

The American University in Dubai

UNDERGRADUATE CATALOG



2012 - 2013

**The American University in Dubai
Dubai, United Arab Emirates
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Effective Fall 2012

The statements and policies set forth in this Catalog (effective September 2012) are for informational purposes only and should not be construed as the basis of a contract between the student and the institution. While every effort is made to provide accurate and current information, AUD reserves the right to change, without notice to the individual student, any provision in this Catalog. Every effort will be made to keep students advised of any such changes.

CONTENT

From the Office of the President	4	Academic Units, Programs, and Degree Requirements	72
About The American University in Dubai (AUD)	6	<i>School of Architecture, Art and Design</i>	74
Undergraduate Admissions	14	Architecture	76
Scholarships	22	Interior Design	82
Office of the Registrar	28	Visual Communication	88
External Relations	32	<i>School of Arts and Sciences</i>	98
Student Services	36	International Studies	102
Library Services	44	Middle Eastern Studies	116
General Policies	46	<i>School of Business Administration</i>	120
Academic Affairs	54	Business Administration	122
Academic Policies and Procedures	58	<i>Mohammed Bin Rashid School for Communication</i>	128
IAA Diploma in Marketing Communications	168	Communication and Information Studies	130
Centers at AUD	172	<i>School of Engineering</i>	138
Undergraduate Course Descriptions	180	Civil Engineering	143
Faculty Listing	250	Computer Engineering	147
Financial Information	258	Electrical Engineering	150
Academic Calendar	264	Mechanical Engineering	153
Index	266	Computer Science	158
		Computer and Information Technology	163



FROM THE OFFICE OF THE PRESIDENT...



It is my pleasure to preface the *AUD 2012-2013 Undergraduate Catalog*. The university's scope and its two-pronged approach to education (i.e., career preparation and “whole person” development) are reflected throughout its pages.

**His Highness Sheikh Mohammed Bin Rashid Al Maktoum,
Vice President and Prime Minister of the UAE and Ruler of**

Dubai, for whose support The American University in Dubai is infinitely grateful, recognizes that it is ultimately through education that the UAE and Dubai will achieve the goal of sustainable prosperity and peace – requisites for a society in which each individual can contribute according to his or her unique capabilities. At AUD – Dubai's American university – it should be no surprise, therefore, that a commitment to excellence, societal relevance, and an appreciation for lifelong learning sets the context for how education enriches the individual as a means to impacting society.

This *AUD Undergraduate Catalog* provides a snapshot of the academic programs, degree requirements, and policies presently in force at AUD. It also serves to profile the university, providing a useful look at its Mission, Philosophy, and Goals. Current and prospective students should consult the *Catalog* for information pertinent to their area of study. Other members of the university's constituencies will derive valuable insight into the breadth of educational endeavor at The American University in Dubai.

Our schools and departments would be pleased to answer any questions the reader may have on *Catalog* contents. Comments are appreciated.

A handwritten signature in cursive script that reads "Lance Edward de Masi".

Lance Edward de Masi
President



ABOUT THE AMERICAN UNIVERSITY IN DUBAI (AUD)

- Overview
- AUD Governing Board
- Administration
- AUD as an American Institution of Higher Learning
- Accreditation and Licensure Summary
- Mission and Goals
- Vision
- Values
- Statement on Research
- Facilities
- Statement on Integrity
- Institutional Effectiveness

OVERVIEW

The American University in Dubai is a private, non-sectarian institution of higher learning founded in 1995. AUD's enrollment in 2011-2012 averaged 2,590 students. In Spring 2012, one hundred nationalities were represented in the AUD student body.

AUD offers both undergraduate and graduate degrees and a Certificate in Middle Eastern Studies.

SCHOOL	PROGRAM	DEGREE	MAJOR, TRACK OR EMPHASIS
Architecture, Art and Design	Architecture	B.Arch.	-
	Interior Design	B.F.A.	Integrated Computational Design
	Visual Communication	B.F.A.	Advertising, Digital Media, Graphic Design, Photography, Studio Art
Arts and Sciences	International Studies	B.A.I.S.	Middle Eastern Studies, Cultural Studies
	Middle Eastern Studies	Certificate	-
Business Administration	Business Administration	B.B.A.	Accounting, Economics, Finance, Management, Marketing, Marketing Communications
		M.B.A.	General, Finance, Marketing
Mohammed Bin Rashid School for Communication	Communication and Information Studies	B.C.I.S.	Digital Production and Storytelling, Journalism
Education	Education	M.Ed.	Elementary, Secondary
Engineering	Civil Engineering	B.S.C.E.	-
	Computer Engineering	B.S.Comp.E.	-
	Electrical Engineering	B.S.E.E.	-
	Mechanical Engineering	B.S.M.E.	-
	Computer and Information Technology *	B.S.C.I.T.	Application Development for Commerce and Industry, Database Development and Operations, Network Infrastructure Design and Administration
	Computer Science	B.S.C.S.	Databases, Game Design and Development, Network Security

In addition to courses in their chosen program/major, undergraduate students in all disciplines must follow a curriculum in Arts and Sciences. This is in fulfillment of the general education portion of their degree requirements.

Through its Center for English Proficiency (CfEP), the university also conducts Intensive English programs designed to develop university-level English language skills in students requiring additional language study before commencing university.

The university's faculty possess appropriate academic credentials. Furthermore, many are or have been practicing professionals of note. In terms of faculty composition, North Americans have the highest representation of any national group.

AUD's multi-complex facility has been conceived with the objective of supporting the university's programs (both academic and extra-curricular) to an American standard. The campus surroundings include Dubai Internet City and Media City.

** No longer accepting students effective Spring 2011*

AUD GOVERNING BOARD

Dr. Steve G. Franklin (Chairman)

President, Wells Core Office Income REIT Advisory Services, LLC, Wells Real Estate Funds

Dr. Habib Al Mulla (Vice-Chairman)

Managing Partner and Founder, Habib Al Mulla & Co. Advocates & Legal Consultants

Mr. Elias N. Bou Saab (Secretary)

Executive Vice President, The American University in Dubai

Mr. Joseph Ghossoub

Chairman and CEO, Menacom Group; Former World President, International Advertising Association (IAA)

Mr. Justin J. Cooper

Senior Advisor to President William J. Clinton

Dr. Lance E. de Masi

President, The American University in Dubai

Dr. Ghassan Salamé

Professor of International Relations at Sciences Po, Paris and Columbia University, New York and Dean of the Paris School of International Affairs (PSIA); Former Minister of Culture, Lebanon

ADMINISTRATION

The administration of The American University in Dubai endeavors to fulfill the university's Mission in terms of both academic excellence and attention to the student as an "individual." Operatively, this entails the enforcement of academic policies and procedures, the availability of staff for counseling and advisement, the support of extra-curricular activities that develop the "whole person," and a general sense of fairness in all dealings.

Dr. Lance Edward de Masi

President

M.B.A. (1977), Indiana University; M.A., Indiana University; B.A., St. John Fisher College; Honored, Ph.D. Hum. Lit., Schiller International University (London)

Mr. Elias N. Bou Saab

Executive Vice-President

M.A. (1994), Boston University; B.B.A., American InterContinental University

Dr. Jihad S. Nader

Provost/Chief Academic Officer

Ph.D. (1987), University of Toronto; M.B.A., American University of Beirut; B.B.A., American University of Beirut

Mrs. Maya Amiouny

Chief Financial Officer

M.B.A. (1986), American University of Beirut; B.A., American University of Beirut

Mrs. Peggy M. Awad

Director of External Relations

M.Ed. (2009), American InterContinental University; B.S., Wright State University

Ms. Reina S. Dib

Marketing Communications Manager

B.S. (1998), Lebanese American University

Mrs. Angel El Khoury

Director of Human Resources

M.S. (1995), St. Joseph University (Beirut); B.S., St. Joseph University (Beirut)

Mrs. Matilda M. Jabbour

Registrar

Technical Baccalaureate (1985), Business Automation Training Center (Beirut)

Mrs. Tala K. Makhoul

Director of Admissions

M.Sc. (2000), Nottingham University; B.A., American University of Beirut

Mr. David Moinette

Director of Library Services

M.L.I.S. (1992), University of Oklahoma; B.A., University of Oklahoma

Mr. Elie H. Sawaya

Director of Central Services

Lebanese Baccalaureate (1986)

Mr. Frank Seifae

Manager of IT Services

M.S. (2003), Boston University; B.S., Northeastern University

Ms. Jennifer Sheldon

Director of Institutional Effectiveness

M.B.A. (2006), Regent University; M.A., Regent University; B.A., Missouri Baptist University

AUD AS AN AMERICAN INSTITUTION OF HIGHER LEARNING

It is widely believed that American education is synonymous with “quality.” This belief is particularly prevalent with regards to American education at the university level. Several factors are judged to explain this excellence: a curriculum that imparts general knowledge but allows for significant specialization; faculty who consistently contribute to scholarship in addition to exercising their classroom duties; teaching methods that develop in students strong skills in critical reasoning and accurate and persuasive self-expression; the maintenance of high academic standards via clear and consistent policies; and instilling in students an appreciation for life-long learning.

The American University in Dubai seeks to duplicate this American recipe for success. Syllabi and textbooks are the same as those used in the United States. In addition, the predominance of American and American-trained faculty further ensures that the university be American in substance as well as in name. Expectations of academic performance either match or exceed those prevailing on a “typical” American campus.

But as with any institution of higher learning, The American University in Dubai – albeit by working within an American framework – has developed a character of its own. This is in large part inspired by its sensitivity to the needs of the student populace of the Middle Eastern terrain in which it operates.



AUD’s curricula across its degree-granting disciplines is skill-directed and career-oriented. Everything, from academic advising to the approach to faculty-student interaction in- and outside the classroom, as well as career counseling, is implemented with attention to the needs of the individual student. It is for this reason that all faculty follow an “open door” policy with regard to office hours. Finally, the globalization of business and communications makes it imperative that the university’s educational programs be delivered with an international perspective and that a tolerance for cultural diversity be promoted through both curricular and extra-curricular activities.

The American University in Dubai remains convinced that since its opening in 1995, it has made great strides towards developing a culture of excellence by combining the heritage of traditional American education with those perspectives it has matured locally. The university looks forward to further collaboration with the local community in its continuous search for relevant educational programs delivered to global standards.

ACCREDITATION AND LICENSURE SUMMARY

- AUD is officially licensed by the Ministry of Higher Education and Scientific Research of the United Arab Emirates. The Ministry has accredited the university's programs in International Studies, Business Administration (both undergraduate and graduate), Communication and Information Studies, Engineering, Computer and Information Technology, Computer Science, Architecture, Visual Communication and Interior Design, Education (graduate), and Construction Management (graduate), in addition to a Certificate program in Middle Eastern Studies.
UAE Ministry: PO Box 45133, Abu Dhabi, UAE; tel: +971-2-642-7772
- The American University in Dubai is accredited by the Commission on Colleges (COC) of the Southern Association of Colleges and Schools (SACS) to award Bachelor's and Master's degrees (see www.sacscoc.org). Contact the COC at 1866 Southern Lane, Decatur, Georgia, 30033 or call 404-679-4500 exclusively for matters specific to the accreditation of The American University in Dubai. Inquiries about AUD, regarding topics such as admissions, tuition, educational programs, etc., should be addressed directly to AUD and not to the Commission's office.
- AUD is approved to operate by the State of Georgia Nonpublic Postsecondary Education Commission (NPEC).
NPEC: 2082 East Exchange Place, Suite 220, Tucker, Georgia 30084-5305;
tel: +1-770-414-3300
- The American University in Dubai has received specialized accreditation for its business programs through the International Assembly for Collegiate Business Education (IACBE), located in Olathe, Kansas. The business programs in the following degrees are accredited by the IACBE:
 - Bachelor of Business Administration (B.B.A.), with majors in Accounting, Economics, Finance, Management, Marketing and Marketing Communications
 - Master of Business Administration (M.B.A.), with concentrations in Finance and Marketing,IACBE: PO Box 3960, Olathe, Kansas 66063 USA; tel: +1-913-631-3009

- The university's undergraduate majors in Marketing Communications and Advertising have been accredited by the International Advertising Association (IAA) in New York.
IAA World Service Center: 521 Fifth Avenue, Suite 1807, New York, NY 10175;
tel: +1-212-557-1133
- The Civil, Computer, and Electrical Engineering programs of AUD's School of Engineering are accredited by the Engineering Accreditation Commission of ABET.
ABET: 111 Market Place, Suite 1050, Baltimore, MD 21202-4012,
tel: +1-410-347-7700
- The Bachelor of Science in Computer and Information Technology (B.S.C.I.T.) program is accredited by the Computing Accreditation Commission of ABET.
ABET: 111 Market Place, Suite 1050, Baltimore, MD 21202-4012,
tel: +1-410-347-7700

MISSION AND GOALS

AUD Mission

The Mission of The American University in Dubai is to fulfill the broad educational needs of a culturally diverse student body by achieving excellence in teaching and learning, ultimately resulting in the intellectual, personal, and professional success of its graduates and the advancement of society.

Philosophy and Purpose of the University

The university community believes it has a special commitment to support each individual's goals. To this end, the university places emphasis on the educational, professional and personal growth of each student. AUD, as an international institution of higher education, encourages global understanding by providing an atmosphere of cultural diversity and opportunities for international education. Programs, policies and activities – which have been designed to implement this Philosophy and Purpose Statement – are evaluated periodically and changed, as necessary, to meet the needs of the student body and the institution.

Purpose-related Goals of the University

In support of its Mission and Philosophy, AUD's Goals are as follows:

- To cultivate and reward excellence, especially as it affects the imparting, acquisition, and advancement of knowledge;
- To guide students in the use of their knowledge and skills for personal and professional fulfillment;
- To foster an appreciation of the history and on-going development of human culture;
- To develop critical thinking, effective communication and lifelong learning skills;
- To promote the value of ethical behavior, responsibility, and commitment;
- To provide academic programs, services, facilities, and technologies that offer diverse opportunities for learning;
- To recruit and retain a diverse faculty of qualified educators, providing them with the environment and opportunity to flourish;
- To foster intercultural understanding as a basis for preparing students as members of a global community;
- To contribute to the economic and societal development of Dubai, the United Arab Emirates and beyond.

VISION

- Enhanced standards and quality in program offerings;
- Selective diversification in program portfolio;
- The liberal arts as the wider context for life-long learning and professional readiness;
- Ever more "American" in terms of the total educational experience;

- Strengthened integration with local community (university as a "point of reference");
- Expansion of facilities on an "as-needed" basis and technology applied to pedagogical and service enhancement.
-

VALUES

There are seven (7) Values that underpin AUD's operations and development and that characterize its dealings with students, faculty, staff, and other constituents:

- **Whole Person Education** – AUD values the intellectual, personal and professional development of its students;
- **Excellence** – AUD values excellence in all that it does and is committed to continuous improvement in its educational offerings and services;
- **Integrity** – AUD values honesty and transparency and has high standards of legal-adherence, morality and ethics;
- **Service** – AUD values all of its constituencies and partners with its stakeholders in the achievement of their objectives and aspirations;
- **Diversity** – AUD values diversity in all its manifestations and recognizes its contribution to the quality of university life;
- **Tolerance** – AUD values respect and open-mindedness as proper responses to concepts, opinions and customs that are diverse, new or unfamiliar;
- **Accountability** – AUD believes that all members of the university community are responsible for fulfilling their roles in support of the institutional Mission and Purpose-related Goals and that evaluation of individual performance should be based on the degree to which this responsibility is satisfied.

STATEMENT ON RESEARCH

The American University in Dubai is a teaching-focused institution of higher learning. This is consistent with the university's belief that the most relevant contribution it can make is to graduate students prepared to meet the needs and challenges of a dynamic Middle East and world subject to constant and rapid change. In addition to engaging in on-going efforts to improve pedagogical effectiveness, faculty exercise their role in the achievement of this objective through professional interaction and scholarly activity. The latter may take the form of applied or non-applied research and serves to either expound or expand a body of knowledge, while enhancing the currency of the faculty member's knowledge base.

AUD's Policy on Support for Faculty Research, Scholarly and Creative activities, found in the *Faculty Handbook*, outlines mechanisms such as course buyouts for faculty members who secure external grant funding, competitive faculty-student mentorship grants, teaching load reductions for faculty members who teach graduate-level courses,

and a competitive faculty teaching offset program for faculty members who submit well-developed research, scholarly or creative activity plans.

FACILITIES

The campus of The American University in Dubai is the material expression of the university's Mission and character. Two words come to mind in describing this campus – American and world-class: "American" because of its sobriety and Jeffersonian architectural rigor, "world-class" because of the notable quality of the physical plant and accompanying facilities.

Indeed, the facilities that comprise the multi-edifice campus are nothing less than impressive, whether they be found in the academic wings, student and faculty housing or administrative complex. Specifically, 14 buildings dot the campus today, a Student Center, housing indoor sports facilities, food-court, 50 offices and 20 classrooms/ labs - in addition to several other amenities - being the latest addition.

The accomplishment of AUD's objective to deliver a genuinely American education is facilitated by the sports facilities (soccer

field, outdoor track, tennis/ volleyball/basketball courts, swimming pool) and other space that provide students with the opportunity to engage in extracurricular activities which constitute student life on a typical US-based campus. A 900-seat auditorium serves as a venue for student assemblies, conferences, and cultural events. A Student Center, housing indoor sports facilities, was inaugurated in September, 2008. A central indoor stadium is designed so that it can be dismantled into two independent courts used for indoor football, handball, basketball or volleyball. This stadium has a capacity of 2,500 spectators, in addition to an outdoor spectator's gallery that faces the soccer field and accommodates a public of 300. Separately, there are two squash playgrounds and a 1,600-square feet gymnasium for males and females and an aerobics/dancing/ music room.

Advanced technology supports all aspects of campus operations; most appropriately, the delivery of the university's academic programs. Specifically, 15 computer labs with both IBM and Macintosh hardware form the basis for instruction in IT, business administration and the applied arts. Two language laboratories

serve to enhance teaching effectiveness in the university's intensive/academic English courses.

The Blackboard system™ is deployed to provide instructional support in all courses offered by the university, and students can access it from any location in the world where there is Internet connectivity.



AUD's School of Engineering houses several labs, including those used by students in the Computer Science and CIT programs. The physics lab is equipped with Pasco equipment for conducting a broad range of experiments in motion dynamics, electricity and magnetism. The engineering computer labs house over 100 PC's, equipped with educational and professional engineering software including MatLab, Maple, PSPICE, AutoDesk, Primavera, GeoSuite, ETABS, SAFE, SAP2000, and Heastad Methods software.

The Electrical and Computer Engineering Labs comprise 14 stations with complete sets of oscilloscopes, digital multimeters, triple DC power supplies, logic analyzers, function generators, operational amplifiers, and semiconductor curve tracers. The labs are also equipped with educational equipment for electric power systems including DC motors, 3-phase motors, transformers, induction motors, and variable speed drives. The Civil Engineering Labs are equipped with an Instron Universal Testing Machine, a concrete crusher, and materials and geotechnical equipment for specific gravity, hardness, toughness, soil classification, compaction, permeability, consolidation, direct shear and triaxial testing. The labs also house multiple workstations for fluid dynamics and hydraulic experiments, as well as theodolites, and total stations for field surveying.

STATEMENT ON INTEGRITY

As an institution committed to quality, The American University in Dubai views integrity as an underlying tenet to its Mission and Purposes. The university uses the integrity tenet as a foundation for all of its operations, services, and programs. Integrity serves as an integral foundation to university governance at the level of the Governing Board and in all university operations, institutional representations, advertising, marketing, and services. Honesty and integrity are essential to these functions and serve as the basic contract defining the relationship between the university and its constituencies.

The intention of the university is to advance the intellectual and social condition of learners in a diverse society through quality academic programs, services and other learning opportunities. The university strives to provide students with a learning environment anchored by the highest caliber of instruction built on a solid intellectual and ethical foundation.

INSTITUTIONAL EFFECTIVENESS

AUD is committed to continuous improvement of its academic programs and student services. Assessment at AUD is an ongoing process that evaluates the effectiveness of every aspect of the university. Data are regularly gathered and analyzed for the purpose of making improvements where needed. The university's model of institutional effectiveness and planning is based on the student as the center of the educational experience. Thus, students, along with all other university stakeholders, may be asked to participate in various types of assessment activities, including surveys, focus groups, and faculty review of course outcomes.

Stakeholder confidentiality is protected in all university assessment processes.

The information gathered from assessment activities is used to improve student learning, services, and the overall institution. AUD requests student involvement in the assessment process to further enhance the benefits to students and their educational experience.





UNDERGRADUATE ADMISSIONS

- Mission
- Purpose
- Goals
- Admissions Philosophy
- General
- Transfer Students
- Visiting and Study Abroad Students
- Advanced Standing Credit
- Standardized Assessment
- Academic Proficiency Assessment
- Developmental Studies
- Computer Proficiency Examination
- Applicants for a Second Degree
- Readmission Following Interruption of Degree Progress
- Admissions – Mohammed Bin Rashid School for Communication
- Admissions – School of Engineering
- Admissions – Architecture
- Admissions - Certificate in Middle Eastern Studies

MISSION

The Mission of the Admissions Office at AUD is to provide excellent service to all prospective students and to ensure that the admissions process is completed in a timely and comprehensive manner.

PURPOSE

Pursuant to the Mission of AUD, the Admissions Office consists of a professional team that assists prospective students gain accessibility to opportunities in higher education. The Admissions team is held to a high level of integrity and is charged with providing quality service and accurate information to all students. AUD admits to its degree programs students who possess appropriate credentials and the demonstrated capacity and potential to successfully complete the educational programs provided by the university and meaningfully participate in the total educational experience offered by AUD.

GOALS

- To provide accurate information on educational opportunities to prospective students; and

- To recruit students consistent with AUD's goals;
- To provide quality services to prospective and new students;
- To provide access to higher education.

ADMISSIONS PHILOSOPHY

A hallmark of AUD is its culturally diverse student population. AUD students come from many different countries and backgrounds and bring a wide range of viewpoints, special interests and talents to enrich the learning community. ***Selection of students is based on an individual assessment of each applicant. Final acceptance is not granted until the university has received all required admissions documents.*** To assist the admissions personnel in making informed decisions, an admissions interview may be required.

First-Time Freshman

AUD seeks well-rounded students who demonstrate a probability for success in the institution's programs of study. To this end, AUD will take into consideration such factors as high school completion, recommendations from school

personnel familiar with the potential of applicants, leadership and student activity records, scholastic achievement test scores, evidence of school and community service, student work or employment records, and distinctive talents or abilities possessed by applicants.

College Transfer Students

AUD seeks students who can build on their previous university educational experiences and move successfully to complete degree programs of study. In applicable academic programs, transfer credit may be accepted by AUD from recognized institutions. Courses accepted for transfer must be relevant to the program of study, and the content and outcomes must be considered as equivalent to the courses and outcomes of the AUD degree program.

Other

Applications from Visiting and Study Abroad Students are also welcome.

GENERAL

Documentation

Students should be aware that all **original** records, letters and other documents provided to AUD as part of the admissions

process will **remain university property**. Physical records for rejected applicants and "no-shows," which are not collected within two years of submission, are destroyed.

High School Certificate Attestation

Applicants from schools in the UAE who intend to seek UAE Ministry of Higher Education and Scientific Research attestation of their university degrees should consult the Ministry for the requirements of high school attestation/equivalency prior to commencing their studies at AUD.

- High school diplomas and transcripts obtained in the UAE must be attested by the UAE Ministry of Education
- High school diplomas and transcripts obtained abroad must be attested by:
 - (1) the Ministry of Education of the country of study;
 - (2) the Ministry of Foreign Affairs in/of that country; and,
 - (3) the UAE Embassy in that country or the Embassy of the country of study in the UAE and the UAE Ministry of Foreign Affairs.

Process/Requirements

The university reserves the right to evaluate the adequacy of all credentials submitted for admission. Furthermore, students are reminded that omission or falsification of information constitutes sufficient reason for rejection or dismissal. This dismissal, requiring the President's approval, may occur at any time during a student's residence at AUD; that is, upon discovery of the omission/falsification.

All students seeking admission to the university must submit the following:

- A completed *Application for Admission*.
- Non-refundable application fee of AED200. A reservation deposit (non-refundable) of AED5,000, which is fully applied toward tuition, is required upon acceptance (including conditional) for admission. Due to the high number of applicants, students are requested to pay this deposit within two months of the start of the term of entry. No application will be accepted after this date without the reservation deposit.

- An official UAE high school/secondary school certificate or its equivalent as approved by the Ministry of Education and an official high school/secondary school transcript (academic record) in the **original** covering the last **three** years and reflecting a good academic standard. (Required averages vary by school systems. Students should consult an AUD Admissions Coordinator for pertinent requirements.)

For British qualifications, the following standard applies to IGCSE/GCE: grade "C" or above. AS-level and A-level will also be considered. A combination of seven subjects (O/AS/A) or four subjects (AS/A) may be submitted. Proof of 11 years of school is required for students applying with IGCSE subjects.

English Requirements:

International TOEFL® (see chart below for scores) or the equivalent score on another internationally-recognized exam (English). AUD's international code for TOEFL® is 0063.

International TOEFL®

	Total	Essay/Writing
Paper Based	550 (CAT 213)	4
IBT	79-80	24

Math Requirements:

The university administers the ACCUPLACER™ Exam (Math) to place students in the appropriate Mathematics course. In some programs (B.B.A., B.A.I.S., B.C.I.S., B.ARCH. and B.F.A.), students may substitute the SAT® for the ACCUPLACER™ provided they achieve the respective scores indicated below. AUD's international code for SAT® is 2688.

SAT® Reasoning Test

	B.B.A., B.A.I.S.	B.C.I.S., B.ARCH., B.F.A.
Critical Reading	Min. 320	Min. 320
Math	Min. 560	Min. 550
TOTAL	1,000	900

- An official letter of recommendation from one referee (high school teacher) endorsing the student's ability to successfully complete university work. The letter should be in the original, on letterhead, stamped and sealed. If they prefer, students may use the reference form found in the *AUD Admissions Kit* for this purpose.
- Transfer and visiting students (see below) are not required to submit a letter of recommendation.
- Two passport-size photographs and colored passport photocopy.

TRANSFER STUDENTS

In addition to the above requirements, students transferring into AUD should submit:

- official transcripts reflecting courses for which transfer credit is sought (Transfer Students must be in good academic standing [i.e., with a minimum 2.0 CGPA on a

4.0 scale or equivalent] at the institution from which they are transferring. AUD may require higher than this 2.0 minimum CGPA. As this depends on the university from which the student is transferring, all transfer applicants should consult the AUD Admissions Office for the requirement pertinent to his or her institution).

- course descriptions and syllabi for all courses for which transfer credit is sought (Students should be aware that they will be held responsible for enrolling in any course at AUD prior to receipt of required course descriptions.). Separately, requests for transfer credit that accompany late applications (i.e., those received two months or less prior to the original date of entry) may not be processed prior to the beginning of the semester of first enrollment.

Transfer credit is accepted by AUD solely at its discretion. In the case of courses taken five (5) or more years prior to enrollment, the “age” of such courses may be reason for refusal of transfer credit, contingent upon the assessment of the Dean, Associate Dean or

Chair of the academic unit for which transfer credit is sought.

In order for AUD to consider transferring credit from an institution, this institution must be licensed or officially recognized by the Department/ Ministry of Education of the country where it is in operation.

Regulations governing the awarding of transfer credit are contained on pp. 68-69 of this *Catalog*. Transfer students should read these pages carefully.

VISITING AND STUDY ABROAD STUDENTS

Students joining AUD for one semester or more with the intention of transferring credits back to their home institution (i.e., visiting) should submit the following documents:

- A completed *Application for Admission*.
- Non-refundable application fee of AED200. Due to the high number of applicants, students are requested to pay a (non-refundable) deposit of AED5,000, which is fully applied toward tuition within two months of the start of the term of entry. No Application will be accepted after this date without the reservation deposit.

- Official transcript from university. A minimum CGPA of 2.0 on a 4.0 scale or the equivalent of good academic standing is required.
- Letter of approval from the student’s university for the courses to be taken at AUD and are targeted for transfer to the student’s program at the home institution.
- International TOEFL® (min. score required is 550/CAT 213 and 4.0 TWE or Internet Based 79-80 + writing skills range 24-30) or the equivalent score on another internationally-recognized exam (English). Original TOEFL® score required for verification. AUD’s international code for TOEFL® is 0063. ***This requirement may be waived for students who are studying at English medium institutions.***
- Two passport-size photographs and colored passport photocopy.

ADVANCED STANDING CREDIT

Students desiring to request credit evaluations for advanced standing credit, including standardized assessments and

proficiency examinations, should contact the Admissions Office for information on university processes and procedures for advanced standing.

STANDARDIZED ASSESSMENT

In addition to college credit earned at accredited postsecondary institutions, the following can also be evaluated for lower-level academic credit equivalency at AUD:

- College-Level Examination Program (CLEP) or DANTES Examination (DSST)
- Advanced Placement (AP) Examination

NOTE: Transfer credit or proficiency credit awarded for CLEP, AP or DANTES cannot be used to meet the university’s residency requirement.

Applicants should contact the Admissions Office for Advanced Standing requirements.

CLEP is a national (i.e., USA) program of credit by examination to obtain recognition of college level achievement. AUD is a registered CLEP credit granting institution and students should

consult www.collegeboard.com to find a CLEP examination center in their area. AUD awards proficiency credit for lower level comparable coursework based on CLEP examination scores as recommended by the American Council on Education (ACE) for the respective lower level course requirements. Students must submit an official CLEP score report to be evaluated for this proficiency credit award.

DANTES Subject Standardized Tests (DSST) provide another option for students to demonstrate competencies for learning in non-traditional ways. Originally designed for military service members, DANTES examinations are now available to both military and civilian learners. More information on study guides and examination options is available at www.getcollegecredit.com. Proficiency credit is awarded for passing scores according to ACE recommendations for the respective lower level course requirements. Students must submit an official DANTES score report to be evaluated for this proficiency credit award.

Examinations are available in the following areas:

- Business
- Composition and Literature
- Foreign Languages

- History and Social Sciences
- Science and Mathematics

Advanced Placement (AP) Examinations provide students with the opportunity to complete college-level coursework while in high school and to gain valuable skills and study habits for college. If a student achieves a qualifying score of 3 or higher on the respective AP Examination*, proficiency credit is awarded according to ACE recommendations for the respective lower level course requirements. Students must submit an official AP score report to be evaluated for this proficiency credit award.

*“4” for Biology, Chemistry, Mathematics, and Physics.

ACADEMIC PROFICIENCY ASSESSMENT

As previously noted, selection of students for admission into degree programs of study is based on an individual evaluation of each applicant’s capability or potential for successful completion of the program. To assist the institution in academically advising students, assessment of academic proficiency is required for all undergraduate first time applicants and transfer students who have not satisfied the

institution’s English/Mathematics requirements. AUD will use the results of this assessment to determine appropriate academic placement and the need for developmental course work.

If it is determined that a student does not possess the minimal standards of proficiency in language, reading or mathematics, he or she will be enrolled in the appropriate developmental course.

DEVELOPMENTAL STUDIES

Developmental studies courses enable the university to accept students (either into mathematics courses or the Intensive English Language Program [IELP]) who require academic support to develop basic academic proficiency in the areas of Mathematics and English.

Enrollment in all developmental courses is determined by placement exam scores. Developmental courses carry **no university credit**; however, these courses will appear on the student’s transcript and will be calculated in a student’s academic progress. Students in the IELP Program have not been accepted into the university as degree candidates.

“P” is the minimum passing grade in all developmental courses.

First year incoming students who are placed into ENGL 100 (Developmental English) must matriculate as follows:

- In the first semester, students will take ENGL 100 + UNIV 100 + three other courses from a pre-approved list;
- Students are required to successfully complete all developmental courses (ENGL 100, MATH 098, MATH 099, UNIV 100) within one year of initial registration;
- Students who fail to successfully complete their developmental courses within one year of initial registration will the next term be enrolled in only those developmental courses remaining for completion.

Intensive English Courses (IELP)

Descriptions for the following Developmental English courses (non-credit) are listed under the section of this *Catalog* entitled “Center for English Proficiency Program” (pp. 173-175):

IELP 096 *Basic Intensive English*

IELP 097 *Low Intermediate Intensive English*

IELP 098 *High Intermediate Intensive English*

IELP 099 *Advanced Intensive English*

ENGL 100

Students accepted into the university as degree candidates, but who do not achieve a sufficiently high score on the ACCUPLACER™ or another internationally-recognized exam are placed in ENGL 100. This is a non-credit course. Advancement into ENGL 101 requires passing ENGL 100.

ENGL 100 | Developmental English

Prerequisite: placement by ACCUPLACER™ or other internationally-recognized exam | F, S, SI, SII

The last of the five non-credit English courses, ENGL 100 prepares students for university

level English classes. It focuses heavily on mastering basic writing skills - creating a thesis statement, providing specific and relevant support, using transitions and other paragraphing conventions and proofreading for accuracy in spelling, grammar and punctuation. Students in ENGL 100 may take four other courses concurrently with ENGL 100; however, **any student who does not earn a P+IP, within their first year in residence, in the course will not be allowed to take additional courses while he or she repeats ENGL 100.**

MATH 098 | Developmental Mathematics I

Prerequisite: placement by ACCUPLACER™ | F, S, SI, SII

The first of two courses to provide skills presupposed by college level mathematics. Topics include a review of arithmetic and elementary geometry and algebra.

MATH 099 | Developmental Mathematics II

Prerequisites: placement by ACCUPLACER™ or a grade of P+IP in MATH 098 | F, S, SI, SII

The second of two courses to provide skills presupposed by college level mathematics. Topics

include the study of polynomial, rational and radical expressions, exponents, solutions of linear equations and systems of equations, quadratic equations, graphing and applications.

COMPUTER PROFICIENCY EXAMINATION

Students who believe that on the basis of computer proficiency acquired prior to joining university they should be exempt from taking COMP 101 may sit for the AUD Computer Proficiency Examination.

If exempted, the student will be required to substitute COMP 101 with COMP 103, COMP 110 or CSCI 140. (Engineering majors are not required to substitute any course if they have been exempted from COMP 101).

APPLICANTS FOR A SECOND DEGREE

Applicants for a second undergraduate degree must provide a written petition explaining the rationale behind their application. An applicant may not apply for a second degree in the same field of study. The petition will be evaluated by the head of the academic unit (Dean, Associate Dean or Chair) offering

the second degree to determine the level of similarity between the first and second degrees, and approval of the petition may or may not be granted accordingly. Once enrolled, an applicant for a second degree may not change his or her program without the approval of the Provost/Chief Academic Officer. Credits from the first undergraduate degree are transferable following the same policies and procedures as for regular transfer students.

READMISSION FOLLOWING INTERRUPTION OF DEGREE PROGRESS

Students who seek re-entrance following a period of suspension must follow the procedures listed on p. 68 of this *Catalog* under “Readmission from Academic Suspension.”

