicine and drugs, forensic chemistry and DNA fingerprinting, global warming, acid rain, air and water pollution. A required laboratory is part of the course. Concurrent: CHEM 103L.

CHEM 103L Chemistry in Everyday Life Laboratory (1) [P]

A laboratory component for the Chemistry in Everyday Life course. Concurrent: CHEM 103.

CHEM 104 Living in a Chemical World (3) [P]

A one semester survey of modern concepts of the structure and properties of the material universe and their inter conversions for students who do not need a more rigorous foundation in chemistry for degree completion. As the chemistry is introduced, related ecological, geopolitical, and socioeconomic concerns are discussed. Introductory topics in chemistry are covered from a largely conceptual point of view. Atomic theory, the gas laws, covalent/ionic bonding, hydrogen bonding, organic chemistry, nuclear chemistry, oxidation/reduction reactions, dimensional analysis, isotopes, and water properties are all introduced in this course. This course meets a three credit hour science requirement for non-science majors. Prerequisite: ENGL 101.

CHEM 305 Environmental Chemistry (3) [P]

In this course students will use fundamental principles of chemistry to gain an understanding of the environment and to acquire an understanding of the pollutants in the environment. Environmental issues that will be discussed include anthropogenic climate change, air pollution, stratospheric ozone depletion, pollution of water sources, and acid rain. Prerequisite: CHEM 103 or CHEM 101.

CHEM 388 Independent Study (1-4)

Can be repeated for credit with a different topic. Permission of instructor.

COMMUNICATION STUDIES (COMM)**COMM 101 Introduction to Mass Communication (3) [H]**

Examines the issues and concepts involved in the initial study of the mass media, (i.e., television, radio, newspapers, magazines and interactive outlets) and how they impact the individual and society.

COMM 110 Digital Foundations (3)

This course introduces students to fundamental principles and applications of design, emphasizing critical and cultural awareness of design issues and developing of technical skills. The notion of creative problem solving is particularly emphasized. Students develop expertise in major industry standard software packages. This course lays the foundation for further study of design. A lab fee may be required. [Cross-listed with GDES 110]

COMM 111 Images in Media (3) [H]

The power of images in media is examined through milestones including those in photography, film, video, and interactive media.

COMM 206 Mass Media Writing (3)

This course is intended to provide students with fundamental writing techniques used in the media industry. Particular attention will be paid to the development of objective writing skills used across print, broadcast, and online platforms. Writing methodologies to produce advertising copy and press releases will also be studied.

COMM 208 Film Production I (3)

Introduces students to basics of cinematic storytelling through narrative genres and documentaries. Examines the basics of scriptwriting, directing, cinematography, and editing. Develops skills in all areas of the craft, and explores both the creative and the technical aspects of production. Includes a short project. Familiarizes students with the nature of filmmaking through lectures and working experiments with traditional narrative filmmaking, documentary, and new media. [Cross-listed with GDES 208]

COMM 211 Theories and Research Methods in Communication (3)

This course provides an introduction to theories and to methodological approaches used in the study of mass communication. Students will apply research skills to scientifically evaluate messages, media, and audiences. A variety of data collection techniques will be utilized to give students a hands-on approach in the assessment of media. The course will also examine media and its messages from a theoretical perspective. Pre-requisite: COMM 101.

COMM 222 Global Media and Spaces of Identity (3) [S]

Anthropology of media is an essential area of study, living as we do, in a media saturated world today. The course examines new paradigms in the anthropology of visual communication in looking at how media interacts with issues such as representation, people's sense of self-identity and collective cultural identities, nationalism and transnationalism, media activism, diasporas, and social engagements with technology. The course locates the anthropological voice in media by locating it in worlds of practice and debate. [Cross-listed with SBSA 222]

COMM 230 Principles of Advertising (3) [H]

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. Prerequisite: COMM 101.

COMM 240 Principles of Public Relations (3) [H]

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. Prerequisite: COMM 101.

COMM 249 Images of Women in Media (3) [S]

In examining links between gender, media and modernity, this course offers examples of media representations of women's identity. Students will not simply analyze media representations of women, but learn to contextualize and critically examine them within a broader framework of the characteristics of contemporary culture in specific regions. This course will 'cross borders' of disciplines, methods and approaches, and intervene into current debates in the fields of cultural anthropology, media and cultural studies, global-local, Eurocentrism, and multiculturalism. [Cross-listed with SBSA 249]

COMM 265 South Asian Film: A Global Perspective (3) [S]

The Indian film industry is the largest in the world, of which Hindi films are its most popular component. This course uses popular Hindi films as anthropological texts through which we consider broader questions about the anthropology of representations in examining roles and representations of femininity and masculinity, tradition and modernity, the importance of family and family values, the Indian diaspora, and the Hindi film phenomenon as it develops in the age of globalization. In this course, we treat "visual representation as an aspect of material culture and practice of social scientists, as well as culture researched by social scientists." [Cross-listed with SBSA 265]

COMM 309 Film Production II (3)

The course emphasizes the artistic film movement, the role of the American cinema, and its mark on the world. Explores the old and the new Hollywood and the relationships between aesthetics and expenses. Students will explore the Preproduction, the Production, and the Postproduction phases of filmmaking. Sophomore standing or permission of instructor. Prerequisite: COMM 208 or GDES 208.

COMM 310 Broadcast Journalism (3)

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

- COMM 312 News Reporting and Editing (3) [H]**
Explores and practices the skills of a working journalist. Students will build on what is being taught in COMM 206 and apply that knowledge to this class. Emphasis will be on the reporting, writing, and the editing of features, hard news stories, broadcast copy, and writing for the Web. There will also be a focus on practical and professional-based skills such as reporting beats and newsroom procedures. Sophomore standing. Prerequisite: COMM 206.
- COMM 313 Documentary Production (3)**
Introduces students to the concepts of creating a documentary. Emphasis on the practice of documentary production through creation of short or/and semester long productions. Interviewing, shooting, lighting, framing, and various narrative techniques are explored. Prerequisite: COMM 201 or COMM 208.
- COMM 320 Mass Media Law (3)**
Examines the law as it affects the mass media. Discusses such areas as libel, privacy, public records, criminal pretrial publicity, freedom of information, and obscenity. Sophomore standing or permission of instructor. Prerequisite: COMM 101.
- COMM 325 Mass Communication and Society (3) [H]**
Provides students with an overview of the effect of media on culture and society. The course explores how media reflect and mold culture. It examines the role the media play in creating the global village. It also examines how the audience uses and is used by various media outlets and how that use affects the perception of various cultures. Sophomore standing. Prerequisite: COMM 101.
- COMM 338 Copywriting for Advertising (3)**
Explores issues, strategies, theories, and practices in writing and editing advertising messages. Teaches the technical aspects of advertising: writing advertising copy and designing effective layouts. Students use their software design skills. Sophomore standing or permission of instructor. Prerequisite: COMM 230.
- COMM 350 Organizational Communication and Leadership (3)**
Teaches students the role of communication in creating a productive organizational environment in terms of interpersonal and group behavior. Reviews the theory and practice of team building, conflict resolution and problem solving and explores how communication and organizational cultures relate to each other. Sophomore standing or permission of instructor. Prerequisite: COMM 101 or MGMT 201. [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. Sophomore standing or permission of instructor. Prerequisite: COMM 240.

- COMM 366 Popular Culture in South Asia: Film (3) [S]**
 In this course, popular culture is examined- ranging from calendar art, romance fiction, magazines, photographs, music, food, fashion, films and television - as an important resource for anthropological insights into contemporary social issues and processes. Issues such as continuity and transformation of tradition, the impact of imperialism, and the 'Indianization' of English are increasingly seen as areas of debate and research. Notions of hybridity, diversity, and globalization are addressed. [Cross-listed with SBSA 366]
- COMM 369 Short Course (1-3)**
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.
- COMM 380 Media Translation (3)**
 The course teaches the various theories and practical skills and techniques of translating, subtitling and dubbing media materials, particularly television programs. The course involves education and training based on TV materials related to Media, Economics, Politics, Law, Business, Literature, Culture, Medicine and Science. Sophomore standing. [Cross-listed with TRAN 380]
- COMM 388 Independent Study (1-3)**
 Can be repeated for credit with a different topic. Permission of instructor.
- COMM 389 Special Topics (3)**
 Can be repeated for credit with a different topic. Permission of instructor.
- COMM 402 PR Campaigns (3)**
 This course is designed to help students to think like a Public Relations (PR) professional, knowing the process and timing in executing a PR campaign. The importance of research is underscored through the process of identifying and understanding the target audience, which is the very basis of any PR campaign. Students will learn to develop a comprehensive "360 degrees" PR campaign for presentation to prospective clients, and gain a clear in-depth insight into the profession of PR campaigning. Junior standing.
- COMM 425 International Case Studies in Public Relations (3)**
 Exposes students to major issues in public relations, with a focus on the characteristics of successful cases in PR. The class lays the theoretical foundation for comparative analysis of public relations practice around the world and then examines national and regional examples. Junior standing.
- COMM 427 Media and Arab Society (3) [H]**
 A survey of the histories, roles, and institutions of media in Arab countries from printing to electronic media, from major publishing firms and publications to satellites and satellite broadcasters, including the Internet and publications in that medium. Junior standing. Prerequisite: COMM 101.
- COMM 455 Advertising Media Planning (3)**
 Examines media planning, buying, and sales as performed by advertising agencies, clients, and media. Students learn how to evaluate and select advertising media for various market situations. Examines target audience, media characteristics and data sources. Junior standing or permission of instructor. Prerequisite: COMM 230.

COMM 460 Advertising Campaigns (3)

This class builds upon theoretical work on advertising and PR and uses a more practical, hands-on approach throughout the semester. Divided in groups, the class will comprehensively examine all aspects of developing and finally presenting an effective advertising campaign. The practical, group experience is the mainstay of this course. Junior standing.

COMM 470 Internship in Communication (1-3)

Students gain practical experience in the field. A weekly log accounting for activities required. Three credits are equivalent to 120 hours of internship. This is a pass/fail course. Junior standing and permission of instructor.

COMM 480 Seminar in Communication (3)

Junior standing and permission of instructor.

COMPUTER ENGINEERING (CPEG)**CPEG 201 Matlab Programming (3)**

Matlab and its application for engineering analysis and problem solving. Command Window Operations, 2D plotting, Array Manipulation, Data Handling, Control Structures, Scripting and Function Files, 3D plotting; numerical methods, roots of nonlinear equations, systems of equations, differential equations, etc. Building Graphical User Interfaces. Simulink: Introduction to Model-based Design, Matlab Toolboxes. Permission of instructor. Prerequisite: CSIS 120. Concurrent: MATH 210.

CPEG 201L Matlab Programming Laboratory (1)

Matlab and its application for engineering analysis and problem solving. Command Window Operations, 2D plotting, Array Manipulation, Data Handling, Control Structures, Scripting and Function Files, 3D plotting; numerical methods, roots of nonlinear equations, systems of equations, differential equations, etc. Building Graphical User Interfaces. Permission of instructor. Prerequisite: CSIS 120. Concurrent: MATH 210.

CPEG 210 Digital Logic Design (3)

Number systems and codes, Boolean algebra, minimization methods, combinational circuit design and analysis, arithmetic blocks, programmable logic, latches and flip-flops, sequential logic design, state machines, registers, counters, memory elements, logic synthesis, high-level synthesis, an introduction to VHDL. A lab component is included in this course. Prerequisite: CSIS 120.

CPEG 210L Digital Logic Design Laboratory (1)

A laboratory component for the course CPEG 210 Digital Logic Design. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits, software schematic capture and simulation, and hardware description under VHDL. Concurrent: CPEG 210.

CPEG 220 Computer Organization and Architecture (3)

The fundamental elements of digital logic and their use in computer construction; register level description of computer execution and the functional organization of a computer; essential elements of computer architecture; major functional components of a modern computer system. Design principles associated with modern computer architectures; performance and cost considerations; architectural features influenced by such features as operating systems and window systems, high level languages, etc.; floating point arithmetic, performance of computer systems, processor implementation strategies, micro-programming, pipelining, CISC and RISC, vector processors; memory hierarchy, cache, virtual memory organization for high performance machines; a brief introduction to I/O and bus subsystems. Prerequisite: CPEG 210.

CPEG 303L Advanced Programming for Engineering Laboratory (1)

Parallel programming: Multi-threaded applications, client server model, distributed computing. Basic database programming and connectivity. Graphical user interface. C programming language for Java programmers: differences, pointers, and applications. Prerequisite: CSIS 210.

CPEG 330 Microprocessors & Interfacing (3)

Microprocessor organization, multicore processors, programming model, assembly language programming, addressing modes, translating high-level programs to assembly language, arithmetic/logic operations, selection, looping, pointers, subroutines/macros, etc. I/O and buses, protocols, modern interfacing techniques, interfacing ICs, applications of microprocessors and microcontrollers, and software/hardware interface design; a lab component is included in this course. Prerequisites: CPEG 220 and ELEG 270. Concurrent: CPEG 330L.

CPEG 330L Microprocessors & Interfacing Laboratory (1)

A microcontrollers-based laboratory component for the course CPEG 330 Microprocessors & Interfacing. The lab syllabus is aligned with the course topics. Concurrent: CPEG 330.

CPEG 331L Data Acquisition and Automation Laboratory (1)

Data acquisition and automation using both software and hardware tools. Introduction to instrumentation and signal conditioning. Virtual instruments and graphical programming for the analysis and visualization of data. Interfacing analog and digital signals. Real-time interfacing, sensors, transducers, and actuators, found in industry. Prerequisite: CPEG 220.

CPEG 340 Embedded System Design (3)

System design process: requirements analysis, specification, hardware/software co-design, testing; embedded computing platforms: general and special-purpose processors, hardware accelerators, systems-on-a-chip, intellectual property (IP) core-based design; software design tools and technologies: CAD tools, compilers, and assemblers; hardware design tools and technologies: hardware-description languages, high-level synthesis tools, ASIC and FPGA design. Prerequisite: CPEG 220.

CPEG 340L Embedded System Design Laboratory (1)

An FPGA-based laboratory component for the course CPEG 340 Embedded System Design. The lab syllabus is aligned with the course topics. Concurrent: CPEG 340.

- CPEG 350 Data Communications and Computer Networks (3)**
 A basic technical introduction to data communication: encoding, modulating, and error detection & correction codes. Networks classification. Architecture: OSI reference model, TCP/IP, layer services, protocols, LANs, packet switching, routing, and addressing. Network technologies and devices. Network services. An introduction to network security. Prerequisites: CPEG 210 and CSIS 210.
- CPEG 350L Data Communication and Computer Networks Laboratory (1)**
 A laboratory component for the course CPEG 350 Computer Networks. The lab syllabus is aligned with the course topics. Prerequisite: CPEG 350
- CPEG 369 Short Course (1-3)**
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of instructor.
- CPEG 388 Independent Study (1-4)**
 Can be repeated for credit with different topic. Permission of instructor.
- CPEG 389 Special Topics in Computer Engineering (3)**
 Can be repeated for credit with different topic. Permission of instructor.
- CPEG 422 Digital Signal Processing (3)**
 Digital processing of signals, sampling, difference equations, discrete-time Fourier transforms, discrete and fast Fourier transforms, digital filter design. Signal Processing under MATLAB. Prerequisite: ELEG 320.
- CPEG 430 Introduction of Soft Computing (3)**
 Soft computing techniques, fuzzy sets, membership functions, fuzzy logic, fuzzy rules, fuzzy reasoning, fuzzification and defuzzification, artificial neural networks, perceptrons, supervised learning, multi-layer, back propagation, probabilistic reasoning, Bayesian network, evolutionary computation, genetic algorithms, simulated annealing, swarm intelligence, continuous optimization, combinatorial optimization, real-world problems. Prerequisite: CSIS 210 and STAT 214.
- CPEG 441 Hardware/Software Co-Design (3)**
 Design models: state machines, concurrent process models, dataflow, communicating sequential processes, etc. Design partitioning, co-synthesis, co-stimulation, co-design. Transformational co-design, formal models, correctness. Functional programming in HW design, concurrency, synthesis of parallel algorithms. HW Compilers. Prerequisite: CPEG 340.
- CPEG 450 Network Security (3)**
 Fundamental security principles and real-world applications of Internet and computer security. Topics covered in the course include legal and privacy issues, risk analysis, attack and intrusion detection concepts, system log analysis, intrusion detection and packet filtering techniques, computer security models, computer forensics, and distributed denial-of-service (DDoS) attacks. Junior standing or permission of instructor. Prerequisite: CPEG 350.

CPEG 455 Wireless Networks and Mobile Systems (3)

Multidisciplinary, project-oriented design course that considers aspects of wireless and mobile systems. Including wireless networks and link protocols, mobile networking including support for the Internet Protocol suite, mobile middleware, and mobile applications. Junior standing or permission of instructor. Prerequisite: CPEG 350.

CPEG 460 Robotics (3)

Project-oriented design course that includes topics on perception, sensors, computer vision, navigation, localization, actuation, manipulation, mobility. Intelligence: control, planning, and mission execution. Junior standing. Prerequisites: CPEG 330 and ELEG 320.

CPEG 470 Internship in Computer Engineering (1-3)

An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of computer engineering and related fields. Students are limited to a maximum of 6 internship credit hours. This is a pass/fail course. Junior standing and permission of instructor. Prerequisite: minimum GPA of 2.0.

CPEG 475 Senior Design Capstone I (3)

A supervised project in groups of normally three students aimed at providing practical experience in some aspect of computer engineering. Students are expected to complete a literature survey, project specification, critical analysis, and to acquire the necessary material needed for their intended end product. Prerequisites: CPEG 330 and CPEG 340.

CPEG 480 Senior Design Capstone II (3)

A course that seeks to impart in students the skill to integrate the knowledge gained in different courses by asking them to develop a product that has passed through the design, analysis, testing, and evaluation stages. This course includes production of a professional report, design process and outcome, implementation and testing, and critical appraisal of the project. Prerequisite: CPEG 475.

COMPUTER SCIENCE & INFORMATION SYSTEMS (CSIS)**CSIS 101 Computer Skills and Emerging Technologies (3) [T]**

This course introduces students to different computing skills, such as: word processing, spreadsheets, and power point presentations. This course also explains different emerging technologies, such as: information systems and social media and their use in organizations. Students will have extensive hands-on training during supervised laboratory sessions.

CSIS 110 Foundations of Information Systems (3) [T]

Information systems are an integral part of all business activities and careers. This course is designed to introduce students to contemporary information systems and demonstrate how these systems are used throughout global organizations. The focus of this course will be on the key components of information systems - people, software, hardware, data, and communication technologies, and how these components can be integrated and managed to create competitive advantage. Through the knowledge of how IS provides a competitive advantage, students will gain an understanding of how information is used in organizations and how IT enables improvement in quality, speed, and agility. This course also provides an introduction to systems and development concepts, technology acquisition, and various types of application software that have become prevalent or are emerging in modern organizations and society.

CSIS 255 Web Technologies (3)

This course provides students with basic knowledge and technical aspects and skills needed to build Web applications. It covers a range of topics including but not limited to: basic concepts of the Internet and Internet programming, fundamentals of Website design, Websites building tools and languages, basics of XHTML, Scripting and Scripting Languages (e.g., Java Script), Web Servers and Web application servers, client-side programming, server-side programming, database connectivity to the Web applications, adding dynamic content to Web applications, programming the user interface for the Web applications. Students are expected to complete a project in the development and maintenance of Web sites. Prerequisite: CSIS 130. Concurrent: CSIS 250.

CSIS 260 System Analysis, Design, and Acquisition (3)

This course discusses the processes, methods, techniques and tools used by organizations to determine how they should conduct their business with a particular focus on how computer-based technologies can most effectively contribute to the way business is organized. The course covers a systematic methodology for analyzing a business problem or opportunity, modeling it using a formal technique, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf (COTS) packages. Prerequisite: CSIS 130.

CSIS 300 E-Commerce (3)

This course focuses on the evolution of electronic commerce where business is conducted between organizations and individuals relying primarily on digital media and transmission. Participants investigate the opportunities and challenges of exchanging goods and services over communications networks as well as the manner in which relationships are being reshaped. New forms of business arrangements are also examined. Course activities are designed to provide both managerial and entrepreneurial assessments of anticipated advances in information technology with respect to business systems and electronic markets. Sophomore standing or permission of instructor. Prerequisite: CSIS 130.

CSIS 302 IT Infrastructure (3)

This course provides an introduction to IT infrastructure issues. It covers topics related to both computer and systems architecture and organization. This course gives students the ability to focus on hardware and systems software technology for designing organizational processes and software solutions that require in-depth understanding of the IT infrastructure capabilities and limitations. The course focuses strongly on core computing systems architecture concepts and structures, operating systems, data centers, security of IT infrastructure, cloud computing and computing as a service. Prerequisite: CSIS 210.

CSIS 310 Introduction to Operating Systems (3)

This course introduced students to the study of supervisory programs. The course will, start with a brief historical perspective of the evolution of operating systems and then cover the major components of the most operating systems such as process management (processed, threads, CPU scheduling, synchronization, and deadlock), memory management (segmentation, paging, swapping), files systems; and operating system support for distributed systems. This course will allow students to have an opportunity to learn a lot of practical information about how programming languages, such as: Java, C and C++, operating system, and architectures interact and how to use each effectively. Students will also gain an experience on how to use Linux as an operating system. Prerequisite: CSIS 210.

- CSIS 320 Principles of Programming Languages (3)**
This course introduces principles of programming languages fundamentals. This course is majorly theoretical by its nature since it does not cover a specific programming language but rather the underlying concepts of computer programming languages. Topics include but not limited to: language evaluation criteria, history of languages, formal description of languages, lexical analysis, syntactical analysis, semantic analysis, comparison of language constructs, language categories (imperative, functional and logic). Prerequisite: CSIS 210.
- CSIS 322 Computer Networks and Data Communication (3)**
This course introduces the fundamentals of networking infrastructure, different types of networks and network hardware and software. The course focuses on data transmission, switches, routers topology, wiring and physical topology protocol, layering LAN, WAN, and internetworking. Prerequisite: CSIS 210 and MATH 213.
- CSIS 330 Software Engineering (3)**
This course is designed to introduce students to basic concepts of software engineering development cycle. Students learn techniques for collecting requirements, modeling design and best practices for documenting software projects. Students also use professional modeling tools throughout the development of their projects. The course places special emphasis on object-oriented modeling using UML. Students are expected to complete a medium scale software project and work professionally within a group. Prerequisite: CSIS 210.
- CSIS 369 Short Course (1-3)**
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.
- CSIS 370 Computer Graphics (3)**
This course provides students with the basic concepts, technical and mathematical knowledge and skills required to design and implement computer graphics. Topics to be covered include but not limited to: graphics hardware, software utilities, two and three dimensional transformation and viewing, graphics arts and animations. Students are expected to perform practical assignments to design programs using programming graphics tools and libraries (e.g., Java Applet, Java 2D and 3D API). Prerequisite: CSIS 210 and MATH 201.
- CSIS 388 Independent Study (1-4)**
Can be repeated for credit with a different topic. Permission of instructor.
- CSIS 389 Special Topics in Computer Science (3)**
Can be repeated for credit with a different topic. Permission of instructor.
- CSIS 390 Special Topics in Information Systems (3)**
Can be repeated for credit with a different topic. Permission of instructor.

CSIS 395 Enterprise Systems (3)

This course discusses the key aspects relating to the selection, implementation, adoption, diffusion and management of Enterprise Resource Planning (ERP) Systems (also known as Enterprise Systems (ES)). An ERP System is an off-the-shelf package that provides an integrated suite of applications that provide transaction processing and management information systems for the common core of business processes. Enterprise Systems also provide comprehensive administrative systems and help to automate and streamline business processes. ERP systems have been widely implemented worldwide, particularly in larger organizations. It is reported that ERP market exceeded USD\$78 billion in 2004 and it has been one of the largest, fastest-growing application software industries in the world. While organizations invest substantial amount of resources in acquiring ERP systems from vendors such as SAP and Oracle, presumably expecting positive impacts to the organization and its functions, some ERP system projects have reported nil or detrimental impacts to the organizations and its functions. Junior standing or permission of instructor.

CSIS 400 Theory of Computation (3)

Abstract models of computers (finite automata, pushdown automata, and turning machines) and the language classes they recognize or generate (regular, context-free, and recursively enumerable), Church's thesis, decidability, the halting problem, and computability. Junior standing or permission of instructor. Prerequisite: CSIS 210 and MATH 213.

CSIS 401 Mobile Computing (3)

This course provides an introduction to mobile computing and mobile application development. Students will have a hands-on experience with the technologies, tools, and techniques used to develop mobile software solutions for business or entertainment. Junior standing. Prerequisite: CSIS 130.

CSIS 405 Analysis of Algorithms (3)

This course is designed to introduce students to algorithm analysis and strategies. The course explains different strategies used for solving problems (brute-force, greedy, divide-and-conquer, decrease-and-conquer, transform-and-conquer, and dynamic programming). The course introduces comparison of the runtime efficiency of solutions using different strategies. Space and time efficiency are discussed, compared and analyzed for different types of applications. Prerequisite: CSIS 210 and MATH 201.

CSIS 415 Artificial Intelligence (3)

This course provides students with the basic concepts, knowledge and skills required in utilizing Artificial Intelligence techniques in solving practical problems. Topics to be covered include but not limited to: knowledge representation methods like propositional logic and predicate calculus, blind search strategies (breadth-first and depth-first), heuristic search strategies (hill-climbing, best-first and A*), backward and forward reasoning, applications; expert systems, natural language processing, pattern recognition, image processing, and planning. The practical part of the course involves programming exercises and case studies related to the topics covered. Prerequisite: CSIS 210 and MATH 213.

CSIS 417 Intelligent Systems (3)

This course provides students with an understanding of the principles of decision-making in organizations, an appreciation of the concepts of intelligent systems (IS) and decision support systems (DSS) across various disciplinary areas, and the acquisition of skills in the identification, verification and construction of DSS/IS. Prerequisite: CSIS 210.

CSIS 425 Advanced Software Engineering (3)

This course is designed to introduce students to advanced and contemporary software engineering topics. Advanced Object Oriented software engineering topics will be covered including: design patterns, testing, project management, and metrics to measure quality of code. In addition, the course will also introduce the challenges of distributed software development. Students have to develop small framework, document it and use it to develop at least one application. Prerequisite: CSIS 330.

CSIS 440 Software Project Management (3)

This course discusses the processes, methods, techniques and tools that organizations use to manage their software projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This course assumes that project management in the modern organization is a complex team-based activity, where various types of technologies (including project management software as well as software to support group collaboration) are an inherent part of the project management process. This course also acknowledges that project management involves both the use of resources from within the firm, as well as contracted from outside the organization. Junior standing or permission of instructor. Prerequisite: CSIS 330.

CSIS 470 Practicum in Computing & Information Systems (1-3)

This course is designed to introduce students to an internship experience. Students are encouraged to find a related placement in the field of IT in a local/international organization. A supervisor from AUK and the placement organization are required to coordinate and validate the internship activities. Students write a report summarizing what the internship job added to his or her knowledge of computer science. Students normally enroll in internship in their senior year to guarantee having enough background to function properly in a professional environment. This is a pass/fail course. Permission of instructor.

CSIS 475 Compiler Construction (3)

Principles and practices in the design of compilers. Introduction to formal languages. Lexical analysis and syntax analysis. Top-down and bottom-up parsing. Syntax directed translation and syntax trees. Intermediate forms, symbol tables, and code generation. Junior standing or permission of instructor. Prerequisite: CSIS 320.

CSIS 476 Computer Security and Information Assurance (3)

This course provides an introduction to fundamental computer security issues. The course covers theory and practice of computer security and information assurance. Students will have hands-on experience with using security tools. Security threats and countermeasures against them will be discussed. Senior standing. Prerequisite: CSIS 310.

CSIS 480 Business Process Management (3)

Business process management (BPM) is concerned with the concepts, methods, and techniques that support the design, administration, configuration, enactment, analysis and automation of business processes. In this course students will be introduced to: (1) key concepts and approaches to business process management and improvement; (2) the way in which information technology can be used to manage, transform, and improve business processes. The main focus of this course is both understanding and designing business processes within IS Environment. Students will learn how to identify, document, model, assess, and improve core business processes within that environment. Prerequisite: CSIS 260 or CSIS 330.

CSIS 490 Computer Science and Information Systems Capstone I (3)

This course integrates core topics of the computer science or information systems body of knowledge, teamwork, and professional practices through the implementation of a large-scale project. Senior standing.

CSIS 491 Computer Science and Information Systems Capstone II (3)

This course integrates core topics of the computer science or information systems body of knowledge, teamwork, and professional practices through the implementation of a large-scale project. The development phases included in the course are design and implementation of a fully functioning project. Senior standing. Prerequisite: CSIS 490.

DRAMA (DRAM)**DRAM 101 Theatre Appreciation (3) [H]**

An introductory survey of the development of theatre from Ancient Greek Comedy and Tragedy to modern American and English drama.

DRAM 150 Introduction to Acting (3) [H]

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

DRAM 160 Theatre Practicum (3) [H]

Faculty directed theatre production. Specific dramatic material will vary. Students will have an opportunity to gain initial experience in acting, stage management, dramaturgy, assistant direction, design (costume/ lighting/ scenic), or as other production staff. DRAM 160 runs concurrently with DRAM 360 and students cannot be enrolled in both during one semester.

DRAM 211 Contemporary Theatre (3) [H]

Survey course designed to familiarize the student with contemporary works of dramatic literature works from 1879 to the present.

DRAM 212 Ancient Greek Theatre (3) [H]

An in-depth survey course of the dramatic writings of the ancient Greek world, this course will acquaint the student with some of the first works of the Western civilization.

DRAM 213 Shakespeare for Beginners (3) [H]

A broad survey course of selected scenes and other material from the dramatic works of William Shakespeare.

DRAM 250 Acting I (3) [H]

A continuation of Intro to Acting, with a focus on the Stanislavsky method and Chekhov. Permission of instructor. Prerequisite: DRAM 150.

DRAM 350 Shakespeare in Performance (3) [H]

An exploration into Shakespeare's prose and poetry through text and performance. Text analysis and scansion techniques will be discussed as well as sonnet composition. Sophomore standing.

DRAM 360 Theatre Production (3) [H]

Faculty directed theatre production. Specific dramatic material will vary. Opportunity is open to any students by audition or related academic work to qualify for a position of major responsibility as an actor or a crewmember as designated by the director. May be repeated for credit. Permission of instructor.

DRAM 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of instructor.

DRAM 388 Independent Study (3)

Can be repeated for credit with different topic. Permission of instructor

DRAM 389 Special Topics (1-3)

Can be repeated for credit with different topic. Permission of instructor.

ECONOMICS (ECON)**ECON 101 Introduction to Contemporary Economic Issues (3)**

Introduction to fundamental concepts of micro- and macroeconomics and the tools that are generally used to analyze current business and economic issues.

ECON 200 Principles of Microeconomics (3)

An introduction to microeconomics. The course focuses on supply, demand and product markets, production costs and pricing, and output under different market structures. Prerequisite: MATH 101 or 103 or 110.

ECON 201 Principles of Macroeconomics (3)

An introduction to macroeconomics. The course focuses on national income and product accounts, consumption, investment, international trade, and output. It also provides students with a theoretical basis in macroeconomics, and 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. Concurrent: ECON 200.

ECON 302 Quantitative Methods for Business and Economics (3)

Apply theoretical and empirical knowledge of mathematics and statistics to understand and quantify economic and business relationships. Topics include mathematical functions, systems of equations, derivatives, static optimization, hypothesis testing, analysis of variance, simple and multiple linear regression, univariate time-series techniques, and the time value of money. Statistical software and real world data are used for advanced computations. Pre-requisite: MATH 103 or 110 and STAT 201.

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: ECON 200 and ECON 201.

EDUCATION (EDUC)**EDUC 389 Special Topics (3)**

Can be repeated for credit with different topic. Permission of instructor.

ELECTRICAL ENGINEERING (ELEG)**ELEG 220 Electric Circuits (3)**

Introduction to the basic laws and techniques for electric circuits analysis, response of circuits with resistors, independent sources, controlled sources, operational amplifiers; Transient analysis of basic circuits with R, L, and C components. AC analysis and phasors; An Introduction to Matlab. A lab component is included in this course. Prerequisite: PHYS 116. Concurrent: ELEG 220L and MATH 210.

ELEG 220L Electric Circuits Laboratory (1)

A laboratory component for the course ELEG 220 Electric Circuits. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits and software simulation tools. Concurrent: ELEG 220.

ELEG 270 Electronics (3)

Introduction to the basic electronic devices including diodes and transistors and their operating principles. Analysis of electronic circuits operating under dc bias and switching conditions. Applications of devices in digital electronic circuits. Prerequisite: ELEG 220. Concurrent: ELEG 270L.

ELEG 270L Electronics Laboratory (1)

A laboratory component for the course ELEG 270 Electronics. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits and software simulation tools. Concurrent: ELEG 270.

ELEG 300 Engineering Electromagnetics (3)

Static electric & Magnetic fields, conductors, capacitance, electrostatic energy and forces, Poisson's equation, Biot-Savart law, Ampere's law, vector magnetic potential, inductance, Maxwell's equations, Faraday's law, time-harmonic fields, wave propagation, reflection, and transmission lines. Prerequisites: ELEG 220 and MATH 207.

ELEG 310 Electric Machines & Power Fund (3)

3-phase circuits and power calculation, magnetic circuits. Transformers: single-phase, construction, operation, autotransformers, and 3-phase. AC and DC machines. Synchronous generators: construction, equivalent circuits, testing and performance characteristics; Induction motors. Prerequisite: ELEG 220. Concurrent: ELEG 310L.

ELEG 310L Electric Machines Laboratory (1)

A laboratory component for the course ELEG 310 Electric Machines. The lab syllabus is aligned with the course topics. Concurrent: ELEG 310.

ELEG 412 Renewable Energy Systems (3)

Modeling and control of renewable energy sources such as wind generation, solar panels and fuel cells; power electronics topologies and interfaces for renewable energy systems; and integration of renewable energy systems with the distribution grid. Prerequisite: ELEG 330.

ELEG 421 Control Systems (3)

Control Systems. Advantages of closed-loop feedback systems. System representations using mathematical models, block diagrams & signal flow graphs. Poles and zeroes. P, PI & PID controllers. System design & stability. Frequency response techniques, Root-locus, & Bode-plot analysis. Basic lead-lag compensation. Control systems under MATLAB. Prerequisite: ELEG 320.

ELEG 421L Control Systems Laboratory (1)

A laboratory component for the course ELEG 421 Control Systems. The lab syllabus is aligned with the course topics. Concurrent: ELEG 421.

ELEG 423 Instrumentation (3)

Error analysis, linear displacement transducers, strain gauge, rotational speed, capacitive and inductive transducers, temperature, pressure and flow, and ultrasonic systems. Design of instrumentation systems. Application areas and course projects include industrial control, automation systems, etc. Prerequisite: ELEG 421.

ELEG 423L Instrumentation Lab (1)

A laboratory component for the course ELEG 423 Instrumentation. The lab syllabus is aligned with the course topics. Concurrent: ELEG 423.

ELEG 470 Internship in Electrical Engineering (1-3)

An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Electrical Engineering and related fields. Students are limited to a maximum of 6 internship credit hours. This is a pass/fail course. Junior standing and permission of instructor. Prerequisite: minimum GPA of 2.0.

ELEG 471 Power Electronics (3)

Operating characteristics of BJTs, IGBTs, MOSFETs, Thyristors. Diode circuits & rectifiers, source inductance, 3- phase rectifiers dc- dc switched mode converters, buck, boost, & buck- boost circuits, bridge converter; PWM inverters, voltage control, harmonics, 3- phase inverters; gate & base drive circuits, snubber circuits. Prerequisite: ELEG 270.

ELEG 471L Power Electronics Laboratory (1)

A laboratory component for the course ELEG 471 Power Electronics. The lab syllabus is aligned with the course topics. Concurrent: ELEG 471.

ELEG 472 CMOS Digital Circuit Design (3)

This course explores the design aspects involved in the realization of CMOS digital integrated circuits from device up to the register level. It addresses major design methodologies. The course includes the study of the MOS device, CMOS inverter, critical interconnect and gate characteristics that determine the performance of CMOS digital circuits. It also includes CMOS logic design from transistor level to layout for fabrication. Students will use state-of-the-art CAD tools to verify designs and develop efficient circuit layouts. Prerequisite: ELEG 270.

ELEG 475 Senior Capstone Design I (3)

A supervised project in groups of normally three students aimed at providing practical experience in Electrical Engineering. Students are expected to complete a literature survey, project specification, critical analysis, and to acquire the material needed for their end product. Prerequisites: ELEG 270, CPEG 220, and ELEG 310.

ELEG 480 Senior Capstone Design II (3)

A course that seeks to impart in students the skill to integrate the knowledge gained in different courses by developing a product that has passed through the design, analysis, testing, and evaluation stages. This course includes the production of a professional report. Prerequisite: ELEG 475.

ENGLISH LANGUAGE & LITERATURE (ENGL)**ENGL 100 Foundations of Academic Reading and Writing (4) [E]**

This course is a portfolio-based, preparatory course in reading and writing for academic purposes. Through a small-class workshop environment centered on reading and writing activities, class discussion, small-group collaboration, individual conferences with instructors, and supplemental lab workshops, students will develop their understanding of and facility with a variety of reading and writing strategies necessary for success in university coursework. Particular emphasis will be given to summarizing, analyzing, and synthesizing ideas as well as to revising and editing strategies. A concurrent lab section is required. Prerequisite: TOEFL internet-based (iBT) minimum reading score of 13 and minimum writing score of 14. Additional placement testing may be required. A grade of "C-" or better must be earned to pass this course.

ENGL 101 Critical Reading and Writing (3) [E]

This course focuses on writing and reading for various academic and public purposes and audiences. Students will develop analytical, critical, and argumentative thinking, reading, and writing abilities, and will be introduced to research practices. Prerequisites: Score of 80 or higher on the Accuplacer reading exam and a score of 6 or higher on the Accuplacer essay exam, OR a TOEFL iBT reading score of 18 or higher and a writing score of 17 or higher, OR a grade of C- or better in ENGL 100. A grade of "C-" or better must be earned to pass this course.

ENGL 102 Writing & Information Literacy (3) [E]

This course introduces students to the academic, intellectual, and public activities of research. Through a focus on research as a process of inquiry generated by particular purposes, audiences, and contexts, students will develop a more complex understanding of multiple research processes and genres. Students will formulate their own critical analysis of and response to a range of academic and public issues. Students will develop and conduct an extended research inquiry. The primary aim of this course is to develop students' critical and information literacy. Prerequisite: ENGL 101. A grade of "C-" or better must be earned to pass this course.