Regardless of his or her academic status at the time of leaving AUD, if the period of interruption of degree progress is for one calendar year or more, the student must reapply to the university through the Admissions Office. Returning students will be required to complete the degree requirements as stated in the Undergraduate *Catalog* in effect at the time of their re-

enrollment. Should the student have taken courses at another institution during his or her absence from AUD, a minimum CGPA of 2.0, supported by an official transcript, is required for re-admission. The granting of transfer credit is at AUD's discretion. AUD may require higher than a 2.0 minimum CGPA. As this depends on the university from which the student is returning to AUD, all returning students should consult an AUD Admissions Coordinator for the requirement pertinent to the institution attended during the interruption of degree progress.

ADMISSIONS – MOHAMMED BIN RASHID SCHOOL FOR COMMUNICATION

In addition to satisfying AUD's general admissions requirements, applicants for the B.C.I.S. program offered by the Mohammed Bin Rashid School for Communication must submit the following documents:

- **Two written essays as part of the application process.** Student should write the essays in Arabic or English depending on the track the student will be following. Essay topics can be downloaded from the AUD website: www.aud.edu.

ADMISSIONS – SCHOOL OF ENGINEERING

In addition to satisfying AUD's general admissions requirements, admission to the School of Engineering is contingent upon satisfying either of the following two requirements:

- **Minimum SAT Reasoning Score:** Applicants must take the SAT® Reasoning Test and secure a sum of at least 1000 in the Critical Reading and Math sections, with a minimum score of 320 in Critical Reading and a minimum score of 560 in Math. For each time they have taken this test, students should have their scores sent to AUD. It is highly recommended that this test be taken by November of the senior year of high school.
- **Successful Completion of the AUD Pre-Engineering Program:** Applicants must successfully complete the AUD Pre-Engineering Program. The Program consists of a sequence of Math, Science and Computing courses, which must be all taken at AUD. Details of the AUD Pre-Engineering Program requirements are outlined in the School of Engineering section of this *Catalog*. Students who fail to complete the AUD Pre-Engineering Program may be granted admission to the School of Engineering only upon securing the minimum SAT Reasoning score.
- Math readiness **and** placement into an appropriate math course will be determined by the university-administered ACCUPLACER™ Exam. Students who have the equivalent of MATH 210 transferred from another recognized university will be exempted from taking this Exam. It should be noted that Precalculus (MATH 191) credit will not be considered in fulfillment of any of the School of Engineering program requirements.
- Engineering students must have completed secondary school course work in Physics and two other laboratory sciences. Applicants who have not completed such course work at the secondary school level will be required to do remedial course work in science prior to admission into the School of Engineering.
- Engineering students are required to take the university's Computer Proficiency Exam prior to their first term of admission

into Engineering. A student who fails the Exam will be required to enroll in and pass COMP 101 within his or her first term of admission. In such cases, COMP 101 credit will not count towards any of the School of Engineering program requirements.

- Students who fail to secure admission into Engineering may continue their studies at AUD in a discipline other than Engineering, provided they are accepted for admission into a new program. The university does not assume any responsibility for loss of credit due to the student's change of program (i.e., from Pre-Engineering to another program).

ADMISSIONS – ARCHITECTURE

In addition to satisfying AUD's general admissions requirements, students who are admitted to the B.Arch. program must submit a portfolio online (archportfolio@aud.edu), consisting of:

- Three (3) art works of the student's production, which may include but are not limited to paintings, drawings, photographs, models, calligraphy or animation –

please note that relevance to architecture is encouraged;

- A short paragraph commenting on each work of art;
- Photos of three (3) buildings selected worldwide;
- A short paragraph justifying the choice of each of the three (3) buildings.

In order to place in MATH 195 (Precalculus for Architecture), students must achieve the following: 550 in Math and 320 in Critical Reading, plus a minimum of 900 combined, or achieve the required placement on the university-administered ACCUPLACER™ Exam (Math). AUD's international code for SAT is 2688. Architecture students may begin their Math sequence with MATH 099.

ADMISSIONS - CERTIFICATE IN MIDDLE EASTERN STUDIES

General Requirements

In order to qualify for admission to the Certificate in Middle Eastern Studies program, students must:

- Be in good academic standing

at AUD or their primary university of study;

- Be pursuing or having pursued a bachelor's degree at an institution accredited by the MOHESR in the UAE or by the relevant national or regional institutional accrediting body in the case of international applicants; or have earned a bachelor's degree at an institution accredited by the MOHESR or by the relevant national or regional institutional accrediting body in the case of international applicants;
- Have successfully completed ENGL 102 (Advanced Composition and Research) or its equivalent;
- Satisfy all other requirements for admission to AUD (see pp. 15-16 of this *Catalog*);
- Satisfy the English language requirements.

English Language Requirements

All students must achieve a TOEFL® score of 550 and 4.0 on the TWE (CBT 213, Internet-based TOEFL® 79-80 + writing skills range 24-30) or an equivalent score

on a test approved by the MOHESR in order to qualify for admission at AUD.

Exceptions:

- A native speaker of English who has completed his or her undergraduate education in an English medium institution in a country where English is the official language;
- A student admitted to and graduated from an English medium institution who can provide evidence of having achieved a TOEFL® score of 500 or its standardized equivalent approved by the MOHESR upon admission to the undergraduate program;
- A visiting student, Study Abroad Program student, or exchange student.

Transfer Credits

Please see pp. 68-69 of this *Catalog*.

NOTE: AUD students should apply for the Certificate Program by completing the *Interest in Pursuing the Certificate in Middle Eastern Studies Form* available in the Registrar's Office.



SCHOLARSHIPS

- The HH Sheikh Mohammed Bin Rashid Al Maktoum Scholarships for Academic Achievement
- Mohammed Bin Rashid School for Communication Scholarship
- The William Jefferson Clinton Scholarship at AUD
- The Daniel Newell Pendergrass Memorial Scholarship
- Scholarships for In-school Students



THE HH SHEIKH MOHAMMED BIN RASHID AL MAKTOUM SCHOLARSHIPS FOR ACADEMIC ACHIEVEMENT

Background and Objective

In May, 1999, on the occasion of the Second Commencement Exercises of The American University in Dubai held under his patronage, His Highness Sheikh Mohammed Bin Rashid Al Maktoum, Vice President

and Prime Minister of the UAE and Ruler of Dubai, announced the creation of scholarships for eligible prospective AUD students. The university's Administration has designated the scholarships to carry Sheikh Mohammed's name, citing how His Highness' gesture reflects a deep commitment to education as the driving force in the accomplishment of Dubai's and the UAE's public agenda. The HH Sheikh Mohammed Bin Rashid Al Maktoum Scholarships for Academic Achievement have been conceived with the objective of rewarding academic excellence and responding to financial need; as such, they will act as an incentive and reward for superior scholastic performance, as well as providing an economic contribution to the acquisition of an American-accredited university degree.

Eligibility

In order to be eligible for a Scholarship, a new student must be an applicant to one of AUD's degree programs. High school applicants should have at least a 90% grade average (or equivalent).

Selection Criteria

Academic performance will be determined by a high school average or CGPA of the last three years. Academic letters of recommendation and TOEFL®/SAT® scores will be used in case of ties. It is expected that recipients will have earned an academic status well above the minimum required for admission or continuance in a degree program.

Financial need as demonstrated by insufficiency of financial support to fund educational expenses.

Coverage/Renewal

A Scholarship entitles the recipient to a waiver of tuition (25%, 50% or 100%) for one academic year (two semesters) until graduation. **The Scholarship does not cover either overloads or courses taken in the Summer terms.** The Student must enroll for two successive semesters and carry a full load of academic credits (12 to 16 hours) each semester. Scholarships are renewed on a yearly basis and students are expected to maintain a Grade Point Average of 3.0 or above by the end of each academic year. Failure to comply with any of the above could result in the withdrawal of the scholarship*.

** Changes in major (program) may result in student forfeiture of the scholarship.*

Application Process

In order to apply, a new student must fill out an AUD application for The HH. Sheikh Mohammed Bin Rashid Al Maktoum Scholarships for Academic Achievement no later than **July 15**. Upon examination of a student's academic status and the submission of updated documents, renewal of a scholarship for existing holders will be reassessed once a year prior to beginning of the Fall semester.

Repeating a Course

The Scholarship program will not cover the repetition of any course previously taken and passed at AUD.

Withdrawal from a Course

Students are allowed to withdraw from a maximum of two courses during the entire period of Scholarship coverage.

The penalty for exceeding this two-course withdrawal is reflected in the *Financial Information* section of this *Catalog* (see p. 259).

MOHAMMED BIN RASHID SCHOOL FOR COMMUNICATION SCHOLARSHIP

Eligibility

In order to be eligible for a Scholarship, a new student must be an applicant to the Arabic track of the B.C.I.S. degree program, majoring in either Digital Production and Story Telling or Journalism. High school applicants should have at least a 90% grade average (or equivalent).

Selection Criteria

Applicants must be exceptional students with an outstanding high school average; i.e. among the top performers in the class, whether from a private or public school. In addition, applicants must submit a portfolio consisting of samples of their literary/ artistic work, along with two qualifying essays in Arabic.

Coverage/Renewal

A Scholarship entitles the recipient to a waiver of tuition, visa/ renewal and health insurance fees (subject to approval) for one academic year (two semesters/30 credit hours) until graduation. The Scholarship does not cover either overloads or courses taken in the Summer terms. The student must enroll for two successive semesters and carry a full load of academic credits (12-16) each semester.

Scholarships are renewed on a yearly basis, and students are expected to maintain a Grade Point Average of 3.0 or above, measured at the end of each academic year. Failure to comply with any of the above may result in the withdrawal of the Scholarship*.

** Changes in major (program) may result in student forfeiture of the scholarship.*

Application Process

In order to apply, a new student must fill out an *AUD Application for the Mohammed Bin Rashid School for Communication Scholarship* no later than **July 15**. Upon examination of a student's academic status and the submission of updated documents, renewal of a Scholarship for existing holders will be assessed each year prior to the beginning of the Fall semester.

Repeating a Course

The Scholarship program will not cover the repetition of any course previously taken and passed at AUD.

Withdrawal from a Course

Students are allowed to withdraw from a maximum of two courses during the entire period of Scholarship coverage.

The penalty for exceeding this two-course withdrawal is reflected in the *Financial Information* section of this *Catalog* (see p. 259).



THE WILLIAM JEFFERSON CLINTON SCHOLARSHIP PROGRAM AT THE AMERICAN UNIVERSITY IN DUBAI

Introduction

The William Jefferson Clinton Scholarship at the American University in Dubai seeks to further the goals of the Clinton Foundation to strengthen the capacity of people in the United States and throughout the world

to meet the challenges of global interdependence. In partnership with the American University in Dubai, the program will provide American students based in the US the opportunity to expand their educational and cultural horizons by studying in the Arab world.

President Clinton has acknowledged the leadership of HH Sheikh Mohammed Bin Rashid Al Maktoum, Vice President and Prime Minister of the UAE and Ruler of Dubai, to make Dubai a model for intercultural harmony and understanding. President Clinton gave public recognition to this during his keynote Address at AUD's Fifth Commencement (June, 2002) in which he cited the multi-cultural composition of AUD's student body consisting of over eighty nationalities, as a microcosm of Dubai's multi-ethnicity. In this

spirit, the Clinton Presidential Foundation and AUD have established this program to encourage others to witness this diversity.

Eligibility

The scholarship is only open to U.S. Citizen Students. In order to be eligible for a scholarship, a student must currently be enrolled as a full-time undergraduate degree candidate at an accredited four-year college/university in the United States. It is expected that recipients will demonstrate exemplary academic achievement.

Provision has been made for up to ten students per semester.

Preference will be given to students who show interest in being exposed to the Middle Eastern and Islamic cultures for the first time.

Program Information

Clinton Scholars will receive:

- A full waiver of tuition for one term;
- Housing at the American University in Dubai on a shared-room basis

Scholars must carry a full load of academic credit (12-16 hours) during each semester of study and 9 credits during the summer session. If scholars fail to remain in good academic standing as defined by AUD's academic standards or fail to adhere to the AUD code of conduct, program participation will be terminated. Board, texts, transportation and extracurricular activities are the financial responsibility of the student.

Application Process

In order to apply, a student must complete an application for *The William Jefferson Clinton Scholars at The American University in Dubai*. A student must complete and submit together the following for the application to be deemed complete:

- *The Clinton Scholars Application Form*;
- A 500-word personal statement addressing the qualities that distinguish the applicant for The William Jefferson Clinton Scholars Program at AUD;
- One letter of recommendation;

- Official copy of the applicant's current undergraduate transcript showing that the applicant
 - is in good academic standing [i.e., 3.0 CGPA or equivalent] at the institution from which he or she is applying;
 - has completed or is completing one full year of study as a full-time student at a four-year accredited U.S. college or university;
- A résumé indicating work and leadership experience;
- Written approval from his or her advisor at his or her educational institution, indicating that the applicant is eligible to study abroad and have credits earned at AUD counted towards his or her degree program;
- Students of consent age or their legal guardian(s) must sign the *Clinton Foundation Waiver*;
- *Disclosure of Educational Records Form*.

Submission deadlines are as follows:

Term	Deadline
Fall	April 15
Spring	October 15
Summer I	February 15

THE DANIEL NEWELL PENDERGRASS MEMORIAL SCHOLARSHIP

In memory of Daniel Pendergrass, Instructor in English (CfEP) at the time of his death in 2007, each year the university awards a full-tuition scholarship to the highest-ranking entering student who is placed in IELP 097. Provided that the recipient maintains adequate academic performance, the scholarship is renewable through to completion of IELP 099. Further details and application procedures are available in the Admissions Office.

Repeating a Course

The Scholarship program will not cover the repetition of any course previously taken and passed at AUD.

Withdrawal from a Course

Students are allowed to withdraw from a maximum of two courses during the entire period of Scholarship coverage.

The penalty for exceeding this two-course withdrawal is reflected in the *Financial Information* section of this *Catalog* (see p. 259).

SCHOLARSHIPS FOR IN-SCHOOL STUDENTS

Scholarships will cover either 50% or 100% of tuition (for one academic year or one academic year and one summer session). Books, fees, housing, etc. are not covered by in-school scholarships.

Only two (2) scholarships per school or program will be in effect at any given time (e.g., the School of Business Administration has two scholarships, the School of Engineering has two scholarships).

Eligibility Criteria*

Students must:

- Have achieved “senior status” (i.e., completed all but 30-32 credit hours) in their degree program.
- Have a minimum CGPA of 3.5.
- Not have committed any Conduct Code violations.

** Individual academic units may add additional criteria.*

Application Procedure

1. Applications must be submitted during the student’s junior year (before the end of the Spring semester.)
2. An application packet must be submitted to the Scholarship Committee of the academic unit housing the student’s degree program.

Application packets must include:

- cover sheet;
- letter of application;
- letters (two) of recommendation from faculty;
- AUD transcript (unofficial);
- Statement of Need to be considered as a basis for awarding of the scholarship (optional);
- evidence of change in financial status of fee-paying agent.

3. The Scholarship Committee

- meets to review application packets;
- interviews highest ranking candidates;
- forwards to the Academic Unit Head a list of approved candidates and their application packets.

4. Academic Unit Head forwards list of recommended candidates and their application packets to the Office of the Executive Vice-President for final approval of awarding of scholarship(s).





OFFICE OF THE REGISTRAR

Mission
Purpose
Goals
Policies

The Registrar's Office supports AUD's academic initiatives by fulfilling the following functions:

- maintaining student academic information;
- conducting and managing the process of registration;
- monitoring and reporting on student satisfactory academic progress and academic eligibility such as degree completion, probations and suspensions, honor roll and graduation roll;
- coordinating and issuing official enrollment and academic certifications as required by the students, such as proof of enrollment letters, ID cards, transcripts and diplomas;
- posting of transfer credits for new and in-school transfers;
- checking and updating student grades and degree audits;
- furnishing data for advising, instruction and policy development.

MISSION

The Mission of the AUD Registrar's Office is to support the educational goals of the institution, with an emphasis on conducting registration and keeping academic records.

PURPOSE

The purpose of the Registrar's Office is to provide students, faculty and administration with those support services required in the planning/ implementation of academic activities. The Registrar's Office strives to fulfill its Mission by creating and maintaining records that accurately reflect student achievement; and endeavors to accomplish this through an effective scheduling and registration process; database management and reporting as well as other daily services required by its constituents.

GOALS

- To ensure the implementation of academic policies and procedures that support the Mission of the institution;
- To facilitate the student registration process enabling students to become more efficient in planning for their needs and to improve retention;

- To support the university's efforts to provide quality service for students making office-related functions as efficient and seamless as possible;
- To support AUD's continuous assessment process by providing timely and accurate information for administrative purposes and accreditation bodies;
- To contribute significantly to improving academic support infrastructure by collaborating with both academic and administrative departments.

POLICIES

Policy on Academic Record Retention and Storage

In order to fulfill its commitment to the security, confidentiality and integrity of its student academic records, The American University in Dubai follows a Policy on Academic Record Retention and Storage. Details of this Policy are available in the Office of the Registrar and the Office of Institutional Effectiveness.

Directory Information Changes

It is the responsibility of the student to contact the Registrar's Office immediately in the event of any address, telephone number or email address changes. An online request form for *Directory Information Changes* is available on the Registrar's webpage (www.aud.edu/Registrar/forms.asp).

Undergraduate Classification

A student's enrollment status or classification is based upon the number of credit hours completed. A student with 0-30 credit hours is a freshman, a student with 31-60 credit hours is a sophomore, a student with 61-90 credit hours is a junior and a student with more than 90 credit hours is a senior.

Release of Grades

Final grades are released by the Registrar's Office one week after the end of each academic term. All grade reports are mailed to the student's mailing address of record.

Registration

The Office of the Registrar is responsible for overseeing the registration process and maintaining students' records. The registration for all students

is completed online, where Freshmen, Sophomore, Juniors and Seniors are limited to the exact time assigned in the registration schedules (www.aud.edu/registrar/RegAdv.asp)

When the student has an overdue library book, an incomplete admissions file, is in possession of school property or is delinquent in the payment of fees, he or she will not be allowed to register until the irregularity is remedied.

Drop/Add

Students may make schedule changes without penalty during each academic term's Drop/Add period. Only those students with less than 60 credit hours and Engineering and Computer Science students must obtain their advisor's approval to drop/add a course. **Drop/Add is not allowed outside this period.**

Withdrawal from Courses

A student is allowed to withdraw officially (grade 'W') from a course no later than the end of the ninth week of the semester (end of the fourth week in a summer session). Students are not permitted to withdraw after this deadline. A grade of 'W' is also used to denote withdrawal of students in case of dismissal by a Conduct Council.

To withdraw from a course, students should apply online through *Blackboard* or via direct link (<http://withdrawal.aud.edu>).

Students on scholarship must follow the relevant scholarship rules and regulations concerning withdrawal. Failure to do so entails financial penalties (see p. 259 of this *Catalog*).

Withdrawal from the University

AUD students intending to withdraw from the university must submit a written notice to the Registrar's Office. Any outstanding tuition or fee charges owed must be paid at the time of withdrawal. Student requests for official or unofficial AUD transcripts are not honored until outstanding charges are paid.

The Last Date of Attendance is used as the official date of withdrawal in all cases for refund calculations. **W or F grades will be assigned to all courses based on whether the withdrawal occurs before (W) or after (F) the term withdrawal date specified in the university Calendar.**

A student desiring to re-enroll at AUD after a period of one year from the official date of withdrawal is considered a new

student. Students in this situation must contact the Admission's Office to re-activate their files. They will be required to provide updated information and pay the current Reservation and Enrollment deposit. A student desiring to re-enroll after less than a one year period since the official date of withdrawal should contact the Registrar's Office to initiate the reenrollment process.

Official Student Schedule

Students are advised that their official schedule is as recorded by the Registrar at the end of Drop/Add. Students may view this schedule from the AUD website (<http://www.aud.edu/Registrar/RegAdv.asp>) or via direct link (<http://schedule.aud.edu>).

Request for Transcripts

Requests for transcripts from The American University in Dubai must be made by filling out an online request form on the Registrar's webpage (www.aud.edu/Registrar/forms.asp). The fee for each official transcript is AED20*. **The student should allow two to four working days for the processing of transcript requests.** Students can request special mail services at an additional cost.

No official transcripts are issued to a student whose file is incomplete.

Transcript cannot be released to a third party without a Consent to Release Education Records Exception Form signed by the student.

**The university prefers payment by money order, cashier's check or cash. If payment is made by personal check, transcripts will be held for 10 full days or until the check has cleared.*

Certificates of Enrollment

Students may request a certificate of enrollment or a formal letter from the Office of the Registrar by filling out the *Letter Request Form*, available on the registrar's webpage (www.aud.edu/Registrar/forms.asp). **Two to four working days for the processing of letter requests should be allowed.**

Names on Diplomas

The name that appears on a student's diploma will be consistent with the name that appears in the student's file upon admission and is corroborated by a passport or identity card.

Diploma Replacement

If an original AUD diploma is destroyed or lost, a duplicate may be ordered from the Registrar's Office. *The Duplicate Diploma Request Form* must be filled by the graduate; and any evidence that

the original diploma was lost, stolen or destroyed must be attached to the *Request Form* (e.g., police report, fire department report). If the original diploma is damaged, the *Duplicate Diploma Request Form* must be submitted to the Registrar's Office with the damaged diploma attached. The reverse side of the duplicate diploma will be stamped with the words, "Duplicate issued on MM/DD/YY to replace lost/destroyed original diploma." In order to receive this duplicate, graduates must fill a *Diploma Request Form*, available online (<http://www.aud.edu/Registrar/forms.asp>) and pay the university's diploma fee.

Attestation of Diplomas

The Office of the Registrar is responsible for processing the issuance of all diplomas and transcripts for attestation by the UAE Ministry of Higher Education and Scientific Research. **Obtaining the actual attestation is the student's responsibility.**





EXTERNAL RELATIONS

Mission

Purpose

Goals

Collaborative Relationships

Conferences and Events

The Entrepreneurship Association

AUD Alumni Association

MISSION

The Mission of the External Relations Office is to build and sustain enduring relationships between the university and its alumni and with academic, corporate and government entities that will help increase visibility and awareness of AUD while ultimately benefiting members of the university community, most notably the students and faculty.

PURPOSE

The External Relations Office aims to establish and manage local, regional and international relations, alumni relations and special projects/events that will help further increase the visibility and awareness of AUD's programs and activities while fostering intercultural understanding among its students and preparing them for the global community.

GOALS

- To establish relationships locally, regionally, and internationally with different entities and to build programs such as student exchange/study abroad programs, internships, and scholarships;

- To ensure recruitment and participation of students in study abroad and exchange programs;
- To organize workshops, conferences, and activities to cultivate and maintain AUD's relationship with its community and external partners;
- To identify external events/activities/conferences beneficial to our students/faculty while encouraging them to take part and serve as AUD Ambassadors;
- To properly implement an action plan for increasing awareness of AUD's External Relations Office by liaising with respective departments at AUD;
- To establish a solid Alumni Association through varied activities and programs.

COLLABORATIVE RELATIONSHIPS

The American University in Dubai maintains a series of collaborative relationships with universities, government entities, and corporations in the private sector. These relationships are designed to service the interests

of students and faculty, in addition to helping to fulfill those dimensions of the university's Mission and Purpose-related Goals that deal with service to AUD's other constituencies.

The university has signed agreements with the following institutions of higher learning, which among other collaborative measures, provide opportunities for student/faculty exchange:

- Florida International University, Miami, Florida (www.fiu.edu) – student exchange for undergraduate level in: Business Administration, Communications and Information Studies (Journalism), Engineering, Information Technology, Visual Communications (Advertising);
- Georgia Tech, Atlanta Georgia (www.gatech.edu) – student exchange for the undergraduate level in Engineering;
- International University in Geneva, Geneva, Switzerland (www.iun.ch) – student exchange for the undergraduate level in: Business Administration, Communication and Information Studies;
- Sciences Po - L'Institut D'Études Politiques (IEP) de Paris, Paris, France (www.sciencespo.fr) – student exchange for undergraduate level courses relating to: Economics, History, European Affairs, International Affairs, Language, Law, Political Science and Sociology;
- Siena Heights University, Siena Heights, Michigan (www.sienaheights.edu) – student exchange for undergraduate level in: Business Administration, Communication and Information Studies (Journalism), Computer and Information Technology, Visual Communication;
- Università Commerciale Luigi Bocconi, Milan, Italy (www.unibocconi.eu) – student/faculty exchange for the undergraduate level in Business Administration;
- University of St. Gallen, St. Gallen, Switzerland (www.unisg.ch) – student exchange in Business Administration;

- University at Albany, State University of New York (Albany, New York) (www.albany.edu) - student exchange for undergraduate level in: Business Administration, Communication and Information Studies, and Computer and Information Technology.

To avail themselves of such opportunities, students/faculty must consult and obtain authorization from their Dean, Associate Dean or Chair and apply through the External Relations Office.

Please refer to p. 69 for eligibility requirements for participation in student foreign exchange.

The provisions of this Agreement cover various spheres of collaboration, including curricular consultancy and opportunities for professional development and faculty/student exchange.

Students wishing to spend a **term (i.e., semester or summer session[s]) abroad** at one of the universities listed above may seek authorization to do so with the intention of transferring up to 15 credit semester hours or equivalent. If a student wishes to study abroad with other universities (subject to AUD

approval), they also are allowed to transfer up to 15 credit semester hours or equivalent. Students should familiarize themselves with AUD's *Transfer Credit Policy* on pp. 68-69 of this *Catalog*.

CONFERENCES AND EVENTS

It is the role of the External Relations Office to identify conferences and events that will help increase awareness of AUD's visibility and that are beneficial to our students who will serve as AUD Ambassadors.

The AUD's International Aid Society at CGI U
The Clinton Global Initiative University (CGI U), based on the successful model of the Clinton Global Initiative (www.clintonglobalinitiative.org), was launched in 2007 and is hosted by President William Jefferson Clinton every year bringing together students, national youth organizations, and university officials to discuss global challenges, while joining hands as they take real, concrete steps towards solving.

In 2012, for the fifth year in a row, AUD was the only educational institution from the Middle East to participate in CGI U's annual meeting held in Washington,

DC. Members of the AUD International Aid Society (AIA), along with Clinton Scholar alumni students, joined thousands of students from around the world, each with their own commitment in mind, but working together to learn about the different steps to "making a difference."

Over the last four years, AIA has committed to many initiatives locally, regionally and internationally; and student participation at CGI U four years now has provided guidance and exposure to best practices in sustaining initiatives, one of which is their ongoing commitment to build a school in Umbissa, started in 2008 and 80% complete. Located in the North West Province of Cameroon, this project will ultimately benefit 250 students, as well as its community.

For further information on this event and to learn more about the AUD International Aid Society, contact the External Relations Office.

AUD at Harvard

The American University in Dubai (AUD) has partnered for the fourth year with the ***Harvard College in Asia Program (HCAP)***. In 2012, AUD ambassadors from various nationalities joined students from

premier academic institutions from Istanbul, Seoul, Hong Kong, Mumbai, and Tokyo, along with delegates from Harvard University, to attend HCAP's conference themed *Technology and Social (in)Justice*. The conference consists of two phases, allowing students to participate in an exchange conference lasting one week in each of Boston and Dubai. The objective of the conferences is to create unique, global, and holistic experiences that address the same issues with a variety of different approaches. (AUD is the only university from the Middle East Region participating in these conferences.)

The conference consists of a well rounded interactive program aimed at challenging the delegates academically, socially and culturally. This program includes lectures from professors and industry leaders/ practitioners with panel discussions, as well as visits to medical schools in both regions, all important elements of the HCAP academic experience. For further information on this event and to learn more about HCAP, please contact the External Relations Office.

THE ENTREPRENEURSHIP ASSOCIATION (TEA) AT AUD

The External Relations Office recently launched the Entrepreneurship Association at AUD which works to promote the concept and spirit of entrepreneurship among students and alumni. It works on providing a platform that assists young entrepreneurs who aim to start their own business or in other ways, bring their ideas to life. It also seeks to link and connect experienced entrepreneurs and industry leaders to members of the association, drawing the interest of investors as individuals or as investment corporations.

The association's main purpose is to help members achieve the business and professional career goals through the interactive contacts of the External Relations Office, with a long term goal for TEA to be a regional hub for Young Entrepreneurs in the UAE and GCC. A series of events have already taken place at AUD, bringing industry leaders in contact with the association members and the AUD community as a whole. In line with its mission, ERO hopes to organize many more workshops, conferences, and activities locally, regionally and

internationally to further enrich and maintain AUD's relationship with its students/alumni and its external partners. For further information on entrepreneurship events and to learn more about this association, contact the External Relations Office.

AUD ALUMNI ASSOCIATION

The AUD Alumni Association (AUDAA) is the student's link to the university after graduation. The Association extends the AUD community beyond graduation, forging a lifelong bond with the university.

The purpose of the Association is to promote excellence in all aspects of its alumni, establish a relationship between each graduate and the university, and promote communication amongst graduates and the community, and to create a powerful professional network.

To learn more about the Alumni benefits, Alumni events and ways to give back to the AUD community, contact audalumni@aud.edu or check the AUD webpage <http://www.aud.edu/AlumniRelations/index.asp>





STUDENT SERVICES

Mission

Purpose

Goals

Divisions of Student Services

Student Services Programs

AUD faculty and staff work with students from the time of their admission to their graduation and beyond to ensure their academic and professional success, and their social integration and general well being. These caring professionals are available to help students in many ways, providing support and referrals as needed. AUD prides itself in taking an active role in the Dubai community, and offers its students unparalleled opportunities to be part of Dubai's development through participation and interaction with the local community organizations and initiatives.

The Student Services Office plays a vital role in the campus community. The Office provides personal counseling referrals, special needs assistance, academic support and tutoring, career services, student activities planning, sports and recreational programs, health and housing services.

MISSION

The Office of Student Services supports the university's Mission and Purpose by providing support and resources for orientation, transition, retention and graduation, and eventual employment of AUD students; so that they may be prepared both personally and professionally throughout their university experience and careers.

PURPOSE

The purpose of the Office of Student Services is to assist students in the integration process so that they can readily become part of the university community. In addition, a range of services, such as tutoring, workshops, academic support, job placement, psychological counseling, and athletic, cultural, and recreational activities are offered to help students attain their professional and personal goals.

GOALS

- To support the purpose and goals of the institution;
- To provide services that will enable students to become more effective and efficient in utilizing and enhancing their knowledge;
- To provide the individual student with experiences to

promote self-discipline, self-assurance and mastery of the intricacies of personal and professional challenges;

- Together with the Office of Academic Affairs, to produce graduates for the business and professional communities who possess the integrity, determination, judgment, motivation, ability and education to assume responsible positions of leadership and who can meet the demanding challenges posed by contemporary society; and
- To liaise with employers to provide internships and employment opportunities for in-school and graduating students.

DIVISIONS OF STUDENT SERVICES

Dean of Student Services

The Dean's Office, in the person of the Dean of Student Services, assists students with the assimilation process so they can readily become part of the university community. The Dean helps students interpret, clarify and understand university policies and procedures and receives student complaints, suggestions, and concerns. The Dean serves on all honor and conduct councils. One of the primary responsibilities of the Dean is to safeguard and represent students' interests.

The Dean of Student Services manages and provides direction to all divisions of Student Services and is available to meet with students and parents who have concerns related to any aspect of university life.

Health Services

Health Services, headed by the Health Center Director (Registered Nurse) and supported by two staff nurses, offers both preventive and daily health care and health education designed to support the physical and emotional health of students and staff. Health services are available 24 hours a day. The Health Center is open weekdays from 8:00 a.m. – 9:30 p.m. (during Summer II, 8:00 a.m. – 6:00 p.m.). After working hours and during weekends, emergency health services are provided by staff nurses who reside on campus and are on call. For any medical emergency, students should call the **UNIVERSITY HOTLINE: 04-3183 555**. The security guard will inform the nurse on duty. There are two treatment rooms equipped for emergencies in the Male and Female Residence Halls. First Aid Guides are posted in all

housing rooms, in the Library, in the Adjunct Rooms, at the Main Reception, and at all the security guard locations.

Health services are available for all students, faculty, staff, and families living on campus. Services include treatment for minor health emergencies and conditions, dispensing medication for minor health problems, providing individuals with medical referrals, and offering information on health-related issues. Preventive medicine is also emphasized at AUD.

The university Health Center maintains a close relationship with the American Hospital in Dubai (AHD). The university Health Center refers students to this facility and others in the area.

The university Health Center promotes health awareness and education programs through health days and workshops conducted throughout the academic year, such as Nutrition and Eating Disorders, Blood Drives, Drugs and Narcotics Awareness, Sexually Transmitted illnesses, Anxiety and Stress Management, Stop Smoking Campaign, Healthy Skincare, Health Hazards in Youth, Vision Disorders, and other topics based on student's needs.

Newly enrolled students are required to provide their *Health History Form* endorsed by a licensed physician; failing to do so, the students will be put on registration hold for the subsequent semester. Students should make sure that their health records are current and up-to-date.

Enrolled students with medical problems or disabilities, who may require care or restriction of their campus activities, must submit to the Health Director and/or Student Support Manager an up-to-date medical report from their family physician describing their conditions, restrictions, and special requirements. All health-related documents, reports, and information are kept confidential in the AUD Health Center. Student's health information is not released to those not involved in the student's immediate care without his or her expressed permission. Students may complete the *Authorization for Disclosure of Health History Info Form* for information sharing as necessary.

Student's health forms are included in the AUD *Application for Admission*, can be printed from the AUD website, or collected from AUD Health Center.

AUD offers a private health insurance plan for students who do not have any medical coverage; details and information related to the insurance are placed on AUD website, Health section.

Blood testing for residence visas is facilitated and organized through the AUD Health Center. This service is offered only to students and staff sponsored by the university.

AUD Health Services does not issue statements or excuses for class absence.

Housing

The motto of AUD Housing is "Making your dorm your home." The Housing Division does this by ensuring safe, clean, and comfortable housing for students who require on-campus housing. The Housing Manager, assisted by two Housing Controllers, and eight Student Resident Assistants, manages the Division. AUD student housing consists of four residential buildings, two for males and two for females. The male and female residence halls are totally segregated. On the ground floor of each building there is a fully equipped kitchen, a student lounge, a laundry room, and a TV room. AUD has clear guidelines for what constitutes inappropriate

behavior in student housing. It is the responsibility of students to abide by these rules at all times.

The Housing Manager oversees security, receives and arranges for maintenance and repairs in the student housing, handles roommate conflicts and general complaints, enforces housing rules and regulations, and offers emotional support to students in order to ensure a safe, comfortable, and peaceful living and learning environment. There are a number of important rules and regulations that govern student housing. *The AUD Housing Kit* contains all housing information.