ENGL 108 Public Speaking (3) [H]

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 200 Introduction to Literary Studies (3) [H]

This core course is designed to initiate students into the elements of literature and literary analysis. Students will learn what makes a piece of writing “literary,” as well as the terms and skills needed to read, understand, and analyze literature. The course will cover literary genres and critical approaches, providing a foundation for literary studies. Concurrent: ENGL 102.

ENGL 207 Introduction to Rhetorical Studies (3) [H]

A study of rhetoric from its roots in the classical world to its many variations over time and culture. Central to the course will be the role of rhetoric in determining the multiple ways in which discourse is constructed to achieve specific ends. Prerequisite: ENGL 101.

ENGL 220 Survey of World Literatures I (3) [H]

This course provides a foundation in canonical texts of world literatures from antiquity through the mid-17th century by introducing major historical periods, movements, authors and literary texts. The course may include works such as Gilgamesh, Beowulf, The Odyssey, Canterbury Tales, Shakespeare’s plays, Paradise Lost, and Don Quixote. Concurrent: ENGL 102 and ENGL 200.

ENGL 221 Survey of World Literatures II (3) [H]

This course provides a foundation in canonical texts of world literatures from the late 17th century onward through an introduction of major historical periods, movements, authors and literary texts. The course may include works by Johnson, Wordsworth, Conrad, Achebe and Joyce. Concurrent: ENGL 102 and ENGL 200.

ENGL 300 History of the English Language (3) [H]

The structure of present day English is radically different from that of Old and Middle English. This course explores the stages through which the English language has evolved to reach its present form. This course will also examine the structure and social meanings of colonial varieties of English. Sophomore standing or permission of instructor. Prerequisite: ENGL 102.

ENGL 301 Literature and Film (3) [H]

This course will involve viewing a variety of films and critical responses to those films. Students will demonstrate in their own written and oral responses to film their ability to use effectively the critical language and methodology of professional film criticism in its varied aesthetic, historical and ideological forms. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

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

Examination of Renaissance poetry and prose, not including Shakespeare; Renaissance literature and its impact on the “modern world.” Review and evaluation of the works of Sidney, More, Bacon, Marlowe, Johnson, Donne, and Milton. Also includes selections from the King James Bible for students of literature. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

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

The English Enlightenment, the Restoration, and the Age of Reason figures including Dryden, Swift, Pope and Johnson. The rise of technology and technological culture and the impact of science and scientific methodology on Enlightenment literature. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 305 Professional Writing and Communication (3) [H]

This course explores professional approaches to communication in today's global business environment. It also focuses on principles and practices needed for effective internal and external business communication (memos, letters, reports, proposals and presentations). Students learn to write successful business reports and communications. Also, students evaluate case studies in business and use appropriate style-guides to document sources. Prerequisite: ENGL 102.

ENGL 307 Shakespeare (3) [H]

An introduction to Shakespeare: intensive study of selected comedies, tragedies, history plays, and Shakespeare's poetry. Works are discussed in their socio-historical context. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 308 Early American Literature (3) [H]

A historical study of American literary forms and intellectual life, writers and their contributions from the Seventeenth Century world of the Puritans to the work of the early Transcendentalists in the Nineteenth Century. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 309 19th Century British Literature (3) [H]

This course will examine major British literary texts from the Romantic and Victorian eras, including poetry and prose by Wordsworth, Shelley, Byron, Coleridge, Keats, Mary Shelley, Wollstonecraft, Ruskin, Eliot, Austen, Wilde, Tennyson, the Brontës, Dickens, Arnold, Hemans, Browning, Mill, and Carlyle. The course presents the relationship between each author's works and various historical and cultural developments, such as the industrial revolution and colonialism. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 310 19th Century American Literature (3) [H]

This course will examine major American literary texts written by American writers of the nineteenth century, including poetry and prose by Emerson, Poe, Dickinson, Thoreau, Stowe, Melville, Chopin, Whitman, Cooper, Douglass, Jacobs, Twain, Hawthorne, and other writers concerned with issues of gender, race, and social justice. The course presents the relationship between each author and his/her works and various historical and cultural developments, such as the Civil War and Abolition and Suffrage. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 311 English Novel (3) [H]

An examination of representative English novels from the beginning up to the Nineteenth Century. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 312 American Novel (3) [H]

An examination of representative American novels from the beginning up to the Nineteenth Century. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

- ENGL 314 Modernism/ Postmodernism (3) [H]**
 This course investigates the trends in the intellectual and aesthetic movements that inform twentieth century Western ideas about art. Rejecting many 19th century standards, modernist figures such as Woolf, Joyce, Stein, Eliot, Pound, Mallarme, Kafka, 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 200. Concurrent: ENGL 220 or ENGL 221.
- ENGL 315 20th Century American Literature (3) [H]**
 Examines the major trends in 20th century U.S. Literature. Students may study artistic movements such as Naturalism, the Beats, the Harlem Renaissance, Lost Generation, and New Journalism, as well as literary responses to major historical events, such as the Great Depression, WW I and II, the Vietnam War, and major social movements of the second half of the century. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.
- ENGL 319 Women and Literature (3) [H]**
 An examination of representations of women and womanhood over time and the way in which those representations are culturally constructed. The course will also offer an introduction to feminist theory and examine the resistant discourses of women writers. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.
- ENGL 343 Poetry and Poetics (3) [H]**
 This course offers a comprehensive study of poetry as a genre and introduces the art of poetics. The course will explore various visual, rhythmic and performance aspects of poetry while covering a wide range of poets, styles, traditions, forms and subgenres. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.
- ENGL 345 Creative Writing (3) [H]**
 The craft and practice of creative writing (short fiction and poetry) involving extensive writing throughout the semester. The course includes regular examination of professional models and the writing generated and revised by students. In addition, students will actively be involved in developing AUK's Arts and Literary Journal. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.
- ENGL 349 Literature in Translation (3) [H]**
 The course is an aesthetic and cultural evaluation of a specific non-English literature in translation (i.e., Arabic, French, German, Spanish, etc.). Poetry and fiction of non-English authors will be studied. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.
- ENGL 355 Contemporary World Literature (3) [H]**
 An exploration of the ways contemporary literature responds to the complex reality of our world; modernist and postmodernist fiction from a variety of national literatures; examples from Robbe-Grillet, Lessing, Boll, Mann, Duras, Morrison, Walker, Kundera, Atwood, Munro, Coetzee, Achebe, Eco, and Garcia Marquez. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 369 **Short Course** **(1-3)**

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: ENGL 102.

ENGL 375 **Rhetorics of Cultural Dissonance** **(3) [H]**

This course examines the ways in which language creates, reflects, and transforms cultural identity and beliefs and, consequently, our understanding of local and global relations of power. Through analyses of the various expressive contexts from which ideas about identity and culture emerge, students will develop a greater understanding of the origins and contemporary manifestations of conflict between and within “East” and “West” and “North” and “South.” Sophomore standing or permission of instructor. Prerequisite: ENGL 102.

ENGL 376 **Language in the Arab World** **(3) [H][K]**

This course introduces students to the sociocultural, political, and educational dimensions of language in the Arab World. The course covers the historical and current sociopolitical contexts of Arabic in relation to French and Berber in countries such as Morocco and Algeria. It explores the widespread use of English in the Arab World and the consequences it might have on the Arabic language. The course will also study the official and non-official use of languages of non-Arab immigrants in the Gulf. Prerequisite: ENGL 102.

ENGL 378 **English and Globalization** **(3) [H]**

This course explores social, political, linguistic and educational issues related to the spread of English in the world. In addition to colonialism, the course examines the role of globalization in the emergence of English as an international language. The course also focuses on the variation in the structure of different varieties of English. Prerequisite: ENGL 102.

ENGL 388 **Independent Study** **(1-3)**

Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: ENGL 102.

ENGL 389 **Special Topics** **(3)**

Can be repeated for credit with a different topic. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 400 **Seminar in British Authors** **(3)**

An in-depth study of the work of a significant British writer, or a small group of British writers. It will include the writer's context, approach, and contributions to literature and society. Junior standing or permission of instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGL 401 **Seminar in American Authors** **(3)**

An in-depth study of work of a significant American author, or a small group of American writers. It will include the author's context, approach, and contributions to literature and society. Junior standing or permission of instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGL 485 Senior Thesis (3)

English majors apply their writing abilities, research skills, and knowledge in an independent study project. Senior standing and permission of instructor. Prerequisite: ENGL 102.

ENGINEERING (ENGR)**ENGR 200 Engineering Design (3)**

An overview of engineering as a profession, ethics in engineering, team work, reporting, engineering graphics and communication skills for an engineer, reverse engineering, design and build a project, engineering modeling, cost-benefit tradeoffs, product design and performance, business and career planning, and professional practice.

ENGR 300 Engineering Ethics (3)

This course aims at introducing the students to the engineering profession and engineering ethics. As engineering students learn how to design and implement complex systems and take part in the development of their communities, various ethical quandaries and challenges arise. Typical examples of these challenges are related to plagiarism, authorship, intellectual property, and conflict of interest. Resolutions will be required to warrant proper conduct of the engineering profession. The course provides students with essential background on ethical theories and enlightens them on how to deal with unusual engineering issues without undermining the ethical standards. The students' knowledge will be enriched by citing general ethical codes recognized worldwide by professional societies. Prerequisite: ENGL 102.

ENGR 330 Engineering Economics (3)

Provides knowledge of economic consequences of engineering decision processes, and methods for evaluation of engineering design alternatives in terms of costs and benefits. Topics include time equivalence of money, annual cost method, present worth method, rate of return method, depreciation, benefit/cost, break-even analysis, income taxes, equipment replacement, and risk analysis. Sophomore standing or permission of instructor. Prerequisite: MATH 203.

ENGR 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ENGR 388 Independent Study (1-4)

Can be repeated for credit with a different topic. Permission of instructor.

ENGR 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

ENTREPRENEURSHIP STUDIES (ENTR)**ENTR 201 Principles of Entrepreneurship (3)**

The philosophy, motivation and characteristics of entrepreneurship. Social, psychological, economic, and business factors in the success and failure of entrepreneurship; the entrepreneur; identifying and evaluating entrepreneurial opportunities; planning and developing a new business venture; managing the new venture; applications to creation and management of stand-alone ventures and those developed within corporations. Prerequisite MGMT 201.

ENTR 301 Intermediate Entrepreneurship (3)

Study of the nature and special conditions related to proprietorships, partnerships, and small business enterprises. Sophomore standing or permission of instructor. Prerequisite: ENTR 201.

ENTR 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ENTR 388 Independent Study (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ENTR 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

ENTR 470 Internship in Entrepreneurship (1-3)

An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of entrepreneurship and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credit hours overall. This is a pass/fail course. Senior standing and permission of instructor. Prerequisites: ENTR 201 and a minimum GPA of 2.25.

ENVIRONMENTAL STUDIES (ENVS)**ENVS 101 Introduction to Environmental Studies (3) [S]**

Introduction to the major issues and themes within the field of Environmental Studies. Topics may include endangered species, air/water pollution, energy, global warming, environmental law/ justice, ethics and policy.

ENVS 215 Environmental Data Analysis (3) [S]

This course will introduce students to statistics, data analysis, and probability to be able to evaluate and interpret environmental data. Topics will include: statistics and data analysis; frequency tables, bar charts, mean, standard deviation, and skewness; linear regression; and probability. Prerequisite: MATH 095.

ENVS 220 Energy and the Environment (3) [S]

Study of key physics principles as related to environmental issues, including: Energy forms; Energy recourses and conversions; Past and present patterns of energy use; Projection of future demand and supplies of energy; Role and method of physics in fostering rational evaluations of environmental problems and in searching for potential solutions; Resources and technologies of future energy alternatives. Prerequisite: PHYS 101 or PHYS 105.

ENVS 230 Environmental Geology (3) [P]

Fundamental earth science concepts are used to assess the impact of increasing global population and development on earth's natural resources and also examine how natural processes affect human activities. Topics include volcanic eruptions, earthquakes, flooding, tsunamis, soil erosion, landslides, stream flooding, and rock-falls.

- ENVS 305 Environmental Health (3) [P]**
An overview of environmental issues affecting human health and survival. Students will be introduced to biological and chemical toxins in the general environment, environmental epidemiology, and relevant environmental regulations. Attention will be paid to environmental issues at home, in work settings, the community, and in the global context. Sophomore standing or permission of instructor. Prerequisite: BIOL 105.
- ENVS 310 Environmental Ethics (3) [S]**
This course examines normative issues in the study of the environment. Students will learn basic ethical concepts and theories and how to apply them to specific environmental concerns. Students will be asked to develop arguments to defend their own respective views regarding the environment and to develop viewpoints reflecting thoughtful and scholarly consideration of human duties, both individual and social, to the environment. Sophomore standing or permission of instructor. Prerequisite: ENGL 101. [Cross-listed with PHIL 310]
- ENVS 320 Global Environmental Policy (3) [S]**
A course that seeks to provide a broad overview of the key concepts, actors, and issues related to global environmental policy. This course outlines the evolution of environmental policy in facing global environmental challenges and how such policies have become inherently intertwined with government policy and business practice. Junior or senior standing.
- ENVS 325 Health, Environment, & Armed Conflict (3) [S]**
This class explores the interrelationship between health, the natural environment and armed conflict. It does so by focusing on conflict over access to and use of the environment as well as examining ideas about “health” in various parts of the world. Sophomore standing. Prerequisite: ENVS 101.
- ENVS 340 The Gendered Environment (3) [S]**
This multidisciplinary course affords students the opportunity to become familiar with the key debates and theoretical approaches involved in understanding environmental issues from a gender and justice perspective. Sophomore standing. Prerequisite: ENVS 101.
- ENVS 369 Short Course (1-3)**
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.
- ENVS 388 Independent Study (1-3)**
Can be repeated for credit with a different topic. Permission of instructor.
- ENVS 389 Special Topics (3)**
Can be repeated for credit with a different topic. Permission of instructor.

FINANCE (FINC)**FINC 332 Financial Management (3)**

Financial statement analysis, pro forma financial statements, time value of money, discounted cash flow, stock and bond valuation, net present value. Sophomore standing or permission of instructor. Prerequisites: MATH 103 or MATH 110 or MATH 201, and ENGL 102 and ACCT 201.

FINC 341 Corporate Finance (3)

Capital asset pricing model, cost of capital, capital structure and dividend policy. Junior standing. Prerequisites: ACCT 205 and FINC 332.

FINC 343 Financial Services Management (3)

The course will focus on operations in financial services management including applications of competitive strategies and explorations of opportunities in various financial services sectors including banking, insurance, and personal finance planning. The course will also examine this sector in the context of the Kuwait financial services companies. Junior standing. Prerequisite: FINC 332.

FINC 345 Investments and Securities Analysis (3)

This course will focus on the financial theories and empirical evidence useful for investment decisions based on risk and returns. It covers optimal portfolio choice, asset pricing models, fixed-income securities, funds' performance measurement, and a brief introduction to behavioral finance, which studies how investor psychology may affect their investment decisions and asset prices in the market. Junior standing. Prerequisite: FINC 332.

FINC 355 Financial Institutions of the Gulf (3)

This course focuses on the financial institutions of Kuwait and the Arabian Gulf. It covers the role of the central bank and regulatory authorities, commercial bank operations, securities markets, and public-private financing.

FINC 365 International Finance (3)

International Finance addresses financial issues specific to cross-border transactions. It focuses on exchange rates and spot and future markets. It details the mechanics of covered interest arbitrage. Prerequisites: ACCT 205 and FINC 345.

FINC 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Junior standing.

FINC 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Junior standing.

FINC 389 Special Topics (3)

An analysis of contemporary issues in Finance. Can be repeated for credit with a different topic. Junior standing.

FINC 413 Finance Capstone: International Finance, Financial Markets, and Institutions (3)

A capstone course designed for a student's last semester in the university which may include analyses of cases, more in-depth study of specialized topics, current events in finance, financial analysis, and/or financial institutions. Prerequisites: FINC 341, FINC 345, and FINC 355.

FINC 445 Portfolio Management (3)

This course develops modern portfolio theory and applies it to pricing both individual assets and portfolios of assets. Topics include the Markowitz portfolio selection model, the capital asset pricing model, arbitrage pricing theory, options. Futures bonds, portfolio performance measurement, and issues of market efficiency. Senior standing. Prerequisites: FINC 332, FINC 341, and FINC 345.

FINC 470 Internship in Finance (1-3)

An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Finance and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor. This is pass/fail course.

FRENCH (FRNC)

FRNC 101 Introduction to French I (3) [H]

The course is designed for beginners. The objective of this course is to provide students with necessary skills in oral and written communication. The course is almost entirely taught in French.

FRNC 102 Introduction to French II (3) [H]

This course continues to reinforce communication skills with more emphasis placed on reading and writing texts. It will develop the ability to communicate with accurate pronunciation and intonation. Students will be exposed to French culture with the use of video and other authentic material. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: FRNC 101 or permission of instructor.

FRNC 201 Intermediate French (3) [H]

This course focuses on active communication skills, while working on spontaneous conversations related to daily-life topics. More emphasis is placed on writing and using a variety of formats with increasing control of grammar. Students will perfect their knowledge of French society through reading newspaper articles and literary texts. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: FRNC 102 or permission of instructor.

FRNC 202 Intermediate French II (3) [H]

While still focusing on oral communication, more emphasis will be placed on reading short texts and writing short paragraphs. Students will develop a strong knowledge of French grammar (verbs in present, past, future and subjunctive), and a strong vocabulary base. Prerequisite: FRNC 201 or permission of instructor.

FRNC 333 Language and Civilization (3) [H]

An advanced language course that improves student's oral, reading, and writing skills through an examination of French society. Themes covered include family, education, arts, gastronomy, politics, and immigration. Class discussions will be based on literary readings, articles from French newspapers internet materials, songs, a selection of French films, and field trips. Sophomore standing and permission of instructor.

FRNC 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

FRNC 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

FRNC 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

FRNC 399 French Study Abroad (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

GRAPHIC DESIGN (GDES)**GDES 102 Introduction to Visual Communication (3)**

This introductory studio course teaches students the creative skills they need to visually communicate ideas. Students will learn how to deal with spatial relationships between images and words, unlock and decode ideas, as well as how to research, brainstorm, edit and enhance their creative thoughts.

GDES 110 Digital Foundations (3)

This course introduces students to fundamental principles and applications of design, emphasizing critical and cultural awareness of design issues and developing of technical skills. The notion of creative problem solving is particularly emphasized. Students develop expertise in major industry standard software packages. This course lays the foundation for further study of design. A lab fee may be required. [Cross-listed with COMM 110]

GDES 204 Digital Photography (3)

This course provides an introduction to digital photography and digital camera operations, covering lighting, composition, exposure and the fundamentals of traditional photographic concepts. Students will use digital cameras to take photos that meet the requirements of a series of assignments designed to develop specific skills, and stimulate the students' creative capacities for personal expression, communication and self-understanding. Concurrent: GDES 110 or COMM 110.

GDES 208 Film Production I (3)

Introduces students to basics of cinematic storytelling through narrative genres and documentaries. Examines the basics of scriptwriting, directing, cinematography, and editing. Develops skills in all areas of the craft, and explores both the creative and the technical aspects of production. Includes a short project. Familiarizes students with the nature of filmmaking through lectures and working experiments with traditional narrative filmmaking, documentary, and new media. [Cross-listed with COMM 208]

GDES 220 Graphic Design I (3)

An introductory course to the field of graphic design and visual problem solving. Students will learn basic design principles and elements of design, composition, form, typography, and the historical context is introduced in this course. Provides practical experience in essential studio processes and procedures, critiques, and group discussions. Concurrent: GDES 110 or COMM 110, ART 115, GDES 102, and ART 121.

GDES 221 Typography I (3)

An introduction to typography as both language and tool, one through which a graphic designer can communicate visual hierarchy, verbal information, form, and meaning. This course explores type design, the study of letterforms, an introduction to the historical and modern development of the alphabet, and the study of grid structures. Prerequisites: ART 101 and ART 121, and GDES 110 or COMM 110, and GDES 102. Concurrent: ART 115.

GDES 242 Digital Imaging I (3)

This course enhances student capabilities in digital image manipulation, vector graphics creation, layout design, and time-based media. A lab fee may be required. Prerequisites: GDES 110 or COMM 110.

GDES 315 History of Design (3)

This course explores the evolution of graphic design from past to present. Prerequisite: ART 101.

GDES 320 Graphic Design II (3)

This intermediate studio course is a comprehensive study of graphic design through the integration of typography and imagery; from topic selection to research; and from concept building to the visualization of content. Students will enhance layout skills, and work with alternative materials. Class time will be devoted to lectures, projects, and critiques will be developed. Prerequisite: permission of instructor (E-Portfolio mid-review).

GDES 321 Typography II (3)

This intermediate studio course is a comprehensive study of graphic design through the integration of typography and imagery; from topic selection to research; and from concept building to the visualization of content. Students will enhance layout skills, and work with alternative materials. Class time will be devoted to lectures, projects, and critiques will be developed. Prerequisites: GDES 220 and GDES 221.

GDES 330 Print Production (3)

This course explores the various printing technologies currently available for graphic designers, with an emphasis on the Offset printing process. Pre-press, printing, post-production, and all the supporting services offered by printing houses will be thoroughly investigated throughout this course. Prerequisites: GDES 220 and GDES 221.

GDES 337 Environmental Design (3)

A studio course that explores way finding, storytelling, exhibit, and information design in built and natural environments. Students will learn how to use the blend of two- and three-dimensional design to move people and/or vehicles through spaces. Projects may include the study of zoos, museums, sport complexes, hospitals, or airports. Junior standing. Prerequisite: GDES 320.

GDES 342 Digital Imaging II (3)

Inspiration and storyboard are challenged to push the envelope of the traditional parameters expected during image production. The students blend different styles to produce aesthetically sound pieces. Different image tracks may be chosen to focus on for the majority of the semester. A lab fee may be required. Prerequisite: GDES 242.

GDES 351 Web Design (3)

This course explores the process of designing and building web sites, as well as creating graphics, animations, and rich content for the web. It also incorporates lectures relating to Internet issues and the different web-based media forms being utilized those days. Prerequisite: GDES 110 or permission of instructor.

GDES 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

GDES 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

GDES 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

GDES 404 Professional Practice (3)

The course is designed to prepare students for professional practice in graphic design. It is a guide to business aspects of design including best practices in business processes, self-promotion, negotiation and pricing, ethical standards, and the designer's responsibility of practice. Prerequisite: GDES 320.

GDES 420 Graphic Design III (3)

This advance course further investigates system design, research analysis and development of a brand. Students will work in a collaborative environment, in an intense investigation of visual communication, critique session, group discussions, presentations and field trips. This is a studio course. Senior standing. Prerequisites: GDES 320 and GDES 321.

GDES 421 Typography III (3)

This advance course further investigates typographic form, history, hierarchy, context, and sequence of information using image and type relationships. Lectures, critiques, and individual in-class explorations are used to further these ideas. This is a studio course. Senior standing. Prerequisites: GDES 321 and GDES 320.

GDES 452 3D Modeling and Animation (3)

This course will introduce principles and techniques used for creating three-dimensional content in virtual space. Students will learn principles of model creation, texture manipulation, scene rendering, and animation to enable them to conceptualize and produce meaningful and artistic visualizations. The class will also explore the implications of the work produced as students engage in mutual critique. A lab fee may be required. Junior standing.

GDES 453 Motion Graphics (3)

In this advance level course, students experiment their learning outcomes on form and content through manipulation of movement, time, sequence, and sounds. Students will learn and create visual effects, wide range of application in broadcast, film, and video based communication. This is a studio course. Prerequisite: GDES 242.

GDES 470 Internship in Graphic Design (1-3)

The GDES Internship provides students the opportunity to work in career-related fields for academic credit. A creative paper submission is expected upon the completion of the internship. Students are limited to a maximum of 6 internship credit hours of which only 3 count toward the degree requirement. This is a pass/fail course. Junior standing and permission of instructor.

GDES 490 Capstone (3)

The Capstone course is designed to teach GDES students how to visualize the complex intersection between personal voice, conceptual understanding, and the use of research for a graphic design exhibition. The course is largely self-directed and students are expected to select and investigate a topic using design as a means to present their findings. Prerequisite: GDES 420.

HISTORY (HIST)**HIST 105 World History Since 1900 (3) [S]**

May include but not limited to the following interpretations for understanding the modern world: Late Nineteenth Century political and economic history; the history of world warfare and revolution; the history of women; global society during the Cold War; de-colonization and history “from below”; and the oral history of the recent past.

HIST 110 Twentieth Century Middle East (3) [S]

The course concentrates on ideologies and practices of colonial control, on local resistance and collaboration as defined by the emergence of new social classes and political movements, and on the definition of state and nation building in the post-colonial era. Topics include the 1950s, the Arab-Israeli conflict, the Iranian Revolution, and the Gulf Wars.

HIST 201 History and Politics of Kuwait (3) [S]

An introduction to the contemporary political, economic and social history of Kuwait.

HIST 202 History and Politics of the Iranian World (3) [S]

The course attempts to review the historical and political development of the Iranian world since the advent of Islam in the 7th century. The core concentration of the course is on the emergence of modern Iran as a national state; and how she embraced Shi'ism as the state religion in the 16th century, thus setting herself apart from the majority of the Islamic world.

- HIST 204** **Survey of European History** **(3) [S]**
 Examination of the major themes of western civilizations. Topics include the rise of civilization in the Near East, ancient Greece and Rome, the rise of Christianity, the impact of the Germanic invasions, the rise of Islam, Europe in the High Middle Ages, the Renaissance/Reformation, the wars of religion, the rise of independent states, and overseas expansion.
- HIST 205** **History of Modern Europe** **(3) [S]**
 The development of European society from the Peace of Westphalia to the twentieth century. Topics include the rise of absolutism, the Enlightenment and democratic revolutions, industrialization, the emergence of liberalism, capitalism and socialism, the two world wars, and the Cold War.
- HIST 221** **Survey of Gulf History** **(3) [S]**
 A historical understanding of the Arab Gulf, it examines key issues in the politics and society of the region before the discovery of oil and focuses on different processes of state formation. It is designed to highlight the multi-faceted nature of Gulf politics, and to provide continuity/change perspective on themes of regional unity versus political fragmentation.
- HIST 289** **Topics in World History** **(3) [S]**
 The rise and development of the modern world from various eighteenth and nineteenth century perspectives, including that of the French Revolution in the West, independence in the Americas, colonialism in Africa and India, the decay of the Ottoman Empire in the Near East, and the Opium War in China. Sophomore standing.
- HIST 303** **Ancient History** **(3) [S]**
 Comparative examination of the rise and fall, social, political, and cultural influence of Greek and Hellenistic, Indian, Classical Roman, Han, and pre-Columbian American civilizations. Sophomore standing or permission of instructor. Prerequisite: any 100- or 200-level HIST course, or AMST course.
- HIST 305** **History of the Islamic World 622-1800** **(3) [S]**
 Survey of Islamic political, social, and intellectual history from the time of the Prophet until 1800. It offers an introduction to the doctrines of Islam and Islamic institutions, influential historians, and covers major themes and disciplines that have informed the writing of Islamic history and their relation to law, theology, politics, ethics, and science. Sophomore standing or permission of instructor. Prerequisite: any 100- or 200-level HIST or AMST course, or IR 204 or 205.
- HIST 307** **Arab History in the late Ottoman Period: 1800-1922** **(3) [S]**
 History of the modern Arab world beginning with the 1798 Napoleonic invasion of Egypt and ending with the 1923 Treaty of Lausanne. The course covers the decline of the Ottoman Empire in the Arab provinces, the rise of the European imperialism, Mohammed Ali, Arab integration into global capitalism, and the rise of pan-Islamism, pan-Arabism, and Arab-Nationalism. Sophomore standing or permission of instructor. Prerequisite: any 100- or 200-level HIST or AMST course.
- HIST 309** **Twentieth Century Arab History** **(3)**
 Contemporary Arab history including European colonialism, struggles for independence, Zionism and the colonization of Palestine, Arab nationalism, Arab socialism, rise of oil revenues, the rise of political Islam, and current conflicts in the region. Prerequisite: any 100- or 200-level HIST or AMST course.

- HIST 311** **Ottoman History (1400-1923)** **(3) [S]**
 The course covers the early history of Ottoman growth and expansion, institutions and bureaucracy, the development of the devshirme and the janissary corps, responses to European expansion and intervention, the Tanzimat reforms, the question of Ottoman “decline,” the rise of Turkish and other nationalisms, and WWI and imperial disintegration. Sophomore standing or permission of instructor. Prerequisite: any 100- or 200-level HIST or AMST course.
- HIST 317** **Topics in English/British History** **(3) [S]**
 Exploration of the history of England and Britain: Parliament, Common Law, the civil war, the question of kingship, the conflict of church and state; the Industrial Revolution, the growth of the British Empire (excluding India and the Middle East); 20th century conflicts; Constitutional monarchy; globalization; and the creation of the United Kingdom. Sophomore standing or permission of instructor. Prerequisite: any 100- or 200-level HIST course, or AMST course.
- 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: any 100- or 200-level HIST or AMST course.
- HIST 369** **Short Course** **(1-3)**
 Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.
- HIST 388** **Independent Study** **(1-3)**
 A research and writing project to be determined in consultation with the instructor. Can be repeated for credit with a different topic. Senior standing or permission of instructor.
- HIST 389** **Special Topics** **(3)**
 Can be repeated for credit with a different topic. Sophomore standing.
- HIST 401** **Economic History: Twentieth Century** **(3)**
 Historical investigation of economic development. Comparison of European and the Third World development. Junior class standing. Prerequisite: any 100- or 200-level HIST course, or AMST course.
- HIST 421** **Intellectual History** **(3)**
 Survey of Western and non-Western intellectual History in the context of social, economic and political change; major intellectual movements in the modern times. Junior standing. Prerequisite: any 100- or 200-level HIST course, or AMST course.
- HIST 430** **Oral History** **(3)**
 A history seminar that critically examines current issues via the method of oral history. Additionally, this seminar will enable students to apply methods of research and analysis from various university programs as they prepare for and analyze interviews. The course will involve participation in at least two oral history projects over the course of the semester. Junior standing. Prerequisite: COMM 101 or any HIST or AMST 100- or 200-level course.

HUMAN RESOURCES (HR)

HR 205 Human Resource Management (3)

This course examines theories and practice of human resource management in local, regional, and global contexts. The course focuses on key aspects of human resources, planning, and their implications on public and/or business policy. It also studies major models that shape human resources development. Prerequisite: MGMT 201.

HR 310 Recruiting and Staffing (3)

Focus is on successful identification, recruitment, selection, and promotion of employees. Topics include external and internal recruitment, human resource planning, job analysis, and employee selection including testing and interviewing, as well as validation procedures. Prerequisite: HR 205.

HR 311 Total Rewards: Compensation (3)

A variety of compensation methods are examined and their relationships to pay structures and employee performance. Topics include total compensation, design of pay levels, benefit options, job evaluation techniques, incentive plans and administration. Prerequisite: HR 205.

HR 325 Work and Well-being (3)

Focus is on approaches to promoting well being in the workplace. Topics include organizational health programs, career development, job satisfaction, safety, risk management, and labor relations. Prerequisite: HR 205.

HR 344 Managing Conflict (3)

Develop conflict management skills to facilitate relationships in organizations. Prevention as well as management of disputes is covered on the individual, group, and organizational levels. The course takes a stakeholder approach. Prerequisite: HR 205.

HR 350 International HR Management (3)

Focus is on managing human resources in international organizations. The course covers the context of international human resources management, globalization, and cross-border mergers and alliances. Emphasis is on international approaches to employee recruiting, staffing, development, performance management, and union relations. Prerequisite: HR 205.

HR 388 Independent Study (1,3)

Can be repeated for credit with a different topic. Permission of instructor.

HR 389 Special Topics (3)

Topics vary by semester. Each offering provides students the opportunity to study a topic either not addressed in other HR courses or one previously addressed, but in greater depth. Prerequisite: HR 205.

HR 413 Human Resource Management Capstone (3)

Focus is on an integration of human resource management techniques to develop a strategic perspective. The course emphasizes human resource development approaches and performance management systems aimed at achieving an effective interface with the external environment of organizations. Senior standing. Prerequisite: HR 205.

HR 470 Internship in Human Resources (1, 3)

Students apply classroom learning and gain experience in the real world of HR, something particularly valuable for non-BBA students. Students must keep a journal and write a report describing what the internship job added to their knowledge of HR. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor. This is a pass/fail course.

FREE ELECTIVE INTERNSHIPS UNDER ANY HUMANITIES DISCIPLINE**HUCM 473 Internship for Free Elective – COMM (1-3)**

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: Minimum GPA of 2.00.

HUEL 473 Internship for Free Elective – ENGL (1-3)

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: Minimum GPA or 2.00.

HUGD 473 Intern for Free Elective – GDES (1-3)

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: minimum GPA of 2.00.

INTERNATIONAL RELATIONS (IR)**IR 101 Intro to International Relations (3) [S]**

The role of the sovereign state in a complex and interdependent state system; introduction to global political economy; labor migrations; internationalization of communication; international environmental issues; monetary, financial and energy issues; patterns of conflict and cooperation; international and regional state organizations; and non-state political and social movements.

IR 202 Trends in International Relations (3) [S]

An examination of the basic factors and conditions that determine or influence relations among government and states. Attention is paid to the impact of non-state actors and international organizations, determinants of foreign policy, sources of national economic and political power.

IR 206 International Political Economy (3) [S]

An examination of the interaction between policies and economies in international affairs. Attention is paid to the impact of foreign and military policies on economic relations; the internationalization of trade, finance, information and communication technology, and human resources. Issues such as the environment and security are discussed. Prerequisite: IR 101 or PLSC 101.

IR 210 Methods of Research in International Relations (3) [S]

Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations and comparative studies research. Develops analytical skills that students need as active consumers of research findings. Prerequisite: IR 101 or IR 202. [Cross listed with PLSC 210]

IR 306 Global Political Economy (3)

This course focuses on four major themes: globalization, Global North-North relations, Global North-South relations, and Global South-South relations. Considerable attention is also paid the Global East countries.

IR 307 IR of Arab States (3) [S]

Historical and contemporary analysis of foreign policies of Arab states, as well as Intra-Arab states; Euro-Arab states, and East Asian-Arab states relations.

IR 309 Dynamics of Globalization (3) [S]

Causes and consequences of contemporary global transformations. Is globalization today unique, or part of a recurring pattern in world politics? Analysis of the opportunities and vulnerabilities created by globalization, and of the politics of anti-globalization movements. Sophomore standing or permission of instructor. Prerequisite: IR 101.

IR 339 International Organizations (3) [S]

The study of the origins, charters, organizational structure, activities, and performance of international organizations; the United Nations; the International Monetary Fund; the World Bank; the World Trade Organization, and others. Sophomore standing or permission of instructor. Prerequisite: IR 101.

IR 341 Public International Law (3) [S]

This course emphasizes the origins, sources and subjects of International Law. It, also examines the role of the law in the international arena, insofar it facilitates relations among states, resolve disputes, protect rights of individuals, allocate resources and restrict conduct during wartime. The course is enriched with international law cases and the policy ramifications of their decisions. Sophomore standing or permission of instructor. Prerequisite: IR 101.

IR 342 International Human Rights (3) [S]

This course examines the evolution of the modern human rights regime. It juxtaposes the Western origins with competing, non-western systems of thought and practices of rights, as well as assesses in this context the universality of modern human rights norms.

IR 343 Terrorism & International Law (3) [S]

This course studies international law as it pertains to the study of terrorism. It examines the international law of war and international criminal law and the development of an international law of terrorism.

IR 470 Internship in International Relations (1-3)

An internship experience to apply the knowledge acquired in the International Relations Program. A maximum of three (3) internship credit hours can be applied to the IR degree program. Permission of instructor required.

IR 485 Senior Seminar in Conflict Resolution (3)

A senior seminar that examines selected critical issues in the field of Conflict Resolution. Senior standing. Only declared majors in the International Relations program may take this course. Prerequisite: IR 210.

IR 486 Senior Seminar in International Law and Organizations (3)

A senior seminar that examines selected critical issues in the field of International Law and Organizations. Senior standing. Only declared majors in the International Relations program may take this course. Prerequisite: IR 210.

IR 487 Senior Seminar in International Political Economy (3)

A senior seminar that examines selected critical issues in the field of International Political Economy. Senior standing. Only declared Majors in the International Relations program may take this course. Prerequisite: IR 210.

ITALIAN (ITAL)**ITAL 101 Introduction to Italian I (3) [H]**

The goals of this course are communicative. They are aimed at developing the four skills with an initial emphasis in listening and speaking. The course provides various opportunities for students to communicate in Italian in reality-based situations.

ITAL 102 Introduction to Italian II (3) [H]

This courses reviews material covered in ITAL 101. Students will gain proficiency in all four language skills (listening, speaking, reading and writing) and develop an understanding of the Italian people and culture. Permission of instructor. Prerequisite: ITAL 101.

ITAL 201 Intermediate Italian (3) [H]

This course offers a complete review of the basic principles of grammar in addition to extensive oral practice. Emphasis is placed on developing good conversational ability. More focus will be placed on vocabulary building, reading and writing short texts in given situations. Permission of instructor. Prerequisite: ITAL 102.

MATHEMATICS (MATH)**MATH 095 Preparatory Mathematics (3)**

This course is given at the elementary level. Topics include a review of basic algebra, linear equations and inequalities in one and two variables, graphs, exponents and polynomials, factoring and quadratics, rational expressions and equations, and systems of linear equations. Prerequisite: Placement Test

MATH 100 College Algebra (3) [M]

Intermediate Algebra, review of polynomials and rational expressions, equations and inequalities, graphs, functions and their properties, polynomial (piecewise defined), and exponential and logarithmic functions. Prerequisite: MATH 095 or by placement test.

MATH 101 Finite Mathematics (3) [M]

Review of algebra, linear and quadratic equations, functions, graphs, systems of linear equations and inequalities, matrices, linear programming, sets, probability, combinatorics, and elementary data analysis. Prerequisite: MATH 100 or by placement test.

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

A brief survey of several branches of mathematics that have arisen during the past 150 years. Topics are examined so their influence on modern life can be appreciated. They include the mathematics of voting, sharing and apportionment, graph theory, networks and fractal geometry. Prerequisite: MATH 100 or by placement test.

MATH 103 Mathematics for Business (3) [M]

Rate of change, first and second derivatives and their applications in economics and finance, Taylor approximation, matrix algebra and application, time value of money and interest rates - mathematical models, single and multiple cash flow applications, further applications to annuities and annuities due, applications to stocks and bonds. Prerequisite: MATH 100 or by placement test.