Resident Assistants work in both the residence halls and the Housing Office. They report directly to the Housing Manager and assist with various duties. These duties include, but are not limited to: receiving maintenance requests, recording complaints, answering questions, making appointments for the Housing Manager, and conducting tours for prospective students and their parents. In addition, Resident Assistants report any violations of housing rules, damage to residence halls, maintenance needs and suggestions for improvements in the housing. Resident Assistants, working

in close collaboration with the Housing Manager and Student Activities Coordinator(s), plan and host various dorm activities and programs. Any housing student interested in applying for a Resident Assistant position should contact the Housing Manager.

Counseling

Students face a variety of challenges which affect their personal growth, emotional wellbeing and success in university. Conflicts and problems often arise which prevent students from reaching their full-potential. Students may find that their usual ways of handling problems are not working well for some reason.

That is why AUD offers one-on-one personal counseling services. The Personal Counselor's role is to assess the problem and provide support and guidance for students experiencing personal problems. The confidentiality of the counseling sessions is protected by the counselor's code of ethics.

Students can talk about the problems they are facing, explore related thoughts, feelings and understand their personal resources. For some students, one conversation is

all they need to make things better, while others may return for several appointments. The Personal Counselor provides referrals to qualified, certified, and experienced counselors, psychologists, psychiatrists and therapists equipped to aid students with psychological problems, learning disabilities, and/or other serious issues. This list is also available to students who wish to obtain external counseling.

Counseling Services also offer seminars and work shops on mental health detection and prevention. These are designed to help student's identify, understand and respond to general mental health issues.

Student Activities

Involvement in student activities at university is an important component of student life. AUD's American educational philosophy stresses a well-rounded student experience. Through participation in clubs and organizations, students not only become involved in university life, but also strengthen their socialization, team-building, leadership, event planning and organizational skills. Membership in student clubs and organizations also enables students to make new friends and share mutual interests with

fellow students. The memories created on campus, through activities, is an essential part of the holistic development of a university student. The aim of the Office of Student Activities is to create and offer those opportunities for AUD students.

The Coordinator of Student Activities, with assistance from the Student Government Association, creates and plans numerous activities for students throughout the year. These activities, designed to be social and cultural, include desert safaris, dhow trips, beach parties, guest lectures, dinners, international celebrations, plays, music nights and other events.

AUD-sponsored activities introduce students to many of the diverse social and cultural events held in each city. A calendar of events is available on the university's website (www.aud.edu). Any student having an idea for a student activity should contact the Coordinator of Student Activities.

Athletics

The AUD Athletics Office provides an athletic outlet for all students, faculty, and staff. The AUD athletic program offers unique opportunities to "get involved."

For the highly competitive student athlete who is interested in competing against universities from the UAE and elsewhere, AUD offers a number of intercollegiate team sports.

The AUD Intramural Program for student, faculty and staff is offered as per the schedule for each semester. Students who are unable to commit to the mandatory training that is involved with playing on an intercollegiate team may want to consider this alternative. The Athletics Coordinator also offers guidance and assistance to students who want to organize new sports activities, or who want to start new athletics clubs.

See p. 12 of this *Catalog* for a description of sports facilities.

Career Services

The Career Services Division manages the student's job-seeking process. The Career Services team is committed to assisting students and alumni in seeking rewarding and meaningful careers through developmental career counseling, hosting networking driven events, and facilitating career planning workshops.

AUD offers full-time Career Services that provide degree seeking AUD students and AUD alumni the opportunity to receive individualized career guidance and job search assistance throughout all stages of students' career development. A wide spectrum of individualized services is offered, including CV and cover letter writing, interview techniques, job search strategies, professional development, aptitude assessment, and general career counseling.

With the increasing competition of today's global marketplace, students need every competitive advantage available; consequently, AUD encourages students to complement their academic background with solid work experience, ensuring that upon graduation they will meet the high expectations of future employers. Early exposure to the work environment will

solidifies students' academic commitment, and allows a better understanding of the relationship between the classroom and the marketplace. Entering students are strongly encouraged to register with Career Services during their first academic year and work closely with the Career Services advisors to develop their career plan parallel with their academic studies.

The Career Services Manager liaises with regional and multinational companies, creating a business network to offer employment and internship opportunities to AUD students and alumni. Through a series of activities and events, AUD student community and companies are brought together with the aim of a mutually beneficial collaboration, ensuring that the university's talent is employed by the market leaders in their future endeavors. The annual Career Fair is the epitome of the division's efforts in improving student and employer networking.

Internship Program

The opportunity to participate in university approved internships is an option available to students in all Majors, and students are encouraged to take advantage of this program. Students

participating in internships can complement their classroom experience and earn credits toward their degrees in an approved off-campus program that provides practical learning and application in a real-life corporate or professional setting.

Undergraduates are eligible for internships after completing course work as specified by their School/Department. Additional School/Department requirements (including minimum CGPA) may apply. All internships must be completed within the United Arab Emirates. Exceptions should be assessed and approved on a case-by-case basis by Deans, Associate Deans, or Chairs and are subject to final approval by the Provost.

The Career Services Division, in collaboration with Academic Departments ensures that an adequate number of quality internship opportunities are available for selection by students. Arrangements with host companies include a detailed program for each internship opportunity, showing what activities the student intern will be engaged in during the full term of the internship as well as details of the allocated company mentor who will be supervising the student during that period.

Internships may be completed in any of the academic semesters including Summer I and Summer II. **Before students can register and start their internship, the Dean, Associate Dean or Chair must approve the host company and the internship program.** The total amount of internship **credits must not exceed three credit hours** towards the completion of the student's degree program. An exception to this limit, approved by the Dean, Associate Dean or Chair, may be granted in the case of students with double majors. In all cases, it is imperative that students identify and register for the internship before its commencement. Credits cannot be claimed for internships that were completed without students being registered in advance. Students are advised that internships for which documentation processing and registration are not completed within the first two weeks of the term, will not figure on the student's transcript (i.e., credit will not be granted) until the following term.

During the internship, students are expected to be punctual, polite, conscientious, and professional at all encounters. Students should be aware that they are representing

AUD, and professionalism in their approach to internship reflects on AUD and its student community, potentially leading to an enhanced relationship with the employer and greater employment opportunities.

Each internship must be completed in accordance with each Department's requirements and an approved plan for the internship program.

Upon completion of the internship program, students must submit a report to the faculty internship advisor as per the Department's requirements. Additionally, the host company supervisor must submit to the faculty internship advisor a written evaluation of the student's internship work. A final Pass (P) or Fail (F) grade is assigned by the allocated faculty internship advisor.

Students can learn more about the internship program by visiting the Career Services Division.

Student Support

The central Mission of the Office of Student Support is to enrich and support the educational, intellectual and personal growth of AUD's diverse student population. The Student Support Manager assists

students in developing skills and strategies to help respond effectively to specific academic challenges and to ultimately achieve academic success through life-long learning habits.

The Office of Student Support offers a range of services to help students develop their own educational goals and succeed in their chosen program of study. These academic support services include: individualized academic counseling, access to tutoring and peer-tutoring, workshops and disability support services. The Student Support Manager also retains a list of tutors who offer individual tutoring sessions for students in need of academic assistance.

STUDENT SERVICES PROGRAMS

Academic Support Workshops/Brochures

Workshops and brochures on topics of concern to all students are offered each semester. Past workshops have focused on time management, test taking anxiety, skills and strategies, academic reading and writing, working in groups, improving memory and presentation anxiety. Students should contact the Student Support Manager

for information on upcoming workshops and brochures.

General Student Forum

The AUD Student Forum is designed, executed and managed by the AUD Student Government Association, under the guidance of the Student Activities Coordinator(s). It is held during the Spring semester and is a means by which the university collects student feedback regarding university-related issues. These issues include general academic issues that are not specific to an academic unit and non-academic issues.

General Housing Meetings

General housing meetings are held once per semester for all of AUD's housing residents. All residents have the opportunity to freely voice their concerns and ask questions. The Housing Manager and Dean of Student Services facilitate the meetings. The Student Support Manager, the Student Athletics Coordinator, and the Student Activities Coordinator(s) may also attend these meetings on a periodic basis.

Orientation

All new students are required to participate in orientation activities. A portion (5%) of the ***student's grade for UNIV 100 (The University Experience)***, required during the student's first semester at AUD, is derived from participation in orientation. During orientation, student orientation leaders acquaint students with the campus environment and the city of Dubai, explain policies and procedures, and conduct a variety of activities to introduce the students to the university experience. Further orientation takes place throughout the year through student activities, which may include seminars, workshops, tours and informal discussion sessions. AUD distinguishes itself with a unique student orientation program planned and orchestrated by AUD Student Orientation Leaders. All second through fourth year students are eligible to apply for this student leadership opportunity. Applications are available through the Dean of Student Services.

Student Organizations/ Athletics

Involvement in student organizations/athletics is important for making new friends and provides the opportunity to

share mutual interests with fellow students. The student activities program strengthens students' socialization skills and offers encouragement to those who are making a transition to university life. AUD-sponsored activities introduce students to many of the diverse social and cultural events held in the city. Information regarding campus student organizations can be found in the *AUD Student Handbook*.

Student organizations are responsible for the conduct of all persons at university-related functions. All students and guests must conform to the UAE law. Please note that the Code of Student Conduct contained in this *Catalog* applies to all student activities on or off campus. Every organization has the responsibility to take all reasonable steps to prevent any infraction of the university rules and UAE laws related to the activities of the organization. Any individual/group whose conduct is in violation of the Code of Student Conduct will be subject to disciplinary action.

In addition, outlined penalties and disciplinary procedures will apply. Such action may include suspension or dismissal of individuals or suspension or termination of a particular activity or club. The university

has authority over all student organizations and activities. To provide for the efficient use of AUD's buildings and facilities and to protect the integrity and reputation of the university, student organizations must complete an online *Proposed Event Form* two weeks prior to any event. Prior approval for use of AUD facilities is required. Details are available with the Student Activities Coordinator(s).

AUD Student Leadership Programs

AUD is pleased to offer a number of leadership programs for students. Through these leadership programs, AUD students are provided with the opportunity to develop their leadership, management, and public relations skills.

Student Orientation Leaders

Student Orientation Leaders assist in all student orientation programs. AUD's Orientation Leaders welcome new students and their parents to AUD and facilitate the transition of new students into the academic, social, extracurricular and cultural and career dimensions of the AUD educational experience. Orientation Leaders act as group facilitators during AUD's

orientation programs and acquaint new students with campus activities, facilities, rules, procedures and policies.

Peer Tutors

AUD Student Tutors provide academic support and encouragement for those students who are experiencing academic distress. Tutors assist students with content-related issues and questions; discuss difficult academic concepts and provide novel and creative approaches to understanding them; listen attentively and provide clear explanations of academic problem areas and create a welcoming environment for students in academic distress.

Peer Advising Leaders (PALs)

Peer Advising Leaders are trained Junior and Senior students who are available to first-year and other new students in order to answer general academic questions and address concerns. These student leaders will contribute to the academic and personal growth of new students by offering their insights and experiences into academic issues primarily affecting freshman and undeclared students.

Peer Advising Leaders will help these students:

- Understand the course sequences of their programs;
- Connect with campus resources;
- Evaluate different majors (if undecided);
- Make the most of the new student orientation and the first year experience; and
- Participate in study skills workshops.

Resident Assistants

AUD Residence Assistants (RAs) work as an administrative link between residents and the Housing Office. RAs help residents with personal problems, roommate conflicts and other housing-related issues. RAs also keep the Housing Office advised of residents' concerns and issues. They play a major role in presenting programs in the housing that provide residents with a variety of educational, cultural, recreational, and social activities.

**All students who fulfill the obligation of their student leadership contract are invited to attend the annual Student Leadership Luncheon held in the spring of each academic year.*

AUD Annual Gala Dinner and Awards Ceremony

The AUD Gala Dinner/Awards Ceremony is an annual AUD event held in the spring of each academic year. The Awards Ceremony recognizes students who have strongly contributed and brought glory to AUD through athletics, club activities, community service, leadership and academics. The ceremony is scheduled during the middle of April with a reception following the ceremony.

Student Leadership Awards

These awards are presented to students who have demonstrated outstanding leadership on campus. This is a highly selective award only given to those students who have helped unite others, created and orchestrated activities/events, and/or emerged as leaders at the university.

Student Service Awards

These awards are presented to active students who have volunteered regularly and consistently over the course of the academic year and/or intensively for a particular project. Students must show consistent effort, dedication, and commitment.

Student Government Awards

These awards are presented to any student, who through an active role in the SGA for the current academic has truly made a difference to university life.

Outstanding Student Organization

Awarded to the one student organization/club that met regularly through the course of the academic year, hosted at least two events per semester, had an agenda for development, and an organizational plan.

Outstanding Event of the Year

Awarded to the one student-created and executed activity that has been the most successful as demonstrated by high attendance at the event.

AUD Ambassador Awards

Awarded to students who bring distinction to AUD by placing first in external competitions and participating in community projects.

Outstanding Male Athlete

Awarded to the male athlete who has excelled athletically, was deemed to be the most valuable to the team, and who embodies the spirit of AUD Athletics (sportsmanship, citizenship, team work, and understanding the spirit of the game).

Outstanding Female Athlete

Awarded to the female athlete who has excelled athletically, was deemed to be the most valuable to the team, and who embodies the spirit of AUD Athletics (sportsmanship, citizenship, team work, and understanding the spirit of the game).

President's Awards

• Student Excellence

Awarded to a student who has excelled at AUD through academics and leadership as well as participation and involvement in several university activities. The selected student emulates AUD's values and beliefs.

• Teaching Excellence

Awarded to the faculty member who has contributed to the university through extraordinary performance as a teacher. Evaluation criteria include service to students/mentoring outside the classroom.

• Institutional Effectiveness

Awarded annually to a faculty or staff member for a superlative contribution to AUD's institutional effectiveness initiatives. The basis for this Award will be an outstanding achievement within the IE sphere (e.g.,

assessment/measurement, continuous improvement, strategy formulation, establishment of learning outcomes, etc.) resulting in a significant enhancement in the achievement of AUD's Mission.

• Distinguished Service

Awarded to a faculty or staff member who has made significant ongoing contributions to AUD above and beyond the call of duty. The selected faculty or staff member is one whose impact on the institution is formidable and universally recognized.



LIBRARY SERVICES

Mission
Purpose
Goals
Library Overview
Hours of Operation

MISSION

The Library has both primary and complementary Missions. The primary Mission of the American University in Dubai Library is to provide information resources and services to support the instructional programs and educational goals of the university; namely, to help students prepare for a career, develop life-long learning and critical thinking skills and to promote diversity in the student body and educational programs. The complementary Mission is to support the research and staff development needs of AUD faculty and staff.

PURPOSE

The AUD Library supports the institution's goal to prepare students personally and professionally for their careers. The Library, along with the AUD administration, is committed to acquiring resources and establishing services that support and enhance the curriculum and respond to the needs of patrons.

GOALS

The Library's operational goals include facilitating access to information through:

- the development of the library print collection, electronic information resources and access to external information sources;
- the library's organization and arrangement for access;
- appropriate reference services and user education programs;
- the maintenance of facilities of an adequate size and quality to house collections, resources, and equipment and to provide adequate space for patrons and library personnel.

LIBRARY OVERVIEW

The Library at the American University in Dubai provides books, magazines/journals and electronic resources to enrich the university's educational program. AUD's Library has a large English language collection of approximately 120,000 volumes, both print and e-books. The Library provides an extensive collection of around 63 online resources offering access to over 30,000 full-text journals, magazines, international newspapers and e-resources.

The Library also provides over more than 300 print journals, magazines and newspapers. The collection is particularly strong in resources for disciplines in which AUD grants degrees.

An interlibrary loan agreement is maintained with the British Library to enable students to access information not found in the AUD Library.

The Library catalog and many databases can be accessed both on-campus and off-campus. Such access creates a "library without walls" open 24/7 for students.

The AUD Library provides the tools needed to complete research and create presentations. It contains two computer labs (24 computers) and one teaching lab (24 computers) in addition to 11 computer workstations in the Reference area, a photocopier, two printers, four scanners and four study rooms. Wireless access is also available.

AUD's library staff is committed to the student. Their knowledge of information resources, professionalism and willingness to assist, provides a learning environment where students feel comfortable knowing they can always receive help.

Professional library staff acquaints students with various search techniques and offer advice about which resources to use for their information searches. Course-integrated library sessions are provided to ensure that students develop the skills needed to research the full range of information resources. Experienced library staff is on duty each day until closing and on weekends to provide research assistance. In addition, students can make an appointment for individual library instruction.

LIBRARY - HOURS OF OPERATION

During the semester:

Sunday to Wednesday:
8:00 a.m. to 11:00 p.m.
Thursday: 8:00 a.m. to 7:00 p.m.
Friday: 3:00 p.m. to 7:00 p.m.
Saturday: 11 a.m. to 10:00 p.m.

During the semester breaks:

Sunday to Thursday: 9:00 a.m. to 6:00 p.m.
Friday and Saturday: Closed



GENERAL POLICIES

- Institutional Change
- Government Regulations
- Civil Rights Compliance
- Drug-Free Environment
- Unlawful Harassment
- Student Records Integrity
- Student Records Access and Release
- Health History
- Students with Special Needs/Disabilities
- Campus Security/Crime and Safety Prevention Program
- Disclosure
- General Statement of Philosophy on Student Conduct
- Code of Student Conduct
- Conduct Council
- Smoke-free Campus
- AUD Technology Use Policy
- Online Student Complaint System
- Grievance Process
- Conflict of Interest Clause
- Interruption of Degree Progress
- Transfer of Credit from AUD to Other Colleges and Universities

INSTITUTIONAL CHANGE

This *Catalog* is current as of the time of printing. From time to time, it may be necessary or desirable for AUD to make changes due to the requirements and standards of the university's accrediting and licensure bodies, or due to market conditions, employer needs, or other reasons. AUD thus reserves the right to make changes to any provision of this *Catalog*, including the amount of tuition and fees, academic programs and courses, policies and procedures, faculty and administrative staff, the calendar and other dates, as well as other provisions.

AUD also reserves the right to make changes in equipment and instructional materials, to modify curriculum and, when size and curriculum permit, to combine classes. ***Students have the responsibility to understand and be familiar with the information presented in this Catalog.***

GOVERNMENT REGULATIONS

The American University in Dubai complies with all laws and regulations of the territorial jurisdiction in which its campus is located. Furthermore, as an

American-accredited institution, AUD complies with the spirit of relevant United States legislation in so far as is possible/ advisable given the cultural, historical, architectural, and legal contexts within which the university operates in the United Arab Emirates.

CIVIL RIGHTS COMPLIANCE

AUD does not discriminate on the basis of race, religion, age, national origin, gender, sexual orientation, or handicap among qualified persons in the recruitment and admission of students, the operation of any of its educational programs and activities, and the recruitment and employment of faculty and staff. The university provides a means to ensure a prompt resolution of all complaints regarding violations of the above policies and a means to ensure due process to all employees and students who believe that the university's policy of non-discrimination is being violated or that they have been victims of sexual harassment.

DRUG-FREE ENVIRONMENT

As a matter of rigorous policy, AUD prohibits the manufacture and unlawful possession, use,

sale or distribution of illicit drugs and alcohol by students and employees on its property and at any university activity. Further information on the university's policies can be found in the *Student Handbook*. Any violation of these policies will result in appropriate disciplinary actions up to and including dismissal in the case of students and termination in the case of employees, even for a first offense. ***Violations of the law will also be referred to the appropriate law enforcement authorities.*** Students or employees may also be referred to abuse help centers. Information on the school's drug-free awareness program and drug and alcohol abuse prevention program may be obtained from the Office of the Dean of Student Services.

UNLAWFUL HARASSMENT

AUD is committed to the policy that all members of the university community, including its faculty, students, and staff, have the right to be free from unlawful discrimination in the form of sexual harassment by any other member of the university community. Should a student or staff member feel that he or she has been unlawfully harassed, they should immediately inform

the Dean of Student Services (students) or supervisor (staff)*. Unlawful harassment refers to behavior that is not welcome, which is personally offensive or undesirable to the recipient. All students and employees must be allowed to work and study in an environment free from unsolicited and unwelcome sexual overtures and advances. Unlawful harassment undermines the employee/student/university relationship, and it will not be tolerated.

* of accused

STUDENT RECORDS INTEGRITY

AUD practices the standard of developing and implementing effective management systems that ensure integrity, confidentiality, security and accurate interpretation of institutional records. As such, AUD has implemented policies and procedures to protect the security of the student records in our electronic database (CampusVue), created adequate backup procedures, and updated

procedures for approving grade changes. The integrity and confidentiality of student record information continues to be one of the highest priorities of the university.*

** AUD upholds the commitment to respect and protect the privacy of student information according to AUD policy and the Family Educational Rights and Privacy Act (FERPA) of 1974.*

STUDENT RECORDS ACCESS AND RELEASE

The university has established a policy for the release of records containing information on students.

- Each student attending AUD shall have the right to inspect and review the contents of his or her education records, including grades. Parents are not entitled to inspect and review financial records of their students. Parental access to a student's records will be allowed without prior consent if the student is a dependent as defined per AUD Law.
- A student's education records are defined as files, materials, or documents including those in electronic format that contain information directly related to the student and are maintained by the institution.

Access to a student's education records is afforded to school officials who have a legitimate educational interest in the records, such as for purposes of recording grades, attendance, and advising, and determining financial aid eligibility.

- Students may request a review of their education records by submitting a written request to the Provost/Chief Academic Officer. The review will be allowed during regular school hours under appropriate supervision. Students may also obtain copies of their education records for a nominal charge.
- Students may request that the institution amend any of their education records, if they believe the record contains information that is inaccurate, misleading or in violation of their privacy rights. The request for change must be made in writing and delivered to the Registrar with the reason for the requested change stated fully. Grades and course evaluations can be challenged only on the grounds that they are improperly recorded. The instructor or staff member involved will review the request, if

necessary meet with the student, and then determine whether to retain, change, or delete the disputed data. If a student requests a further review, the Provost/Chief Academic Officer will conduct a hearing, giving the student a full and fair opportunity to present evidence relevant to the disputed issues. The student will be notified of the

- Provost/Chief Academic Officer's decision. Copies of student challenges and any written explanations regarding the contents of the student's record will be retained as part of the student's permanent record.

- Directory information is information on a student that the university may release to third parties without the consent of the student. AUD has defined directory information as the student's name, address(es), telephone number(s), email address, birth date and place, program undertaken, dates of attendance, credential awarded. If a student does not want some or all of his or her directory information to be released to third parties without his or her consent, the student must present such a request in writing to the

Registrar within the term of the student's initial enrollment.

- The written consent of the student is required before personally identifiable information from education records on that student may be released to a third party, except for those disclosures referenced above, disclosures referenced above, disclosures to accrediting commissions and government agencies, and other disclosures permitted by law. All students are requested to complete the *Consent to Release "Education Records" Form*.
- A student who believes that AUD has violated his or her rights concerning the release of or access to his or her records may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.

HEALTH HISTORY

AUD prides itself in offering quality health services. To maintain our standards and fully address the health and medical needs of our students, the AUD Health Center requires that all AUD students submit the *Student Health History Form* (available at

the AUD Health Center) to the Health Center. ***This Form must be endorsed by a physician.***

All health information is confidential. Only the following staff members have access (as needed): President, Executive Vice President, Dean of Student Services, and Housing Manager (for housing students). All student medical records are kept under a locked filing system, and they are not released to others without the written consent (*Authorization of Health Information Release*) of the student or his or her parents.

STUDENTS WITH SPECIAL NEEDS/ DISABILITIES

Non-Discrimination Statement

AUD does not discriminate against individuals on the basis of physical or mental disability and is fully committed to providing reasonable accommodations, including appropriate auxiliary aids and services, to qualified individuals with a disability, unless providing such accommodations would result in an undue burden or fundamentally alter the nature of the relevant program, benefit, or service provided by AUD.

Special Needs

The American University in Dubai is committed to providing reasonable accommodations and equal access to university programs and activities for students with documented disabilities/special needs. A reasonable accommodation is one that is consistent with academic standards of the university and does not require substantial course or program alteration.

The Office of Student Support welcomes and encourages students with disabilities to identify themselves and to seek access to needed accommodations.

It is the responsibility of all special needs students to contact the Assistant Dean of Student Services for an interview and needs assessment prior to their first term of enrollment. To ensure that accommodations are provided in a timely fashion, the university strongly encourages students to submit accommodation requests well in advance of the start of any coursework for which the accommodation is requested. The Assistant Dean maintains a file on each special needs student including specifics on needed accommodations and adaptations.

This information will be kept confidential except that relevant faculty and staff may be informed if they are expected to provide accommodations or if emergency treatment may be required.

For more information, students should contact Student Support within the Student Services Department.

CAMPUS SECURITY/ CRIME AND SAFETY PREVENTION PROGRAM

AUD is concerned about the safety and welfare of its students and employees. Therefore, AUD has implemented a security policy for the protection of students, staff and faculty. AUD maintains a log of all crimes committed and reported on its campus. Information is updated annually. Updated information for the prior calendar year is made available, upon request, to all continuing students, faculty and staff each year. For emergency situations, students are asked to call the UNIVERSITY HOTLINE: 04-3183 555. A security guard will get in touch with the appropriate authority or university staff member for appropriate action.

DISCLOSURE

Students are encouraged to share personal experiences while participating in classes at AUD. However, students must be aware that should they disclose to any AUD faculty member or staff information that may cause harm to themselves or others. Faculty members and staff are required to report such information to the Deans, Associate Deans or Chairs, Provost/Chief Academic Officer, or President.

GENERAL STATEMENT OF PHILOSOPHY ON STUDENT CONDUCT

AUD believes strongly in promoting the development of personal and social responsibility and also believes in a humanistic approach to discipline conducive to academic pursuits; however, AUD recognizes that its responsibility for the protection of personal and institutional rights and property is a primary focus of the disciplinary process. The administration reserves the right to develop any policy or take any action(s) deemed appropriate to maintain the safety and well-being of any or all students. Policies and procedures on offenses related to persons, property, campus operations and welfare, health or safety can be found in the *AUD Student Handbook*.

CODE OF STUDENT CONDUCT

AUD is an academic community committed to the educational and personal growth of its students. Behavior that infringes upon rights, safety or privileges or that impedes the educational process is unacceptable and may lead to sanctions up to and including dismissal from the university. An explanation of violations of university regulations can be found in the *AUD Student Handbook*.

CONDUCT COUNCIL

The Conduct Council is a committee of academics, administrative staff and students which serves to investigate alleged breaches of the AUD Code of Student Conduct, determine culpability and prescribe penalty. The Council operates on an ad hoc basis under the chairmanship of the Dean of Student Services. Its composition and mode of operation mirror that of the Honor Council (see *AUD Student Handbook*), except that an administrative staff member replaces the Dean, Associate Dean or Chair of the unit alleging disintegrity.

SMOKE-FREE CAMPUS

In order to maintain a healthy environment at AUD and to promote the prevention of illness and encourage students, staff and faculty to lead a healthy lifestyle, a smoke-free campus policy has been put in place to reduce the use of tobacco products on campus. The objectives are to reduce the number of smokers on campus and to support those who wish to stop smoking; discourage freshmen students from starting the habit as university students; and to raise awareness on the dangers of smoking.

Those responsible for the application of the policy are the Security Supervisor and Security Staff, Student Services Department, and Human Resources Department.

Three isolated areas on campus have been designated for smokers, equipped with benches and ashtrays. A three point warning system is in place for AUD students, faculty and staff members caught smoking outside these designated areas. (See *AUD Student Handbook* for details).

AUD TECHNOLOGY USE POLICY

Information technology resources include all university-owned computers, peripherals, and related equipment and software; voice and data communications infrastructure, all other associated tools, instruments, and facilities; and the services that make use of any of these technology resources. Users are encouraged to use the university computing systems in an effective, efficient, ethical, and lawful manner.

AUD invests in technology resources in order to accomplish more effectively university-specific tasks, goals, and learning objectives. As expected in a contemporary environment, the presence of technology on campus is pervasive. University operating processes and procedures are nearly always computer-supported, and course syllabi more frequently than not reflect the imparting of technological learning outcomes and the use of technology in pedagogy.

Computer users at AUD are required to use proper social and professional etiquette when using the AUD systems. Use of the network implies consent for monitoring of traffic that is necessary for

smooth administration of the resource. University computing resources shall not be used for purposes that could reasonably be expected to cause directly, or indirectly, excessive strain on computing systems or unwarranted and unsolicited interference with use of email or email systems.

AUD does not condone the use of inappropriate language and visuals when storing, replicating or transmitting messages by/ to instructors, staff or students. The AUD computing facilities and network infrastructure is a distributed and shared environment. Improper behavior that could disrupt the computing resources may be ground for termination of access or other penalties deemed appropriate. Anyone accessing or utilizing university computer systems, related data files, and information shares the responsibility for the security, integrity, and confidentiality of information.

ONLINE STUDENT COMPLAINT SYSTEM

The Application

In an effort to continuously improve communication within the AUD Community, IT Services, Registrar and Institutional

Effectiveness offices have developed an online “Student Complaint System” to replace the previous paper-based one.

The application <http://complaints.aud.edu> is accessible through the AUD website under the *My AUD Portal* section. The Student Complaint System is focused on providing feedback to problems/issues raised by AUD students.

Student Complaint Procedure

It is advised that students should first directly communicate with the person/department with whom they have a complaint. If the students still wish to formalize the complaint with the relevant academic or administrative head, then they log into the *Student Complaint System* application <http://complaints.aud.edu> available under the *My AUD Portal* section on the AUD website <http://www.aud.edu/myaud/index.asp>.

Once a complaint is submitted, the academic or administrative head receives a notification email prompting him or her to log into the application and follow up on the complaint.

Students will receive an update on the status of their complaint via email within 5 working days.

If input is not received within this timeframe, students are requested to follow up with the Office of Institutional Effectiveness. The *Student Complaint System* is not relevant for grade or academic standing appeals.

In the event that the above procedure does not yield reasonable outcomes, students may consult the Grievance Officer by following the *AUD Grievance Process* described below.

GRIEVANCE PROCESS

This process applies to all members of the AUD community. Specifically, it applies to all academic grievances, including those related to academic freedom, as well as to those related to administrative, interpersonal and other non-academic issues.

Grievance Officer

The Grievance Officer facilitates the resolution of grievances within the AUD community through the Grievance Process as outlined below. The Grievance Officer offers confidential, informal, independent, and neutral dispute resolution services by providing mediation, information, advice and referrals as appropriate.

Grievance Procedure

To resolve an issue,

- Grievants should **directly communicate** with the person with whom they have a complaint. It is the grievant’s responsibility to do this before any further action is pursued;
- If grievants wish to formalize the process; they are required to seek the counsel of the **Grievance Officer within ten working days** of the incident leading to the complaint;
- If the grievant wishes to pursue the matter further; he or she should submit a written complaint to the Grievance Officer with the following information:
 - his or her description of the incident(s);
 - the name of the person with whom he or she has a concern/complaint;
 - a suggested remedy.
- The Grievance Officer will then contact the respective Dean, Associate Dean or Chair (academic issues), Department Director (non-academic issues), or Supervisor (as appropriate) and provide them with the information regarding the complaint;
- The Dean, Associate Dean or Chair (academic issues), Department Director (non-academic issues) or Supervisor will then begin the investigation of the complaint;
- The Dean, Associate Dean or Chair (academic issues), Department Director (non-academic issues) or Supervisor will provide a report reflecting the findings and giving recommendations **within ten working days** of the filing of the written complaint;
- If a written report is not received within this timeframe, the Grievance Officer will forward the grievance to the Provost/Chief Academic Officer (academic issues), Dean of Student Services (non-academic issues) or respective Senior Supervisor;
- The Grievance Officer **in consultation** with the Provost/Chief Academic Officer (academic issues), Dean of Student Services (non-academic issues) or Senior Supervisor, will summarize the decision and rationale in writing **within ten working days** to the grievant,

the respondent, and the Dean, Associate Dean or Chair (academic issues), Department Director (nonacademic issues) or Supervisor.

- Appropriate action will be taken by the Dean, Associate Dean or Chair (academic issues), Department Director (non-academic issues) or Supervisor within **five working days** after receiving the summary of the decision/rationale.
- Confirmation in writing that action has been taken will be provided to the Grievance Officer within **five working days**.

If at anytime during this process, input is not provided within the stated timeframe, the Grievance Officer will collaborate with the appropriate parties to move the process forward. It is the responsibility of the Grievance Officer to keep the university Complaint Log. In the event that a grievance filed in Summer I or Summer II cannot be processed within the prescribed timeframe because one or more of the parties to the grievance are not available, the grievance will then be processed within the ten-day

period immediately following the start of the Fall semester.

Grievance Appeal Process

In the event that the above procedure does not yield a satisfactory resolution, the grievant may appeal to the President in writing. The grievant may seek the counsel of the Grievance Officer in preparing the appeal.

- This appeal must be received in the Office of the President **within five working days** after the grievant, the respondent, and the Dean, Associate Dean or Chair, Department Director or Supervisor have received written notification of the action.
- The decision previously made can only be overturned by the President if **additional extremely compelling information** is deemed relevant to the case outcome.

CONFLICT OF INTEREST CLAUSE

No Council member shall sit in review of any decision he or she previously rendered which comes before the Council for review. This imperative applies to situations where the

Council's decision is actually being challenged and applies in situations where there may be an appearance of impropriety for a Council member to review a decision based on either direct or indirect contact with the matter in question.