MATH 110 Pre-Calculus (3) [M]

Polynomial, rational, exponential, logarithmic, and trigonometric functions and inverses, sequences, series, systems of linear and nonlinear equations and inequalities, complex numbers, vectors, binomial theorem, mathematical induction, conics, and the use of technology for problem solving. Prerequisite: MATH 100 or by placement test.

MATH 201 Calculus I (3) [M]

This course includes a review of polynomials and transcendental functions of one variable. It is followed by in depth covering of the differential calculus topics. These topics include limits, derivatives, and applications of differential calculus to real-world problem areas.

MATH 203 Calculus II (3) [M]

Riemann sum, fundamental theorem of calculus, fundamental integration techniques, numerical integration, applications of integrations, improper integrals, sequence and series, and the use of CAS. Prerequisite: Math 201.

MATH 205 Linear Algebra (3) [M]

Topics include systems of linear equations, matrices, Gauss-Jordan elimination, determinants, vectors in two, three, and “n” dimensions, vector spaces, eigenvectors and eigenvalues, linear transformations, inner product spaces, complex vector spaces, and applications to various fields. Prerequisite: MATH 203.

MATH 206 Calculus III (3) [M]

Parametric equations, polar coordinates, surfaces in space, functions of several variables, partial derivatives, the chain rules, gradients, directional derivatives, total derivatives, Lagrange multipliers, multiple integrals, Fubini's Theorem, cylindrical and spherical coordinates, vector fields, line integrals, curl, divergence, Green's and Stoke's theorem. Use of CAS. Prerequisite: MATH 203.

MATH 207 Advanced Engineering Mathematics (3-4)

Functions of Several Variables. Vectors & Geometry of space. Linear Sys. & Matrices including Determinants, Linear Systems of Equations, Eigenvalues & Eigenvectors. Vector Functions. Curvature, Motion in Space. Multiple Integrals. Introduction to Vector Integral Calculus: Fields, Line & Surface Integral, Green's, Stroke's, & Divergence Theorems. Complex Analysis: complex numbers and functions, differentiation and integration. Use of CAS. For Engineering majors only. Prerequisite: MATH 203.

MATH 210 Differential Equations (3) [M]

Differential equations of first order, applications, singular solutions, linear equations with constant coefficients, miscellaneous methods for equations of higher order, solution in series, total differential equations, qualitative methods, and the use of the Laplace transform. Prerequisite: MATH 203.

MATH 213 Discrete Mathematics (3) [M]

Logic of compound and quantified statements, elementary number theory, modular arithmetic, methods of proof, sequences, mathematical induction, set theory, matrices, functions, relations, graphs, combinatorics, and trees. Prerequisite: MATH 101 or MATH 110.

MATH 325 Numerical Computing (3)

Introduction to numerical algorithms, root finding, Approximation of functions, collocation, numerical integration and differentiation. Sophomore standing or permission of instructor. Prerequisites: MATH 203 and CSIS 120.

MATH 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

MATH 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

MANAGEMENT (MGMT)**MGMT 201 Principles of Management (3)**

Surveys of current management theories, research, and practice. Course content is a synthesis of behavioral sciences concepts that provide the basic framework for the practice of management. Topics include organizational goals and responsibilities, organizational control, decision making theory, planning, leadership, motivation, small group behavior, conflict, and organizational development and change. Prerequisite: ENGL 102.

MGMT 301 Change Management (3)

This course aims at offering students the knowledge and skills they will need to face the challenges of organizational change. It investigates the change capabilities of organizations, the reasons people may resist change, and introduces models of the change process and how it could be managed effectively. The course focuses on specific concepts, theories, and tools of change management and identifies common mistakes, and reasons why change initiatives fail, as well as the factors underlying the successful management of change projects. Prerequisite: MGMT 201.

MGMT 303 Management and Leadership Development (3)

Develops the management leadership and organization perspectives essential to the success of small to large businesses and individual managers. Development of management and organization leadership, creativity and innovation are stressed. Enhancing the manager's communication and negotiation skills is a critical dimension to developing effective managers. Developing an understanding of management philosophy and values and their practical impacts on managing a business is stressed. Prerequisite: MGMT 201.

MGMT 304 Business Relationship Management (3)

Develops communication skills for managing business relationships. Topics include relationships with external stakeholders and inter-organizational communication. Emphasis is on managing tensions among organizational stakeholders in relation to primary business goals. Prerequisite: 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 matrixes. Prerequisite: MGMT 201.

MGMT 333 Organizational Behavior (3)

This course studies human capital management. The course offers a synthesis of behavioral science theories providing a broad framework for understanding the motivation, planning, and control of business' most important assets. Prerequisite: MGMT 201.

MGMT 343 Quantitative Research Methods for Business (3)

Introduction to the scientific method, research design, data gathering, statistical analysis of data; computer applications for business issues. Students develop the skills for becoming an active and informed consumer of research methodology and findings. Prerequisites: MATH 103 or MATH 110, and STAT 201.

MGMT 350 Organizational Communication and Leadership (3)

This course is an in-depth study of leadership and its implications for communication strategies that contribute to organizational success. The course focuses explicitly on leadership from a managerial perspective. It helps students formulate their own model of leadership. The leadership approaches covered aim to increase follower support and maximize the implementation of business mission and strategy. Prerequisite: MGMT 201.

MGMT 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

MGMT 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

MGMT 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

MGMT 413 MGMT Capstone: Business Operations (3)

Links in organizational behavior & change management in understanding ways competitive advantage can be developed through manufacturing operations. Includes concepts and analytical tools needed for successful management of production of goods and services, procurement, inventory control, order fulfillment and delivery. Co-requisite: MGMT 333. Concurrent: BUS 210 and MGMT 301.

MGMT 470 Internship in Management (1-3)

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. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor. This is a pass/fail course.

MGMT 485 Senior Seminar in Management (3)

This is a seminar for seniors where students conduct research projects on varying relevant and cutting edge managerial issues; presentation of research approaches, subject, and results; a group project and an individual research project may be allowed. Instructor may vary and topics in theory and practice. Senior standing. Prerequisite: MGMT 201.

MARKETING (MRKT)**MRKT 200 Principles of Marketing (3)**

Introduction to marketing decision-making in business and nonprofit organizations. Particular attention is devoted to analysis of customer needs; segmenting markets; and developing product, promotion, pricing, and distribution strategies. Relationships between consumers, business, and government are explored. Prerequisite: ECON 101 or ECON 200.

MRKT 309 Principles of E-Commerce (3)

Internet marketing; decision making regarding promotion, pricing, and distribution strategies via the Internet; product development and e-marketing; electronic markets; Internet purchasing behavior; Internet and Email advertising; Web sponsorships; Internet marketing ethics. Case studies of U.S. and Kuwaiti companies that have active Internet presence. Prerequisite: MRKT 200.

MRKT 329 International Marketing (3)

Examines theories, practices, and contemporary issues related to global marketing management and the international marketing environment. The course discusses strategic decisions related to international product and policies and examines ethical issues, global marketing organizations, and multi-national economic integration. Applications of global marketing strategies will be discussed through case analysis. Prerequisite: MRKT 200.

- MRKT 349 Consumer Behavior (3)**
The course examines the patterns and factors influencing the consumer and organizational behavior. The course material also includes concepts and findings from behavioral sciences. Analysis includes an integrated model of consumer behavior and the elements that influence decision-making process. Consumer behavior in global markets is also emphasized. Prerequisite: MRKT 200.
- MRKT 355 Promotion and Advertising (3)**
Development of a promotional and advertising campaign for clients; formulation of advertising strategy, targeted audiences, and consumer; multimedia campaign planning, campaign execution, and campaign evaluation. Prerequisite: MRKT 200.
- MRKT 369 Short Course (1-3)**
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MRKT 200.
- MRKT 388 Independent Study (1-3)**
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MRKT 200.
- MRKT 389 Special Topics (3)**
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MRKT 200.
- MRKT 401 Marketing Research (3)**
Applies the scientific investigation in solving marketing problems. Topics include problem/opportunity formulation, determination of objectives, creation of research design, selection of data collection method, data analysis, interpretation of results, report production, and follow-up activities. There is a focus on strategic implications of marketing research and real-life applications through case analysis. Junior standing. Prerequisites: STAT 201 and MRKT 200.
- MRKT 413 Marketing Capstone: Marketing Strategy (3)**
Methodology of planning and development strategy for marketing consumer products and services; launching a new product or service; interfacing with sales forecasting, test marketing, marketing research, segmentation, positioning, analysis of the competition, research and development and profit. Case studies used. Senior standing. Prerequisite: MRKT 200.
- MRKT 415 Supply Chain Management (3)**
Analyzes the various factors involved in designing and managing channels of distribution. The role of various channel members and their behavior, conflicts, cooperation, and motivation will be examined along with marketing logistics such as the impact of distribution policies on costs and customer service. Models and quantitative methods are utilized. Senior standing. Prerequisites: MRKT 200 and STAT 201.
- MRKT 470 Internship in Marketing (1-3)**
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Marketing and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor. This is a pass/fail course. Prerequisite: MRKT 200.

MUSIC (MUSC)**MUSC 101 Music Appreciation (3) [H]**

Chronological study of music styles of the western world, including an introduction to music elements and a review of the lives and works of famous composers.

MUSC 105 Introduction to World Music (3) [H]

An introduction to various music cultures through musical, social, and aesthetic approaches. The cultures featured can vary from semester to semester.

MUSC 110 Applied Lessons (1-2) [H]

Private intensive instrument or voice instruction. May be repeated for 8 total earned credits. Permission of instructor.

MUSC 160 Ensemble (3) [H]

Students sing and/or perform musical instruments in a group setting. Can be repeated for credit. Permission of instructor.

MUSC 165 Percussion Ensemble (3) [H]

An introductory performing percussion ensemble class (xylophones, other idiophones, drums). Students work on technical and reading skills while rehearsing beginning level repertoire and acquiring crucial experience in the rehearsal/performance processes. The course will culminate with an end-of-semester performance.

MUSC 215 Guitar Class (3) [H]

Development of basic guitar skills, including sight-reading and accompanying. It is recommended that MUSC 220 be taken before or concurrently with MUSC 215.

MUSC 216 Piano Class (3) [H]

A complete orientation to the keyboard for beginning pianists. Students are introduced to proper performance technique, etudes and scales, grand staff reading, sight-reading, harmonization, solos and duets, and key signatures. It is recommended that MUSC 220 be taken before or concurrently with MUSC 216.

MUSC 217 Voice Class (3) [H]

An introduction to the basic principles of singing with particular attention to issues of breathing, tone, diction, and vocal range.

MUSC 220 Music Theory I (3) [H]

Skill development in the foundations of music. Students learn to read and write music notation, sing or play from musical scores, and analyze chords, melody, rhythm, and musical form.

PHIL 311 Modern Western Philosophy (3) [H]

Review of modern Western Philosophy of the Seventeenth, Eighteenth and Nineteenth Centuries. It explores issues of science, politics and culture and the impact of the Industrial Revolution. The course covers philosophy of science, pragmatism, utilitarianism, Darwinism and Marxism. Sophomore standing or permission of instructor. Prerequisite: PHIL 101.

PHIL 322 Western Political Philosophy (3) [H]

Students will examine historical and contemporary political and social theories. This examination has the objective of increasing students' critical understanding of the theoretical bases for much of today's socio-political structures and beliefs. Historical and contemporary theories include the works of Plato, Aristotle, Hobbes, Locke, Machiavelli, Confucius, Gandhi, Marx, Mill, Rawls and Nozick. Sophomore standing or permission of instructor. Prerequisites: PHIL 101 or any IR/PLSC and ENGL 101. [Cross-listed with PLSC 322

PHIL 350 Metaphysics (3) [H]

Metaphysics is the study of "what is." This course introduces students to major metaphysical theories from the pre-Socratics to contemporary theories. Students will analyze the major metaphysical theories as well as develop their own justifications for their metaphysical beliefs. Topics covered may include: the existence of qualia, mind/body distinction, proofs for the existence of God and the nature of substances. Historical figures covered may include Plato, Aristotle, Aquinas, Descartes, Hume, Kant, Sartre, Quine and Kripke. Sophomore standing or permission of instructor. Prerequisites: Any PHIL course and ENGL 102.

PHIL 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

PHIL 389 Special Topics (3)

Can be repeated for credit with a different topic.

PHIL 403 Advanced Business Ethics (3)

This course examines ethical debates facing individuals working in professional fields. Topics covered may include: ethical treatment of employees by employers, ethical treatment of employer by philanthropic duties in the workplace and ethical duties of businesses to clients and vice versa. This course will also address issues surrounding corporate environmental and social obligations.

PHYSICS (PHYS)**PHYS 101 Introduction to Physics I (3) [P]**

This course is an introductory physics course for non-science majors. The course focuses on basic physics concepts and connections to everyday life in fields of mechanics and thermodynamics. Course topics include motion in one dimension, projectile motion, Newton's Laws of force, work, energy, circular motion, momentum, and heat and thermodynamics. Concurrent: PHYS 101L.

PHYS 101L Introduction to Physics I Laboratory (1) [P]

A laboratory component for the Introduction to Physics I course. Concurrent: PHYS 101.

PHYS 102 Introduction to Physics II (3) [P]

This course is an introductory physics course for non-science majors. The course focuses on basic physics concepts and connections to everyday life in fields of electricity, magnetism, and optics. Course topics include electrostatic force and field, electromagnetism, DC and AC circuits, light and optical devices, and mirror and lenses. Concurrent: PHYS 102L.

PHYS 102L Introduction to Physics II Laboratory (1) [P]

A laboratory component for the Introduction to Physics II course. Concurrent: PHYS 102.

PHYS 105 Environmental Physics (3) [P]

A one-semester course designed to explore the basic physical principles of light, heat and energy in the natural environment. Several key aspects of physics in the environment will be covered including energy (forms, conservation, sources and use), energy from fossil fuel, heat and the laws of thermodynamics, pollution of the atmosphere, environmental safety of nuclear energy and alternative sources of energy.

PHYS 107 Life in the Universe (3) [P]

This course is an inter-disciplinary science course which explores our role in the universe, starting here on Earth where the very definition of “life” derives, to wondrous worlds in our solar system and finally to the great divide of interstellar space. The quest for life is the search for who we are and why we are here. The course topics will cover different areas of physics, chemistry, biology and geology.

PHYS 110 Introduction to Astronomy (3) [P]

This course is a one-semester introduction to astronomy. The course describes various important phenomena in astronomy, the physical principles underlying these phenomena, and methods of observing and interpreting them. Course topics include the principles of motion, universal gravitation, orbital motion, the nature of light and the operation of telescopes. Topics in astronomy include stellar astronomy, celestial coordinates, the solar system, the sun, the eight planets, and our galaxy.

PHYS 115 General Physics I (3) [P]

An introductory calculus-based course covering motion in one dimension, projectile motion, Newton’s laws of force, concepts of work, energy and momentum, circular motion and rotational dynamics with laws of conservation of energy and angular momentum. A required laboratory that offers experiments in mechanics, momentum, work, and energy is part of this course. Prerequisite: MATH 101 or MATH 103 or MATH 110. Concurrent: PHYS 115L.

PHYS 115L General Physics I Laboratory (1) [P]

A laboratory component for the General physics I course. Concurrent: PHYS 115.

PHYS 116 General Physics II (3) [P]

The second semester of calculus-based physics covers electromagnetic wave theory, AC and RC circuits, magnetic theory and applications to magnetic storage devices, electromagnetic induction and optical phenomena with applications to optical devices. Prerequisite: PHYS 115 and PHYS 115L. Concurrent: PHYS 116L.

PHYS 116L General Physics II Laboratory (1) [P]

A laboratory component for the General physics II course. Concurrent: PHYS 116.

PHYS 212 Classical Mechanics (3) [P]

A calculus-based general physics course. Includes kinematics, conservation of momentum, elastic and inelastic collisions, the scalar product, Newton's Law of Gravitation, conservation forces and law, Kepler's Laws, circular motion, equilibrium and elasticity, laws, projectiles, angular momentum, rotational motion, simple harmonic motion, energy, temperature, heat and the first law of thermodynamics, sound and mechanical waves. Prerequisite: PHYS 115.

PHYS 216 Electricity and Magnetism (3) [P]

An introduction to the basic principles of electricity and magnetism including the contributions of Gauss, Faraday, Ampere, Maxwell, and others; capacitance, dc circuits, magnetic fields; electromagnetic propagation, antenna design, microwaves, radio wave transmission and reception, etc. Prerequisite: PHYS 116.

PHYS 312 Modern Physics (3) [P]

An introduction to the history and nature of quantum mechanics; special theory of relativity; basic introduction to nuclear and elementary particle physics; discussion of classical laws, their modification and replacement to account for the behavior of atoms, subatomic particles, and matter at the macroscopic level; lasers, flux quantization. Sophomore standing or permission of instructor. Prerequisite: PHYS 116.

PHYS 388 Independent Study (1-4)

Can be repeated for credit with a different topic. Permission of instructor.

PHYS 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

POLITICAL SCIENCE (PLSC)**PLSC 101 Introduction to Political Science (3) [S]**

An investigation into the nature of government and politics; exploration of the basic philosophies, principles, and concepts of governance, and the structures and processes of political systems. Topics include forms of government, public administration, international organizations and the international system.

PLSC 201 Introduction to Public Administration (3) [S]

A course on the nature of public administration. Basic concepts, processes, and approaches in the field of public administration are introduced so that the student will develop a sense of appreciation for the role of public administration in modern society.

PLSC 203 Comparative Politics (3) [S]

Analysis of how varied Western and other polities address the enduring problems of order, political responsiveness, political change, and the legitimacy of government structures. The course includes the comparative investigation of the relationships between the individual, social groups, and the state. Issues of individual freedom and collective responsibility are also addressed.

PLSC 210 Methods of Research in Political Science (3) [S]

Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations and comparative studies research. The course develops analytical skills that students need as active consumers of research findings. Prerequisite: IR 101 or IR 202. [Cross-listed with IR 210]

PLSC 302 Public Policy (3) [S]

A survey of concepts and issues in public policy. This course acquaints the student with basic theoretical frameworks for the study and analysis of policy-making as both a problem-solving process and a political process. This course also examines closely the application of these concepts, frameworks, and criteria in selected policy areas. Sophomore standing or permission of instructor. Prerequisite: IR 101 or PLSC 101.

PLSC 303 Politics of Postindustrial Societies (3) [S]

Comparative study of postindustrial society; public policy and policy-making; domestic and foreign policy; politics and economics of welfare states; and political participation and oppositional movements in postindustrial societies. The course assesses the impact of technology, science, the information revolution and national and international social movements on politics. Sophomore standing or permission of instructor. Prerequisite: IR 101 or PLSC 101.

PLSC 304 Arab Politics (3) [S]

The course investigates contemporary Arab political culture, its historical, economic, geographic, ideological and social roots, dynamics of Arab nationalism and political Islam. Sophomore standing or permission of instructor. Prerequisite: IR 101 or PLSC 101.

PLSC 315 American Government (3) [S]

Structure and function of the American governmental system; the constitutional bases of government; federal, state and local government systems; intra-governmental relations; the Presidency and the Executive Branch, the Supreme Court and Congress, and the role of business, industry, non-governmental agencies and interest groups. Sophomore standing or permission of instructor. Prerequisite: IR 101 or PLSC 101.

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

An overview of the social bases of politics in the U.S.; political participation and elections; political parties, special interests, the role of religion in politics; public opinion and the major national institutions influencing the making and implementation of domestic and foreign policy. Sophomore standing or permission of instructor. Prerequisite: IR 101 or PLSC 101.

PLSC 317 Government and Politics of Kuwait (3) [S]

Analysis of the contemporary political institutions and behavior of the Kuwaiti political system; an overview of political participation and elections; the relationship among the executive, legislative and judicial branches; the major national institutions involved in domestic and foreign policy-making. Sophomore standing or permission of instructor. Prerequisite: IR 101 or PLSC 101.

PLSC 321 Islamic Political Philosophy (3) [S]

A survey of Islamic political thought from the time of the Prophet Mohammad until the present. Investigation of the development and evolution of institutions in the Islamic state; Ibn Khaldoun's views on history, society and the state. Theories of the state, including contemporary Shi'i and Sunni thought are also addressed. Sophomore standing or permission of instructor.

PSYCHOLOGY (PSYC)**PSYC 101 Introduction to Psychology (3) [S]**

An overview of the theories and principles of human behavior and mental processes. Topics covered include research methods, the biological bases of behavior, consciousness, sensation and perception, learning and memory, personality, social behavior, and psychological disorders.

PSYC 200 Research Design and Methods (4) [S]

An introduction to research design and methods in psychology and statistical applications. The course provides an overview of experimental and quasi-experimental methods, principles of measurement, correlational and observational methods, surveys and content analyses, and the applications of descriptive and inferential statistics. Includes laboratory component. Prerequisites: PSYC 101 and STAT 201, or permission of instructor.

PSYC 202 Lifespan Development (3) [S]

This course is an introduction to human development from infancy through death, focusing on the interactions of personal and environmental factors in the development of perception, language, cognition, and sociality. Topics include developmental theories, infant perception, attachment, the development of language and memory; identity transitions; and peer relations, schools, families and communities as the contexts of life-cycle changes.

PSYC 203 Social Psychology (3) [S]

This course introduces students to theory and research about the dynamics of individuals and social groups. It includes studies of how we perceive ourselves and others, how we form our beliefs, judgments, and attitudes, social influences such as cultural or gender expectations, persuasion and pressures to conform, as well as our social relations, whether prejudicial, aggressive, intimate or helpful.

PSYC 204 Abnormal Psychology (3) [S]

This course orients students to a range of behaviors classified as “abnormal”, and to theories and research about the dynamics, diagnoses and treatments of neuroses, psychoses, character disorders, psychosomatic reactions, and other abnormal personality patterns.

PSYC 235 Child Development (3) [S]

This course introduces the principles and theories of child development, from infancy through adolescence. It is a study of the physiological, cognitive, emotional and social changes that children go through within the socio-cultural context of their environment.

PSYC 332 Personality Theories (3) [S]

This course provides an understanding of theories and research from each of the major approaches to the study of personality: psychoanalytic, learning, cognitive, dispositional, humanistic, and intervention strategies derived from these approaches. Offered Fall term only. Sophomore standing or permission of instructor. Prerequisite: PSYC 101.

PSYC 335 Psychology of Addictions (3) [S]

This course assesses theory and research about the social impact, causes, characteristics, and treatment of addictions, including alcohol and drug addictions and eating disorders. Offered Spring term only. Sophomore standing or permission of instructor. Prerequisite: PSYC 101.

PSYC 365 Marriage and Family Therapy (3) [S]

This course introduces students to treatment within the major models of family and couple therapy in Kuwait. Basic assumptions, major issues, primary theorists and techniques of each model will be considered, including working with diverse families and couples. This course is seminar-based and its primary focus will be in-class discussions and the sharing of different opinions and ideas. Prerequisite: PSYC 101.

PSYC 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

PSYC 388 Independent Study (1-3)

A research and/or writing project to be completed in consultation with the instructor. Can be repeated for credit with different topic. Permission of instructor required for enrollment. Prerequisite: PSYC 101

PSYC 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

PSYC 440 Cognitive Psychology (3)

This course offers current perspectives on how people acquire, represent, transform, and use verbal and nonverbal information. Topics include perception, attention, memory, action, thinking, language and representations of knowledge. Junior standing. Prerequisite: PSYC 101.

PSYC 442 Sensation and Perception (3)

In this course, students evaluate how we acquire information about the physical and social world through basic sensory systems, including vision, smell, hearing, and touch, and the impact of such sensations on our perceptions of objects, events and human interactions. Junior standing or permission of instructor. Prerequisite: PSYC 101.

PSYC 470 Internship in Psychology (1-3)

An internship experience with the requirement that the student write a report summarizing what the internship job added to his to her knowledge of Psychology. Students are limited to a maximum of 6 internship credit hours. This is a pass/fail course. Junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.0.

PSYC 475 Current Issues (3)

Seminar on current research, theory and applications of psychological principles. Offered Fall term only. Junior standing or permission of instructor. Prerequisite: PSYC 101.

RELIGION (RELG)**RELG 101 Introduction to Islamic Studies (3) [H]**

Analysis of the structure and dynamics of the Islamic belief system, including law, traditions, culture, and society. Original readings illustrating the classical Islamic paradigm are assigned. Contemporary issues of reform, renewal, modernization and fundamentalism, as well as contemporary debates among Muslims are addressed.

RELG 315 Religions of the World (3) [H]

The course introduces the world's major religions both in their historical dimension and as they are practiced today. The origins and historical development, central doctrines, devotional practices, and cultural expressions of Hinduism, Jainism, Buddhism, Sikhism, Daoism, Confucianism, Shinto, Judaism, Christianity and Islam are considered in relation to common themes of human experience. Sophomore standing.

RELG 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

RELG 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

RELG 389 Special Topics (3)

Selected topics of interest in religion. Can be repeated for credit with a different topic. Permission of instructor.

SOCIAL & BEHAVIORAL SCIENCES (SBSA)**SBSA 101 Introduction to Social and Behavioral Sciences, Concentration in Anthropology (3) [S]**

An introduction to the study of human society from a multicultural perspective. The course covers such topics as language, food, economics, political systems, religion, art, kinship and descent, gender, marriage and family, health, and cultural change. A prerequisite for many SBSA courses.

SBSA 200 Ethnographic and Research Methods (3) [S]

An introduction to ethnographic fieldwork and research design. The course covers both issues that confront researchers in the field as well as the methodology used to collect data. Among the methods to be presented are interviews with individuals, focus groups, surveys and questionnaires, data analysis and presentation. Students will have the opportunity to learn by doing. Prerequisite: SBSA 101.

SBSA 205 Fundamentals of Arab Society (3) [K] [S]

An overview of the structure of Arab society and its diversity. The course covers the relationship between environment and culture, the impact of history and religion on regional values, and the three basic subsistence strategies: Bedouin nomad, agricultural villager, and urban dweller. It also provides examples of social and cultural change.

SBSA 210 Arab Society and Culture (3) [K] [S]

This course explores the complexity and diversity of Arab society in its socio-cultural aspects. Among the topics to be covered are family life, gender roles, political culture and the military, economics, education, media, the arts, and the Arab communities in Europe and America.

SBSA 214 Lost Worlds (3) [S]

Explores various societies around the world known largely through the material remains uncovered by archaeology. Includes societies such as that of ancient Egypt, the Nabateans, the Mayans and Incas of the Americas, Easter Island, and Paleolithic sites in Europe and the Middle East. Briefly covers archeological methods and controversies such as ownership of artifacts, looting of sites, and conservation needs.

- SBSA 249** **Images of Women in Media** **(3) [S]**
 In examining links between gender, media, and modernity, this course offers examples of media representations of women's identity. Students will not simply analyze media representations of women, but learn to contextualize and critically examine them within a broader framework of the characteristics of contemporary culture in specific regions. This course will "cross borders" of disciplines, methods, and approaches, and intervene in current debates in the fields of cultural anthropology, media and cultural studies, global/local, Eurocentrism and multiculturalism. [Cross-listed with COMM 249].
- SBSA 255** **Health, Medicine, and Curing** **(3) [S]**
 Analyzes the socio-cultural factors and the global forces that compose health, medicine, and curing. Critically explores health care consequences of inequality and the connection between power and medical knowledge particularly in Western bio-medicine. The topic covers how different people socially construct and manage wellbeing and illness, and examines the role of healers (e.g. physicians, shamans, and mid-wives) in cultural context.
- SBSA 260** **Ethnographic Film** **(3) [S]**
 A survey of historical and contemporary trends in ethnographic films and 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.
- SBSA 265** **South Asian Film: A Global Perspective** **(3) [S]**
 The Indian film industry is the largest in the world, of which Hindi films are its most popular component. This course uses popular Hindi films as anthropological texts through which we consider broader questions about the anthropology of representations in examining roles and representations of femininity and masculinity, tradition and modernity, the importance of family and family values, the Indian diaspora, and the Hindi film phenomenon as it develops in the age of globalization. In this course we treat visual representation as an aspect of material culture and practice of social scientists, as well as culture researched by social scientists. [Cross-listed with COMM 265]
- SBSA 270** **The Indigenous Americas** **(3) [S]**
 This module of the Indigenous Americas introduces students to the cultures of South America through historical and ethnographic study. It is designed to give students a general understanding of some of the core issues of a large and complex geo-political area. We will explore the shifting cultural, political and economic relations from the colonial period to contemporary times. The course will pay particular attention to the place of indigenous people in the national and international context.
- SBSA 280** **Kinship & Families-Global Era** **(3) [S]**
 Surveys the anthropological history of kinship and explores the way global processes have changed or challenged family bonds. The course analyzes the impact of technologies, migration, and the global economy on personal relationship.
- SBSA 341** **Women in Cross-Cultural Perspective** **(3) [S]**
 Explores the biological and cultural basis of gender, examines the factors that influence the relative status of men and women, and investigates the relationship between gender and such fields as politics, economics, health, violence, the family, and the media.

SBSA 342 Gender Relations in the Arab World (3) [K] [S]

The course considers the relationship between men and women in the Arab world, as well as the impact on gender of social structure, family dynamics, religion, law, education, economics, health, aging, politics, and the arts. Also examined is the symbolic communication of gender through the media and dress. Additional topics include the challenges that Arab women confront when conducting anthropological research in the region.

SBSA 344 Tourism and Cultural Change (3) [S]

Analyzes tourism from a cultural perspective. Explores issues such as the impact of tourism on the environment and society, culture as a commodity, authenticity, touristic imagery, material aspects of tourism such as souvenirs, gender roles in tourism, and exploitation.

SBSA 345 Globalization: Opportunities and Challenges (3) [S]

The course provides an anthropological and ethnographic introduction to globalization and a world of flows and interconnections. We will focus on how through globalizing processes, peoples and cultures are becoming increasingly interconnected, and also on ways how people in different parts of the world mediate these processes in culturally specific ways.

SBSA 348 Anthropology of Human Rights (3) [S]

This course applies anthropological concepts and methods to understanding human rights issues in the contemporary world. The course compares Western to non-western views of human rights, and examines how competing views are grounded in the United Nations, governmental and non-governmental organizations.

SBSA 360 Genocide and Refugees (3) [S]

A critical, historical approach to understanding genocide with a human rights orientation to assess why such atrocities should be confronted. The course explores specific cases and diverse conditions leading to genocide, ethnocide and population displacements. Students will analyze the role of the modern state, colonialism, political ideologies, ethnicities and nationalism as major forces behind genocidal campaigns and assess the cultural factors leading to genocide.

SBSA 366 Popular Culture in South Asia: Film and Beyond (3) [S]

In this course, popular culture is examined – ranging from calendar art, romance fiction, magazines, photographs, music, food, fashion, films, and television – as an important resource for anthropological insights into contemporary social issues and processes. Issues such as continuity and transformation of tradition, the impact of imperialism, and the “Indianization” of English are increasingly seen as areas of debate and research. Notions of hybridity, diversity, and globalization are addressed. [Cross-listed with COMM 366].

SBSA 369 Short Course (1-3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

SBSA 370 Music of the Arabian Peninsula (3) [K] [S]

This course deals with music, dance, and poetic genres of Kuwait and regions of the Arabian Peninsula. It includes structural analysis and an examination of the context in which these creative forms exist. This course satisfies the General Education Requirement for Arab Culture. Permission of instructor. [Cross-listed with MUSC 370]

SBSA 372 Anthropology of Business (3) [S]

This course focuses on the application of anthropology in business. Access to meaningful information is often the difference between success and failure. Anthropological methods, by focusing on a holistic approach, qualitative data, and ethnographic analyses provide information in ways that traditional business simply cannot. Anthropology plays a critical role in understanding and analyzing diverse business and organizational issues in different societies and cultures, where cultural awareness and sensitivity is critical for successful business ventures.

SBSA 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

SBSA 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

SBSA 470 Internship in Social and Behavioral Sciences, Concentration Anthropology (1-3)

An internship experience to apply the knowledge acquired in the Social and Behavioral Sciences, concentration Anthropology Program. A maximum of three (3) internship credits hours can be applied to the SBSA degree program. Permission of instructor is required.

SBSA 485 Seminar in Social and Behavioral Sciences, Concentration in Anthropology (3)

A senior seminar that examines selected critical issues in the field of Social and Behavioral Sciences, Concentration in Anthropology. Senior standing or permission of instructor.

FREE ELECTIVE INTERNSHIPS UNDER ANY SCIENCES DISCIPLINE**SCEL 473 Internship for Free Elective – Sciences & Engineering (1-3)**

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly journals, and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.00.

SCSC 473 Internship for Free Elective – CSIS (1-3)

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.00.

SOEL 473 Internship for Free Elective – IR (1-3)

Supervised experience designed to enhance intellectual development through appreciation of knowledge outside the academy. Requirements include: weekly journals, and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.00.

SOSA 473 Intern for Free Elective – SBSA (1-3)

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.00.

SPANISH (SPAN)**SPAN 101 Introduction to Spanish I (3) [H]**

The course is designed for beginners. The objective is to provide students with necessary skills in oral and written communication. The class is taught almost entirely in Spanish.

SPAN 102 Introduction to Spanish II (3) [H]

Introduction to Spanish II continues to reinforce communicating skills with an emphasis placed on speaking (acquisition of vocabulary for personal and practical use). It will develop the ability to communicate with accurate pronunciation and intonation. Students will be exposed to the Spanish and Latin American culture with the use of video and other authentic material. The course content is built with a variety of methods and formats to suit the needs of learners. The class is conducted almost entirely in Spanish. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Permission of instructor. Prerequisite: SPAN 101.

SPAN 201 Intermediate Spanish (3) [H]

Intermediate Spanish continues to reinforce active communicating skills with more emphasis placed on reading and writing texts but it will continue to extend speaking skills in daily life situations. Students will be exposed to the Spanish and Latin American culture with the use of video and other authentic material. The course content is built with a variety of methods and formats to suit the needs of learners. At this level, the class is conducted entirely in Spanish. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Permission of instructor. Prerequisite: SPAN 102.

SPAN 202 Intermediate Spanish II (3) [H]

While still focusing on oral communication, more emphasis will be placed on reading short texts and writing short paragraphs. Students will develop a strong knowledge of Spanish grammar (verbs in present, past, future and subjunctive), and a strong vocabulary base. Permission of instructor. Prerequisite: SPAN 201.

SPAN 333 Language and Culture (3)

This is an advanced language course that improves students' oral, reading, and writing skills through an examination of Spanish society. Themes covered include family, education, arts, gastronomy, politics and immigration. Class discussion will be based on literary readings, songs, and movies. Permission of instructor. Prerequisite: SPAN 202.

SPAN 369 Short Course (1,3)

Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

SPAN 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

SPAN 389 Special Topics (3)

Can be repeated for credit with a different topic. Permission of instructor.

SPAN 399 Spanish Study Abroad (3)

This course is an option for students who wish to achieve fluency and an understanding of life in Spain. Students will study in Spanish speaking environment. Many courses assignments will take place out of a traditional classroom setting and students will be required to interact with native speakers every day. Permission of instructor. Prerequisite: SPAN 101.

STATISTICS (STAT)**STAT 201 Statistics (3) [M]**

Topics include data classification, means, measures of central tendency and dispersion, frequency distributions, probability, sampling distributions, point and interval estimates, hypothesis testing, simple regression and correlation. Computer-based statistical packages are utilized. Prerequisite: MATH 100 or by placement test.

STAT 202 Regression for Business (3) [M]

This course extends Statistics 201 to include estimation, hypothesis tests concerning one and two populations, statistical inference, Chi-square tests, simple and multiple regressions and model building. Prerequisite: STAT 201.

STAT 214 Statistics for Engineers (4) [M]

Students will be given an in-depth exposure to proofs of statistical formulas and theorems. Topics for study will include counting methods, probability, discrete and continuous random variables, probability distributions, density functions, expectation, moments and moment generating functions, sampling distributions and the Central Limit Theorem, point and interval estimations, hypothesis testing, unbiased estimators, consistency, sufficiency, robustness, regression and correlation. Prerequisite: MATH 203.

STAT 388 Independent Study (1-3)

Can be repeated for credit with a different topic. Permission of instructor.

TRANSLATION (TRAN)**TRAN 101 Introduction to Translation (3) [H]**

The course introduces students to the discipline of translation as a multilingual, interdisciplinary process involving various linguistic and cultural perspectives. Elementary skills are developed by reviewing dictionary types, thesauri, synonyms and antonyms, and by rendering English into Arabic and vice versa.

TRAN 201 Theoretical and Practical Issues in Translation (3) [H]

Various theoretical and practical issues associated with translation. The course covers several translation methods including word-for-word, semantic, and communicative translation. The course also examines how to approach problematic issues such as lexical and cultural gaps as well as the translation of idioms, proverbs and folk sayings. Prerequisite: TRAN 101.

TRAN 380 Media Translation (3)

The course teaches the various theories and practical skills and techniques of translating, subtitling and dubbing media materials, particularly television programs. The course involves education and training based on TV materials related to Media, Economics, Politics, Law, Business, Literature, Culture, Medicine and Science. Sophomore standing. [Cross-listed with COMM 380].

DIVISION OF STUDENT AFFAIRS

OFFICE OF THE DEAN

COUNSELING CENTER

Personal Counseling
Disability Services

OFFICE OF STUDENT LIFE

Student Lounge
Student Clubs & Organizations
Sports & Recreational Programs
Student Employment
Judicial Affairs
Codes of Conduct
University IDs

ALUMNI AFFAIRS & CAREER DEVELOPMENT

Alumni Services
Career Services

AJK CLINIC



DIVISION OF STUDENT AFFAIRS

OFFICE OF THE DEAN

The Division of Student Affairs oversees programs and services designed to support you “AUK Wolfpack” from matriculation to degree completion and beyond, providing you with an environment that enhances your college life outside the classroom, and that fosters your rights and responsibilities as college students. This is accomplished in partnership with other offices and departments at AUK, through extra- and co-curricular activities, new student orientation, commencement, athletics, student employment program, student clubs and organizations, adjudication, counseling, career guidance, and alumni relations.

AUK has over 2400 members of the Wolfpack community representing over twenty countries, in addition to over 3700 alums. The diversity of the student population on campus provides a multicultural experience where you can gain first-hand knowledge of different cultures from your peers, which encourages a sense of unity and tolerance on campus.

Campus life contributes to making the time spent on campus a valuable learning experience for you. Through both classroom learning and extracurricular activities, you learn the critical thinking skills, knowledge, and values needed to succeed effectively in today’s modern societies, regional and international. Participating in extracurricular activities allows you to learn new skills and discover hidden talents, thus contributing to your personal development. As such, the University Hours schedule (Tuesdays 2-4 and Wednesdays 3-4) is designed to provide you with opportunities to participate and engage in various extra-curricular activities. You are encouraged to participate in campus events and use the resources available on campus to further enhance your educational experience.