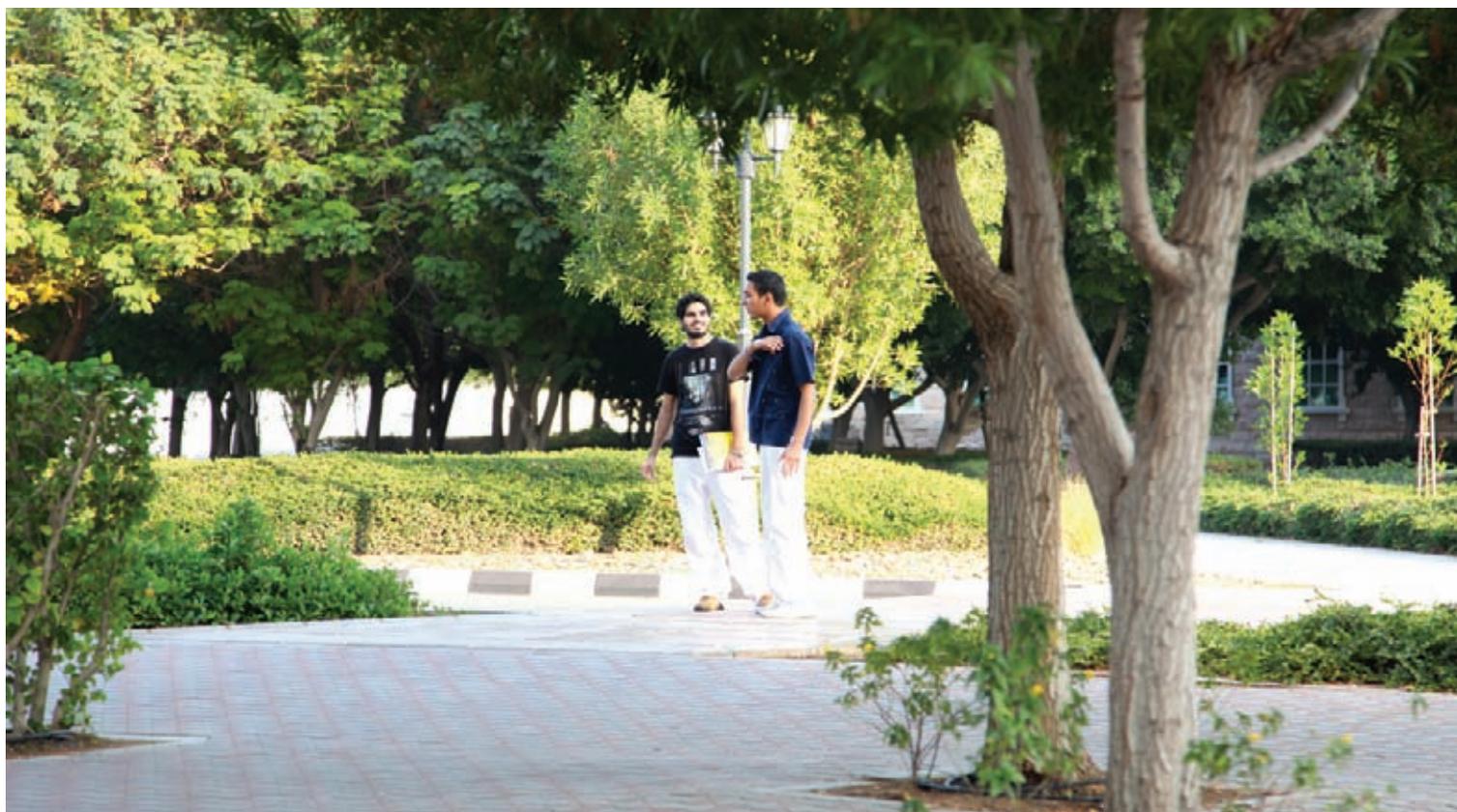
INTERRUPTION OF DEGREE PROGRESS

When a student interrupts progress towards completion of his or her degree for one calendar year or more, **he or she must re-apply to the university in order to resume their studies.** The application for re-admission will entail a review of the student's record by the Admissions Office which, in consultation with the Office of Academic Affairs, may require the student to fulfill (in all or in part) the degree requirements in effect at the time readmission is requested. These requirements may differ from those in effect at the time the student was first admitted to the university.

TRANSFER OF CREDIT FROM AUD TO OTHER COLLEGES AND UNIVERSITIES

AUD neither implies nor guarantees that credits completed will be accepted by other institutions. Each institution has policies that govern the acceptance of credit from other institutions. Transfer of credit is a privilege granted by the institution to which a student may seek admission. Students seeking to transfer credits earned at AUD to other postsecondary institutions should contact the college or university to which they seek admission to inquire as to that institution's policies on credit transfer and acceptance.





ACADEMIC AFFAIRS

Office of Academic Affairs

Mission

Purpose

Goals

Faculty Recognition

Academic Support Services

Academic Advising Center

OFFICE OF ACADEMIC AFFAIRS

The office of Academic Affairs (synonymous with the Office of the Provost/Chief Academic Officer) is responsible for the design and delivery of AUD's academic programs and the quality of academic life at the university.

Provost/Chief Academic Officer

The Provost/Chief Academic Officer oversees the appointment and promotion of all academic staff (Deans, Associate Deans, Chairs, Directors, faculty members and academic support staff), chairs the Academic Council, serves on the Administrative Council, and chairs or is a member of various standing and ad hoc committees whose work impacts academic life at the university.

The Provost/Chief Academic Officer also performs external outreach and representation functions that are aimed at building collaborative relationships and promoting the academic well-being and reputation of the university with the academic and professional communities and with government bodies, locally, regionally, and internationally.

MISSION

As the Chief Academic Officer of The American University in Dubai, the Provost/Chief Academic Officer is responsible for overseeing all aspects of academic affairs at the university. Working closely with the President, the primary Mission of the Office of the Provost/Chief Academic Officer is to lead the development and supervise the implementation of academic strategies, policies and procedures whose purpose is to ensure the fullest achievement of the university's educational Mission and Goals. To this end, the Provost/Chief Academic Officer collaborates with the President and the Executive Vice President in allocating resources to the different academic units and academic support functions through the budgetary process.

PURPOSE

The purpose of the Office of the Provost/Chief Academic Officer is to ensure that students are provided with an educational experience of the highest quality. Corollary to this purpose is the provision of an academic environment that is conducive to faculty members' growth and accomplishment

through excellence in teaching, scholarly and professional contributions, and service.

GOALS

- To foster academic leadership in all academic units at AUD;
- To help new faculty to integrate quickly and successfully into AUD's teaching-focused, student-centered culture;
- To pursue excellence in student learning by continually upgrading the quality of teaching and enhancing teaching effectiveness;
- To enhance communication between faculty, Deans Associate Deans, and Chairs, and the Provost/Chief Academic Officer's Office;
- To recognize, publicize, and celebrate faculty accomplishments;
- To oversee the planning and budgeting process for academic units;
- To upgrade the organizational and administrative setup of the academic units for higher effectiveness in program delivery and student learning;

- To provide faculty with opportunities for professional involvement and outreach that would serve the community and enhance student learning.

FACULTY RECOGNITION

In addition to the President's Award for Teaching Excellence, Institutional Effectiveness, and Service, the following Awards, granted annually by the Provost/Chief Academic Officer, serve to recognize faculty achievement in teaching, research and other spheres of endeavor:

Provost's Award for Innovation in Teaching

Awarded according to the following criteria:

- evidence of effective use of the innovation to enhance student learning;
- support for the innovation by academics, both within and outside AUD, and by professionals in the discipline;
- potential for continued use and long-term impact of the innovation on teaching and learning.

Provost's Award for Outstanding Research

Awarded according to the following criteria:

- track record of activity and productivity in research and scholarly work;
- originality and quality of the research or scholarly work;
- local and international recognition of the research or scholarly work;
- contribution of research to conceptual knowledge in the academic discipline;
- contribution of research to applications and practices in the professional discipline.

Provost's Award for Creativity in Design and the Visual Arts

Awarded according to the following criteria:

- originality of the creative work;
- evidence of local and international recognition of the creative work such as participation in local and international exhibitions, displays, competitions, etc., and/or presentation at

adjudicated conferences and/or publication in adjudicated journals;

- evidence (e.g., through media coverage) of cultural and social significance of the creative work and its impact on the human experience and on public opinion.

Provost's Award for Outstanding Literary Achievement

Awarded according to the following criteria:

- originality of the literary work;
- evidence of local and international recognition of the literary work such as interviews with the author, discussions in the media, citations, participation in local and international literary competitions and contests, presentations at adjudicated literary events, publication in adjudicated journals;
- evidence (e.g., through media coverage) of cultural and social significance of the literary work and its impact on the human experience and on public opinion.

ACADEMIC SUPPORT SERVICES

Through the math tutor center and the writing center, AUD provides valuable and complementary services for members of its community. Hours of operation are published at the beginning of every academic term.

Writing Center

The American University in Dubai offers the services of a Writing Center where all members of the AUD community (students/staff/faculty) can receive one-to-one assistance on writing tasks. Students can receive assistance on assignments at various stages of the process of completion. Assistance is provided by full- and part-time instructors on writing tasks in any discipline with a focus on developing overall academic writing skills. Throughout each semester, Writing Center staff offer workshops for all AUD members on various topics related to writing (e.g., sentence combining, in-text documentation).

Math Tutor Center

The Math Tutor Center provides students enrolled in mathematics courses (including Math 098, 099, 111, 160, 191, 210, and 220) the opportunity to receive assistance in their efforts to be successful

in these courses. The Center operates as a walk-in service. There is no need to make an appointment. The tutors who staff the Center include students who have demonstrated an excellent ability to understand mathematics as well as an ability to help others understand. Additionally, there are several full-time and adjunct faculty members who also help to staff the Center. Students are encouraged to utilize the Center as often as needed. The Center operates throughout the semester (except for the first week of classes and the week of final exams) and is open Sunday through Thursday.

ACADEMIC ADVISING CENTER

The AUD Academic Advising Center (AAC), provides advising **services to students**. **An Advisor's approval is required in order for these students to register***. The AAC assists students in adopting a program of study and creating an individual program of study document. Prior to the beginning of each term, these students are required to meet with the Advisor to whom they are assigned in order to review the status of their degree progress, to discuss university policies and departmental requirements, and to select courses.

** See pp. 60-61 for policies governing the use of the Center and required approvals.*

Mission

The Academic Advising Center aims to enhance each student's university experience. This is accomplished through the assessment and monitoring of and response to student needs by providing services that result in student development and academic success.

Goals

In accordance with our statement and AUD's vision of promoting student learning and development, the Center's goals are to:

- Impart accurate, judicious and timely information on AUD policies, academic programs, and campus resources;
- Form educational advising partnerships with advisees and encourage the shared responsibility of academic decisions with advisors;
- Contribute to the student's personal development and effective decisionmaking skills; and
- Evaluate and re-assess the AAC services to better serve the advisees' needs and enhance their educational experience at AUD.

Outcomes

- Students will read and accurately interpret AUD policies and academic program requirements and will recognize campus resources.
- Students will value the advising partnership and select an appropriate course sequence accordingly.

- Students will understand how their academic performance impacts their individual progress towards graduation.
- Prospective graduates will acknowledge the academic guidance provided by the AAC.



ACADEMIC POLICIES AND PROCEDURES

- Statement on Academic Freedom
- Definition of “Program and Major”
- Declaration of Program/Major
- Multiple Majors
- Academic Program/ Major Changes
- CGPA Requirement in Major
- Academic Minors
- School of Architecture, Art and Design Laptop Initiative
- Time Limit for Completion of Undergraduate Degree Programs
- Academic Advising/Registration
- Academic Year
- Academic Credit Hours
- Course Load
- Audits
- Course Sequencing
- English as a Prerequisite
- First Year Experience
- Required Arts and Sciences Courses (Including Developmental)
- Eligibility for Foreign Language Study
- Student Attendance
- Grading System
- Application of Grades and Credits/Repeating a Course
- Mid-Semester Reports
- Academic Recognition and Dean’s List
- Grade Appeal
- Academic Honesty
- Penalties for Academic Integrity Violation
- Periodic Evaluation of Academic Standing
- Transfer Credit/Residency Requirements
- Student Exchange Eligibility
- Study Tours
- General Education Exit Examination
- Graduation/Diploma
- Graduation Modalities
- Participation in Annual Graduation Ceremony (Eligibility)
- Graduation with Honors

STATEMENT ON ACADEMIC FREEDOM

Academic freedom is the freedom for faculty to discuss all relevant matters in the classroom, to pursue other professional academic activities related to student learning and research, and to explore all avenues of inquiry, learning and instruction in an institution of higher learning. However, academic freedom is accompanied by academic responsibility, which implies faithful performance of assigned academic duties and obligations including a presentation of course content that meets the requirements and learning objectives of each course. Academic responsibility also requires that faculty members make clear that they are not speaking for the institution, unless expressly authorized to do so by AUD, particularly in areas of politics, topics related to religious beliefs, and commercial endorsements. Faculty members should at all times act with integrity, express themselves within the confines of law and competent authority, show respect for the rights of others to hold differing opinions, be accurate, exercise appropriate restraint, be culturally sensitive, and make every effort to indicate that statements

they make express their own views and not those of AUD.

The American University in Dubai recognizes and will uphold for all its faculty, full-time and adjunct, the freedom to pursue knowledge wherever it may lead, the freedom to test received wisdom, and the freedom to research, review and put forward new, controversial, or unpopular ideas or opinions within the standards of scholarly inquiry and professional ethics, without interference and without placing themselves in jeopardy of losing their jobs or any of their rights or privileges as AUD faculty.

A faculty member who believes his or her academic freedom has not been protected due to violation of this policy may seek redress by filing a grievance with the Grievance Officer. The grievance process described on pp. 51-52 will apply to the processing of grievances related to academic freedom.

DEFINITION OF “PROGRAM” AND “MAJOR”

Per AUD nomenclature “major” means a specialization within a program. Hence, Business Administration, Communication and Information Studies,

International Studies, Computer and Information Technology, Computer Science, Architecture, Visual Communication and Interior Design are programs. Marketing Communications, Finance and Management are examples of majors within the Business Administration program. AUD’s School of Engineering offers six degree programs: Civil, Computer, Electrical, Mechanical Engineering, Computer Science and Computer and Information Technology*. The number of credit hours required by each program is clearly stated in the appropriate sections of this *Catalog*. Optional majors (where applicable) are also listed, together with the required credit hours for each.

** No longer accepting students effective Spring 2011*

DECLARATION OF PROGRAM/MAJOR

All undergraduate students must declare both their choice of a degree program and, if applicable, major prior to their **Junior** year (i.e., by the completion of **60** credit hours). Undecided students must do so by submitting the required form to the Registrar’s Office. Students wishing to change their degree programs and/or

major must obtain the required approvals and submit the form for this purpose to the Registrar.

MULTIPLE MAJORS

A student may choose multiple (i.e., more than one) major within a degree program. Any course listed in this *Catalog* under more than one major may be used to satisfy the requirements of each major under which it is listed. This reduces the credit-hour burden for students pursuing double or triple majors, while essentially preserving the specialization represented by each major. Credit hours are not, however, applied more than once in the calculation of total hours earned.

ACADEMIC PROGRAM/ MAJOR CHANGES

Students may change their program of study at anytime with the approval of the Dean, Associate Dean or Chair of the new program. ***It is the prerogative of the new department to set the conditions (if any) for approving these changes.*** Students are advised to discuss changes with the appropriate Dean, Associate Dean or Chair as these may cause a delay in graduation. Formal notification of an unapproved change is

forwarded to students in writing by the office of the Registrar. All approved changes are reflected in the students' degree audits in the term following the approval of the changes.

CGPA REQUIREMENT IN MAJOR

In order to be granted a major within a degree program, the student must achieve a CGPA of 2.0 or higher in the courses comprising the major. Students should consult the academic programs sections of this *Catalog* for specific requirements (e.g., CGPA higher than 2.0.).

ACADEMIC MINORS

An undergraduate minor is a cluster of courses taken in a field of study outside the student's major. The minor consists of a minimum of **15 credit hours** of coursework beyond the requirements of the major and is intended to broaden the student's knowledge beyond the immediate field of study. Minors offered by the various academic units are listed in the appropriate sections of this *Catalog*.

In addition to pursuing a major, a student is permitted to pursue up to two minors. Students declaring a double major are not permitted

to pursue a minor. Students interested in pursuing a minor should consult the *Catalog* section of each school for a detailed description of requirements and other information pertaining to each minor.

Students planning to declare a minor are required to complete the *Minor Declaration Form*, obtain the necessary approvals, and submit the form to the Registrar's Office **prior to their senior year (i.e., before completing 90 credit hours)**. The *Minor Declaration Form* is available at the Academic Advising Center. Only students enrolled in a major at AUD may pursue an AUD minor. Notation of the minor will appear on the transcript only upon completion of the student's undergraduate degree requirements. No reference to the minor will be made on the diploma.

A minimum of nine credits counting toward the minor must be taken at AUD. Internships and pass/fail courses may not count toward a minor. Courses counting toward the minor must be completed with an overall minor Grade Point Average of 2.00 or higher. Academic units may set higher academic requirements in the specified minor.

Students are required to consult with the head of the academic unit offering the minor regarding specific restrictions or requirements pertaining to the minor they wish to pursue.

SCHOOL OF ARCHITECTURE, ART AND DESIGN LAPTOP INITIATIVE

The School of Architecture, Art and Design at AUD acknowledges laptop computers have become an integral part of the commercial industries related to the programs offered by the School. To advance computing skills required to enter and succeed in today's competitive job market, School learning objectives require all students to own a laptop when they begin their second year. This will greatly enhance the learning process and will address instances of limited availability of or access to AUD-supplied computers and software. See pp. 51-53 of the *2012-2013 AUD Student Handbook* for the complete *Laptop Policy*.

TIME LIMIT FOR COMPLETION OF UNDERGRADUATE DEGREE PROGRAMS

All course work and other requirements for baccalaureate degrees must be completed

no later than **ten calendar years** from the date of initial admission to the program. Study terms and inactive terms, during which the student was not registered in any courses, will all be counted in determining adherence to this time limit.

ACADEMIC ADVISING/REGISTRATION

Students receive advising and are registered for their first term at AUD by an Admissions Coordinator.

During subsequent terms (up to the completion of 60 credit hours), undergraduate students receive advising and obtain authorization to register from an Academic Advisor housed in the AUD Academic Advising Center.

A student who has earned greater than 60 credit hours is assigned a faculty member who acts as his or her advisor. With the exception of candidates in Engineering, Computer and Information Technology and Computer Science, upon completion of 60 credit hours, students no longer need to obtain an Advisor's approval in order to register. (Engineering, Computer and Information Technology, and Computer Science students

must obtain approval from their AAC Advisor throughout their residency at AUD.)

Students are encouraged to maintain close contact with their Advisor during their time at AUD. Advisors provide them with information and perspective related to academic policy and concerns, specific course related problems/issues and other academic professionally related development. **Nonetheless, students are expected to assume responsibility for program planning and course selection since ultimately the responsibility for fulfilling degree requirements rests squarely with the student. They are required to become intimately familiar with the various program requirements and necessary requisite coursework and sequencing.**

ACADEMIC YEAR

AUD defines the academic year as a period of time in which a full-time student is expected to complete two semesters (Fall, Spring) of instructional time. A full-time student is expected to complete a minimum of 24 credits within the academic year.

(Students on the university's visa must register for 15 credits per semester in the Fall and Spring semesters in order to maintain the required full-time status.)

AUD's academic calendar operates on the semester system with each semester consisting of 15 weeks of scheduled classes plus a 16th week for study/make-up classes and final examinations. The Summer sessions are optional and fall outside the academic year. A detailed Academic Calendar is included in this *Catalog*.

ACADEMIC CREDIT HOURS

One unit of academic credit is generally awarded for each scheduled class hour (clock hour) per week; i.e., three hours of academic credit is equal to approximately three hours in the classroom per week. Therefore, for every three hours of academic credit awarded, the student receives approximately 45 hours of instruction per term. Summer sessions entail a higher number of weekly hours. The relationship between hours spent in labs or studios and credit hours varies by discipline/course and is reflected in the *Undergraduate Course Descriptions* section of this *Catalog*.

COURSE LOAD

The normal academic load at the university is 15 credit hours per semester and 9 credit hours for either Summer term. Students wishing to carry additional hours may do so with the approval of their advisor. Overloads are permitted only for students in good academic standing (i.e., carrying a minimum 2.0 CGPA); and occasionally, depending on the courses comprising the student's proposed schedule, a higher CGPA may be required.

AUDITS

A student may audit a course at his or her discretion and with the approval of the Dean, Associate Dean or Chair of the academic unit offering the course. **An audited (i.e., not-for-credit) course may not be taken for credit at a later date.** The normal fee schedule governs audited courses.

COURSE SEQUENCING

While it is difficult to generalize from program to program (and student to student), the university has firm beliefs concerning course sequencing in terms of what makes academic sense and will enable students to complete their degree requirements by the expected date of graduation.

Students should consult the course sequencing charts in the program-specific sections of this *Catalog*. See pp. 100-101 for regulations regarding the satisfaction of Arts and Sciences requirements.

ENGLISH AS A PREREQUISITE

University-level competency in English is instrumental in student success at AUD. Where ENGL101/102 are indicated as specific prerequisites to a course, the prerequisites will be rigorously enforced. Furthermore, even if not stated as a prerequisite, students are advised not to register for a 300 or 400 level course without completing ENGL102. It is likewise advisable that students complete ENGL 101 prior to registering for 200 level courses unless it is recommended that the course be taken concurrently with ENGL101. The completion of ENGL101/102, required by all academic programs, will help students complete program-specific course work successfully. Students should consult their academic advisor if they have any questions.

FIRST YEAR EXPERIENCE

AUD recognizes the challenge of attending a university for the first time and supports the success of all new undergraduate students through a first year experience program. The program includes a comprehensive campus Orientation, workshops, and a course on university success. **The UNIV 100 (The University Experience)** course helps to maximize a student's ability to benefit from higher education and to ease his or her transition into the university environment.

UNIV 100

To be successful at The American University in Dubai, students need to understand and adapt to the standards, approaches and expectations of the American university system. Because these may differ significantly from the standards, approaches and expectations that incoming students have experienced in previous educational institutions, it is important for AUD to facilitate the socialization process. Therefore, all students entering The American University in Dubai[†] are required to take **UNIV 100 (The University Experience)**. In this course, first year students are introduced to the structure, norms and

expectations which underpin American education and which guide the university's assessment of student performance. These aspects of American education give priority to critical thinking, oral and written communication skills, goal-directed behavior, personal initiative, ethics and cultural tolerance. In essence, UNIV 100 enables students to adopt the posture of "student-as-a-professional" and to reach their full potential during their tenure at AUD and beyond.

All eligible first year students must complete *UNIV 100 (The University Experience)* **within their first two terms in residence.**

Attempting to delay UNIV 100 is not an option, and students who do so may face dismissal from the university.

* Except those who have completed five courses (semester basis) and three courses (quarter basis) at a recognized college or university.

REQUIRED ARTS AND SCIENCES COURSES (INCLUDING DEVELOPMENTAL)

All candidates for an AUD degree are required to complete successfully *ENGL 101 (Composition and Rhetoric)*, *ENGL 102 (Advanced Composition*

and Research), *ENGL 103 (Introduction to Literature)*, *COMP 101 (Introduction to Computers)*; and depending on their Major and placement test results, *MATH 111 (Mathematics for the Arts)* or *MATH 160 (Mathematics with Business Applications)* **within their first 60 credits earned.**

If applicable, *ENGL 100 (Developmental English)*, *MATH 098 (Developmental Mathematics I)*, and *MATH 099 (Developmental Mathematics II)* must also be successfully completed within one year of initial registration. **Failure to do so will result in the student's non-eligibility to register for any for-credit courses until the remaining developmental courses are completed successfully.**

Math requirements for Engineering and Architecture students vary, and students should consult their advisors for Years I and II sequencing.)

Failure to comply with this Policy may result in dismissal from the university.

ELIGIBILITY FOR FOREIGN LANGUAGE STUDY

Students educated in a language other than English or who have earned two years of high school credit or its equivalent in that language (**regardless of the grade received**) are not eligible to register for courses at the 101 level. Students desiring to study at a more advanced level (i.e., 102 and above) should consult the Arts and Sciences Dean to obtain authorization to register.

STUDENT ATTENDANCE

Students are expected to be in class for all scheduled class periods (including make-up classes). All matters related to student absences (making up work missed, tests missed, etc.) are specified in the course syllabus. Because the university believes that attendance in classes is an indispensable part of the learning experience, the following rules regulate attendance and grading:

- There is no difference between excused and unexcused absences. An absence is an absence;

- **Excessive absence, defined by the equivalent of two weeks (semester) or one week (summer session), may lower the student's class participation grade.** The degree to which the class participation grade is lowered is at the discretion of the instructor, as clearly defined in the course syllabus;
- Absences are counted from the first day of the term.

Students are expected to be in class on time.

The instructor will be responsible for denoting the attendance policy (including tardiness) and including guidelines for assessing class participation on the class syllabus. The policy for handing in assignments late is determined by the instructor and is stated on the class syllabus.

At the discretion of the Office of Academic Affairs, absences incurred due to participation in AUD-sponsored activities or sports tournaments may not figure in the calculation of a student's total absences. The Provost/Chief Academic Officer in consultation with the Athletics Coordinator will determine if the tournament deserves official

excused absence status (usually accepted tournaments include AUD hosted tournaments, overseas tournaments, and U.A.E. Higher Education Sports Federation Tournaments). Student-athletes are expected to notify their instructors as soon as they are aware they will be missing a class due to a *status approved* athletic competition (see *Student Handbook*).

Any student who is experiencing psychological distress and is unable to attend his or her scheduled classes must first see the AUD Counselor. The Counselor will carefully assess the student's psychological state. Should the Counselor determine the student is unable to attend classes, the Counselor will immediately contact the Provost/Chief Academic Officer and inform him of the student's condition. Respecting the confidentiality policy of counseling services, the Counselor will only disclose the minimal information needed to explain the situation. The Provost/Chief Academic Officer will authorize any absences, if any, from the course. (The student retains the options of withdrawing or seeking an Incomplete.)

GRADING SYSTEM

Grade reports are issued to students at the completion of each semester/term. Grades are based on the quality of work as shown by written tests, laboratory work, term papers, and projects as indicated on the course syllabus. Earned quality points are calculated for each course by multiplying the quality point value for the grade received for the course times the credit hour value of the course. For example, a three-credit course with a grade of B would earn nine quality points [credit value of course (3) times quality point value of B (3)]. The Cumulative Grade Point Average (CGPA) is calculated by dividing the total earned quality points by the total attempted credits.

Letter Code	Description	Included in Credits Earned	Included in Credits Attempted	Included in CGPA	Quality Points
A	Excellent	Yes	Yes	Yes	4.00
A-	Very Good	Yes	Yes	Yes	3.70
B+	Good	Yes	Yes	Yes	3.30
B	Good	Yes	Yes	Yes	3.00
B-	Good	Yes	Yes	Yes	2.70
C+	Satisfactory	Yes	Yes	Yes	2.30
C	Average	Yes	Yes	Yes	2.00
C-	Below Average	Yes	Yes	Yes	1.70
D+	Poor	Yes	Yes	Yes	1.30
D	Poor	Yes	Yes	Yes	1.00
F	Failing	No	Yes	Yes	0.00
I	Incomplete	No	Yes	No	n/a
AU	Audit	No	No	No	n/a
P+	Passing with Distinction	Yes	Yes	No	n/a
P	Passing	Yes	Yes	No	n/a
Grade**	Repeat	No	Yes	No	n/a
TC	Transfer	Yes	No	No	n/a
W	Withdrawal	No	Yes	No	n/a

All IELP courses and developmental Math courses (098/099) are graded P+, P, and F, with P as the lowest passing grade. It is also the lowest passing grade in ENGL 100 and UNIV 100. Internships and study tours are graded on a P+, P and F scale.

I An incomplete (I) is issued no sooner than the last two (2) weeks of the semester to a student who has satisfactorily completed a substantial portion of the course work, but for **nonacademic reasons beyond the student's control**, he or she is unable to meet the full course requirements on time. The course instructor issues this grade, subject to approval by Dean, Associate Dean or Chair and the Provost. The incomplete course work must be completed by the end of the subsequent semester/summer session. If the student does not complete the work within the stipulated time, the incomplete is changed automatically to the grade of F. An incomplete must be processed at the time of the concession (e.g., authorized suspension of attendance, accepted tardiness/non-completion of assignments, etc.). **The university does not grant incompletes retroactively.**

AU **No credit is given for audit (AU) classes, nor is the grade included in the student's academic average.** Students must receive written approval from the Dean, Associate Dean or Chair to audit a class, or classes, prior to the first day of the semester. Instructor approval may be required for some courses.

W **A student is allowed to withdraw officially from a course no later than the end of the ninth week of the semester (end of the fourth week in a summer session).** The W is calculated in Satisfactory Academic Progress but is not calculated in the CGPA. **Students are not permitted to withdraw after this deadline.** W is used to denote withdrawal of students in the case of dismissal by a Conduct Council.

APPLICATION OF GRADES AND CREDITS/REPEATING A COURSE

The previous chart describes the impact of each grade on a student's academic progress. For calculating rate of progress (see below), grades of F (Failing), W (Withdrawal), and I (Incomplete) are counted as credits attempted, but are not counted as credits successfully completed.

A student may repeat a course either to replace a failing grade with a passing grade or to try to improve a passing grade achieved the first time the student took the course. A previously passed course may be repeated only once. A previously failed course which is repeated and failed again may be retaken only one more time, for a total of three attempts. In the case of students who have been accepted to the university as degree candidates (including those whose programs are "undecided"), **failing and/or withdrawing a required course (other than developmental courses) three times may be grounds for dismissal.** Such dismissal will be determined by the Dean, Associate Dean or Chair of the Academic unit housing the student's degree program (Arts and Sciences in the case of undecided students). When a student registers for a course the third time, he or she may only do so subject to the conditions set by the appropriate Dean, Associate Dean or Chair.

A course in which a grade of C or higher is received may only be repeated within one year from receiving the initial grade or as soon as the course is offered again if it is not offered during this one-year period. A student who has completed all

degree requirements will not be allowed to repeat courses for the purpose of improving grades.

When a course is repeated, the best grade received is calculated into the CGPA. The lower grade(s) will be followed by an asterisk (*) indicating that the course has been repeated. Both original and repeated credits will be counted as attempted credits in rate of progress calculations. In the case of repeating a course from which the student has previously withdrawn, a W remains on the student's transcript, while the new grade (also shown on the transcript) substitutes for the W in the calculation of the CGPA.

In order to receive credit, the student must repeat any required course in which a grade of F or W is received.

MID-SEMESTER REPORTS

The university informs the student at mid-term when his or her grade in any course is less than C. This is done in person by the instructor; and the report provides reasons for the poor performance as determined by the instructor.

ACADEMIC RECOGNITION AND DEAN'S LIST

Undergraduate full-time students earning a semester Grade Point Average of 3.67 or above will be named to the Dean's List. The Dean's List designation applies only to undergraduate bachelor's degree programs and is only made for the two semesters (Fall and Spring) of the academic year.

GRADE APPEAL

Questions and concerns about grades often result from misunderstandings about grading practices and expected standards. Direct communication between instructors and the students usually clear up these misunderstandings. In some cases, however, a grade appeal is warranted.

Students have the right to appeal a grade and request a reconsideration of the assigned grade within one month subsequent to the issuance of the grade; however, they must provide sufficient, tangible evidence to support their request for a re-examination of the assigned grade. Reasons for reconsideration of a grade appeal may include:

- Miscalculation of marks;

- Misgrading of a paper, project or exam;
- Application of an evaluation or grading system which was not included in the course syllabus;
- A departure from the instructor's previously announced standards;
- Assignment of a grade on some basis other than the student's performance in the course;
- **Demonstrable** evidence of discrimination or prejudice in the assignment of the grade;
- Arbitrary assignment of grade (lack of consistent and equitable standards for grading).

Grade Appeals will be dismissed if:

- Allegations by the student do not indicate erratic grading;
- The basis of the disagreement is with the instructor's particular grading standards;
- The appeal is not submitted within the given one month period subsequent to the issuance of the grade.

Students should follow the steps listed below to clarify any questions about a particular grade or the instructor's grading policy:

1. The student should make an appointment with the appropriate instructor when there is any question about a particular grade or the instructor's grading policy. Students in the Study Abroad Program (SAP) may contact the instructor via telephone or email;
2. The student seeking additional clarification related to grading should make an appointment with the appropriate Dean, Associate Dean or Chair;
3. The student seeking further recourse related to a grade received should make an appointment with the Provost/Chief Academic Officer. The Provost/Chief Academic Officer will discuss the questions raised with the instructor, give the student a perspective regarding the grade and review the mechanism for appeal;
4. The student may request a Grade Appeal Council to review the matter. Composition/operations of the Council parallel those of the Honor Council;

5. In the event that the grade in question is received in a course taught by the Provost/Chief Academic Officer, the Dean, Associate Dean or Chair will discuss the matter with the President, give the student a perspective regarding the grade and review the mechanism for appeal. All grade appeals must be submitted within one month subsequent to issuance of the grade;
6. If a student chooses to appeal a decision beyond the Grade Appeal Council decision, all documentation can be submitted to the Provost/Chief Academic Officer for review. Final review may be requested of the university's Grievance Officer.

Additional information/ documentation on the grade appeal process can be obtained at the Office of the Provost/Chief Academic Officer.

ACADEMIC HONESTY

At AUD, students are expected to demonstrate academic integrity by completing their own work, assignments and assessments. Effective planning and progress must be accomplished for students to be successful in

their degree program of study. Submission of work from another person, whether it is from printed sources or someone other than the student; previously graded papers; papers submitted without proper source citation; or submitting the same paper to multiple courses without the approval of all instructors involved can result in a failing grade or be reported to the Dean, Associate Dean or Chair for appropriate sanction or disciplinary actions. All students are expected to maintain the standards as set forth in the Code of Student Conduct and Statement on Academic Honesty.

AUD Honor Code Pledge

The administration, faculty and student government of AUD believe strongly in the Academic Policies and Procedures concept of an honor system. This belief is based on the knowledge that in competitive professional environments, greater emphasis is placed on originality and integrity of ideas and work. All members of the AUD academic community, including faculty, students, and administration, are expected to assist in maintaining the integrity of the university, which includes reporting incidents that violate the Statement on Academic Honesty.

To this end, all students are asked to adhere to an honor pledge that reads as follows:

“As a student of The American University in Dubai, I pledge that all tests taken by me and that all work submitted by me will be original and solely the results of my own efforts. Furthermore, as a student and member of the academic community of The American University in Dubai, I am bound to uphold standards of personal integrity and honesty and to accept my personal, academic and professional responsibilities in the community.

Specifically, I pledge:

- ***to adhere to the university’s policy on cheating and plagiarism;***
- ***not to lie or steal in my university undertakings;***
- ***not to evade the truth or deceive;***
- ***to inform the appropriate faculty member and Dean, Associate Dean or Chair of my School or Department of any and all cases of academic dishonesty and violations of the Honor Code.”***

Violations of the Honor Code are handled as set forth in the *Student Handbook*. All members of the AUD academic community, including faculty, students and administration, are expected to assist in maintaining the integrity of the university, which includes reporting incidents that violate the Statement on Academic Honesty.

PENALTIES FOR ACADEMIC INTEGRITY VIOLATION

First-time Offense

Following deliberation, the Honor Council will determine a penalty commensurate with the seriousness of the offense and the degree of student culpability. ***This penalty may be as severe as dismissal from the university.***

Second-time Offense

The sanction for second-time offenders is ***dismissal*** from The American University in Dubai. A student found guilty will be immediately withdrawn from all courses for which he or she is registered and assigned a grade of F in the course in which the violation occurred. Dismissal from the university must be ratified in writing by the Chief Academic Officer before going into effect.

Students who aid in someone else’s cheating or plagiarism are equally at fault and will be sanctioned accordingly.

Students in need of clarification of the above Policy may consult the Dean of Student Services. All other academic staff – faculty/ Deans or Chairs – may also be of assistance, particularly as students seek to apply the principles of this Policy to their specific discipline/program of study.

PERIODIC EVALUATION OF ACADEMIC STANDING

All students must maintain satisfactory academic performance in order to remain enrolled at AUD. Academic standing is evaluated periodically by measuring each student’s cumulative Grade Point Average (CGPA). Students are expected to meet minimum CGPA requirements in order for their academic performance to be considered satisfactory. ***Undergraduate students are required to maintain a minimum CGPA of 2.0 throughout their enrollment in order to be in good academic standing.*** A student’s CGPA will be reviewed at the end of each academic term after grades have been posted to

determine whether the student is in good academic standing.