In order to sustain an environment that supports optimal learning opportunities and promotes personal growth, the American University of Kuwait expects all community members to adhere to the guidelines and policies established by the institution. As members of the University community you are responsible for sustaining the highest ethical standards of this institution, and of the broader community in which we function.

I invite you to familiarize yourself with the University Code of Conduct, Student Code of Conduct, and the Code of Academic Honesty and Integrity, which will provide you with general explanations of your rights and responsibilities.

For additional information, please contact The Office of the Dean of Student Affairs:

Dr. Hanan Muzaffar

Dean

Email Address: studentaffairs@auk.edu.kw

Phone: 1802040 ext. 3262

COUNSELING CENTER

The Counseling Center at AUK offers services that include personal counseling and disability services. Our mission is to support students as they overcome what inhibits their success and prepare them for lifelong learning and development.

Personal Counseling

Personal counseling is provided to students to assist them with concerns including anxiety, depression, interpersonal relationships, academic concerns, family and social issues, and personal problems. Counseling approaches are personalized to fit each student's needs and are confidential. Information is not released without a student's written consent.

Disability Services

Disability services include identifying strategies to accommodate the learning requirements of students with disabilities. Requests for accommodation and access to university programs are addressed on a case-by-case basis. Prospective students with disabilities who are requesting accommodations must declare this in the relevant section of their Admission Application packet and provide specific verifiable documentation.

AUK students seeking accommodations who have not disclosed a disability at the time of admission or who after matriculation have discovered an impairment impeding their academic progress and success must follow the same disclosure and verification procedures as described for prospective students.

Scholarship students who find it difficult to meet the learning objectives of the course of study or the intended major due to an identified disability or due to the ineffectiveness of the accommodations received are advised to contact the Scholarship Department prior to the beginning of the following term to discuss options.

For additional information, refer to the **Counseling Center** website or contact us:

Jason Sullivan, *Director* Email Address: counseling@auk.edu.kw

Phone: 1802040 ext. 3239

OFFICE OF STUDENT LIFE

The Office of Student Life seeks to create a campus environment that encourages personal growth, professionalism, high ethical standards and intellectual development, and respect for diversity through student engagement activities and programs outside the classroom.

A variety of programs and activities are organized throughout the year, such as movie nights, guest speakers, competitions, social nights, and educational and entertainment activities. In addition, several annual events take place, including "Welcome Back Week," "Haunted House," "Talent show," "International week," and "Awareness Week." Students receive weekly announcements via email and advertisement is also done through flyers and social networks to keep them informed.

Student Lounge

Students have the opportunity to relax and/or entertain themselves in the Student Lounge. They can spend their free time playing board games, PlayStation, pool, or watching television. Additionally, the Lounge coordinates larger scale activities for students throughout the year, such as the "Big Day Out," PS4 tournaments, and pool tournaments. The Lounge is located on the second floor of the Student Center, and is open weekdays from 8:00 a.m. to 10:00 p.m., and from 8:00 a.m. to 6:00 p.m. weekdays during summer sessions.

Student Clubs and Organizations

Students can join existing clubs or start a new club, from academic and literary to social and cultural. Currently, there are over thirty active clubs open to students who wish to participate in and/or join. An “Involvement Fair” is held twice a year (once every semester) to promote clubs and encourage membership. Detailed information on campus clubs can be obtained from the Office of Student Life.

The Student Council (SC) provides an opportunity for students to hone their leadership skills and practice participatory government. The University encourages the active participation of the SC in university life. The SC, including student representatives from various campus constituencies through the Student Delegation, is the principle medium of the student voice in University affairs. The SC gives members valuable learning experiences in the creation, organization, and functioning of many student activities, and members also serve on university committees where student representation is required.

The Voice of AUK serves as the main media for information and communication among students and the overall campus community. It is also a means of ensuring an environment of academic freedom and freedom of expression. Students who work on the magazine are provided with reporting, editorial, and management experience, and are expected to observe the established standards of professional journalism.

All student clubs and organizations, including *Student Council* and *The Voice of AUK*, are advised and guided by a member of faculty or staff. The Dean of Student Affairs or designee has the supervisory and ultimate responsibility for all student programs and publications sponsored through the Office of Student Life.

Sports and Recreational Programs

Recreational programs allow members of the AUK community (students, alumni, faculty, and staff) to participate in fitness classes, learn a new sport, or compete in intramural sports. AUK offers a variety of fitness classes, from Yoga to Zumba. Each semester a different sport is introduced for the AUK community to try, such as golf, paintball, or archery. Throughout the year, intramural tournaments are organized for some athletic activities such as soccer, basketball, and volleyball. This variety of individual and team activities gives members of the AUK community the chance to discover extracurricular activities that cater to their interests. For more information, contact the Office of Student Life.

Student Employment

The AUK on-campus Student Employment Program is designed to financially support a student’s educational experience while providing a necessary service to the university community. AUK students have the opportunity to work in various departments within the University; employment depends on the individual departmental needs and financial resources, as well as the skill-set an applicant brings to the required position. For more information on the Student Employment Program, please contact the Office of Student Life.

Judicial Affairs

Judicial Affairs encompasses the services that oversee infractions of institutional policy. All AUK students must comply with the academic and behavioral regulations of the American University of Kuwait, as well as observe national laws. The Division of Student Affairs is responsible for adjudicating student violations of the University Code of Conduct. Student violations related to academic integrity are adjudicated by Academic Affairs.

Violations may include, but are not limited to, disregard of campus safety regulations and/or institutional operating procedures, misuse of campus facilities and/or actions which impede the educational process. Institutional policies, inclusive of policy and procedural components that govern student behavior, are addressed in the Student Code of Conduct.

Codes of Conduct

In order to sustain an environment that supports optimal learning opportunities and promotes personal growth, the American University of Kuwait expects all community members (students, faculty, and staff) to adhere to the guidelines and policies established by the institution. These guidelines and policies set forth the ethical standards and organizational values by which AUK operates as an institution of higher education.

The University Code of Conduct, Student Code of Conduct, and the Code of Academic Honesty and Integrity provide general explanations of community members' rights and responsibilities, outline acceptable and unacceptable behaviors, and describe specific disciplinary procedures and sanctions.

University IDs

Students, staff, and faculty must have an official university identification card (ID) to access the AUK campus. Students collect their ID cards from the Office of Student Life at the beginning of their first semester and must update their ID cards at the beginning of every semester to verify current enrollment. Members of the AUK community must present an official ID card upon request from any university official. ID card updates and replacement of IDs (due to loss or damage) are done through the Office of Student Life.

For additional information, refer to the **Student Life** website or contact us:

Shirley Marshall, *Director*

Email Address: studentlife@auk.edu.kw

Phone: 1802040 ext. 3275

ALUMNI AFFAIRS AND CAREER DEVELOPMENT

The Office of Alumni Affairs and Career Development seeks to reach, serve, and engage with our students and alumni to provide continuous support and recognition for their achievements and professional excellence. The Office directs students and alumni towards programs, services, and workshops that help in employment seeking endeavors. By providing alumni and graduating students with events, such as Career Fair, Senior Launch, Alumni Reunion, movie nights and sports activities, the Office encourages alumni engagement at AUK, allowing for an exchange of experiences

Alumni Affairs

As members of the AUK community, AUK graduates are entitled to the following:

- An alumni email account
- An alumni multipurpose booth showcasing alumni businesses
- AUK Library access and database privileges
- Access to AUK Facilities
- Career services support
- Discounted rates at the Center for Continuing Education at AUK
- An AUK alumni ID card
- Networking

Career Services

The career services at AUK help students and alumni develop their career plans by providing career development counseling. These services include assistance with graduate school applications, interview skills development, career path planning, job and internship opportunities.

For additional information, refer to the **Alumni Affairs and Career Development** website or contact us:

Abir Tannir, *Assistant Director*

Email Address: aacd@auk.edu.kw

Phone: 1802040 ext. 3269

AUK CLINIC

The Clinic is designed to provide basic medical care for the AUK community. Emergencies and serious health cases are immediately referred to nearby facilities. The clinic provides preventative services that include blood pressure checks, blood sugar monitoring, and treatment for elective cases. The clinic is located on the ground floor of the Sciences Building, and is open weekdays from 8:00 a.m. to 7:00 p.m., and from 8:00 a.m. to 5:00 p.m. weekdays during semester breaks.

For queries and concerns, contact the Clinic:

Email Address: **clinic@auk.edu.kw**

Phone: 1802040 ext. 3400/3401

FACULTY & UNIVERSITY ADMINISTRATION

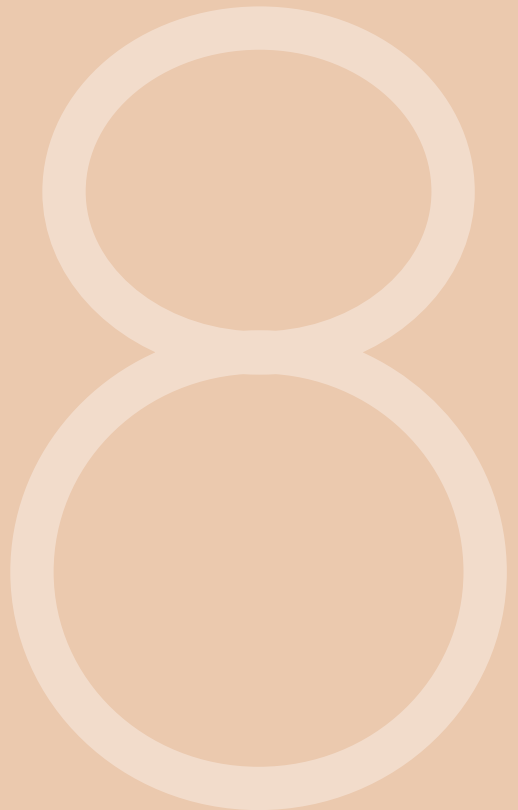
COLLEGE OF ARTS & SCIENCES

Department of Arabic & Foreign Languages
Department of Art & Graphic Design
Department of Communications & Media
Department of English
Department of Music & Drama
Department of Electrical & Computer Engineering
Department of Computer Science & Information Systems
Department of Mathematics & Natural Sciences
Department of International Relations
Department of Social & Behavioral Sciences
First Year Experience (FYE) Unit
Intensive English Program (IEP)

COLLEGE OF BUSINESS & ECONOMICS

Department of Accounting & Finance
Department of Economics, Management & Marketing

UNIVERSITY ADMINISTRATION



COLLEGE OF ARTS & SCIENCES

DEPARTMENT OF ARABIC & FOREIGN LANGUAGES

AL-FARHAN , Abdulrahman, Assistant Professor of Near & Middle Eastern Studies; Ph.D.; 2017, University of London, UK

AL-KHOULI, Khitam, Assistant Professor of Arabic; Ph.D., 2008, Institute of Arabic Research, Cairo, Egypt.

FARRIN, Raymond, Associate Professor of Arabic Language and Literature; Ph.D., 2006, University of California, Berkeley, California, USA.

FIANNACA, Joseph, Senior Instructor of French Language and Literature; M.A., 2002, Stendhal University, Grenoble, France.

TAMIMI , Maher, Instructor of Arabic; M.A., 1998, Ohio State University, Columbus, Ohio, USA.

TRUJILLO, Claudia Mejia, Instructor of Spanish; M.A., 1997, Boston College, Chestnut Hill, Massachusetts, USA.

ZAVALIY, Andrei, Department Chair, Associate Professor of Philosophy; Ph.D., 2008, City University of New York, New York, USA.

DEPARTMENT OF ART & GRAPHIC DESIGN

ANDERSEN, William, Department Chair, Associate Professor of Studio Arts/Graphic Design; M.F.A., 2000, School of the Art Institute of Chicago, Chicago, Illinois, USA.

GIDDINGS, Claire, Assistant Professor of Graphic Design; M.F.A., 2011, Photography & Interdisciplinary, Rutgers University, Mason Gross School of the Arts, New Brunswick, NJ

HOSSEINNIA, Maryam, Associate Professor of Graphic Design; M.F.A., 2002, Minneapolis College of Art and Design, Minneapolis, Minnesota, USA.

KHAIR, Ramy, Assistant Professor of Graphic Design; M.P.S., 2002, New York University, New York, USA.

KULCHITSKY, Marcella, Assistant Professor of Graphic Design; M.F.A., 1989, Boston University, Boston, Massachusetts, USA.

LEE, Joo Won, Assistant Professor of Graphic Design; M.F.A., 2002, School of the Art Institute of Chicago, Illinois, USA.

MERHEB, Rita, Assistant Professor of Graphic Design; M.F.A., 2005, University of Balamand, Lebanon.

STAMOS, Antonia, Assistant Professor of Art History; Ph.D., 2006, Temple University, Philadelphia, Pennsylvania, USA.

STOECKLEY, Clark, Assistant Professor of Graphic Design; M.F.A., 2010, University of New York, Brooklyn, NY

DEPARTMENT OF COMMUNICATION & MEDIA

AL-HADDAD, Iqbal, Instructor of Communication and Media, M.A., 1983, Webster University, Missouri, USA.

AKBAR, Mohammad, Associate Professor of Communication; Ph.D., 2005, American University in London, London, UK.

DOMINIQUE, Candace, Assistant Professor of Mass Communication and Media, Ph.D, 2009, Howard University, Washington, D.C, USA.

SATTI, Mohamed, Assistant Professor of Communication and Media; Ph.D., 2009, Ohio University, Athens, Ohio, USA.

VELEZ, Juan, Associate Professor of Communication; Ph.D., 2004, Tufts University, Massachusetts, USA.

DEPARTMENT OF ENGLISH

AWWAD, Rawda, University Provost, Professor of English; Ph.D., 1997, Duquesne University, Pittsburgh, Pennsylvania, USA.

BUCKTON-TUCKER, Rosalind, Assistant Professor of English; Ph.D., 1976, University of Leicester, UK.

CRACE, Benjamin, Instructor of English Writing; MA, 2001, Western Kentucky University, Bowling Green, Kentucky, USA.

DeANGELIS, Angelica, Assistant Professor of Comparative Literature; Ph.D., 2002, University of California-Santa Barbara, California, USA.

HADBAWNIK, David, Department Chair, Assistant Professor of English, Ph.D., 2015, University at Buffalo, New York, USA.

HENNESSEY, Katherine, Assistant Dean for Curriculum (CAS), Assistant Professor of English, Ph.D., University of Notre Dame, Indiana, USA – 2008

LOOMIS, Craig, Associate Professor of English Language and Literature; Ph.D., 1992, University of Toledo, Toledo, Ohio, USA.

MAHFOUZ, Inas, Assistant Professor of English; Ph.D., 2008, Ain Shams University, Cairo, Egypt.

MOHAMMAD, Malek, Assistant Professor of English; Ph.D., 2010, Texas A&M University, College Station, Texas, USA.

MUZAFFAR, Hanan, Dean of Student Affairs, Assistant Professor of English; Ph.D., 2000, Indiana University of Pennsylvania, Indiana, Pennsylvania, USA.

NASSIR, Ghazi, Professor of English Language and Literature; Ph.D., 1989, Florida State University, Tallahassee, Florida, USA.

NIXON, Kathy, Assistant Professor of English; Ph.D., 2008, University of Virginia, Charlottesville, Virginia, USA.

PARKS, Derek, Instructor of English Writing; MA, 1989, University of Arizona, Tucson, Arizona, USA.

QUEEN, Mary, Dean of Academic Support Services, Associate Professor of Writing and Rhetoric; Ph.D., 2005, Syracuse University, Syracuse, New York, USA.

SIRAKI, Arby, Assistant Professor of English; Ph.D., 2013, University of Ottawa, Canada.

VALI, Abid, Assistant Professor of English; Ph.D. 2014, University of Otago, New Zealand.

ZIGON, Tina, Assistant Professor of English; Ph.D., 2016, University of Buffalo, New York, USA.

DEPARTMENT OF MUSIC & DRAMA

FAJGA, Agnieszka, Assistant Professor of Music; Post-Graduate Studies, 2014, Nowowiejski Music Academy, Bydgoszcz, Poland.

JAHANMIR, Yasmine, Assistant Professor of Theatre & Drama; Ph.D., 2017, University of California, Santa Barbara, USA.

URKEVICH, Lisa, Department Chair, Professor of Musicology/Ethnomusicology; Ph.D., 1997, University of Maryland, College Park, Maryland, USA.

DEPARTMENT OF ELECTRICAL & COMPUTER ENGINEERING

DAMAJ, Issam, Associate Professor of Computer Engineering; Ph.D., 2004, London South Bank University, London, United Kingdom.

EL-ABD, Mohammed, Associate Professor of Computer Engineering, Ph.D., 2008, University of Waterloo, Waterloo, Ontario, Canada.

ESMAEILI, Said Ebrahim, Assistant Professor of Electrical Engineering; Ph.D., 2011, Concordia University, Montreal, Canada.

JABBAR, Haseepur, Lab Instructor, M.S., King's College London - 2015

HASSANEIN, Ahmed, Lab Instructor, M.S., University of Southampton - 2016

HUMMES, Detlef, Assistant Professor of Electrical Engineering; Ph.D., 1997, University of Duisburg, Germany.

HUSSAIN, Ghulam, Assistant Professor of Electrical Engineering; Ph.D., 2016, Aalto University, Finland.

KHANAFER, Mounib, Assistant Professor of Computer and Electrical Engineering; Ph.D., 2012, University of Ottawa, Ottawa, Ontario, Canada.

YOUSAFZAI, Jibrán, Assistant Professor of Computer and Electronic Engineering, Ph.D., 2010, King's College London, London, United Kingdom.

ZAHER, Ashraf, Department Chair, Associate Professor of Computer Engineering; Ph.D., 2001, Oakland University, Rochester, Michigan, USA. Ph.D.;2004, Mansoura University, Egypt.

DEPARTMENT OF COMPUTER SCIENCE & INFORMATION SYSTEMS

ABU AL-MAATI, Shereef, Associate Professor of Computer Science and Information Systems; Ph.D., 1998, Florida Institute of Technology, Melbourne, Florida, USA.

ABUDOUSH, Eyad, Associate Professor of Computer Science; Ph.D.; 2009, New Mexico State University, Las Cruces, New Mexico, USA.

BANY MOHAMMAD, Nooh, Assistant Professor of Computer Science; Ph.D.; 2015, University of Southern Mississippi, Hattiesburg, MS, USA.

RABAA'I, Ahmad, Department Chair, Assistant Professor of Information Systems; Ph.D., 2012, Queensland University of Technology, Australia.

RABABAAH, Aaron, Associate Professor of Computer Information Systems Engineering, Ph.D., 2009, Tennessee State University, Nashville, TN, USA.

ZEID, Amir, Associate Professor of Computer Science; Ph.D.; 2000, Carleton University, Ottawa, Ontario, Canada.

DEPARTMENT OF MATHEMATICS & NATURAL SCIENCES

ABDALLAH, Mohamad Kassem, Assistant Professor of Mathematics, Ph.D., 2015, Oakland University, Rochester, Michigan, USA.

AL-MUTAIRI, Mutlaq, Assistant Professor of Mathematics; Ph.D., 2004, University of Central Florida, Orlando, Florida, USA.

ALSARRAF, Hussain, Department Chair, Assistant Professor of Physics, Ph.D., 2013, University of Nebraska-Lincoln, USA.

AL-SAWAFTA, Mohammed, Assistant Professor of Physics; Ph.D. 2012, Concordia University, Montreal, Quebec Canada.

ARISTIDOU, Michael, Associate Professor of Mathematics; Ph.D., 2005, Louisiana State University, Baton Rouge, Louisiana, U.S.A.

ASSAF, Samer, Assistant Professor of Mathematics; Ph.D., 2016, University of Saskatchewan, Saskatchewan, Canada.

BASHA, Noura, Lab Teaching Assistant in Biology; B.S. 2003, Kuwait University, Kuwait.

CHARARA, Ali, Dean, College of Arts & Sciences, Associate Professor of Biology; Ph.D., 1997, Laval University, Québec City, Québec, Canada.

EZZEDDINE, Rima, Lab Instructor-Chemistry; MS., 2012, Kuwait University, Kuwait.

GEORGI, Donia, Senior Lab Instructor-Physics; M.Sc., 1998, Mahatma Gandhi University, Kerala, India.

JALLAD, Karim, Associate Professor of Chemistry; Ph.D., 2001, Purdue University, West Lafayette, Indiana, USA.

KANEDA, Masayoshi, Associate Professor of Mathematics, Ph.D., 2003, University of Houston, Texas, U.S.A.

LUKIC, Jelena, Teaching Assistant in Math; MSc, 2015; Belgrade University, Republic of Serbia.

NADER, Joelle, Assistant Professor of Biology; PhD.; 2012, Poitiers University, France.

SAHELI, Ali, Assistant Professor of Mathematics; Ph.D., 2003, University of Windsor - Windsor, ON, Canada.

TAHA, Leen, Instructor of Math; MA, 2013, Kuwait University, Kuwait.

ZOGHEIB, Bashar, Associate Dean for Administration (CAS), Associate Professor of Mathematics; Ph.D., 2006, University of Windsor, Windsor, Ontario, Canada.

DEPARTMENT OF INTERNATIONAL RELATIONS

AL-ADWANI, Shareefa, Assistant Professor of Political Science; PhD.; 2016, University of California-Davis, USA.

AL-AWADI, Hesham, Professor of Political Science and History; Ph.D., 2003, University of Exeter, Exeter, UK.

AL-NAKIB, Farah, Assistant Professor of History; Ph.D., 2011, University of London, UK.

HAMZEH, Nizar, Professor of History & International Relations; Ph.D., 1986, University of Southern California, Los Angeles, California, USA.

IRANI, George Emile, Associate Professor of International Relations; Ph.D., 1984, University of Southern California, Los Angeles, California, USA.

KULCHITSKY, Dmytro Roman, Department Chair, Associate Professor of Public Policy and International Relations; Ph.D., 2001, George Mason University, Fairfax, Virginia, USA.

VATANDOUST, Gholamreza, Professor of Near Eastern Studies and History; Ph.D., 1977, University of Washington, Seattle, Washington, USA.

DEPARTMENT OF SOCIAL & BEHAVIORAL SCIENCES

DINKHA, Juliet, Associate Professor of Psychology; Psy.D., 2000, Argosy University, Chicago, USA.

LUCIANO, Pellegrino, Assistant Professor of Anthropology; Ph.D., 2005, City University of New York, New York, USA.

MUNSHI, Shoma, Department Chair, Department of Communication & Media, Professor of Anthropology; Ph.D., 1991, Ecole des Hautes Etudes en Sciences Sociales, Paris, France.

ROSE, James L., Department Chair, Assistant Professor of Psychology; Ph.D., 1999, University of Virginia, Charlottesville, USA.

FIRST YEAR EXPERIENCE (FYE) UNIT

ABAL, Abdulaziz, Assistant Professor; Ph.D., 2012, Florida International University, Florida, USA.

AL-NAJJAR, Hala, FYE Coordinator, Instructor; M.Ed., 2002, Education, Fitchburg State College, Massachusetts, USA.

AL-SUFFI, Kimberly, Senior Instructor; M.Ed., 1992, University of Maryland, College Park, Maryland, USA.

MSALL, Kyle A., Assistant Professor of International Psychology; PhD; 2016, Chicago School of Professional Psychology, Illinois, USA

STAVROS, Hadjisolomou., Assistant Professor of Psychology; PhD; 2016, City University of New York, USA.

INTENSIVE ENGLISH PROGRAM (IEP)

AKBAR, Sarah, Instructor; M.A. Psycholinguistics & Neurolinguistics 2013, University of Essex, UK.

AMOORI, Kamal, Instructor; M.A., English Literature, 2012, Royal Holloway College, University of London, UK

AWWAD, Beth, Senior Instructor; M.Sc., 2004, Syracuse University, New York, USA.

BERLIN, Scott, Director; Instructor, M.A. in Teaching, 1998, School of International Training, Brattleboro, Vermont, USA.

HESS, David, Instructor; M.A., 1999, LaSalle University, Mandeville, Louisiana, USA.

GUZMAN, Joshua, Instructor; M.A. Education, 2014, National University, San Diego, USA.

KONSTANTINOVA, Irina, Instructor; M.A., 2011, Ohio University, Ohio, USA.

KOUSHKI, Alison, Senior Instructor; M.A., 1977, University of Wisconsin, Madison, Wisconsin, USA.

KUNKEL, Michelle, Instructor; Master of TESOL.,2015, Arizona State University, Tempe AZ, USA.

PILS, Jonathan, Instructor; MBA, Keele University, UK - 2008

PRADES, Anastacio, Senior Instructor; M.S.; 1985, Florida State University, Florida, USA.

SABA, Robin, Instructor; MA, 2009, University of South Florida, Tampa, Florida, USA.

SAGE, Rachel, Instructor; M.A., 2006, Georgetown University, Washington, DC, USA. M.Ed.; 2014, Sam Houston State University, Texas, USA.

STEIN, Sandra, Senior Instructor; M.Ed., 2000, The College of New Jersey, New Jersey, USA.

SMITH, Sherrie, Instructor; M.A., 2010, University of North Carolina, Charlotte, North Carolina, USA,

VRIESMAN, Katie, Assistant Director, Instructor; Master of Education, 2012, Grand Valley State University, Michigan, USA.

COLLEGE OF BUSINESS & ECONOMICS

DEPARTMENT OF ACCOUNTING & FINANCE

BHATTACHARYA, Rabindranath, Department Chair, Senior Instructor of Finance; MBA, 1993, McGill University, Canada.

BHUYAN, Rafiqul, Professor of Finance; Ph.D., 2002, Concordia University, Montreal, Canada.

HADDAD, Ayman, Associate Professor of Accounting; Ph.D., 2006, University of East Anglia, Norwich, UK.

HADJIDIS Dimitros, Assistant Professor of Management; Ph.D., 2014, Grenoble School of Management, Grenoble, France

KHOLEIF, Ahmed, Professor of Accounting; Ph.D.; 2005, University of Essex, UK.

RUSSELL, John, Professor of Accounting; CGA, CMA, Ph.D., 1998, Pennsylvania State University – Pennsylvania, USA.

SBEITI, Wafaa, Associate Professor of Finance; Ph.D., 2008, Durham University, Durham, UK.

SHIBLY, Fatima, Assistant Professor of Accounting; Ph.D., 2014, University of Grenoble, Grenoble, France.

DEPARTMENT OF ECONOMICS, MANAGEMENT & MARKETING

AL-SALEM, Athmar, Department Chair, Associate Professor of Management & Business Administration; D.Sc., 1989, George Washington University, Washington, DC, USA.

ALJAMAL, Ali, Assistant Professor of Economics; Ph.D., 1999, University of Arizona, Tucson, Arizona, USA.

ABUBAKER, Riyadh, Assistant Professor of Economics; Ph.D. 2016, University of California, Riverside, USA.

ARNOUS, Hanan, Instructor of Marketing; M.B.A., 2006, Athabasca University, Canada.

BAGNIED, Mohsen, Associate Professor of Marketing and Management; Ph.D., 1973, University of Maryland, College Park, Maryland, USA.

BANNA, Sumayya, Assistant Professor of Business Information Systems; PhD, 2011, University of Wollongong, Australia.

CADER, Mohamed Hanas, Associate Professor of Economics; Ph.D., 2006, Kansas State University, Manhattan, Kansas, USA.

ELESWED, Muath, Assistant Professor of Management; Ph.D., 2008, University of Maryland Maryland, USA.

MANSOUR, Aly, Associate Professor of Management; Ed.D., 1994, George Washington University, Washington, DC, USA.

PALLIAM, Ralph, Dean, College of Business & Economics, Associate Professor of Business Administration; D. Comm., 1998, University of Pretoria, Pretoria, South Africa.

RAZA, Syed Asif, Associate Professor of Management; Ph.D. 2007, Concordia University, Montreal, Canada.

SMADI, Salime, Associate Professor of Organizational Behavior; Ph.D., 2001, Marmara University, Turkey.

SPEECE, Mark, Associate Dean for Quality Assurance & Accreditation (CBE), Associate Professor of Marketing; Ph.D., 1990, University of Washington, Seattle, Washington; Ph.D., 1987, University of Arizona, Arizona, USA.

UNIVERSITY ADMINISTRATION

OFFICE OF THE PRESIDENT

President

Assistant to President, Institutional Planning & Effectiveness
Executive Assistant to the President
Executive Assistant to the Vice Chair, Board of Trustees

Tim Sullivan

Theodore A. Kruse
Annie N. Arabian
Amal Hadeed

ACADEMIC UNITS

OFFICE OF THE PROVOST

Provost

Senior Assistant to Academic Affairs

Rawda Awwad

Sameera Al Qenna

COLLEGE OF ARTS & SCIENCES (CAS)

Dean, College of Arts & Sciences

Associate Dean, Administration-CAS
Assistant Dean, Curriculum-CAS
Executive Assistant
Senior Faculty Support Coordinator, CAS
Senior Administrative Assistant, CAS
Administrative Assistant, CAS
Administrative Assistant, CAS
Administrative Assistant, CAS
Administrative Assistant, CAS
Computer Engineering – Lab Technician

Ali Charara

Bashar Zogheib
Katherine Hennessey
Magdalene El Neaman
Dalia M. Hassaan
Micheline Zouein
Hadeer A. Mathews
Farah Al-Toum
Hadeel M. Abdhakeem
Hebah Sanjar
Hani A. El Samadi

INTENSIVE ENGLISH PROGRAM (IEP)

Director – IEP

Assistant Director
Administrative Assistant
IEP Lab Specialist

Scott Berlin

Katie Vriesman
Miral Al-Desouqi
Jabran N. Butt

COLLEGE OF BUSINESS & ECONOMICS (CBE)

Dean, College of Business & Economics

Associate Dean – Quality Assurance & Accreditation - CBE

Ralph Palliam

Mark Speece

Executive Assistant, CBE
Academic Program Support, CBE

Mona Al-Bokhari
Rana K. M. Abdelhamid

CENTER FOR GULF STUDIES (CGS)

Director
Program Coordinator

Farah B. Al-Nakib
Reem A. Al-Ali

**CENTER FOR RESEARCH IN INFORMATICS,
SCIENCES, & ENGINEERING (RISE)**

Director
Research and Grant Associate

Amir Zeid
Dana A. El-Issa

ACADEMIC SUPPORT SERVICES

**OFFICE OF THE DEAN, ACADEMIC SUPPORT
SERVICES**

Dean, Academic Support Services
Senior Administrative Assistant

Mary Queen
Areej Awad

ACADEMIC ADVISING CENTER (AAC)

Director, Academic Advising Center
Academic Retention Advisor
Academic Retention Advisor
Academic Advisor – Government Scholarships
Academic Advisor

Hala K. Al-Abdulrazzaq
Nour Jibril Jaber
Nadine Qudoumi
Dania Kazan
Soud Ali

LEARNING SUPPORT SERVICES

Director, Learning Support Services
Academic Support Specialist – Tutoring Center
Academic Support Specialist – Tutoring Center
Academic Support Specialist – Writing Center
Academic Support Specialist – Writing Center

Hanouf Al-Juhail
Sally Saleh
Nada Bedir
Hala Botros
Yaser Abdulfattah

OFFICE OF THE REGISTRAR

University Registrar
Assistant Registrar
Academic Support Specialist II
Student Support Specialist II
Student Support Specialist I
Student Support Specialist I
Student Support Specialist I

Pierre Murr
Mohammed W. Da'na
Adhari A. Al-Qadri
Ranine A. El-Samad
Huda Al-Jouda
Dana Faour
Majed Nahas

LIBRARY**Director, Library**

Senior Administrative Assistant
 Collection Development Librarian
 Reference & Instruction Librarian
 Senior Library Automation Analyst
 Library Assistant
 Reference & Instruction Librarian

Asmaa Al Kanan

Sara A. Alavinejad
 Thomas C. Kutty
 Zainab Al-Attabi
 Hana A. Kaouri
 Souad A. Badran
 Fadia AlAkhras

STUDENT AFFAIRS**OFFICE OF THE DEAN, STUDENT AFFAIRS****Dean – Student Affairs**

Administrative Assistant

Hanan Muzaffar

Amal Behbehani

ALUMNI AFFAIRS AND CAREER DEVELOPMENT**Assistant Director, Alumni Affairs and Career Development**

Senior Alumni Coordinator
 Alumni Coordinator
 Career Coordinator

Abir Tannir

Nadiyah AlMadani
 Jana Alawadhi
 Sheetal Swamy

COUNSELING CENTER**Director, Counseling Center**

Assistant Director – Disability Services
 Coordinator/Counselor
 Personal Counselor
 Counseling Coordinator

Jason R. Sullivan

Huda N. Shaaban
 Sophia Pais
 Lodi Salahaldeen
 Zeinab Wasfy

OFFICE OF STUDENT LIFE**Director, Student Life**

Senior Student Life Coordinator
 Senior Sports Coordinator
 Student Life Coordinator
 Events Coordinator
 Sports Coordinator

Shirley Marshall

Jayda Al-Farooqi
 Omar Mehdi
 Danah AlBader
 Lama Abdo
 Mohammad AlSaleh

ADMISSIONS & PUBLIC AFFAIRS

OFFICE OF THE VICE PRESIDENT, ADMISSIONS & PUBLIC AFFAIRS

Vice President – Admissions & Public Affairs

Amal A. Al-Binali

Executive Assistant

Farah H. Jouhar

OFFICE OF ADMISSIONS

Director, Admissions

Maher Dabbouseh

Assistant Director, Admissions

Eman Y. Kamel

Senior Admissions Coordinator

Amal Jaber

Senior Admissions Counselor

Dana R. Al-Mansour

Admissions Counselor

Louay Y. Rashid

Admissions Counselor

Dana Abu Naameh

Scholarship & Financial Aid Counselor

Reema A. Al-Jabi

Admissions Counselor

Linah Kamal

Administrative Assistant

Nada M. Baalbaki

OFFICE OF SCHOLARSHIP & FINANCIAL AID

Assistant Director, Scholarship, & Financial Aid

Noushig A. Momdjian

Scholarship & Information Services Assistant

Lama Z. Kablaoui

Administrative Assistant

Farah Abu Salhah

OFFICE OF PUBLIC RELATIONS & MARKETING

Director, PR & Marketing

Amer S. El-Assaad

Assistant Director

Rehab A. El-Bahey

Senior Administrative Assistant

Hilda Bou Hatoum

Web Developer

Roland Lopes

Web Graphic Designer

Saleem T. Aboobacker

Senior Graphic Designer

Tareq M. Odeh

Graphic Designer

Ghaneema Al-Kodmani

University Editor/News Writer

Sulaiman K. Buhaimed

FINANCE & ADMINISTRATION

OFFICE OF THE EXECUTIVE DIRECTOR, FINANCE & ADMINISTRATION

Executive Director, Finance & Administration

Lalitha Varadarajan

CAMPUS SERVICES DEPARTMENT**Director, Campus Services**

Coordinator – Campus Services
 Coordinator – Campus Services
 Administrative Assistant & Services Coordinator
 Senior Safety & Security Coordinator
 Office Attendant
 Office Attendant
 Office Attendant
 Painter
 Security Guard
 Senior Facilities Technician
 Facilities Technician
 Senior Technician
 Building Superintendent
 AUK Driver
 Driver/Services Assistant
 Safety & Security Coordinator Assistant

Abolghasem Alavinejad

Mohamed Wagdy El Khawaga
 Ali Salman
 Joy John
 Nawaf A. Abdulaziz
 Abdulrahim Aman Ullah
 Foyjul I. Ali
 Nooruddin A. Majed
 Balu N. Navalnath
 Mosbah Khair
 Liaquat Ali
 Ahmed Pasha
 Eric L. Fernandes
 Ashraf M. ElGeab
 Kalimullah Bhuiyan
 Nadeem Ur Rehman
 Mahmoud M. Zyada

FINANCE DEPARTMENT**Assistant Director, Finance & Budget**

Chief Accountant- AR, Scholarship & Budget
 Chief Accountant-AP, GL & Reports
 Senior Accountant
 Accountant
 Senior Accountant-AP
 Accountant
 Accounts Clerk
 Purchasing Officer
 Assistant Purchasing Officer
 Store Keeper
 Assistant Stores Clerk
 Driver

Suresh John

Youssef G. Habib
 Fareed K. Khan
 Abdulraheem A. Sallam
 Saleh J. Hanna
 Habeeburahman Kodavandi
 Meena Ayoub
 Duaa Afanah
 Leonilo A. Calingasan
 Mohammad A. Hamdan
 Andres Z. Ternio
 Syed Fazululla
 Mohammed K. Navas

HUMAN RESOURCES DEPARTMENT**Director, Human Resources**

Assistant Director, Human Resources
 HR Generalist, Recruitment, Benefits & Training
 Payroll Specialist
 Residential Services & Communication Specialist
 Administrative Assistant

Ronald B. McNeill

Hugh Lauxley
 Faten F. Al-Kadiri
 Feba Sunny
 Mishaal M. Hamdo
 Eman M. Eldesouky

INFORMATION TECHNOLOGY

Director

Senior IT Technical Support
 Network Specialist
 Senior IT Information System Analyst
 Multimedia Equipment Technician II
 Programmer Analyst
 Database Operations Manager
 Senior Multimedia Coordinator
 Executive Assistant
 Systems & Security Manager
 Network Administrator
 System Engineer
 IT Support Technician
 IT Support Technician
 IT Support Technician
 Data Analyst-Institutional Research

Ashley Vincent

Ali A. Kutbuddin
 Abed-Al-Rahman Al-Mahani
 Heba M. Al Dalo
 Munawar M. J. Mullaji
 Qussay A. Nasereddin
 Hussein S. Diab
 Nezam A. Hamzah
 Carla G. Saliba
 Shaik S. S. Mehboob
 Mohamad A. Odeh
 Mohammed S. Maral
 Mathew Thomas
 Najji Dimachkie
 Dana Charbaji
 Enas M. Azab

ADMINISTRATIVE UNITS

OFFICE OF CORPORATE RELATIONS

Director, Corporate Relations

Assistant, Corporate Relations
 Assistant, Corporate Relations
 Administrative Assistant
 Logistics Specialist, Corporate Relations
 Senior Assistant, Corporate Relations

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Ahmad B. Bagheri
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 Ahmed A. Ahmed
 Abdul Hussein Zuhairy
 Ashoor K. Moussa

CENTER FOR CONTINUING EDUCATION (CCE)

Director, CCE

Training Operations Manager
 Marketing & PR Coordinator
 Training Assistant
 Training & Development Coordinator
 Customer Service Representative
 CCE Receptionist
 Business Relations & Development Advisor
 Business Development Manager

Buthaina AlKhubaizi

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