If a student changes his or her program or major, the grades received in the former program or major continue to be calculated as part of the student's CGPA.

Academic Warning and Academic Probation

- A student will be placed on **Academic Warning** at the end of the first academic term in which his or her CGPA falls below 2.0.
- At the end of the next academic term, the student is removed from Academic Warning and returned to good academic standing if he or she achieves a CGPA of 2.0 or higher.
- If at the end of the next academic term, immediately following placement on Academic Warning, the student's CGPA remains below 2.0, he or she will be placed on **Academic Probation**.
- Once a student is placed on Academic Probation, he or she has one academic term to achieve good academic standing. A student who, at the end of one academic term on

Academic Probation, raises his or her CGPA to 2.0 or higher is removed from Academic Probation and returned to good academic standing.

- Students are notified of placement on Academic Warning and Academic Probation in writing.

Conditions Applicable to Students on Academic Warning and Academic Probation

- Students on Academic Warning and Academic Probation must consult with the Student Support Office prior to selecting their courses for the next academic term and must obtain their academic advisor's approval to register.
- As long as a student remains on Academic Warning or Academic Probation, the Student Support Office will monitor the student's performance and will continue to provide support through regular contact with the student.
- Students on Academic Probation must give priority to repeating all required failed courses, and are advised to repeat other courses in which they obtained failing or low grades.

Academic Suspension

- If a student's CGPA, at the end of one academic term on Academic Probation, is still below 2.00, he or she is placed on **Academic Suspension** from the university for the next academic term.
- Students are notified of placement on Academic Suspension in writing.

Readmission from Academic Suspension

Students placed on Academic Suspension may be granted readmission to the university if they apply for readmission at the end of their suspension period. See the section below on the Academic Appeals Process.

Students granted readmission from Academic Suspension will be placed on Academic Probation. The course load for these students will be not less than 9 credit hours and not more than 13 credit hours per semester, and must be 6 credit hours in Summer terms. A student's Dean, Associate Dean or Chair may set other appropriate conditions and expectations regarding courses to be taken and academic performance upon readmission.

Removal of Academic Probation for Students Readmitted from Academic Suspension

Students returning from Academic Suspension are readmitted on Academic Probation. They are expected to achieve good academic standing by attaining a CGPA of 2.0 or higher, upon attempting a minimum of 24 credit hours following readmission. Academic Probation will be removed at the end of the academic term in which this result is achieved.

Academic Dismissal

A readmitted student will be dismissed from the university if, upon attempting a minimum of 24 credit hours following his or her readmission from Academic Suspension, the student fails to achieve a CGPA of 2.0 or higher. A readmitted student will also be dismissed from the university if, **at the end of any academic term** after removal of Academic Probation, the student's CGPA once again drops below 2.0. The decision to dismiss must be ratified by the Provost/ Chief Academic Officer before the student is notified of the dismissal decision in writing.

THE ACADEMIC APPEALS PROCESS

Students may also appeal Academic Suspension or Academic Dismissal decisions. In each of the preceding cases, students should follow the Academic Appeals Process described below. Students may apply for readmission to the university upon completion of their Academic Suspension period.

Appeals of Academic Suspension and Academic Dismissal

A student with compelling supporting evidence may appeal an Academic Suspension or Academic Dismissal decision in writing. The *Academic Standing Appeal Form*, available in the Student Support Office, is to be used for this purpose. The Student Support Manager will assist the student in determining whether there is a case for an appeal and will inform the student of the documentation that needs to be submitted with the completed form if there is a case for an appeal.

Completed appeal forms with accompanying documentation must be submitted to the Student Support Manager

not later than the appeals submission date published in the Academic Calendar.

Applications for Readmission from Academic Suspension

Students applying for readmission from Academic Suspension must complete the *Academic Standing Appeal Form* for this purpose. This form is available in the Student Support Office. The student should attach a letter detailing his or her activities during the suspension period and should explain why the student believes his/ her academic performance will improve in the future. Other required documentation should be provided with the form.

Completed appeal forms with accompanying documentation must be submitted to the Student Support Manager **not later than the appeals submission date published in the Academic Calendar.**

Although students who are academically suspended from AUD often choose to take courses at other institutions to improve areas of weakness or to indicate seriousness of continued academic pursuits, they will under no circumstances receive transfer credits for those courses upon their readmission to AUD.

Processing Timeline for Academic Appeals

- Last day to submit *Academic Standing Appeal Form* to Student Support Manager is **seven (7) days before the beginning of classes (five [5] days for summer sessions)**. See *Academic Calendar*.
- Students whose appeals have been denied by the Provost/ Chief Academic, may appeal to the President. Last day to appeal a suspension or dismissal to the President is the **first day of classes**. See *Academic Calendar*.

TRANSFER CREDIT/ RESIDENCY REQUIREMENTS

All students must complete a minimum of 50 percent of their degree program credit requirements in residency at AUD in order to qualify for a degree. The total number of credits in residency required is determined by calculating 50 percent of the total number of credits required for the student's program of study. **Furthermore, all students must complete their last two semesters (i.e., obtain a minimum of 30 credit hours) at AUD to be awarded an AUD degree.**

Students enrolled at AUD are required to have on file within their first term of residence official transcripts for any institutions of higher learning previously attended. The Admissions Office will ultimately verify/certify the institution's eligibility for transfer credit.

In order for AUD to accept transfer credit from an institution outside the UAE, such institution must be licensed or officially recognized by the Education Department or Ministry of the country where it is in operation.

Several transcript evaluation services are available to students. Services which are either recognized by AACRAO (Association of Collegiate Registrars and Admissions Officers) or a member of NACES (National Association of Credential Evaluation Services, Inc.) are acceptable services. Students are responsible for all applicable fees.

Specific requirements for the evaluation and award of transfer credit at AUD include:

- Application for transfer credit, accompanied by all required documentation, must be made in the student's first semester of

residence. **Records and documentation received following the first semester will not be considered for transfer credit.**

- Students may transfer in a maximum of 50% of the required program credits.
- In those cases in which students present courses for transfer constituting greater than 50% of a program's credit hour requirement, courses will be eliminated (to get to 50%) per the following order of priority:
 - Major
 - Core
 - Professional Elective
 - Foundation
 - Arts and Sciences
- Official college or military transcripts are evaluated on a course-by-course basis.
- Only courses at the 100 level or above will be eligible for transfer credit.
- In order to be granted transfer credit for 300/400 AUD-equivalent courses, a minimum grade of B or better is required. This does not apply to AUD students enrolled in an exchange program unless the course serves as a

prerequisite for which AUD requires a grade of B or higher.

- In order for AUD-equivalent courses to be eligible for transfer credit at the 100/200 level, a grade of C or better is required.
- 3-semester and 4-quarter credit courses may be considered equivalent to AUD's 3 credit courses. A course-to-course analysis of outcomes may result in credit transfer from accredited institutions of higher learning.
- Under no circumstances will the total number of credit hours transferred exceed six (i.e., two courses) of the student's chosen major.
- Under no circumstances will the university grant transfer credit for courses designated as capstone, senior project, portfolio, internship or study tour. Examples include: MGMT 499, MCOM 431, VICD 455/456, IDES 423.
- Transfer credit is never granted for upper division (i.e., 300/400 level) courses in the B.S.C.S. program.
- Following a student's initial enrollment at AUD, he or she

may transfer a maximum of 9 credit semester hours or equivalent, subject to approval by their Dean, Associate Dean or Chair. This rule does not apply to students who receive authorization from their Dean, Associate Dean or Chair to spend **a term (i.e., semester or summer session[s]) abroad**, either at a university with which AUD has an exchange agreement or another university chosen by the student (subject to AUD approval). In these cases, students may be authorized to transfer up to 15 credit semester hours or equivalent.

In no case may the total number of transfer credits following admission to AUD exceed 15; and these must fall within the 50% of credits earned in residence required to be granted an AUD degree. See pp. 33-34 of this *Catalog* for those institutions with which AUD has exchange agreements.

After initial enrollment at AUD, students will, subject to prior approval, receive transfer credits only for pre-approved courses from the following sources:

- AUD-approved exchange programs;
- AUD-approved study abroad programs;

or,

- Other AUD-approved institutions.

AUD students who wish to earn credit at another university must obtain prior approval for the courses they intend to take. (Forms for this purpose are available at the Registrar's Office.) **Failure to do so prior to the commencement of study may result in AUD's denial of transfer credit.**

STUDENT EXCHANGE ELIGIBILITY

Students wishing to participate in an AUD-sponsored exchange program, must meet the following criteria:

- Carry a minimum CGPA of 2.5;
- Be in his or her sophomore year or beyond.

STUDY TOURS

One of the exciting opportunities for students at AUD is the opportunity to earn academic credit toward their degree while traveling on university-sponsored study tours. In the past, study tours have included New York, Paris, Milan and Florence. **A student may only receive**

credit (three hours) towards graduation for one study tour. In order to register for a second study tour, a student must obtain the written approval of the Study Tour Advisor. Academic credit will be granted and a grade assigned for the second tour, but not in fulfillment of degree requirements.

Withdrawals from study tours are not permitted. Study tours are used by students to fulfill General Elective requirements and carry the following course codes: NYST 275 (New York) and ITST 275 (International). Professional Elective credit for study tours may be granted subject to assessment and approval by the head of the academic unit in which the student is enrolled, if activities included in the tour itinerary and the assignments included in the course syllabus for the tour sufficiently justify granting Professional Elective credit.

Should students majoring in a given discipline wish to take a study tour specific to that discipline, the Office of the Provost will, on the recommendation of the head of the academic unit housing that discipline, consider authorizing such a tour to fulfill Professional Elective requirements. In such

cases, the course discipline-specific code will be used (e.g., BUSI, VICD, IDES).

Study Tours are graded on a Pass (P or P+)/Fail (F) basis.

GENERAL EDUCATION EXIT EXAMINATION

As part of its assessment of student acquisition of general education competencies, The American University in Dubai administers General Education Entrance and Exit Examinations to entering freshmen and graduating seniors, respectively. **Sitting for these Examinations is mandatory.**

The General Education Exit Examination is administered twice yearly - once in each of the Fall and Spring semesters. The date for this Examination is announced within the first two weeks of the semester. Students completing degree requirements in the Fall, Spring, or either of the succeeding Summer sessions must sit for the Examination scheduled in the Spring semester.

Fulfillment of a student's request for a diploma will not be finalized until the Director of Institutional Effectiveness (see below) confirms that the student has taken the General Education Exit Examination.

GRADUATION/DIPLOMA

A student may not request a diploma any earlier than the scheduled date of graduation. An *Intent to Graduate Form* must be completed and returned to the Registrar's Office prior the end of the student's final semester. Failure to complete the *Intent to Graduate Form* by the specified date may result in either a delay in receiving the diploma or an additional charge.

Diplomas are available for personal pick-up by students at the Registrar's Office. A student who prefers an alternative for collecting or receiving his or her diploma should consult the Registrar's Office. (For purposes of graduation verification, the university can provide a letter [stamped] to the student until their diploma is issued.)

GRADUATION MODALITIES

In order to qualify for graduation, students must meet the following eligibility requirements:

Academic

- Minimum CGPA of 2.0;
- Clearance by their Dean, Associate Dean or Chair and Provost/Chief Academic Officer that all program requirements have been met;
- Separately, only those students who complete the last 30 credit hours at AUD are eligible to be awarded an AUD degree.

Administrative

- Clearance by the Student Financial Affairs Officer for all financial aid requirements and financial obligations (including AED500 Diploma Processing Fee);
- Clearance by the Library for all financial obligations (if applicable);
- Clearance by Central Services if the student is on a university-sponsored visa.

Diploma

- Clearance by the Director of Institutional Effectiveness that the student has taken the General Education Exit Examination;
- Taking the *Completion Survey* (administered online).

AUD will award degrees at the end of the academic semester or summer session. A student may not request a diploma any earlier than the scheduled graduation date.

PARTICIPATION IN ANNUAL GRADUATION CEREMONY (ELIGIBILITY)

The American University in Dubai holds its Commencement Exercises once a year following the **Spring** semester. In order to be eligible to participate, candidates for **undergraduate** degrees:

1. must be in good academic standing (cumulative GPA of 2.0 or higher) as of the end of the **Spring** semester; and
2. must have **not more than two courses** remaining for completion of their degree requirements by the end of the **Spring** semester preceding the graduation ceremony; and
3. must complete and sign an *Application Form for Participation in the Graduation Ceremony* (available in the Registrar's Office), which includes a commitment to take their remaining courses and complete their degree requirements as soon as those remaining courses are offered.

Students who are approved for participation in the graduation ceremony before completing all degree requirements, as described above, are not eligible for departmental awards or for recognition of outstanding academic achievement (*Summa Cum Laude*, *Magna Cum Laude*, *Cum Laude*) at the graduation ceremony. However, these designations will be reflected on transcripts and diplomas if they are justified by the students' CGPA upon completion of all degree requirements.

GRADUATION WITH HONORS

Bachelor's degree graduates who have maintained a record of outstanding academic achievement will be recognized as follows:

Summa Cum Laude – a student graduating with a cumulative Grade Point Average of **3.90 or above**.

Magna Cum Laude – a student graduating with a cumulative Grade Point Average of **3.70 – 3.89**.

Cum Laude – a student graduating with a cumulative Grade Point Average of **3.50 – 3.69**.





ACADEMIC UNITS, PROGRAMS AND DEGREE REQUIREMENTS

- Degree Requirements
- Student Responsibility
- Credit Hour Requirements
- School of Architecture, Art and Design
- School of Arts and Sciences
- School of Business Administration
- Mohammed Bin Rashid School for Communication
- School of Engineering
- IAA Diploma
- Centers at AUD

DEGREE REQUIREMENTS

To be recommended by the faculty for graduation with a Bachelor's degree, students must fulfill all degree requirements. Students on a previous curriculum may choose to fulfill the requirements of that curriculum or the current one. Program-specific requirements as they now stand are outlined on the following pages.

STUDENT RESPONSIBILITY

It is the student's responsibility to fulfill the degree requirements of his or her program. **Regulations will not be waived nor exemptions granted based on a student's claimed lack of awareness of degree requirements as per this Catalog and subsequent changes.**

Although a number of university personnel (e.g. advisors, faculty, etc.) assist students, it is ultimately the student who is accountable for adhering to the mandates of his or her degree program. **Citing as an excuse misinformation provided by university personnel will not exonerate a student from this accountability.**

CREDIT HOUR REQUIREMENTS

The total number of credit hours required in each degree program is clearly stated in the respective sections of this *Catalog*.

The same course may not be used to satisfy multiple components of the requirements for a degree. For example, once a course is used to fulfill the Professional Elective or Major component, it may not then be used as a General Elective. Similarly, a course used to satisfy a requirement of the Arts and Sciences Core may not be simultaneously counted as a General Elective. Only in pursuance of the Certificate in Middle Eastern Studies may credit be used to fulfill simultaneously a degree requirement and a requirement for the Certificate.

Requirements for minors are also stated in this *Catalog* in the section dedicated to the academic unit offering the minor

Students pursuing multiple majors are bound by the regulation found on p. 59 of this *Catalog*.

A student must fulfill the requirements of any degree program in which he or she is enrolled. In the rare case of a student's enrollment in more than one program, the amount of credit applicable to any/all degrees will be determined by the Provost/Chief Academic Officer in consultation with the appropriate Deans, Associate Deans or Chairs.

AUD

AMERICAN
UNIVERSITY
IN DUBAI

School of Architecture, Art and Design

INTRODUCTION

The School of Architecture, Art and Design offers a five-year professional Bachelor of Architecture and four-year Bachelors of Fine Art in Interior Design (ID) and Visual communication (VC). All three curricula are accredited both locally and internationally. The VC department offers a choice of five majors, namely Advertising, Digital Media, Graphic Design, Photography and Studio Art. ID offers on top of the general B.F.A. in ID, the possibility to specialize in design related software, an “emphasis” on Integrated Computational Design (ICD), which consists mainly of digital illustration, modeling, rendering and animation but also of advanced lighting design and Building information Modeling (BIM), the latter being a core requirement for Architecture students.

Courses offered by the School are taught by faculty using the latest in terms of facilities, equipment and techniques. The three programs rely heavily on a one-to-one, hands-on studio-based teaching, promoting direct interaction between faculty and students by limiting studio class size while extending contact time.

Students are trained to think, analyze and perform in a creative manner in order to smoothly and efficiently integrate an increasingly demanding and competitive market in their respective fields. Finally, the School graduates are prepared to advocate and promote cultural diversity, professional ethical values and environmental awareness.

ARCHITECTURE



BACHELOR OF ARCHITECTURE (B.ARCH.) PROGRAM

Program Mission

The Mission of the Architecture program is to prepare highly qualified graduates for professional employment in the field of architecture by educating students in the fundamental skills and knowledge of architecture, while integrating technological, artistic, socio-cultural, legal, and financial dimensions. The program will promote professional ethical values, cultural diversity, and environmental awareness.

Program Goals

- Prepare students who are able to think in a multidimensional and interactive way, integrating design skills, and human and physical aspects in a professional manner;
- Prepare students for making choices and decisions with regards to technologies available in the market;
- Instill in students a critical attitude in their approach to the history and theory of architecture and product design;
- Prepare students who understand the human, socio-cultural, and economic dimensions of architectural design;
- Prepare students who are aware of the physical context of environmental protection;
- Graduate students who are ethically and technically prepared to embrace the profession of architecture;
- Prepare students who are able to communicate effectively.

Program Learning Outcomes

Upon completion of the B.Arch., students will be able to:

- Generate design that responds to and integrates fundamental design skills with knowledge in history and theory of architecture, building technology, socio-cultural and economic considerations, as well as professional, legal and ethical aspects in an interactive manner;
- Produce design that integrates building technology, construction, systems, and materials in a creative and original manner;
- Produce design that demonstrates knowledge of fundamental design skills, as well as history and theory of architecture;
- Produce design that acknowledges and integrates the human, socio-cultural, and economic aspects at the local, regional, and global levels;
- Produce design that demonstrates awareness, concern, and understanding of the physical context, as well as environmental and ecological issues;
- Produce design that demonstrates understanding of architectural practice in administrative, financial, and legal terms and observes ethical standards;
- Demonstrate the ability to produce and present architectural designs by communicating clearly and effectively in oral, written and graphical forms, as well as in advanced digital software and media.

SUMMARY OF DEGREE REQUIREMENTS

B.ARCH.	
Course Classification	Credit Hours Required
Foundation	19
Design Core	93
Professional Electives	12
Arts and Sciences Core	36
General Electives	6
Total	166*

*The B.Arch. normally requires five years to complete.

CURRICULUM/COURSES

Foundation		Credit Hours
ARCH 101	Architectural Design Studio I	4
ARCH 102	Architectural Design Studio II	4
ARCH 151	History and Theory of Architecture I	3
MATH 195*	Precalculus for Architecture	4
PHYS 201	Introductory Physics I, w/Lab	4
Total Foundation Requirements		19

*Students who are exempted from MATH 195 should replace it with IDES 101 (Freehand Drawing and Color Theory).

Design Core		Credit Hours
ARCH 201	Architectural Design Studio III	6
ARCH 202	Architectural Design Studio IV	6
ARCH 211	Materials and Methods of Construction	3
ARCH 212	Construction Process and Building Economics	3
ARCH 252	History and Theory of Architecture II	3
ARCH 253	History and Theory of Architecture III	3
ARCH 301	Architectural Design Studio V	6
ARCH 302	Architectural Design Studio VI	6
ARCH 311	Structural Analysis	3
ARCH 312	Structural Design	3
ARCH 321	Environmental Systems	3
ARCH 351	Theory of Architecture	3
ARCH 401	Architectural Design Studio VII	6
ARCH 402	Architectural Design Studio VIII	6
ARCH 422	Sustainability and Energy Conservation	3
ARCH 441	Professional Practice and Ethics	3
ARCH 501	Architectural Design Studio IX	6
ARCH 502	Architectural Design Studio X	6
ARCH 542	Life Safety and Codes	3
ARCH 561	Internship	3
IDES 268	Computer-Aided Design (CAD) I	3
IDES 474	Building Information Modeling (BIM) I	3
IDES 475	Building Information Modeling (BIM) II	3
Total Design Core Requirements		93

Professional Electives

ARCH 280	Model Making of Space	3
ARCH 294	Film and Architecture	3
ARCH 322	Basic Elements of Landscape Architectural Design	3
ARCH 341	Digital Design in Architecture	3
ARCH 342	Portfolio Design in Architecture	3
ARCH 352	Environmental Psychology	3
ARCH 380	Special Topics in Architecture	3
ARCH 423	Sustainable Urbanism	3
IDES 270	Digital Design Illustration	3
IDES 280	Three-Dimensional Design	3
IDES 374	Hospitality Design	3
IDES 462	Historic Restoration	3
IDES 463	Computer-Aided Design (CAD) II	3
IDES 466	Computer-Aided Design (CAD) III	3
IDES 467	Computer-Aided Design Management	3
IDES 473	Virtual Environments	3
Total Professional Electives Requirement		12

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements.

Note that all degree candidates in Architecture must take MATH 205 (Calculus for Architecture) to fulfill the Core requirement in Mathematics.

Total Arts and Sciences Core Requirements 36

General Electives 6

**TOTAL BACHELOR OF ARCHITECTURE
(B.ARCH.) DEGREE REQUIREMENTS** 166

B.ARCH. COURSE SEQUENCING

All candidates for the B.ARCH. degree should adhere to the following course sequencing:

	Fall	Spring
Year I	ARCH 101 ARCH 151 ENGL 101 MATH 195 UNIV 100	ARCH 102 COMP 101 ENGL 102 MATH 205 SCIE ELE
Year II	ARCH 201 ARCH 211 ARCH 252 ENGL 103 IDES 268	ARCH 202 ARCH 212 ARCH 253 PHYS 201 PSPK 101
Year III	ARCH 301 ARCH 311 ARCH 351 SSCI ELE WLDC 201	ARCH 302 ARCH 312 ARCH 321 ISST ELE WLDC 202
Year IV	ARCH 401 ARCH 422 GEN ELE HUMN ELE IDES 474	ARCH 402 ARCH 441 GEN ELE IDES 475 PROF ELE
Year V	ARCH 501 ARCH 542 ARCH 561 PROF ELE	ARCH 502 PROF ELE PROF ELE

Legend:

ELE: Elective
GEN: General
HUMN : Humanities
ISST: Islamic Studies

PROF: Professional
SCIE: Science
SSCI: Social Sciences

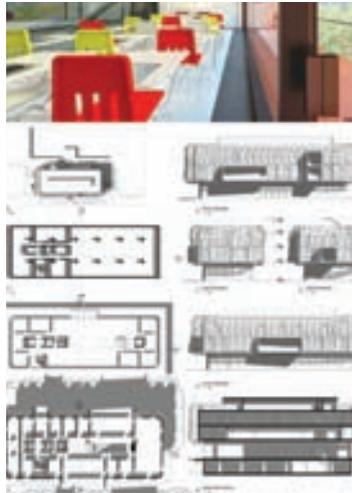
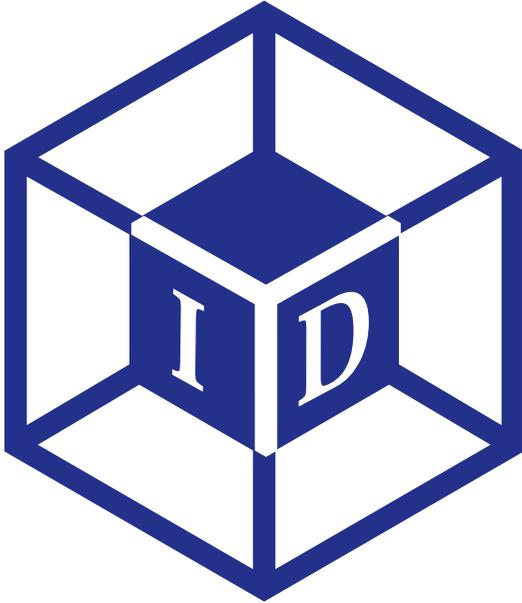
For course code legends, please see p. 181

MINOR IN ARCHITECTURE

The minor in Architecture is open to all students except those majoring in Architecture. This minor allows students to develop knowledge in the areas of theory and history of Architecture, construction and building materials, and architectural design. In addition to university-wide degree requirements, students must satisfy prerequisites as per the *Catalog* and complete the following courses:

		Credit Hours
ARCH 102	Architectural Design Studio II	4
ARCH 151	History and Theory of Architecture I	3
ARCH 201	Architectural Design Studio III	6
ARCH 211	Materials and Methods of Construction	3
Total Minor Requirements		16

INTERIOR DESIGN



BACHELOR OF FINE ARTS (B.F.A.) IN INTERIOR DESIGN PROGRAM

Program Mission

The Interior Design Program at the American University in Dubai is aimed at producing a highly qualified career-oriented graduate who is able to integrate art, design, technology and business practice, with the skills and knowledge to produce highly functional and aesthetically appealing interior environments. In addition, the program enforces ethical values in regards to the profession and ethnic and cultural diversity, as well as environmental considerations.

Program Goals

The B.F.A. in Interior Design prepares graduates who have:

- Learned cutting edge techniques by maintaining close ties with current design practices and industries;
- Developed the necessary skills to be competitive in the global marketplace;
- Developed high ethical values vis-à-vis the profession, cultural diversity, and environmental considerations;
- Acquired high oral and graphic communication skills.

Program Learning Outcomes

Students graduating from the B.F.A. in Interior Design will be able to:

- Demonstrate an integrated method in designing interiors and space planning;
- Discuss architectural conceptual design, history and theory by relating styles, movements and Philosophies to interior design;
- Design interiors that acknowledge and integrate the human, socio-cultural and economic aspects at the local, regional and global levels;
- Demonstrate the ability to produce, analyze and present interior design by communicating clearly and effectively in oral, writing and graphical forms as well as advanced digital software and media;
- Effectively apply technical skills in the areas of building materials, technologies, interior detailing, lighting, textiles and building codes to design aesthetically appealing and environmentally responsive interiors;
- Produce design that demonstrates understanding of administrative, financial, legal issues as they relate to the practice of the profession of Interior Design and observe ethical standards.

SUMMARY OF DEGREE REQUIREMENTS

B.F.A. in Interior Design	
Course Classification	Credit Hours Required
Foundation	19
Design Core	51
Professional Electives or Emphasis Option	15
Arts and Sciences Core	36
General Electives	3
Total	124

CURRICULUM/COURSES

Foundation		Credit Hours
IDES 101	Freehand Drawing and Color Theory	4
IDES 102	Interior Design Studio I	4
IDES 201	Interior Design Studio II	4
IDES 202	Interior Design Studio III	4
IDES 214	Textiles for Interiors	3
Total Foundation Requirements		19

Design Core		Credit Hours
IDES 261	History of Interior Design I	3
IDES 266	Resources and Materials	3
IDES 268	Computer-Aided Design (CAD) I	3
IDES 270	Digital Design Illustration	3
IDES 301	Interior Design Studio IV	4
IDES 302	Interior Design Studio V	4
IDES 351	Furniture Design	3
IDES 362	History of Interior Design II	3
IDES 363	Interior Lighting	3
IDES 369	Building Systems and Codes	3
IDES 370	Working Drawings and Detailing	3
IDES 400	Interior Design Studio VI	4
IDES 402	Interior Design Studio VII	6
IDES 423	Professional Business and Portfolio	3
IDES 478	Internship	3
Total Design Core Requirements		51

Professional Electives Options:

IDES 280	Three-Dimensional Design	3
IDES 365	Process Modeling	3
IDES 374	Hospitality Design	3
IDES 461	Innovative Design	3
IDES 462	Historic Restoration	3
IDES 463	Computer-Aided Design (CAD) II	3
IDES 464	Acoustics	3
IDES 466	Computer-Aided Design (CAD) III	3
IDES 467	Computer-Aided Design Management	3
IDES 469	Lighting Design II	3
IDES 470	Special Topics in Interior Design	3
IDES 472	Kitchen and Bath Design	3
IDES 473	Virtual Environments	3
IDES 474	Building Information Modeling (BIM) I	3
IDES 475	Building Information Modeling (BIM) II	3
IDES 479	Internship A	3
Total Professional Elective Requirements		15

Integrated Computational Design (ICD) Emphasis

IDES 463	Computer-Aided Design (CAD) II (Req.)	3
IDES 466	Computer-Aided Design (CAD) III	3
IDES 467	Computer-Aided Design Management (Req.)	3
IDES 469	Lighting Design II	3
IDES 473	Virtual Environments	3
IDES 474	Building Information Modeling (BIM) I (Req.)	3
IDES 475	Building Information Modeling (BIM) II	3
Total Emphasis Requirements		15

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements.

Note that all degree candidates in Interior Design must take ARTS 200 (History of Art I) to fulfill the Core requirement in Humanities/Fine Arts and MATH 111 (Mathematics for the Arts) to fulfill the Core requirement in Mathematics.

Total Arts and Sciences Core Requirements 36

General Electives 3

**TOTAL BACHELOR OF FINE ARTS (B.F.A.)
DEGREE REQUIREMENTS** 124

B.F.A. IN INTERIOR DESIGN COURSE SEQUENCING

All candidates for the B.F.A. degree in Interior Design should adhere to the course sequencing noted on the following charts.

Students should also note that the following design courses MUST be taken in the sequence indicated: IDES 101, IDES 102, IDES 201, IDES 202, IDES 301, IDES 302 and IDES 400, IDES 402. No exceptions to this sequencing will be permitted.

General Option

	Fall	Spring
Year I	COMP 101 ENGL 101 IDES 101 MATH 111 SCIE ELE UNIV 100	ARTS 200 ENGL 102 GEN ELE IDES 102 IDES 214
Year II	ENGL 103 IDES 201 IDES 261 IDES 268 WLDC 201	IDES 202 IDES 266 IDES 270 PSPK 101 WLDC 202
Year III	IDES 301 IDES 362 IDES 363 IDES 369 PROF ELE	IDES 302 IDES 351 IDES 370 IDES 423 SSCI ELE
Year IV	IDES 400 IDES 478 ISST ELE PROF ELE PROF ELE	IDES 402 PROF ELE PROF ELE

ICD Emphasis Option

	Fall	Spring
Year I	COMP 101 ENGL 101 IDES 101 MATH 111 SCIE ELE UNIV 100	ARTS 200 ENGL 102 GEN ELE IDES 102 IDES 214
Year II	ENGL 103 IDES 201 IDES 261 IDES 268 WLDC 201	IDES 202 IDES 266 IDES 270 PSPK 101 WLDC 202
Year III	IDES 301 IDES 362 IDES 363 IDES 369 IDES 463	IDES 302 IDES 351 IDES 370 IDES 423 SSCI ELE
Year IV	ICD ELE IDES 400 IDES 474 IDES 478 ISST ELE	ICD ELE IDES 402 IDES 467

Legend:

A&S: Arts and Sciences
ELE: Elective
GEN: General
HUMN : Humanities

ISST: Islamic Studies
PROF: Professional
SCIE: Science
SSCI: Social Sciences

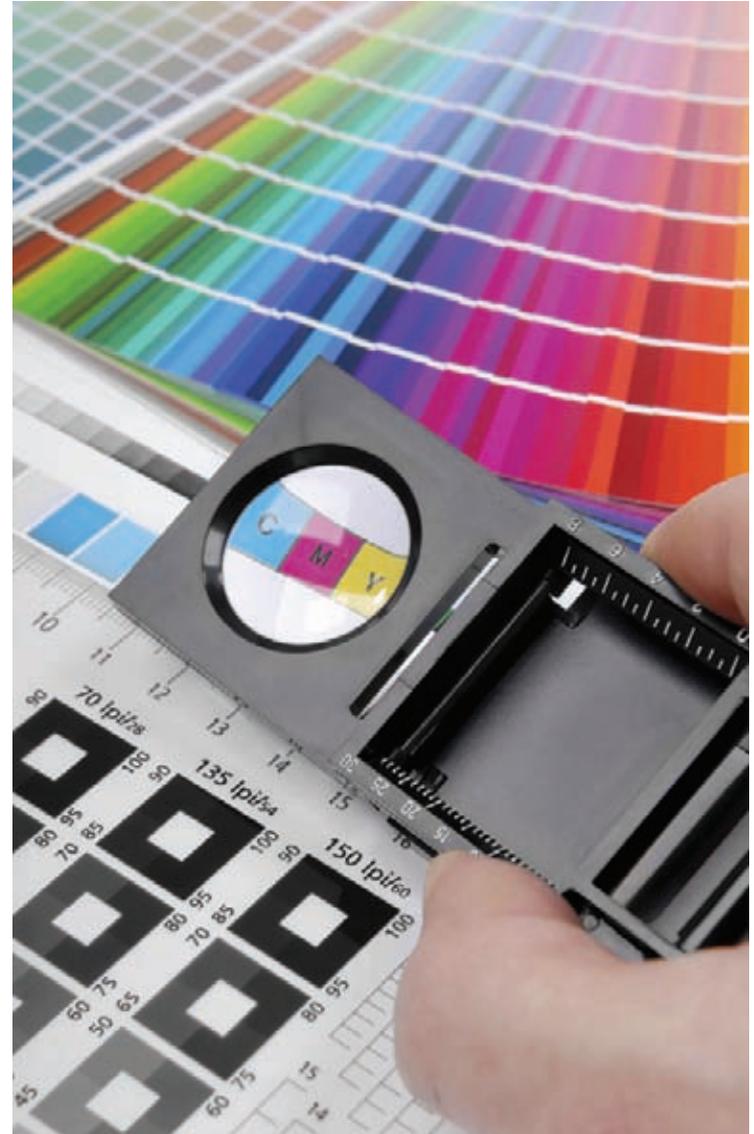
For course code legends, please see p. 181

MINOR IN INTERIOR DESIGN

The minor in Interior Design is open to all students except those majoring in Interior Design. This minor allows students to develop knowledge in the areas of textiles, building materials, lighting, furniture design and interior space planning. In addition to university-wide degree requirements, students must satisfy prerequisites as per this *Catalog* and complete **all** of the following courses:

		Credit Hours
IDES 102	Interior Design Studio I	4
IDES 214	Textiles for Interiors	3
IDES 266	Resources and Materials	3
IDES 351	Furniture Design	3
IDES 363	Interior Lighting	3
Total Minor Requirements		16

VISUAL COMMUNICATION



BACHELOR OF FINE ARTS IN VISUAL COMMUNICATION (B.F.A.) PROGRAM

Program Mission

The Mission of the Visual Communication Program is to fulfill the professional baccalaureate educational needs of a culturally diverse student population interested in careers in the visual arts, and to facilitate the creative and scholarly activities of its faculty. Achievement is reached through excellence in teaching, learning and personal development, resulting in graduates poised for intellectual, personal and professional success in a growing, multicultural society.

Program Goals

The primary goal of the Visual Communication Program is to provide an educational experience based on the best practice and standards of quality institutions of art and design leading to a professional Bachelor of Fine Arts degree with Majors in Advertising, Digital Media, Graphic Design, Photography, or Studio Art. The wider goals of the program which reflect this focus are:

- To develop in graduates a strong level of individual critical thinking, problem solving, concept development, technique, and aesthetics;
- To promote the value of an awareness and critical perception of the historical, cultural, and theoretical foundations for visual art and design;
- To foster an appreciation for the roles of authorship, personal expression, and a responsibility for ethical visual communication;
- To provide an academic curriculum, instruction, facilities, and technologies offering full opportunity for learning;
- To recruit and retain a diverse faculty of creative professionals and committed educators, and to support their continued creative and scholarly activities;
- To contribute to the creative professional and cultural development of Dubai, the United Arab Emirates and beyond.

Program Learning Outcomes

Students graduating with the Bachelor of Fine Arts in Visual Communication Degree will be able to:

- Effectively articulate the conceptual foundations of visual communication works;
- Demonstrate the design process for developing new, creative visual communication projects;
- Execute the production and presentation of new works of art and visual design;
- Evaluate and critique contemporary art and design works;
- Recognize and integrate the ethical, and sociocultural ideals of the target audience in each work of visual communication.

SUMMARY OF DEGREE REQUIREMENTS

Course Classification	Credit Hours Required				
	Advertising	Digital Media	Graphic Design	Phtography	Studio Art
Foundation	18	18	18	18	18
Core	21	21	21	21	21
Major Option	39	33	39	33	33
Professional Electives	6	6	6	6	6
Arts and Sciences Core	36	36	36	36	36
General Electives	0	6	0	6	6
Total	120	120	120	120	120

Major Requirements

- In order to be able to declare a major and begin the second year sequence, students must have successfully completed all the Foundation courses with a CGPA of 2.0+.
- A minimum of a 2.3 MGPA is required for those courses in the declared Major. A student failing to maintain a 2.3 MGPA within a Major will become ineligible to graduate with that specific Major.

Unless otherwise noted in a course description, any course used to satisfy a Major Option sequence requires a minimum grade of C- or better, a course with a D+ or lower must be repeated if a student wishes to continue in that Major.

CURRICULUM/COURSES

Foundation

	Credit Hours
ARTS 200/VCCC 201 History of Art I	3
VCCC 100 Introduction to Visual Communication	3
VCCC 101 Basic Principles of 2D Design	3
VCCC 102 Basic Principles of 3D Design	3
VCCC 104 Freehand Drawing I	3
VCCC 105 Computer Graphics I	3
Total Foundation Requirements	18

Core

ARTS 201/VCCC 202 History of Art II	3
ARTS 202/VCCC 203 History of Art III	3
VCCC 204 Freehand Drawing II	3
VCCC 205 Computer Graphics II	3
VCCC 480 Senior Project	3
VCCC 485 Business Practices and Final Portfolio	3
VCCC 490 Field Experience in Visual Communication	3
Total Core Requirements	21

Major Option: Advertising

BUSI 101 Introduction to Business	3
MCOM 301 Principles of Advertising and Integrated Marketing Communications (IMC)	3
MCOM 421 IMC Strategy and Management	3
MCOM 431 IMC Campaign Development	3
MKTG 301 Principles of Marketing	3
VCAD 202 History of Advertising	3
VCAD 251 Visualization in Advertising	3
VCAD 301 Typography in Advertising	3
VCAD 302 Layout in Advertising	3
VCAD 351 Copywriting in Advertising	3
VCAD 352 Execution, Production and Presentation	3
VCAD 353 IMC Creative Conception	3
VCDM 201 Fundamentals of Web Design	3
Total Major Requirements	39

Major Option: Digital Media

VCDM 201 Fundamentals of Web Design <i>(Req.)</i>	3
VCDM 210 Computer Animation I <i>(Req.)</i>	3
VCDM 221 Introduction to Video Production <i>(Req.)</i>	3
VCDM 222 Introduction to Sound <i>(Req.)</i>	3
VCDM 230 Introduction to Interactive Media <i>(Req.)</i>	3
VCDM 301 Design Concepts for the Web	3
VCDM 310 Computer Animation II	3
VCDM 320 Performance and Installation Studio	3
VCDM 321 Intermediate Projects in Video	3
VCDM 322 Advanced Sound Design Studio	3
VCDM 330 Advanced Projects in Interactive Media	3
VCDM 401 Advanced Web Techniques	3
VCDM 402 Web Development	3
VCDM 410 Computer Animation III	3
VCDM 421 Advanced Video Production	3
Total Major Requirements	33

Major Option: Graphic Design

VCGD 251 Typography I <i>(Req.)</i>	3
VCGD 256 Graphic Design I <i>(Req.)</i>	3
VCGD 300 History of Graphic Design <i>(Req.)</i>	3
VCGD 351 Typography II <i>(Req.)</i>	3
VCGD 353 Production Design <i>(Req.)</i>	3
VCGD 356 Graphic Design II <i>(Req.)</i>	3
VCGD 360 Arabic Typography	3
VCGD 361 Book Design	3
VCGD 362 Package Design	3
VCGD 363 Poster Design	3
VCGD 364 Typeface Design	3
VCGD 365 Information Graphics	3
VCGD 451 Typography III <i>(Req.)</i>	3
VCGD 456 Graphic Design III <i>(Req.)</i>	3
VCDM 201 Fundamentals of Web Design <i>(Req.)</i>	3
Total Major Requirements	39

Major Option: Photography

VCPH 201	Introduction to Digital Photography (Req.)	3
VCPH 211	Film Photography I	3
VCPH 250	History of Photography (Req.)	3
VCPH 251	Digital Image Editing (Req.)	3
VCPH 252	Photographic Lighting (Req.)	3
VCPH 261	Film Photography II	3
VCPH 301	Advertising Photography	3
VCPH 302	Portraiture Photography	3
VCPH 311	Alternative Photographic Processes	3
VCPH 351	Editorial Photography	3
VCPH 352	Fashion Photography	3
VCPH 411	Creative Photography	3
VCPH 451	Photography Seminar (Req.)	3

Total Major Requirements 33

Major Option: Studio Art

VCPH 211	Film Photography I (Req.)	3
VCST 201	Printmaking I (Req.)	3
VCST 211	Sculpture I (Req.)	3
VCST 221	Painting I (Req.)	3
VCST 251	Illustration I	3
VCST 301	Printmaking II	3
VCST 302	Gallery Management	3
VCST 310	Figure Drawing	3
VCST 311	Sculpture II	3
VCST 321	Painting II	3
VCST 351	Illustration II	3
VCST 401	Studio Art Seminar (Req.)	3
VCST 402	Advanced Studio I (Req.)	3
VCST 410	Advanced Drawing	3
VCST 411	Sculpture III	3
VCST 421	Painting III	3
VCST 451	Studio Art Thesis (Req.)	3

Total Major Requirements 33

Professional Electives**

NYST 275	New York Study Tour	3
VCAD 451	Alternative Advertising	3
VCAD 452	IMC and International Advertising	3
VCAD 453	Arabic Copywriting	3
VCAD 454	Advanced Copywriting	3
VCCC 350	Community Service Workshop	3
VCCC 399	Selected Topics in Visual Communication	3
VCCC 499	Special Topics in Visual Communication	3
VCPH 220	Photography for Designers***	3

Total Professional Electives Requirements 6

** May also include courses from any Visual Communication Major Option list (except BUSI 101, MCOM 301, MCOM 421, MCOM 431, MKTG 301).

*** Photography Majors may not take VCPH 220 – Photography for Designers as a Professional Elective.

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements.

Note that all degree candidates in Visual Communication must take MEST 329 (Islamic Art and Architecture) to fulfill the Core Requirement in Islamic Cultural Studies and MATH 111 (Mathematics for the Arts) to fulfill the Core requirement in Mathematics.

Total Arts and Sciences Core Requirements 36

General Electives 0-6

**TOTAL BACHELOR OF FINE ARTS (B.F.A.)
DEGREE REQUIREMENTS** 120

B.F.A. IN VISUAL COMMUNICATION COURSE SEQUENCING

All candidates for the B.F.A. degree in Visual Communication should adhere to the course sequencing noted on the following charts.

Advertising

	Fall	Spring
Year I	COMP 101 ENGL 101 UNIV 100 VCCC 100 VCCC 101 VCCC 104	ENGL 102 MATH 111 VCCC 102 VCCC 105 VCCC 201
Year II	BUSI 101 ENGL 103 VCCC 202 VCCC 204 VCCC 205	MKTG 301 SCIE ELE VCAD 202 VCAD 251 VCCC 203
Year III	MCOM 301 PSPK 101 VCAD 301 VCAD 302 WLDC 201	HUMN ELE VCAD 351 VCAD 352 VCAD 353 WLDC 202
Year IV	MCOM 421 PROF ELE SSCI ELE VCCC 480 VCDM 201	MCOM 431 MEST 329 PROF ELE VCCC 485 VCCC 490

Digital Media

	Fall	Spring
Year I	COMP 101 ENGL 101 UNIV 100 VCCC 100 VCCC 101 VCCC 104	ENGL 102 MATH 111 VCCC 102 VCCC 105 VCCC 201
Year II	ENGL 103 VCCC 202 VCCC 204 VCCC 205 VCDM 221	SCIE ELE VCCC 203 VCDM 201 VCDM 210 VCDM 230
Year III	PSPK 101 DM ELE PROF ELE WLDC 201 VCDM 222	GEN ELE HUMN ELE DM ELE DM ELE WLDC 202
Year IV	DM ELE DM ELE PROF ELE SSCI ELE VCCC 480	DM ELE GEN ELE MEST 329 VCCC 485 VCCC 490

Legend:

DM: Digital Media
ELE: Elective
GEN: General
HUMN : Humanities

ISST: Islamic Studies
PROF: Professional
SCIE: Science
SSCI: Social Sciences

For course code legends, please see p. 181

Graphic Design

	Fall	Spring
Year I	COMP 101 ENGL 101 UNIV 100 VCCC 100 VCCC 101 VCCC 104	ENGL 102 MATH 111 VCCC 102 VCCC 105 VCCC 201
Year II	ENGL 103 VCCC 202 VCCC 204 VCCC 205 VCGD 251	MEST 329 VCCC 203 VCGD 256 VCGD 300 VCGD 351
Year III	PSPK 101 GD ELE VCGD 353 VCGD 356 VCGD 451	HUMN ELE GD ELE SCIE ELE VCDM 201 VCGD 456
Year IV	GD ELE PROF ELE SSCI ELE WLDC 201 VCCC 480	GD ELE PROF ELE WLDC 202 VCCC 485 VCCC 490

Photography

	Fall	Spring
Year I	COMP 101 ENGL 101 UNIV 100 VCCC 100 VCCC 101 VCCC 104	ENGL 102 MATH 111 VCCC 102 VCCC 105 VCCC 201
Year II	ENGL 103 VCCC 202 VCCC 204 VCCC 205 VCPH 201	PSPK 101 VCCC 203 VCPH 250 VCPH 251 VCPH 252
Year III	HUMN ELE PH ELE PH ELE PROF ELE SSCI ELE	GEN ELE MEST 329 PH ELE PH ELE SCIE ELE
Year IV	PH ELE PH ELE PROF ELE VCCC 480 WLDC 201	GEN ELE VCCC 485 VCCC 490 VCPH 451 WLDC 202

Legend:

ELE: Elective
GEN: General
GD: Graphic Design
HUMN : Humanities
ISST: Islamic Studies

PH: Photography
PROF: Professional
SA: Studio Art
SCIE: Science
SSCI: Social Sciences

For course code legends, please see p. 181

Studio Art

	Fall	Spring
Year I	COMP 101 ENGL 101 UNIV 100 VCCC 100 VCCC 101 VCCC 104	ENGL 102 MATH 111 VCCC 102 VCCC 105 VCCC 201
Year II	ENGL 103 VCCC 202 VCCC 204 VCCC 205 VCPH 211	PSPK 101 VCCC 203 VCST 201 VCST 211 VCST 221
Year III	GEN ELE SA ELE SA ELE SCIE ELE WLDC 201	HUMN ELE PROF ELE SA ELE SA ELE WLDC 202
Year IV	GEN ELE MEST 329 VCCC 490 VCST 401 VCST 402	PROF ELE SSCI ELE VCCC 480 VCCC 485 VCST 451

MINORS IN VISUAL COMMUNICATION

For Students in Programs other than Visual Communication

This minor allows students to explore the general field of Visual Communication, and allows either an investigation of several disciplines or a more focused study of one. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to university-wide requirements, students must complete a minimum of six courses (**18 credit hours**) per the following:

Minor Core: students will complete nine (9) credits from the following list:

- ARTS 200/VCCC 201 – History of Art I
- VCCC 101 – Basic Principles of 2D Design
- VCCC 104 – Freehand Drawing I

Minor Electives: students will complete nine (9) credits from any of the Visual Communication Foundation, Core, Major Options, or Professional Electives lists.

Note: Up to two courses from a student's General Electives may be counted towards fulfilling the requirements for the Visual Communication Minor.

For Visual Communication Degree Candidates

These minors are intended to allow Visual Communication majors to develop a broad knowledge of a second discipline in Visual Communication. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to university-wide requirements, students must complete six courses (**18 credit hours**) per the following options:

Advertising

MKTG 301, MCOM 301,VCAD 202,VCAD 251,VCAD 301,VCAD 302,VCAD 351,VCAD 352,VCAD 451,VCAD 454

Digital Media

VCDM 201,VCDM 210,VCDM 221,VCDM 222,VCDM 230,VCDM 301,VCDM 310,VCDM 321,VCDM 322,VCDM 330

Graphic Design

VCGD 251,VCGD 256,VCGD 300,VCGD 351,VCGD 356,VCGD 360,VCGD 361,VCGD 362,VCGD 363,VCGD 364,VCGD 365

Photography

VCPH 201,VCPH 211,VCPH 250,VCPH 251,VCPH 252,VCPH 261,VCPH 301,VCPH 302,VCPH 311,VCPH 351,VCPH 352,VCPH 411

Studio Art

VCPH 201,VCPH 211,VCPH 261,VCST 201,VCST 211,VCST 221,VCST 251,VCST 301,VCST 310,VCST 311,VCST 321,VCST 351,VCST 401,VCST 411,VCST 421

Note: Up to two courses from a student's Major Professional or General Electives may be counted towards fulfilling the requirements for the individual Visual Communication Discipline Minors.



AUD

AMERICAN
UNIVERSITY
IN DUBAI

School of Arts and Sciences

SCHOOL MISSION

The School of Arts and Sciences exemplifies the tradition that a college education liberates the mind. The School values the pursuit of knowledge for its own sake and believes that all college graduates are capable of studying a broad spectrum of subjects and of following a rational process to draw conclusions and inferences. The Mission of the School of Arts and Sciences is to foster a culture of independent thought and a tradition of academic programs, curricula and external learning opportunities, featuring an interdisciplinary perspective of knowledge and emphasizing collegial interactions between faculty and students.

SCHOOL GOALS

- Facilitate implementation of the mission and goals of the university
- Provide a broad-based general education in language, science and mathematics, the humanities and the social sciences for all students
- Develop in-depth understanding of one or more disciplines anchored by a contextual framework of information, interconnected knowledge and interdisciplinary awareness
- Prepare students for graduate school programs and careers related to various traditional arts and sciences fields
- Inculcate a thirst for knowledge that manifests itself in scholarly activity, lifelong learning and ethical real-world application
- Deliver a high-quality educational experience that features extracurricular programs and alternative learning opportunities

ARTS AND SCIENCES CORE REQUIREMENTS

Learning Outcomes

Students will...

- Demonstrate effective communication skills in reading, writing, and speaking;
- Demonstrate a scientific knowledge of human behavior and recognize global cultural diversity;
- Use an understanding of the historical and social development of current cultures to demonstrate respect for human values and perspectives;
- Demonstrate and value individual thinking, self-awareness, and ethical behavior for responsible global citizenship;
- Demonstrate appropriate technological literacy and skills for personal and professional use;
- Identify and appreciate artistic expressions from historical, philosophical, and cultural perspectives;
- Demonstrate the use of appropriate critical thinking skills to solve problems;
- Demonstrate an understanding of the fundamental concepts of mathematics, science, and scientific methods.

All undergraduate degree programs have incorporated the university's Arts and Sciences Core requirements. The following apply to all programs; however, degree candidates should consult the Programs section of this *Catalog* for the Arts and Sciences courses that are mandatory to their Core (i.e., substitutes for Arts and Sciences Electives.)

The Arts and Sciences Core consists of 36 credit hours of required courses distributed as follows:

I. General (0 credit hours)

	Credit Hours
UNIV 100* The University Experience	0

* Unless exempted

II. Information Systems (3 credit hours)

Options:

COMP 101 Introduction to Computers	3
COMP 103 The Internet	3
COMP 110 Introduction to Computing Science	3
CSCI 140 Introduction to Programming	3

III. Mathematics* (3 credit hours)

Options:

MATH 111 Mathematics for the Arts	3
MATH 160 Mathematics with Business Applications	3
MATH 205 Calculus for Architecture	3
MATH 210 Calculus I	3

* Note that all degree candidates in Visual Communication and in Interior Design must take MATH 111, all degree candidates in Business Administration and in International Studies must take MATH 160, all degree candidates in Architecture must take MATH 205, all degree candidates in Engineering must take MATH 210, and all candidates in Communication and Information Studies must take either MATH 111 or MATH 160, to fulfill the Core requirement for Mathematics.

IV. Natural Sciences (3 credit hours)

Options:

BIOL 201 Principles of Biology*	3
SCIE 201 Natural Sciences for Today	3
SCIE 211 Water Sustainability	3
SCIE 275 Special Topics in Natural Sciences	3
SCIE 341 Public Health	3

* Note that all degree candidates in Engineering must take BIOL 201.

V. English/Communications (12 credit hours)

ENGL 101 Composition and Rhetoric	3
ENGL 102 Advanced Composition and Research	3
ENGL 103 Introduction to Literature	3
PSPK 101 Public Speaking	3

VI. Cultural Studies (6 credit hours)

WLDC 201 World Cultures I	3
WLDC 202 World Cultures II	3

VII. Islamic Cultural Studies (3 credit hours)

Options:

MEST 310 Islamic Civilization	3
MEST 318 Cultures of the Middle East	3
MEST 319 Politics in the Middle East	3
MEST 320 The Qur'an:Text, History, and Meaning	3
MEST 323 Islam: Historical and Societal Aspects	3
MEST 327 Islamic Politics	3
MEST 329 Islamic Art and Architecture	3

VIII. Humanities/Fine Arts (3 credit hours)

Options:

ARTS 101 Art Appreciation	3
ARTS 200/VCCC 201 History of Art I	3
ARTS 201/VCCC 202 History of Art II	3
ARTS 202/VCCC 203 History of Art III	3
ARTS 203 Artistic Forms of Expression	3
ARTS 215 Multicultural Art Forms	3
ARTS 305 Art and the Electronic Age	3
ENGL 210 Creative Writing	3
ENGL 211 British Literature from the Old English Period to Restoration	3
ENGL 212 British Literature from Romantic to Present	3
ENGL 221 American Literature from Discovery to Reconstruction	3
ENGL 222 American Literature from the Civil War to the Present	3
ENGL 301 World Literature from the Ancients through 1650	3
ENGL 302 World Literature from 1650 to the Present	3

ENGL 305	The Epic	3
ENGL 311	World Mythology	3
ENGL 312	Biography/Autobiography	3
ENGL 313	Children's Literature	3
ENGL 314	Coming-of-Age Novels	3
ENGL 315	Contemporary Female Authors	3
ENGL 316	Prize-Winning Authors	3
HUMN 275/475	Special Topics in Humanities	3
MEST 317	Middle Eastern Literature in Translation	3
MEST 329	Islamic Art and Architecture	3
PHIL 201	Introduction to Philosophy/Logic	3
PHIL222	Professional Ethics	3
PHIL 310	Ethics and Moral Philosophy	3
PHIL 320	Metaphysics and the Study of Human Existence	3
WLDC 250	Music Traditions of the World	3

IX. Social/Behavioral Sciences (3 credit hours)

Options:

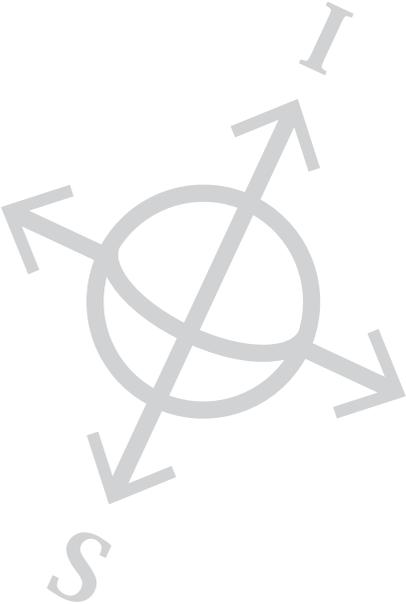
ANTH 201	Introduction to Cultural Anthropology	3
ANTH 301	Globalization	3
GEOG 101	World Geography	3
GEOG 310	Human Geography	3
HIST 201	American History from the Beginnings to Reconstruction	3
HIST 202	American History from the Civil War to Present	3
HIST 212	European History from the Renaissance to the Present	3
HIST 251	World History from Beginnings to 1500	3
HIST 252	World History from 1500 to the Present	3
HIST 310	The U.S. in World Affairs	3
HIST 350	Revolution	3
MEST 210	An Introduction to Middle East History	3
MEST 310	Islamic Civilization	3
MEST 315	History of the Modern Middle East	3
MEST 318	Cultures of the Middle East	3
MEST 319	Politics in the Middle East	3
MEST 320	The Qur'an: Text, History, and Meaning	3
MEST 323	Islam: Historical and Societal Aspects	3
MEST 327	Islamic Politics	3

MEST 330	The Ancient Near East (c. 3500 B.C.E. – 100 C.E.)	3
MEST 333	The Middle East in Late Antiquity (c. 250 – 800 C.E.)	3
MEST 343	Business in the Modern Middle East	3
MEST 350	Religions of the Middle East	3
MEST 352	Conflicts in the Middle East	3
MEST 353	Women and Gender in the Middle East	3
MEST 380	The Gulf: Culture and Economics since 1970	3
MEST 381	North Africa: Nation, Society, and Culture	3
MEST 382	The Levant: Arab Lands of the Eastern Mediterranean	3
MEST 383	Iraq: Reinventing the Nation	3
MEST 384	Egypt: Literature since 1952	3
POLS 200	Introduction to Political Science	3
POLS 201	Comparative Political Systems	3
POLS 210	Introduction to International Relations	3
POLS 310	Political Geography	3
POLS 320	The United Nations	3
POLS 325	International Organizations	3
PSYC 201	General Psychology	3
PSYC 313	Social Psychology	3
SOCI 101	Introduction to Sociology	3
SOCI 217	Cross-cultural Relations	3
SOCI 340	Technology and Society	3
SOCI 342	Language and Society	3
SOCI 344	Gender and Society	3
SOCI 346	Sports and Society	3
SSCI 275/475	Special Topics in Social/Behavioral Sciences	3
WLDC 301	Religions of the World	3

Total Arts and Sciences Core Requirements 36

Any courses in the Arts and Sciences (in- or outside the Core) that are not used to fulfill the Core requirements may be used as General Electives except by B.C.I.S candidates who should check their General Electives options on p. 133 of this *Catalog*.

INTERNATIONAL STUDIES



INTRODUCTION

Living in an era of globalization, people can either watch events unfold from a distance or learn to understand how modern growth and its foundations are related. This world is driven by international banking and finance, telecommunications and information access, and the interactions of geographical regions and peoples. In this world, people encounter historical traditions, political systems which were born under very different conditions, and a diversity of cultures. **The Bachelor of Arts in International Studies (B.A.I.S.)** degree is designed to provide the educational context in which to understand this “big picture.” With great pride, The American University in Dubai offers the B.A.I.S. degree as its first Bachelor of Arts degree. AUD seeks to capitalize on the international nature of its host city of Dubai as well as the increasing international nature of existence for people around the world.

BACHELOR OF ARTS IN INTERNATIONAL STUDIES (B.A.I.S.) PROGRAM

Program Mission

The Mission of the B.A.I.S. is to provide students with an interdisciplinary educational experience focusing on Politics, History, Business, and Culture. The program is designed to enhance students’ employment opportunities within the global marketplace and increase their ability to examine global issues from various perspectives.

Program Goals

The B.A.I.S. is an interdisciplinary program combining courses in the areas of business, social sciences and humanities, and arts and sciences. The primary goal of this degree is the development of students as leaders in an increasingly globalized world, while students learn the critical tools of several disciplines through interdisciplinary study. The wider goals of the program, which reflect this focus, are:

- To promote the diversity of culture against a background of increasing interdependence and globalization at both the economic and political levels;
- To prepare students for international careers in the global marketplace;

- To develop students capable of understanding and analyzing international issues from a variety of theoretical frameworks; and
- To foster collaboration among students, and support the development of research, analytical, and language skills.

Program Learning Outcomes

Upon completion of the degree, students will be able to

- Communicate effectively both orally and in writing at an intermediate level in a language other than English;
- Demonstrate understanding of the connections between culture, business, economics, and politics;
- Apply the principles of political science to analyze key topics in international affairs and the interconnection between local and global geo-political issues and events;
- Synthesize fundamental tenets of business and economics with increased awareness and basic understanding of how international corporations and global markets operate;
- Critically examine personal values, religious beliefs, social norms and issues coming from diverse cultures, world views, and experiences;
- Identify historical events, issues and themes which have shaped current world conditions.

SUMMARY OF DEGREE REQUIREMENTS

B.A. International Studies			
Course Classification	Credit Hours Required		
	General	Middle Eastern Studies Track	Cultural Studies Track
International Studies Core	33	33	33
International Studies Core Electives	30	30	30
Track Electives	-	15	15
Arts and Sciences Electives	15	-	-
Arts and Sciences Core	36	36	36
General Electives	6	6	6
Total	120	120	120

GENERAL CURRICULUM/COURSES

International Studies Core		Credit Hours
Language (12 credit hours)		
MEST 101	Elementary Arabic I	3
MEST 102	Elementary Arabic II	3
MEST 201	Intermediate Arabic I	3
MEST 202	Intermediate Arabic II	3
OR		
FREN 101	Elementary French I	3
FREN 102	Elementary French II	3
FREN 201	Intermediate French I	3
FREN 202	Intermediate French II	3
OR		
SPAN 101	Elementary Spanish I	3
SPAN 102	Elementary Spanish II	3
SPAN 201	Intermediate Spanish I	3
SPAN 202	Intermediate Spanish II	3
Media Literacy (3 credit hours)		
COMM 101	Introduction to Global Media	3
Foundation (12 credit hours)		
ANTH 201	Introduction to Cultural Anthropology	3
ECON 201	Principles of Micro-economics	3
HIST 252	World History from 1500 to the Present	3
POLS 200	Introduction to Political Science	3
Capstone (6 credit hours)		
INST 498	International Studies Capstone I	3
INST 499	International Studies Capstone II	3
Total International Studies Core Requirements		33

International Studies Core Electives
(Total ≥ 30 Credit Hours)

Politics (6–9 credit hours)

MEST 319	Politics in the Middle East	3
MEST 327	Islamic Politics	3
POLS 201	Comparative Political Systems	3
POLS 210	Introduction to International Relations	3
POLS 320	The United Nations	3
POLS 325	International Organizations	3
POLS 401	Contemporary Political Issues	3

History (6–9 credit hours)

HIST 201	American History from the Beginnings to Reconstruction	3
HIST 202	American History from the Civil War to the Present	3
HIST 212	European History from the Renaissance to the Present	3
HIST 251	World History from Beginnings to 1500	3
HIST 310	The U.S. in World Affairs	3
HIST 350	Revolution	3
HIST 401	Contemporary Historical Issues	3
MEST 210	An Introduction to Middle East History	3
MEST 315	History of the Modern Middle East	3

Business (6–9 credit hours)

BUSI 321	Business in the International Environment	3
BUSI 401	Contemporary Business Issues	3
ECON 202	Principles of Macro-economics	3
ECON 310	History of Economic Thought	3
FINA 401	International Trade and Finance	3
MEST 343	Business in the Modern Middle East	3

Culture (6–9 credit hours)

ANTH 301	Globalization	3
COMM 103	Media, Culture and Society	3
ENGL 301	World Literature from the Ancients to 1650	3
ENGL 302	World Literature from 1650 to the Present	3
ENGL 311	World Mythology	3
MEST 318	Cultures of the Middle East	3
WLDC 250	Music Traditions of the World	3
WLDC 301	Religions of the World	3
WLDC 401	Contemporary Cultural Issues	3

Total International Studies Core Electives Requirements 30

Arts and Sciences Electives

Three courses which are at the 300 or 400 level	9
Two additional courses	6

Total Arts and Sciences Electives Requirements 15

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements

Note that all degree candidates in International Studies must take MATH 160 (Mathematics with Business Applications) to fulfill the Core requirement in Mathematics.

Total Arts and Sciences Core Requirements 36

General Electives 6

TOTAL BACHELOR OF ARTS IN INTERNATIONAL STUDIES (B.A.I.S.) DEGREE REQUIREMENTS 120

B.A.I.S. (GENERAL) COURSE SEQUENCING

All candidates for the B.A. in International Studies should adhere to the course sequencing noted in the chart below.

	Fall	Spring
Year I	COMP 101 ENGL 101 MATH 160 MEST 101 or FREN 101 or SPAN 101 SCIE ELE UNIV 100	ENGL 102 ECON 201 COMM 101 MEST 102 or FREN 102 or SPAN 102 SSCI ELE or HUMN ELE
Year II	ANTH 201 ENGL 103 MEST 201 or FREN 201 or SPAN 201 POLS 200 WLDC 201	HIST 252 HUMN ELE or SSCI ELE MEST 202 or FREN 202 or SPAN 202 PSPK 101 WLDC 202
Year III	A&S ELE ISST ELE International Studies Core ELE-Politics International Studies Core ELE-History International Studies Core ELE-Culture	A&S ELE A&S ELE International Studies Core ELE-Business International Studies Core ELE-Culture International Studies Core ELE-Politics
Year IV	A&S ELE A&S ELE INST 498 International Studies Core ELE-Business International Studies Core ELE-History	GEN ELE GEN ELE INST 499 International Studies Core ELE (any category) International Studies Core ELE (a different category)

Legend:

A&S: Arts and Sciences
 ELE: Elective
 GEN: General
 HUMN : Humanities

ISST: Islamic Studies
 PROF: Professional
 SCIE: Science
 SSCI: Social Sciences

For course code legends, please see p. 181

MIDDLE EASTERN STUDIES TRACK CURRICULUM/COURSES

International Studies Core

Credit Hours

See p. 104 of this *Catalog* for International Studies Core Requirements

Total International Studies Core Requirements 33

International Studies Core Electives

Politics (6 credit hours)

MEST 319	Politics in the Middle East	3
MEST 327	Islamic Politics	3
POLS 201	Comparative Political Systems	3
POLS 210	Introduction to International Relations	3
POLS 320	The United Nations	3
POLS 325	International Organizations	3
POLS 401	Contemporary Political Issues	3

History (6 credit hours)

HIST 201	American History from the Beginnings to Reconstruction	3
HIST 202	American History from the Civil War to the Present	3
HIST 212	European History from the Renaissance to the Present	3
HIST 251	World History from Beginnings to 1500	3
HIST 310	The U.S. in World Affairs	3
HIST 350	Revolution	3
HIST 401	Contemporary Historical Issues	3
MEST 315	History of the Modern Middle East	3

Business (6 credit hours)

BUSI 321	Business in the International Environment	3
BUSI 401	Contemporary Business Issues	3
ECON 202	Principles of Macro-economics	3
ECON 310	History of Economic Thought	3
FINA 401	International Trade and Finance	3
MEST 343	Business in the Modern Middle East	3

Culture (6 credit hours)

ANTH 301	Globalization	3
COMM 103	Media, Culture and Society	3
ENGL 301	World Literature from the Ancients to 1650	3
ENGL 302	World Literature from 1650 to the Present	3
ENGL 311	World Mythology	3
MEST 318	Cultures of the Middle East	3
WLDC 250	Music Traditions of the World	3
WLDC 301	Religions of the World	3
WLDC 401	Contemporary Cultural Issues	3

International Studies Core Electives required for the Middle Eastern Studies Program Track

MEST 210	An Introduction to Middle East History	3
MEST 323	Islam: Historical and Societal Aspects	3

Total International Studies Core Electives Requirements 30

Middle Eastern Studies Electives

Politics (3 credit hours)

MEST 319	Politics in the Middle East	3
MEST 327	Islamic Politics	3

Business (3 credit hours)

MEST 343	Gender and Society	3
MEST 380	The Gulf: Culture and Economics since 1970	3

History (3 credit hours)

MEST 315	History of the Modern Middle East	3
MEST 330	The Ancient Near East (c. 3500 B.C.E.-100 C.E.)	3
MEST 333	The Middle East in Late Antiquity (c. 250 – 800 C.E.)	3

Culture in the Middle East (3 credit hours)

MEST 310	Islamic Civilization	3
MEST 317	Middle Eastern Literature in Translation	3
MEST 318	Culture in the Middle East	3
MEST 329	Islamic Art and Architecture	3
MEST 352	Conflicts in the Middle East	3
MEST 353	Women and Gender in the Middle East	3
MEST 381	North Africa: Nation, Society, and Culture	3
MEST 382	The Levant: Arab Lands of the Eastern Mediterranean	3
MEST 384	Egypt: Literature since 1952	3

Religion in the Middle East (3 credit hours)

MEST 320	The Qur'an: Text, History and Meaning	3
MEST 327	Islamic Politics	3
MEST 329	Islamic Art and Architecture	3
MEST 350	Religions of the Middle East	3

Total Middle Eastern Studies Electives Requirements 15**Arts and Sciences Core**

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements

Note that all degree candidates in International Studies must take MATH 160 (Mathematics with Business Applications) to fulfill the Core requirement in Mathematics.

Total Arts and Sciences Core Requirements 36**General Electives 6****TOTAL BACHELOR OF ARTS IN
INTERNATIONAL STUDIES (B.A.I.S.)
MIDDLE EASTERN STUDIES TRACK DEGREE
REQUIREMENTS 120**

B.A.I.S. - MIDDLE EASTERN STUDIES TRACK COURSE SEQUENCING

All candidates for the B.A. in International Studies pursuing a program track in Middle Eastern Studies should adhere to the course sequencing noted in the chart below.

	Fall	Spring
Year I	COMP 101 ENGL 101 MATH 160 MEST 101 or FREN 101 or SPAN 101 SCIE ELE UNIV 100	COMM 101 ECON 201 ENGL 102 MEST 102 or FREN 102 or SPAN 102 SSCI ELE or HUMN ELE
Year II	ANTH 201 ENGL 103 MEST 201 or FREN 201 or SPAN 201 POLS 200 WLDC 201	HIST 252 HUMN ELE or SSCI ELE MEST 202 or FREN 202 or SPAN 202 PSPK 101 WLDC 202
Year III	International Studies Core ELE-Politics International Studies Core ELE-Culture ISST ELE MEST 210 MEST 323	GEN ELE International Studies Core ELE-Business International Studies Core ELE-History Middle Eastern Studies ELE-Politics Middle Eastern Studies ELE-Religion
Year IV	International Studies Core ELE-Business International Studies Core ELE-Politics INST 498 Middle Eastern Studies ELE-Culture Middle Eastern Studies ELE-History	GEN ELE International Studies Core ELE-Culture International Studies Core ELE-History INST 499 Middle Eastern Studies ELE-Business

Legend:

ELE: Elective
 GEN: General
 HUMN : Humanities
 ISST: Islamic Studies

PROF: Professional
 SCIE: Science
 SSCI: Social Sciences

For course code legends, please see p. 181

CULTURAL STUDIES TRACK CURRICULUM/ COURSES

International Studies Core

Credit Hours

See p. 104 of this *Catalog* for International Studies Core Requirements

Total International Studies Core Requirements 33

International Studies Core Electives (Total ≥ 30 Credit Hours)

Politics (6 credit hours)

MEST 319	Politics in the Middle East	3
MEST 327	Islamic Politics	3
POLS 201	Comparative Political Systems	3
POLS 210	Introduction to International Relations	3
POLS 320	The United Nations	3
POLS 325	International Organizations	3
POLS 401	Contemporary Political Issues	3

History (6 credit hours)

HIST 201	American History from the Beginnings to Reconstruction	3
HIST 202	American History from the Civil War to the Present	3
HIST 212	European History from the Renaissance to the Present	3
HIST 251	World History from Beginnings to 1500	3
HIST 310	The U.S. in World Affairs	3
HIST 401	Contemporary Historical Issues	3
MEST 210	An Introduction to Middle East History	3
MEST 315	History of the Modern Middle East	3

Business (6 credit hours)

BUSI 321	Business in the International Environment	3
BUSI 401	Contemporary Business Issues	3
ECON 202	Principles of Macro-economics	3
ECON 310	History of Economic Thought	3
FINA 401	International Trade and Finance	3
MEST 343	Business in the Modern Middle East	3

Culture (6 credit hours)

COMM 103	Media, Culture and Society	3
ENGL 301	World Literature from the Ancients to 1650	3
ENGL 302	World Literature from 1650 to the Present	3
ENGL 311	World Mythology	3
MEST 318	Cultures of the Middle East	3
MEST 323	Islam: Historical and Societal Aspects	3
WLDC 250	Music Traditions of the World	3
WLDC 301	Religions of the World	3
WLDC 401	Contemporary Cultural Issues	3

International Studies Core Electives required for the Cultural Studies Program Track

HIST 350	Revolution	3
ANTH 301	Globalization	3

Total International Studies Core Electives Requirements 30

Cultural Studies Electives

Arts (3 credit hours)

ARTS 203	Artistic Forms of Expression	3
ARTS 215	Multicultural Art Forms	3
ARTS 305	Art and the Electronic Age	3
ENGL 210	Creative Writing	3
MEST 329	Islamic Art and Architecture	3
WLDC 250	Music Traditions of the World	3

Literature (3 credit hours)

ENGL 305	The Epic	3
ENGL 311	World Mythology	3
ENGL 312	Biography/Autobiography	3
ENGL 313	Children's Literature	3
ENGL 314	Coming-of-Age Novels	3
ENGL 315	Contemporary Female Authors	3
ENGL 316	Prize-Winning Authors	3
MEST 317	Middle Eastern Literature in Translation	3
MEST 384	Egypt: Literature Since 1952	3

Society (3 credit hours)

PSYC 313	Social Psychology	3
SOCI 217	Cross-Cultural Relations	3
SOCI 340	Technology and Society	3
SOCI 342	Language and Society	3
SOCI 344	Gender and Society	3
SOCI 346	Sports and Society	3

Geography (3 credit hours)

GEOG 310	Human Geography	3
POLS 310	Political Geography	3

Elective (3 credit hours)

WLDC 301	Religions of the World	3
-OR-		
Any Cultural Studies elective course not previously taken		3

Total Cultural Studies Electives Requirements 15**Arts and Sciences Core**

See pp. 100-101 of this Catalog for Arts and Sciences Core Requirements.

Note that all degree candidates in International Studies must take MATH 160 (Mathematics with Business Applications) to fulfill the Core requirement in Mathematics.

Total Arts and Sciences Core Requirements 36**General Electives 6****TOTAL BACHELOR OF ARTS IN
INTERNATIONAL STUDIES (B.A.I.S.)
CULTURAL STUDIES TRACK DEGREE
REQUIREMENTS 120**

B.A.I.S. - CULTURAL STUDIES TRACK COURSE SEQUENCING

All candidates for the B.A. in International Studies pursuing a program track in Cultural Studies should adhere to the course sequencing noted in the chart below.

	Fall	Spring
Year I	COMP 101 ENGL 101 MATH 160 MEST 101 or FREN 101 or SPAN 101 SCIE ELE UNIV 100	COMM 101 ECON 201 ENGL 102 MEST 102 or FREN 102 or SPAN 102 SSCI ELE or HUMN ELE
Year II	ANTH 201 ENGL 103 MEST 201 or FREN 201 or SPAN 201 POLS 200 WLDC 201	HIST 252 HUMN ELE or SSCI ELE MEST 202 or FREN 202 or SPAN 202 PSPK 101 WLDC 202
Year III	Cultural Studies ELE-Arts Cultural Studies ELE-Literature International Studies Core ELE-Politics International Studies Core ELE-History ISST ELE	ANTH 301 HIST 350 International Business Core ELE-Business International Studies Core ELE-Culture Cultural Studies ELE-Society
Year IV	GEN ELE Cultural Studies ELE-Geography International Studies Core ELE-Business International Studies Core ELE-Politics INST 498	GEN ELE Cultural Studies ELE-Elective International Studies Core ELE-Culture International Studies Core ELE-History INST 499

Legend:

ELE: Elective
 GEN: General
 HUMN : Humanities
 ISST: Islamic Studies

PROF: Professional
 SCIE: Science
 SSCI: Social Sciences

For course code legends, please see p. 181

B.A.I.S. PROGRAM MINORS

MINOR IN HISTORY

The minor in History is open to students majoring in any field except International Studies. This minor allows students to develop a focused knowledge of history, but is designed to allow the development of that understanding to be spread out among various branches within the field of history. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to University-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses and satisfy each category requirement:

	Credit Hours
American History (<i>choose from HIST 201, HIST 202</i>)	3
European History (<i>HIST 212</i>)	3
World History (<i>choose from HIST 251, HIST 252</i>)	3
Middle Eastern History (<i>choose from MEST 210, MEST 315</i>)	3
Elective (<i>choose from HIST 310, HIST 350, HIST 401</i>)	3
Total Minor Requirements	15

MINOR IN HUMANITIES

The minor in Humanities is open to students majoring in any field except International Studies. This minor allows students to explore the general field of subjects classified under the category of "Humanities", but also requires them to investigate different subject areas in order to understand the importance of the humanities. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to University-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses and satisfy each category requirement:

	Credit Hours
Philosophy (<i>choose from PHIL 310, PHIL 320</i>)	3
Literature (<i>choose from ENGL 301, 302, 312, 313, 314, 315, 316, MEST 317</i>)	3
Arts (<i>choose from ARTS 203, ARTS 215, ARTS 305, MEST 329</i>)	3
Music (<i>WLDC 250</i>)	3
Elective (<i>HUMN 275 or any of the above courses not already chosen</i>)	3
Total Minor Requirements	15

MINOR IN LITERATURE

The minor in Literature is open to students majoring in any field except International Studies. This minor allows students to develop a focused knowledge of literature, but is designed to allow the development of that understanding to be spread out among various branches within the field of literature. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to university-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses and satisfy each category requirement:

	Credit Hours
American Literature (<i>choose from ENGL 221, ENGL 222</i>)	3
British Literature (<i>choose from ENGL 211, ENGL 212</i>)	3
World Literature (<i>choose from ENGL 301, ENGL 302</i>)	3
Elective (<i>choose two from ENGL 210, 311, 312, 313, 314, 315, 316, MEST 317, HUMN 275</i>)	6
Total Minor Requirements	15

MINOR IN MIDDLE EASTERN STUDIES

The minor in Middle Eastern Studies is open to students majoring in any field except International Studies. This minor allows students to learn more about the local geographical region, but it also requires them to investigate different subject areas in order to develop a broad understanding of its richness and complexity. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to university-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses and satisfy each category requirement:

	Credit Hours
Politics of the Middle East (<i>choose from MEST 319, MEST 327</i>)	3
Business in the Middle East (<i>choose from MEST 343, MEST 380</i>)	3
History of the Middle East (<i>choose from MEST 210, MEST 315, MEST 330, MEST 333</i>)	3
Culture in the Middle East (<i>choose from MEST 310, MEST 317, MEST 318, MEST 329, MEST 350, MEST 352, MEST 353, MEST 381, MEST 382</i>)	3
Religion (<i>choose from MEST 320, MEST 323, MEST 327, MEST 329, MEST 350</i>)	3
Total Minor Requirements	15

MINOR IN POLITICS

The minor in Politics is open to students majoring in any field except International Studies. This minor allows students to learn more about various aspects of politics and how it manifests itself in various locations. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to University-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses and satisfy each category requirement:

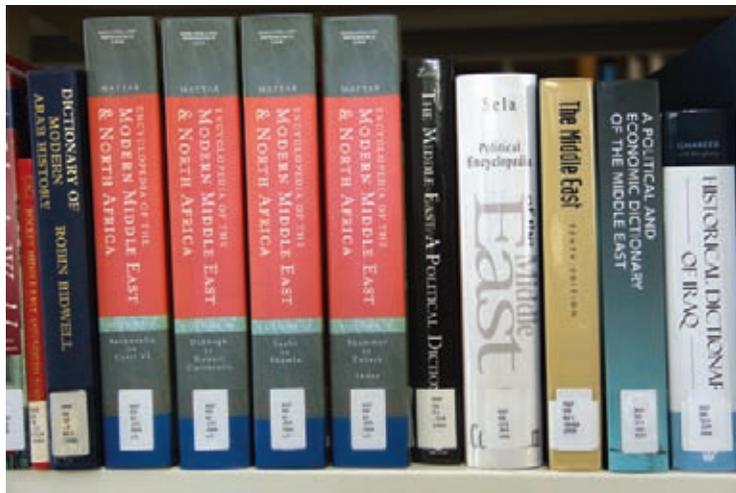
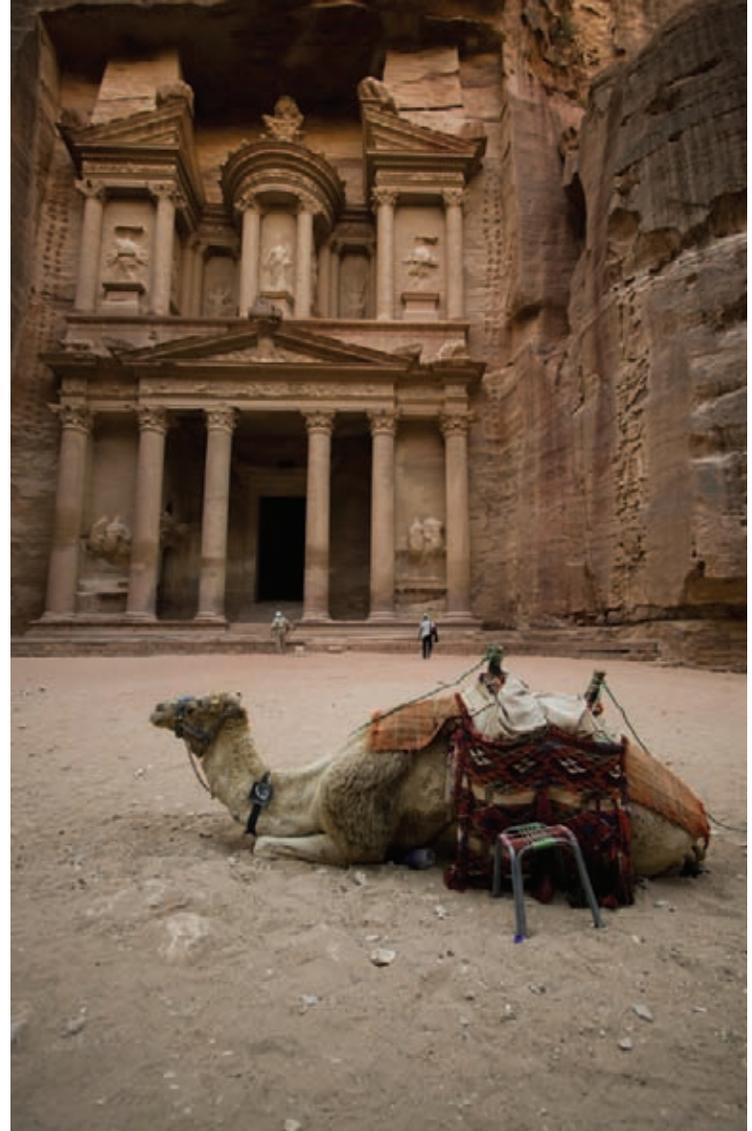
	Credit Hours
POLS 200 Introduction to Political Science	3
Electives <i>(choose four from MEST 319, MEST 327, MEST 352, POLS 201, POLS 320, POLS 325, POLS 401)</i>	12
Total Minor Requirements	15

MINOR IN SOCIAL SCIENCES

The minor in Social Sciences is open to students majoring in any field except International Studies. This minor allows students to explore the general field of subjects classed under the category of "Social Sciences", but also requires them to investigate different subject areas in order to understand the importance of the social sciences. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to university-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses and satisfy each category requirement:

	Credit Hours
Psychology <i>(choose from PSYC 201, PSYC 313, PSYC 415)</i>	3
Sociology <i>(choose from SOCI 101, SOCI 217, SOCI 340)</i>	3
Anthropology <i>(choose from ANTH 201, ANTH 301)</i>	3
Economics <i>(choose from ECON 201, ECON 202, ECON 310)</i>	3
Elective <i>(choose from COMM 103, GEOG 101, WLDC 301, WLDC 401, SSCI 275)</i>	3
Total Minor Requirements	15

MIDDLE EASTERN STUDIES CERTIFICATE PROGRAM



MIDDLE EASTERN STUDIES

The study of the history, culture, religion, and politics of the Middle East may be of interest to all baccalaureate degree candidates. Students who following graduation will seek employment within the Middle East will gain a deeper understanding of the environment – historical, cultural, and political – which will serve them well, regardless of the profession they choose. Study Abroad students benefit from the structured study of the Middle East as a means of complementing the understanding gained from living in the region. Such study serves to complement the undergraduate degree program in which the student is enrolled, the result being a broadening of cultural knowledge and sensitivity – both of which play a role in professional endeavor and success.

CERTIFICATE IN MIDDLE EASTERN STUDIES

Program Mission

The Middle Eastern Studies Certificate is an 18-credit hour program designed to give students in the area an appreciation and understanding of the region in which they are currently studying and in which many will be pursuing professional careers. It is an opportunity for these students to enhance their knowledge of the cultural, historical, and political factors that have shaped the Middle East through time and to a large extent, explain the profile and texture of the current Middle Eastern landscape.

For students outside the region (Study Abroad, etc.), the certificate program offers the unique opportunity to develop their interest in and awareness of Middle Eastern culture by living in a Middle Eastern country while earning credit at an American-accredited university.

Program Goals

The Certificate in Middle Eastern Studies program seeks to:

- Educate students to such a level that they can function successfully in a contemporary global forum with an understanding of other ethnicities and nationalities, specifically those in the Middle East;

- Provide students with a comprehensive understanding of the culture(s) of the Middle East region;
- Provide students with the necessary skills to critically analyze current situations/events in the Middle East region, considering both cultural and historical backgrounds; and
- Provide students with an understanding of the geopolitical role of the region in the context of the current concept of “globalization.”

Program Learning Outcomes

Upon completion of the Certificate in Middle Eastern Studies, students will be able to:

- Demonstrate required familiarity with Modern Standard Arabic;
- Exhibit a geographic knowledge of the region including both physical and economic aspects;
- Identify and discuss the historical underpinnings of the region;
- Explain the basic tenets of the Islamic faith and the role various religions play in the societies of the Middle East;
- Identify and discuss the various cultures whose presence contributes to and presents challenges to the cohesiveness of the region;
- Identify the various political systems historically and currently practiced in the region; and
- Identify significant contributions to human culture by civilizations in the region.

SUMMARY OF CERTIFICATE REQUIREMENTS

Certificate in Middle Eastern Studies	
Course Classification	Credit Hours Required
Arabic Language	3
Required courses	6
Humanities/Social Sciences	3
Religion	3
Area Studies	3
Total	18

Students interested in pursuing the Certificate should fill out the Interest in *Pursuing the Certificate in Middle Eastern Studies Form*.

COURSE* COMPONENTS

Arabic Language (3 credit hours)

MEST 101	Elementary Arabic I
MEST 102	Elementary Arabic II
MEST 201	Intermediate Arabic I
MEST 202	Intermediate Arabic II

Required Courses (6 credit hours)

MEST 210 An Introduction to Middle East History

And one of the following courses:

MEST 310	Islamic Civilization
MEST 323	Islam: Historical and Societal Aspects
MEST 343	Business in the Modern Middle East

Humanities/Social Sciences (3 credit hours)

MEST 310	Islamic Civilization
MEST 315	History of the Modern Middle East
MEST 317	Middle Eastern Literature in Translation
MEST 318	Cultures of the Middle East
MEST 319	Politics in the Middle East
MEST 320	The Qur'an: Text, History, and Meaning
MEST 323	Islam: Historical and Societal Aspects
MEST 327	Islamic Politics
MEST 329	Islamic Art and Architecture
MEST 330	The Ancient Near East (c. 3500 B.C.E. - 100 C.E.)
MEST 333	The Middle East in Late Antiquity (c. 250 - 800 C.E.)
MEST 352	Conflicts in the Middle East
MEST 353	Women and Gender in the Middle East

Religion (3 credit hours)

MEST 320	The Qur'an: Text, History, and Meaning
MEST 323	Islam: Historical and Societal Aspects
MEST 327	Islamic Politics
MEST 329	Islamic Art and Architecture
MEST 350	Religions of the Middle East

* All courses carry three hours of credit

Area Studies (3 credit hours)

MEST 380	The Gulf: Culture and Economics Since 1970
MEST 381	North Africa: Nation, Society and Culture
MEST 382	The Levant: Arab Lands of the Eastern Mediterranean
MEST 383	Iraq: Reinventing the Nation
MEST 384	Egypt: Literature Since 1952

COMPLETION REQUIREMENTS

The certificate will be awarded upon a student's completion of all Certificate requirements. All courses applied towards the Certificate in Middle Eastern Studies program must be completed with a grade of C or above, and students must achieve a minimum 2.0 CGPA for the Certificate. Students completing the program should request the Certificate from the Registrar's Office.

COURSE SEQUENCING

The recommended course sequence for students pursuing the Certificate in Middle Eastern Studies is as follows:

Semester I <i>(six credit hours)</i>	Semester II <i>(six credit hours)</i>	Semester III <i>(six credit hours)</i>
MEST 210	Arabic language course	MEST Area Studies course
and	and	and
MEST 310 or	MEST Religion course	MEST Humanities/ Social Sciences course
MEST 323 or		
MEST 343		

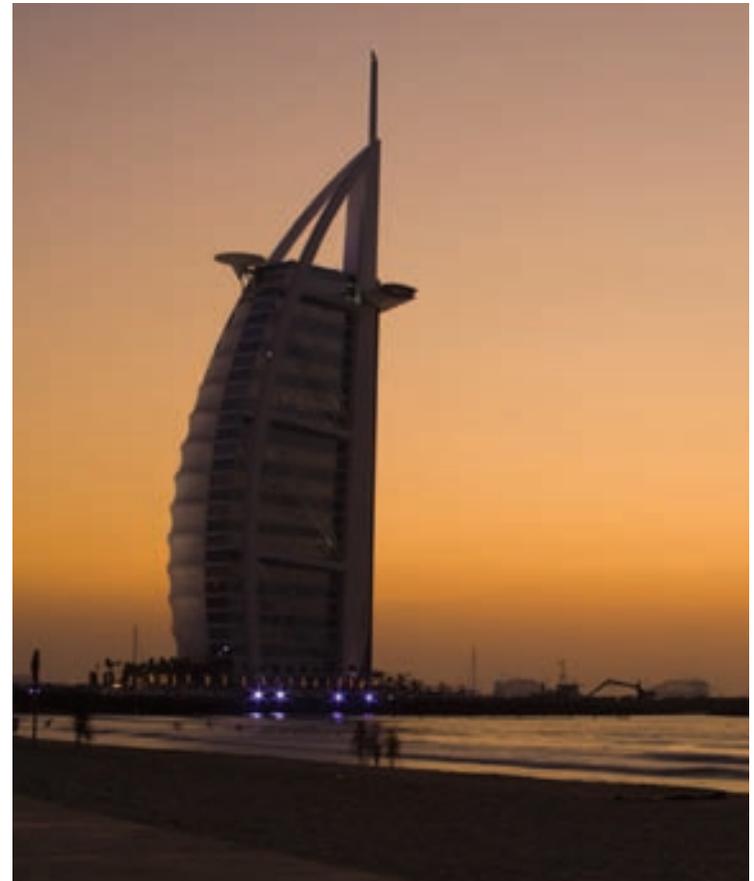
Naturally, Study Abroad students who only take courses within the scope of the Certificate may complete the program in one semester by incurring one overload.

ELIGIBILITY

- Any student pursuing a bachelor's degree at AUD, attending AUD as a visiting student, in the Study Abroad Program, or as an exchange student.

OR

- Students who have already completed a bachelor's degree and are only seeking admissions to the Certificate in Middle Eastern Studies program.



AUD

AMERICAN
UNIVERSITY
IN DUBAI

School of Business Administration

SCHOOL MISSION

The Mission of the School of Business Administration at The American University in Dubai is to deliver excellence in business education through an American style curriculum to guide the diverse student body to become ethical, culturally sensitive, and critically thinking business leaders.

SCHOOL GOALS

To accomplish this, the School:

- provides challenging degree programs delivered through a variety of pedagogical approaches;
- attracts, develop, and retain qualified faculty to deliver an American style curriculum;
- enrolls capable students and provide them a rewarding and challenging university experience;
- fosters a culture of excellence, inclusion, and collaboration;
- creates and advances knowledge through predominately applied research in business and management; and,
- promotes a knowledge community that includes alumni and business and government partners to contribute to the economic and societal development of Dubai, the UAE, and various countries of the Gulf Cooperation Council.

The School of Business Administration offers two programs, a Bachelor of Business Administration (B.B.A.) and a Master of Business Administration (M.B.A.) program. The curricula in both the undergraduate and graduate programs are rich in conceptual content; however, the primary emphasis of our educational experience is on equipping students with the applied skills and the professional and ethical perspectives necessary for success in the global marketplace.

BUSINESS ADMINISTRATION



BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.) PROGRAM

Program Mission

The Mission of the B.B.A. program is to prepare students with the knowledge, skills and abilities needed to become effective and responsible managers and leaders in today's global economy. The program prepares graduates for a wide-array of careers in business-related fields and/or graduate studies. The program promotes problem-solving, ethical values, social responsibility, and cultural diversity.

Program Goals and Learning Outcomes

Graduates with a B.B.A. from the School of Business Administration at the American University in Dubai will:

1. Apply concepts and methods from a common body of business knowledge to generate business solutions.
SLO* 1.1. Apply concepts from accounting, economics, finance, information systems, management, operations, and marketing.
SLO 1.2. Analyze complex business problems in their major area of study.
2. Recognize the critical role of information technology in organizations.
SLO 2.1. Use information technology to enhance their analytical and communication skills.
SLO 2.2. Describe different types of information systems and their value to an organization.
3. Demonstrate competent communication skills.
SLO 3.1. Express their ideas effectively in speaking, writing, and presenting.
SLO 3.2. Contribute as a team member by sharing ideas and accepting other's opinions.
4. Identify global issues in business management.
SLO 4.1. Differentiate among various international business regulations and practices.
SLO 4.2. Identify the effects of culture on business management.

* Student Learning Outcome

5. Assess and evaluate ethical implications of business decision making.
SLO 5.1. Identify appropriate values in a business situation.
SLO 5.2. Recognize and evaluate ethical problems and dilemmas.
6. Prepare for a professional career.
SLO 6.1. Become self-directed learners to enhance their professional and intellectual growth.
SLO 6.2. Demonstrate behavior leading to professional success.
7. Recognize the value of perspectives in strategic management.
SLO 7.1. Compare various perspectives in strategic management and the processes involved in their implementation.
SLO 7.2. Demonstrate an holistic view of the firm and an ability to integrate the different functional areas of business.

Major Requirement: A minimum of a 2.3 CGPA is required for those courses in the declared major. A student who fails to achieve a 2.3 CGPA within a major will become ineligible to graduate with that specific major.

SUMMARY OF DEGREE REQUIREMENTS

B.B.A.	
Course Classification	Credit Hours Required
Foundation	24
Business Core	30
Major Option*	21
Professional Elective	9
Arts and Sciences Core	36
General Electives	3
Total	123

* If the Major Option is not chosen, the student pursues a General degree in Business Administration.

CURRICULUM/COURSES

Foundation

		Credit Hours
ACCG 201	Principles of Financial Accounting	3
ACCG 211	Principles of Managerial Accounting	3
BUSI 101	Introduction to Business	3
BUSI 201	Business Communications	3
BUSI 211	Business Ethics	3
ECON 201	Principles of Micro-Economics	3
ECON 202	Principles of Macro-Economics	3
QUAN 201	Introduction to Business Statistics	3
Total Foundation Requirements		24

Business Core

BUSI 301	Business Research	3
BUSI 311	Business Law I	3
BUSI 321	Business in the International Environment	3
BUSI 331	Management of Information Systems	3
FINA 301	Principles of Finance	3
MGMT 301	Principles of Management	3
MGMT 313	Operations Management	3
MGMT 499	Strategic Management (Capstone)	3
MKTG 301	Principles of Marketing	3
QUAN 301	Quantitative Methods for Decision Making	3
Total Business Core Requirements		30

Major Option: Accounting

ACCG 301	Intermediate Accounting I <i>(Req.)</i>	3
ACCG 302	Intermediate Accounting II <i>(Req.)</i>	3
ACCG 311	Cost Accounting <i>(Req.)</i>	3
ACCG 341	Accounting Information Systems	3
ACCG 352	Fraud Auditing and Forensic Accounting	3
ACCG 401	Advanced Accounting <i>(Req.)</i>	3
ACCG 421	Auditing <i>(Req.)</i>	3
ACCG 431	U.S. Taxation	3
ACCG 441	International Accounting <i>(Req.)</i>	3
ACCG 491	Special Topics in Accounting	3
BUSI 312	Business Law II	3
Total Major Requirements		21

Major Option: Economics

ECON 302	Money and Banking	3
ECON 310	History of Economic Thought <i>(Req.)</i>	3
ECON 311	Managerial Economics <i>(Req.)</i>	3
ECON 312	Intermediate Microeconomics <i>(Req.)</i>	3
ECON 313	Intermediate Macroeconomics <i>(Req.)</i>	3
ECON 401	Industrial Organization	3
ECON 441	Public Finance	3
ECON 442	Oil and Energy Economics	3
ECON 460	Applied Econometrics [Capstone] <i>(Req.)</i>	3
ECON 491	Special Topics in Economics	3
FINA 331*	Risk and Insurance	3
FINA 451*	Financial Modeling and Empirical Analysis	3
Total Major Requirements		21

* Students may count both courses towards their double major in Economics and Finance

Major Option: Finance

ECON 302	Money and Banking (Req.)	3
FINA 311	Corporate Finance (Req.)	3
FINA 321	Financial Markets and Institutions (Req.)	3
FINA 331*	Risk and Insurance	3
FINA 401	International Trade and Finance	3
FINA 411	Investment and Portfolio Management (Req.)	3
FINA 431	Real Estate Finance and Investment	3
FINA 441	International Investment Management	3
FINA 451*	Financial Modeling and Empirical Analysis (Req.)	3
FINA 461	Derivative Securities	3
FINA 491	Special Topics in Finance	3
Total Major Requirements		21

* Students may count both courses towards their double major in Economics and Finance

Major Option: Management

MGMT 314	Business Process Simulation	3
MGMT 321	Organizational Behavior (Req.)	3
MGMT 331	Human Resource Management (Req.)	3
MGMT 341	Project Management (Req.)	3
MGMT 401	International Management (Req.)	3
MGMT 431	Leadership	3
MGMT 441	Entrepreneurship	3
MGMT 451	Supply Chain Management	3
MGMT 461	Managing Change and Innovation (Req.)	3
MGMT 491	Special Topics in Management	3
Total Major Requirements		21

Major Option: Marketing

MKTG 311	Sales Management (Req.)	3
MKTG 321	Retail Management	3
MKTG 361	Marketing Research (Req.)	3
MKTG 371*	E-Marketing	3
MKTG 401	Consumer Behavior (Req.)	3
MKTG 411	Services Marketing	3
MKTG 421	International Marketing (Req.)	3
MKTG 471	Strategic Marketing Management (Req.)	3
MKTG 491	Special Topics in Marketing	3
Total Major Requirements		21

Major Option: Marketing Communications

MCOM 331	Public Relations Management	3
MCOM 401	Creative Execution for IMC (Req.)	3
MCOM 411	Media Planning and Buying (Req.)	3
MCOM 421	IMC Strategy and Management (Req.)	3
MCOM 431	IMC Campaign Development (Req.)	3
MCOM 481	Study Internship (Req.)	3
MCOM 491	Special Topics in IMC	3
MKTG 371*	E-Marketing	3
MKTG 401	Consumer Behavior (Req.)	3
Total Major Requirements		21

* Students may count MKTG 371 towards their double major in Marketing and Marketing Communications

Professional Electives

Professional Electives include the three courses listed below and courses from any Business major (other than the student's chosen major.) Students majoring in Marketing Communications are required to take, as their two Professional Electives, MCOM 301 and MKTG 361:

BUSI 221	Personal Financial Management <i>(not open to students in the Finance Major)</i>	3
BUSI 481	Internship	3
MCOM 301	Principles of Advertising and Integrated Marketing Communications	3
Total Professional Elective Requirements		9

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements.

Note that all degree candidates in Business Administration must take MATH 160 (Mathematics with Business Applications) to fulfill the Core requirement in Mathematics

Total Arts and Sciences Core Requirements 36

General Electives 3

TOTAL BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.) DEGREE REQUIREMENTS 123

B.B.A. COURSE SEQUENCING

All candidates for the B.B.A. degree should adhere to the following course sequencing:

	Fall	Spring
Year I	BUSI 101 COMP 101 ENGL 101 MATH 160 SCIE ELE UNIV 100	ACCG 201 BUSI 201 ENGL 102 SSCI ELE or HUMN ELE QUAN 201
Year II	ACCG 211 BUSI 211 ECON 201 QUAN 301 ENGL 103	BUSI 301 ECON 202 FINA 301 MGMT 301 MKTG 301
Year III	BUSI 311 BUSI 321 Major* Major PSPK 101 WLDC 201	BUSI 331 Major Major MGMT 313 WLDC 202
Year IV	Major Major GEN ELE HUMN or SSCI ELE PROF ELE	Major ISST ELE MGMT 499 (Capstone) PROF ELE PROF ELE

* For those students concentrating in MCOM, this course must be MCOM 301. MCOM 481 (Study Internship) is completed in Summer following completion of all other degree requirements.

Legend:

ELE: Elective
GEN: General
HUMN : Humanities
ISST: Islamic Studies

PROF: Professional
SCIE: Science
SSCI: Social Sciences

For course code legends, please see p. 181

MINORS IN THE SCHOOL OF BUSINESS ADMINISTRATION

Minors in business disciplines are open to students majoring in any field. The minors are intended to allow students interested in a business discipline to develop broad knowledge of the discipline. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to University-wide requirements, students must complete a minimum of five courses (**15 credit hours**) per the following:

Accounting

Any course coded ACCG

Economics

Any course coded ECON

FINA 401 International Trade and Finance

Finance

Any course coded FINA

ECON 302 Money and Banking

Management

Any course coded MGMT

Marketing

Any course coded MKTG

Marketing Communications

Any course coded MCOM

AUD

AMERICAN
UNIVERSITY
IN DUBAI

Mohammed Bin Rashid School for Communication

INTRODUCTION

The Mohammed Bin Rashid School for Communication (MBRSC) was established in 2008 per the directives of H.H. Sheikh Mohammed Bin Rashid Al Maktoum for AUD to coordinate with various Dubai-based constituencies to insure the uniqueness of the School's offerings. To facilitate access to the School's programs, His Highness funds scholarships bestowed on 75% of the students who meet the rigorous admissions requirements of the School.

The focal point of the School's mission is to educate media professionals with an outstanding command of the Arabic language, serving to bridge the linguistic and cultural gaps undermining the Arab media sector. AUD collaborates with an advisory council consisting of media specialists from the Middle East and the United States in developing the School's curriculum. The School offers a Bachelor of Communication and Information Studies (B.C.I.S.) in Digital Production and Storytelling (DPST) and in Journalism (JOUR).

MBRSC offers an American-based curriculum with an Arabic track option in addition to the English track.

COMMUNICATION AND INFORMATION STUDIES



BACHELOR OF COMMUNICATION AND INFORMATION STUDIES (B.C.I.S.) PROGRAM

Program Mission

The Bachelor of Communication and Information Studies program at the American University in Dubai prepares practitioners and scholars to work in twenty-first century media. Graduates will be proficient in areas ranging from ethics and media policy to writing and production skills. They will be committed to providing the public with media content that meets local and regional needs and is global in outlook and standard.

Program Goals

Graduates will:

- Possess sophisticated communication skills, in Arabic and English, including the ability to comprehend and comment upon news coverage, elements of media business, and social responsibility of media;
- Be proficient in storytelling using journalism, television, cinema and new media contexts;
- Understand the theoretical and practical elements of the broad historical, cultural, economic, and technological foundations of mass media;
- Appreciate the significance of ethical standards and behavior on the part of all institutions and individuals involved with mass media, including the public's responsibility to understand the role of media and to wisely gather and disseminate information through the media;
- Relate media theory and practice to fields such as politics, economics, law, business, information science, and the liberal arts;
- Recognize the role of media as an element of individual and global cultures, with particular emphasis on respect for diversity related to race, gender, religion, ethnicity, and other personal characteristics and orientations.

Program Learning Outcomes

Students graduating from the B.C.I.S. program will be able to:

- Identify and administer various media platforms to communicate with diverse audiences about a wide range of topics;
- Analyze the complexities of information gathering, evaluate the credibility of sources and ensure the highest possible reliability of information provided to the public;
- Demonstrate proficiency in production aesthetics, particularly in using digital media platforms, to provide various forms of media content to the public;
- Determine and analyze elements of communication theory, including the societal responsibilities and professional practices of news, entertainment, and other media industries;
- Identify various facets of issues, think independently and critically, and make informed judgments;
- Determine the importance of media independence while recognizing legal and ethical principles that govern media practices;
- Appreciate the value of lifelong learning about the constantly changing practices and influence of the mass media, and the importance of being able to innovate within the evolving world of media;
- Recognize the importance of being able to interact with fellow media professionals and the larger public in ways that reflect sensitivity to diverse interests.

SUMMARY OF DEGREE REQUIREMENTS

B.C.I.S.	
Course Classification	Credit Hours Required
Language	6
Core	20
Major	24
Arts and Sciences Core	36
Arts and Sciences Electives	24
General Electives	15
Total	125

Continued enrollment: Students must successfully complete all the Curriculum Core courses (total 20 credit hours) with a cumulative GPA for those courses of 2.3 prior to entering into the third year of the program. A student failing to achieve such a CGPA is required to repeat courses. **Failure to do so will cancel their degree candidacy within the Mohammed Bin Rashid School for Communication.** In such cases, the student may choose to pursue studies at AUD in a discipline outside the Mohammed Bin Rashid School for Communication, contingent upon admission into the new program. The university does not assume any responsibility for loss of credit due to the student's change from the B.C.I.S. to another program. In-house AUD students who wish to transfer to MBRSC should be in good academic standing and have a CGPA of 2.5 or more.

CURRICULUM/COURSES

Language		Credit Hours
FREN 101	Elementary French I	3
FREN 102	Elementary French II	3
FREN 201	Intermediate French I	3
FREN 202	Intermediate French II	3
MEST 101	Elementary Arabic I	3
MEST 102	Elementary Arabic II	3
MEST 201	Intermediate Arabic I	3
MEST 202	Intermediate Arabic II	3
MEST 301*	Arabic Proficiency I	3
MEST 302*	Arabic Proficiency II	3
SPAN 101	Elementary Spanish I	3
SPAN 102	Elementary Spanish II	3
SPAN 201	Intermediate Spanish I	3
SPAN 202	Intermediate Spanish II	3
Total Language Requirements		6

* Required for Arabic Track students

Core		Credit Hours
COMM 101	Introduction to Global Media	3
COMM 102	Research Fundamentals	1
COMM 103*	Media, Culture and Society	3
COMM 201	Media Economics and Research	3
COMM 202	Ethical and Legal Responsibilities in the Mass Media	3
COMM 221*	Media Writing Skills (JOUR)	3
COMM 222*	Multiplatform Storytelling (JOUR)	3
COMM 223*	Writing Fundamentals (DPST)	3
COMM 231	Studio (BOTH)	1
COMM 241	Introduction to Production (DPST)	3
Total Foundation Requirements		20

* Courses offered in English and Arabic

Major Option: Digital Production and Storytelling

DPST 302	Media and Public Service	3
DPST 322*	Writing Comedy	3
DPST 342	Producing and Directing Comedy	3
DPST 361	Online Communities	3
DPST/JOUR 441*	The Documentary	3
DPST 422*	Writing Drama	3
DPST 444	Producing and Directing Drama	3
DPST 461	Internship	3
Total Major Requirements		24

Major Option: Journalism

JOUR 301	Visualizing News	3
JOUR 302	Newsroom Management and Decision Making	3
JOUR 321*	Reporting	3
JOUR 322*	Advanced Reporting	3
JOUR/DPST 441*	The Documentary	3
JOUR 461	Media and Politics in the Middle-East	3
JOUR 462*	Capstone Project	3
JOUR 463	Internship	3
Total Major Requirements		24

* Courses offered in English and Arabic

Arts and Sciences Electives

Any course from the listings of the Arts and Sciences Division, exclusive of language courses and with the following restrictions:

MEST*	minimum of	6
ARTS	maximum of	6
ENGL	maximum of	6
Total Arts and Sciences Electives Requirements		24

* Students are highly encouraged to pursue the Certificate in Middle Eastern Studies

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements.

Note that all degree candidates in Communication and Information Studies must take ARTS 200 (History of Art I) to fulfill the Core requirement in Humanities, and MATH 111 (Mathematics for the Arts) or MATH 160 (Mathematics with Business Applications) to fulfill the Core requirement for Mathematics.

Total Arts and Sciences Core Requirements 36

General Electives

DPST 209	Selected Topics in Digital Production and Storytelling	3
DPST 301	The Global Art of Entertainment	3
DPST 362	Games of the Digital World	3
DPST 401	Current Issues in Digital Production and Storytelling	3
DPST 462	Digital Production and Storytelling Project	3
JOUR 209	Selected Topics in Journalism	3
JOUR 323	Editorial and Critical Writing	3
JOUR 401	Current Issues in Journalism	3
JOUR 402	Contemporary Perspectives in Journalism	3

Students can take any course from the university's listings with the following restrictions:

- Minimum of six credit hours offered by the School of Business Administration 6
- Minimum of six credit hours at a 300 level or higher 6

Total General Electives Requirements 15

TOTAL BACHELOR OF COMMUNICATION AND INFORMATION STUDIES (B.C.I.S.) DEGREE REQUIREMENTS

125

B.C.I.S. IN DIGITAL PRODUCTION AND STORYTELLING COURSE SEQUENCING

All candidates for the B.C.I.S. in Digital Production and Storytelling degree should adhere to the following course sequencing:

	Fall	Spring
Year I	COMM 101 COMP 101 ENGL 101 Language* MATH 111 or MATH 160 UNIV 100	ARTS 200 COMM 102 COMM 103 ENGL 102 Language*
Year II	COMM 201 COMM 231 COMM 223 ENGL 103 PSPK 101 WLDC 201	A&S ELE A&S ELE COMM 202 COMM 241 SSCI ELE WLDC 202
Year III	A&S ELE DPST 322 DPST 361 GEN ELE ISST ELE	A&S ELE A&S ELE DPST 302 DPST 342 GEN ELE SCIE ELE
Year IV	A&S ELE A&S ELE DPST 422 DPST 441 GEN ELE	A&S ELE DPST 444 DPST 461 GEN ELE GEN ELE

* Subject to approval by the student's Academic Advisor.

Legend:

A&S: Arts and Sciences
ELE: Elective
GEN: General

ISST: Islamic Studies
SCIE: Science
SSCI: Social Sciences

For course code legends, please see p. 181

B.C.I.S. IN JOURNALISM COURSE SEQUENCING

All candidates for the B.C.I.S. in Journalism degree should adhere to the following course sequencing:

	Fall	Spring
Year I	COMM 101 COMP 101 ENGL 101 Language* MATH 111 or MATH 160 UNIV 100	ARTS 200 COMM 102 COMM 103 ENGL 102 Language*
Year II	COMM 201 COMM 221 COMM 231 ENGL 103 PSPK 101 WLDC 201	A&S ELE A&S ELE COMM 202 COMM 222 SSCI ELE WLDC 202
Year III	A&S ELE GEN ELE ISST ELE JOUR 301 JOUR 321	A&S ELE A&S ELE GEN ELE JOUR 302 JOUR 322 SCIE ELE
Year IV	A&S ELE A&S ELE GEN ELE JOUR 441 JOUR 461	A&S ELE GEN ELE GEN ELE JOUR 462 JOUR 463

* Subject to approval by the student's Academic Advisor.

MINORS

The Mohammed Bin Rashid School for Communication offers the minors shown below. Subject to completion of all prerequisite courses, students may choose these minors for additional credit beyond their degree completion requirements. Prerequisites for the minors are stated in the course description section of this *Catalog*. Students should familiarize themselves with these prerequisites and should be aware that completion of the minor (**15 credit hours**) with its prerequisites may require them to complete more credits than the 15 required from the list below.

MINOR IN COMMUNICATION

Not open to MBRSC students

Minor Core

Students must complete **each** of the following courses:

COMM 103*	Media, Culture and Society	3
COMM 202	Ethical and Legal Responsibilities in the Mass Media	3

Total Minor Core Requirements 6

** Course offered in English and Arabic.*

Minor Electives: students must earn nine credit hours by completing any combination of the following courses:

DPST 301	The Global Art of Entertainment	3
DPST 361	Online Communities	3
DPST 362	Games of the Digital World	3
JOUR 323	Editorial and Critical Writing	3
JOUR 401	Current Issues in Journalism	3
JOUR 402	Contemporary Perspectives in Journalism	3

Total Minor Elective Requirements 9

TOTAL MINOR REQUIREMENTS 15

MINOR IN JOURNALISM

Open to Digital Production and Storytelling (DPST) majors only

For Students who are already enrolled in the Mohammed Bin Rashid School for Communication, a minor in Journalism is open to students majoring in Digital Production and Storytelling (DPST). This minor allows DPST students to gain additional knowledge in journalistic writing and reporting styles.

Minor Core

Students must complete **each** of the following courses:

COMM 221*	Media Writing Skills	3
COMM 222	Multiplatform Storytelling	3
JOUR 321*	Reporting	3
JOUR 462	Capstone Project	3

Total Minor Core Requirements 12

Minor Electives

Students must complete three credit hours from the following courses:

JOUR 302	Newsrooms Management and Decision Making	3
JOUR 322*	Advanced Reporting	3
JOUR 323	Editorial and Critical Writing	3
JOUR 401	Current Issues in Journalism	3
JOUR 402	Contemporary Perspectives in Journalism	3
JOUR 461	Media and Politics in the Middle East	3

Total Minor Electives Requirements 3

TOTAL MINOR REQUIREMENTS 15

** Course offered in English only*

MINOR IN DIGITAL PRODUCTION AND STORYTELLING

Open to Journalism (JOUR) majors only

For Students who are already enrolled in the Mohammed Bin Rashid School for Communication, a minor in Digital Production and Storytelling is open to students majoring in Journalism (JOUR). This minor allows JOUR students to gain additional knowledge in scriptwriting and producing audio visual programs in addition to exposure to the unique characteristics of other media platforms.

Credit Hours

Minor Core

Students must complete **each** of the following courses:

COMM 223*	Writing Fundamentals (DPST)	3
COMM 241	Introduction to Production	3
DPST 302	Media and Public Service	3
DPST 462	Digital Production and Storytelling Project	3
Total Minor Core Requirements		12

Minor Electives

Students must complete three credit hours from the following courses:

DPST 301	The Global Art of Entertainment	3
DPST 361	Online Communities	3
DPST 362	Games of the Digital World	3
DPST 401	Current Issues in Digital Production and Storytelling	3
Total Minor Electives Requirements		3

TOTAL MINOR REQUIREMENTS 15

** Course offered in English only*

AUD

AMERICAN
UNIVERSITY
IN DUBAI

School of Engineering

The School of Engineering at the American University in Dubai provides students with a unique opportunity to experience American-style engineering education in one of the fastest growing and most diverse metropolitan areas in the world.

The School offers undergraduate programs leading to Bachelor of Science degrees in Civil Engineering, Computer Engineering, Electrical Engineering, and Mechanical Engineering, in addition to Computer Science. The curricula are supported by state-of-the-art labs and facilities, a diverse group of faculty with outstanding expertise, and solid links with the professional community.

With local and international accreditations in place, and through a broad education grounded in cultural diversity and technical excellence, our graduates continue to be highly sought at both the regional and global levels.

SCHOOL MISSION

The School of Engineering prepares a culturally diverse student population for successful professional careers in engineering at the regional and global levels. The School's educational experience provides all students with the knowledge needed for technical excellence in engineering, while emphasizing the role of general education, ethical and social responsibility, and life-long learning in the personal and professional growth of future engineers.

SCHOOL GOALS

- To prepare our graduates for engineering practice, pursuit of advanced degrees, and leadership roles within their professional communities by providing them with a solid engineering education complemented by a general education component;
- To instill in students the importance of critical thinking, cultural diversity, and lifelong learning, and personal and professional skills that will enable them to continually adapt to a global engineering workplace;
- To foster a constructive learning environment through positive faculty-student interactions, recruitment and retention of highly qualified faculty, and promotion of professional and personal growth among all constituents;
- To provide our students with unique traineeship and job placement opportunities by maintaining strong ties with industry professionals and periodically aligning the School's strategies and curricula with the evolving needs of the engineering industry;
- To effect positive change within the local and regional communities through professional engineering contributions by the faculty and students.

SUMMARY OF DEGREE REQUIREMENTS

Course Classification	Credit Hours Required				
	B.S.C.E.	B.S.Comp.E.	B.S.E.E.	B.S.M.E.	B.S.C.S.
Mathematics/Natural Sciences	29	29	29	29	24
Major Core	54	54	54	54	42
Major Electives	15	15	15	15	15
Arts and Sciences Core	36	36	36	36	36
General Electives	3	3	3	3	3
Total	137	137	137	137	120

Undergraduate students in the School of Engineering are required to maintain a minimum program (major) Grade Point Average (MGPA) of 2.0 throughout their enrollment. The MGPA is calculated based on the student's grades in the Major Core. An Engineering student whose MGPA falls below 2.0 at the end of an academic term is required to raise the MGPA to a minimum of 2.0 within two semesters of enrollment. If the MGPA remains below 2.0 beyond the specified period, the student may not enroll in any new engineering courses, but may either repeat previously taken courses to raise the MGPA to 2.0, or seek admission into another program at AUD outside the School of Engineering. An Engineering student who has completed all required coursework, but whose MGPA is below 2.0, will **not** be eligible for graduation until he or she raises the MGPA to a minimum of 2.0.

PRE-ENGINEERING PROGRAM

The Pre-Engineering Program is intended to increase the potential for student success in Engineering by ensuring readiness in the areas of Math, Science, and Computing. In order to successfully complete the Pre-Engineering Program, a student must satisfy **all** of the following requirements:

- Successfully complete:
 - MATH 099 on the first attempt, or place in a more advanced Math course via the university-administered ACCUPLACER™ Exam;
 - MATH 191 with a minimum grade of C on the first or second attempt, or place in a more advanced Math course via the university-administered ACCUPLACER™ Exam;
 - COMP 101 with a minimum grade of C on the first or second attempt, or place in CSCI 140 through the university-administered Computer Proficiency Exam;

- Earn a grade of C or higher in:
 - MATH 210;
 - PHYS 201;
 - CHEM 201; and
 - ENGL 102.

Upon successful completion of the Pre-Engineering Program, a student should file a *Change of Program Form* in order to gain full admission into one of the School of Engineering programs. A student who fails to complete the AUD Pre-Engineering Program may be granted admission to the School of Engineering only upon securing the minimum SAT® Reasoning score. Alternatively, such a student may choose to pursue studies at AUD in a discipline other than Engineering, contingent upon admission into the new program. The university does not assume any responsibility for loss of credit due to the student's change from Pre-Engineering to another program.

ENGINEERING



BACHELOR OF SCIENCE IN CIVIL ENGINEERING (B.S.C.E.) PROGRAM

Program Mission

The Civil Engineering Program prepares a culturally diverse student population for successful professional careers in civil engineering at the local, regional and global levels. The Program is designed to ensure excellence in multiple technical areas within the broad field of civil engineering, while emphasizing the role of general education, ethical and social responsibility, and life-long learning in the personal and professional growth of future civil engineers.

Program Goals

In support of its Mission, the Civil Engineering Program strives to produce graduates who will succeed in their professional careers. The Program's Goals are to prepare graduates who will:

- Pursue successful careers in civil engineering or related disciplines, by building upon the professional skills acquired during their undergraduate studies;
- Engage in further education through graduate studies, professional licensure, technical training, or similar continuing education activities;
- Demonstrate social and ethical responsibility through personal and professional contributions to society;
- Utilize effective written and oral communication skills and teamwork abilities to succeed in multi-cultural environments;
- Promote professional practice by providing opportunities for training, placement, professional development, and research.

Program Learning Outcomes

Civil Engineering graduates will demonstrate...

- Proficiency in both basic and applied aspects of differential calculus, physics, probability and statistics, chemistry, and biology;
- Thorough familiarity with the analytical and quantitative skills needed to identify and solve civil engineering problems, and to analyze and interpret data;
- A strong technical knowledge in structural, geotechnical, transportation, environmental and water resources engineering;
- An ability to conduct laboratory and field experiments, evaluate material properties, and design civil engineering systems and processes using traditional methods, modern tools, and software;
- An aptitude to work effectively on teams in both intra-disciplinary and cross-disciplinary settings;
- Competency in professional writing, oral communication, graphic presentation, project documentation, and construction project management;
- An understanding of ethical and professional issues, and the role of professional licensure in civil engineering practice;
- A recognition of the non-technical constraints on civil engineering systems and processes, including economic, political, social, and environmental factors;
- An awareness of current issues in civil engineering and an appreciation for professional development through educational experiences outside the classroom.

CURRICULUM COURSES

Mathematics/Natural Sciences*

		Credit Hours
CHEM 201	General Chemistry	3
ENGG 200	Engineering Statistics	3
ENGG 222	Numerical Methods in Engineering, w/Lab	3
MATH 220	Calculus II	3
MATH 230	Linear Algebra and Complex Variables	3
MATH 231	Differential Equations	3
MATH 240	Multivariable Calculus	3
PHYS 201	Introductory Physics I, w/Lab	4
PHYS 202	Introductory Physics II, w/Lab	4
Total Mathematics/Natural Sciences Requirements		29

*The following are additional Mathematics or Natural Science courses that satisfy other curricular requirements: BIOL201 and MATH210.

Civil Engineering Core

ENGG 210	Engineering Graphics and Visualization	3
ENGG 255	Engineering Design and Economics	3
ENGG 270	Statics, w/Lab	3
ENGG 275	Dynamics	3
ECVL 268	Mechanics of Materials, w/Lab	4
ECVL 305	Geomatics, w/Lab	3
ECVL 310	Engineered Materials, w/Lab	4
ECVL 330	Fluid Mechanics, w/Lab	3
ECVL 340	Environmental Engineering, w/Lab	3
ECVL 350	Transportation Engineering, w/Lab	3
ECVL 360	Structural Analysis I	3
ECVL 368	Reinforced Concrete Design I	3
ECVL 370	Geotechnical Engineering I, w/Lab	4
ECVL 399	Field Experience in Civil Engineering	2
ECVL 420	Construction Engineering and Management	3
ECVL 470	Geotechnical Engineering II	3
ECVL 499	Civil Engineering Design Project	4
Total Civil Engineering Core Requirements		54

Civil Engineering Electives

Students must complete 15 credit hours of Civil Engineering Electives, with at least 9 credit hours of Primary Electives.

Primary Electives:

ECVL 422	Infrastructure Management Systems	3
ECVL 433	Hydraulic Engineering	3
ECVL 444	Water and Wastewater Engineering	3
ECVL 455	Traffic Engineering	3
ECVL 466	Structural Steel Design	3
		9-15

Secondary Electives:

ECVL 430	Hydrology	3
ECVL 440	Sustainable Engineering Design	3
ECVL 451	Pavement Engineering	3
ECVL 458	Transportation Planning	3
ECVL 460	Structural Analysis II	3
ECVL 462	Structural Dynamics	3
ECVL 464	Bridge Engineering	3
ECVL 468	Reinforced Concrete Design II	3
ECVL 475	Foundation Design and Construction	3
ECVL 480-489	Special Topics in Civil Engineering	3
		0-6

Total Civil Engineering Elective Requirements 15

Arts and Sciences Core

BIOL 201	Principles of Biology	3
CSCI 140	Introduction to Programming	3
ENGL 101	Composition and Rhetoric	3
ENGL 102	Advanced Composition and Research	3
ENGL 103	Introduction to Literature	3
ISST ELE	Islamic Cultural Studies Elective	3
MATH 210	Calculus I	3
PSPK 101	Public Speaking	3
PHIL 222	Professional Ethics	3
SSCI ELE	Social/Behavioral Sciences Elective	3
UNIV 100	The University Experience	0
WLDC 201	World Cultures I	3
WLDC 202	World Cultures II	3
Total Arts and Sciences Core Requirements		36

General Electives 3

TOTAL BACHELOR OF SCIENCE IN CIVIL ENGINEERING (B.S.C.E.) DEGREE REQUIREMENTS 137

B.S.C.E. COURSE SEQUENCING

All candidates for the B.S.C.E. degree should adhere to the following course sequencing:

	Fall	Spring	Summer
Year I	CSCI 140 ENGL 101 MATH 210 PHYS 201 UNIV 100	BIOL 201 ENGG 210 ENGL 102 MATH 220 PHYS 202	
Year II	CHEM 201 ENGG 255 ENGG 270 ENGL 103 MATH 230 MATH 231	ECVL 268 ENGG 200 ENGG 222 ENGG 275 MATH 240 PSPK 201	
Year III	ECVL 305 ECVL 310 ECVL 330 ECVL 360 ISST ELE SSCI ELE	ECVL 340 ECVL 350 ECVL 368 ECVL 370 ECVL ELE (Prim)	ECVL 399
Year IV	ECVL 420 ECVL 470 ECVL ELE (Prim) ECVL ELE PHIL 222 WLDC 201	ECVL 499 ECVL ELE (Prim) ECVL ELE GEN ELE WLDC 202	

Legend:

ECVL: Civil Engineering
ELE: Elective
GEN: General

ISST: Islamic Studies
Prim: Primary

For course code legends, please see p. 181

MINOR IN ENVIRONMENTAL ENGINEERING

The minor in Environmental Engineering is open to students majoring in any field except Civil Engineering. This minor allows students to further their knowledge in the areas of environmental engineering and sustainability. The field of environmental engineering is wide but students can choose to focus on a particular area depending on the courses they choose. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to University-wide requirements, students must complete a minimum of **15 credit hours** from the following courses:

Minor Core

Students must complete the following courses:

BIOL 201	Principles of Biology	3
CHEM 201	General Chemistry	3
ECVL 340	Environmental Engineering, w/Lab	3

Total Minor Core Requirements **9**

Minor Electives

Students must complete at least 6 credits from the following courses:

ECVL 330	Fluid Mechanics, w/Lab	3
ECVL 430	Hydrology	3
ECVL 433	Hydraulic Engineering	3
ECVL 440	Sustainable Engineering Design	3
ECVL 444	Water and Wastewater Engineering	3

Total Minor Electives Requirements **6**

TOTAL MINOR REQUIREMENTS **15**

MINOR IN STRUCTURAL ENGINEERING

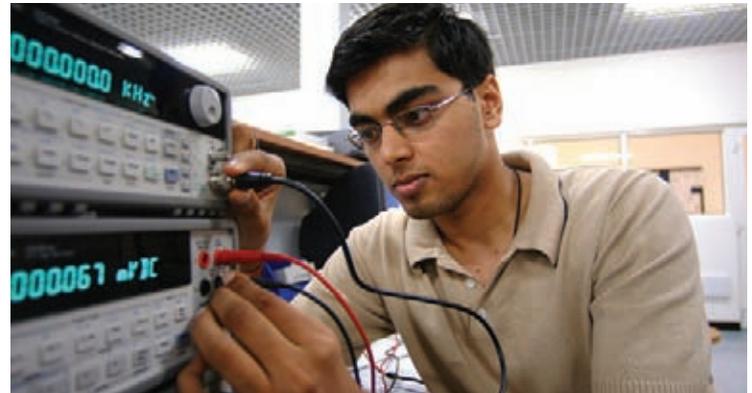
The minor in Structural Engineering is open to students majoring in any discipline except Civil Engineering. This minor can be of great value especially to Architecture students who wish to broaden their technical knowledge in structural analysis and design. Architecture students should consult with the Academic Advising Center regarding prerequisite equivalencies to the courses below, since they will have taken prerequisite equivalents as part of their major degree requirements. In addition to University-wide requirements, students must complete a minimum of **15 credit hours** from the following courses:

Credit Hours

MATH 230	Linear Algebra and Complex Variables	3
ENGG 270	Statics w/Lab	3
ECVL 268	Mechanics of Materials, w/Lab	4
ECVL 310	Engineered Materials, w/Lab	4
ECVL 360	Structural Analysis I	3
ECVL 368	Reinforced Concrete Design I	3
ECVL 460	Structural Analysis II	3
ECVL 462	Structural Dynamics	3
ECVL 466	Structural Steel Design	3
ECVL 468	Reinforced Concrete Design II	3

Credit Hours

TOTAL MINOR REQUIREMENTS **15**



BACHELOR OF SCIENCE IN COMPUTER ENGINEERING (B.S.COMP.E.) PROGRAM

Program Mission

The Computer Engineering Program prepares a culturally diverse student population for successful professional careers in computer engineering at the local, regional and global levels. The Program is designed to ensure excellence in the rapidly-evolving field of computer engineering, while emphasizing the role of general education, ethical and social responsibility, and life-long learning in the personal and professional growth of future computer engineers.

Program Goals

In support of its Mission, the Computer Engineering Program strives to produce graduates who will succeed in their professional careers. The Program's Goals are to prepare graduates who will:

- Propose, analyze, design, and implement integrated hardware-software systems under realistic constraints, using knowledge in digital systems, computer networks, and software;
- Remain updated, through graduate studies and professional certification, on the latest hardware and software technologies in the rapidly evolving field of computer engineering;
- Benefit the community through knowledge in computer ethics, network security, and public safety networking;
- Share new knowledge by facilitating opportunities for computer training, certification, and practice in software and hardware design;
- Utilize effective written and oral communication skills and teamwork abilities to succeed in professional multi-cultural environments.

Program Learning Outcomes

Computer Engineering graduates will demonstrate...

- Proficiency in both basic and applied aspects of differential and integral calculus, discrete mathematics, data structures, statistics, and basic science;
- Thorough familiarity with the analytical and quantitative skills needed to identify and solve computer engineering problems, and to analyze and interpret data;
- A strong technical knowledge in microelectronics, digital and computer system design, computer network design, and software engineering;
- An ability to conduct laboratory experiments and simulations, and design complex computer systems by integrating hardware and software components;
- An aptitude to work effectively on teams in both intra-disciplinary and cross-disciplinary settings;
- Competency in professional writing, oral communication, graphic presentation, and engineering project documentation;
- An understanding of ethical and professional issues in computer engineering practice;
- A recognition of the non-technical constraints on computer engineering system designs and processes, including manufacturability, safety, economics, and social and environmental factors;
- An awareness of current issues in computer engineering, and an appreciation for professional development through educational experiences outside the classroom.

CURRICULUM/COURSES

Mathematics/Natural Sciences*

		Credit Hours
CHEM 201	General Chemistry	3
ENGG 222	Numerical Methods in Engineering, w/Lab	3
ENGG 300	Probability and Random Variables	3
MATH 220	Calculus II	3
MATH 230	Linear Algebra and Complex Variables	3
MATH 231	Differential Equations	3
MATH 250	Discrete Mathematics I	3
PHYS 201	Introductory Physics I, w/Lab	4
PHYS 202	Introductory Physics II, w/Lab	4
Total Mathematics/Natural Sciences Requirements		29

*The following are additional Mathematics or Natural Science courses that satisfy other curricular requirements: BIOL201 and MATH210.

Computer Engineering Core

CSCI 210	Computer Networks	3
CSCI 340	Data Structures and Algorithms	3
CSCI 350	Software Engineering	3
CSCI 415	Operating Systems	3
ENGG 255	Engineering Design and Economics	3
EECE 200	Linear Circuit Analysis I, w/Lab	4
EECE 205	Linear Circuit Analysis II, w/Lab	4
EECE 240	Digital System Design, w/Lab	4
EECE 250	Intermediate Programming	3
EECE 300	Microelectronic Devices and Circuits I, w/Lab	3
EECE 320	Signals and Systems, w/Lab	3
EECE 323	Fundamentals of Digital Signal Processing	3
EECE 340	Introduction to Microprocessors, w/Lab	3
EECE 345	Computer Architecture	3
EECE 399	Field Experience in Computer Engineering	2
EECE 440	Embedded System Design, w/Lab	3
EECE 499	Computer Engineering Design Project	4
Total Computer Engineering Core Requirements		54

Computer Engineering Electives

Students must complete 15 credit hours of Computer Engineering Electives, **with at least 12 credit hours of Primary Electives.**

Primary Electives:

CSCI 330	Relational Databases	3
CSCI 342	Programming Languages Concepts	3
CSCI 420	Routing and Switching	3
EECE 442	Synthesis with HDL	3
EECE 445	Advanced Computer Architecture	3
EECE 448	Digital Integrated Circuit Design	3
EECE 455	Digital Image Processing	3
EECE 458	Compiler Construction	3
EECE 460	Network Design and Simulation	3
EECE 480-48	Special Topics in Electrical and Computer Engineering	3

12-15

Secondary Electives:

CSCI 346	Enterprise and Distributed Computing	3
CSCI 472	Artificial Intelligence	3
EECE 305	Microelectronic Devices and Circuits II	3
EECE 310	Applied Electromagnetics I	3
EECE 326	Communication Systems I, w/Lab	3
EECE 470	Systems and Controls	3

0-3

Total Computer Engineering Elective Requirements 15

Arts and Sciences Core

BIOL 201	Principles of Biology	3
CSCI 140	Introduction to Programming	3
ENGL 101	Composition and Rhetoric	3
ENGL 102	Advanced Composition and Research	3
ENGL 103	Introduction to Literature	3
ISST ELE	Islamic Cultural Studies Elective	3
MATH 210	Calculus I	3
PSPK 101	Public Speaking	3
PHIL 222	Professional Ethics	3
SSCI ELE	Social/Behavioral Sciences Elective	3
UNIV 100	The University Experience	0
WLDC 201	World Cultures I	3
WLDC 202	World Cultures II	3
Total Arts and Sciences Core Requirements		36

General Electives

3

TOTAL BACHELOR OF SCIENCE IN COMPUTER ENGINEERING (B.S.COMP.E.) DEGREE REQUIREMENTS

137

B.S.COMP.E. COURSE SEQUENCING

All candidates for the B.S.COMP.E. degree should adhere to the following course sequencing:

	Fall	Spring	Summer
Year I	ENGL 101 MATH 210 PHYS 201 SSCI ELE UNIV 100	CHEM 201 CSCI 140 ENGL 102 MATH 220 PHYS 202	
Year II	BIOL 201 EECE 200 ENGL 103 MATH 230 MATH 231	EECE 205 EECE 240 ENGG 222 MATH 250 PSPK 101	
Year III	CSCI 340 EECE 300 EECE 320 EECE 340 ENGG 255 ENGG 300	CSCI 210 CSCI 350 EECE 323 EECE 345 CompE ELE (Prim) ISST ELE	EECE 399
Year IV	CSCI 415 EECE 440 CompE ELE (Prim) CompE ELE (Prim) PHIL 222 WLDC 201	EECE 499 CompE ELE (Prim) CompE ELE GEN ELE WLDC 202	

Legend:

CompE: Computer Engineering
ELE: Elective
GEN: General

ISST: Islamic Studies
Prim: Primary

For course code legends, please see p. 181

MINOR IN COMPUTER ENGINEERING

The minor in Computer Engineering is open to all students. This minor allows students to enhance their knowledge in Computer Engineering to meet the multidisciplinary needs of modern technology. Students wishing to pursue the minor are responsible for completing all course prerequisites or establishing prerequisite equivalency. In addition to University-wide requirements, students must complete a minimum of **15 credit hours** from the following list of courses:

CSCI 210	Computer Networks	3
CSCI 340	Data Structures and Algorithms	3
CSCI 350	Software Engineering	3
CSCI 415	Operating Systems	3
EECE 201	Electric Circuit Theory	3
EECE 240	Digital System Design, w/Lab	4
EECE 340	Introduction to Microprocessors, w/Lab	3
EECE 345	Computer Architecture	3
EECE 440	Embedded System Design, w/Lab	3
EECE 458	Compiler Construction	3
TOTAL MINOR REQUIREMENTS		15

BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING (B.S.E.E.) PROGRAM

Program Mission

The Electrical Engineering Program prepares a culturally diverse student population for successful professional careers in electrical engineering at the local, regional and global levels. The Program is designed to ensure excellence in multiple technical areas within the broad field of electrical engineering, while emphasizing the role of general education, ethical and social responsibility, and life-long learning in the personal and professional growth of future electrical engineers.

Program Goals

In support of its Mission, the Electrical Engineering Program strives to produce graduates who will succeed in their professional careers. The Program's Goals are to prepare graduates who will:

- Excel as professionals in power systems engineering, communication systems, or related areas, by building upon the design and problem-solving skills acquired through their studies;
- Develop and implement innovative solutions in technical fields such as energy systems, electronics, or telecommunication engineering;
- Pursue post-graduate learning opportunities including advancement studies, professional training, or engineering licensure;
- Combine technical knowledge, team-work abilities, and communication skills to excel professionally in culturally diverse environments;
- Communicate and share technical innovations through mentorship programs, job placement, internships, and technology transfer projects.

Program Learning Outcomes

Electrical Engineering graduates will demonstrate...

- Proficiency in both basic and applied aspects of differential and integral calculus, complex variables, linear and discrete mathematics, statistics, and basic science;
- Thorough familiarity with the analytical and quantitative skills needed to identify and solve electrical engineering problems, and to analyze and interpret data;
- A strong technical knowledge in microelectronics, communication systems, electromagnetics, and power systems engineering;
- An ability to conduct laboratory experiments and simulations, and design electrical engineering systems using hardware components and software tools;
- An aptitude to work effectively on teams in both intra-disciplinary and cross-disciplinary settings;
- Competency in professional writing, oral communication, graphic presentation, and engineering project documentation;
- An understanding of ethical and professional issues in electrical engineering practice;
- A recognition of the non-technical constraints on electrical engineering system designs and processes, including manufacturability, sustainability, health, safety, and economics;
- An awareness of current issues in electrical engineering, and an appreciation for professional development through educational experiences outside the classroom.

CURRICULUM/COURSES

Mathematics/Natural Sciences*		Credit Hours
CHEM 201	General Chemistry	3
ENGG 222	Numerical Methods in Engineering, w/Lab	3
ENGG 300	Probability and Random Variables	3
MATH 220	Calculus II	3
MATH 230	Linear Algebra and Complex Variables	3
MATH 231	Differential Equations	3
MATH 240	Multivariable Calculus	3
PHYS 201	Introductory Physics I, w/Lab	4
PHYS 202	Introductory Physics II, w/Lab	4
Total Mathematics/Natural Sciences Requirements		29

*The following are additional Mathematics or Natural Science courses that satisfy other curricular requirements: BIOL201 and MATH210.

Electrical Engineering Core

ENGG 255	Engineering Design and Economics	3
EECE 200	Linear Circuit Analysis I, w/Lab	4
EECE 205	Linear Circuit Analysis II, w/Lab	4
EECE 240	Digital System Design, w/Lab	4
EECE 250	Intermediate Programming	3
EECE 300	Microelectronic Devices and Circuits I, w/Lab	3
EECE 305	Microelectronic Devices and Circuits II	3
EECE 310	Applied Electromagnetics I	3
EECE 315	Applied Electromagnetics II, w/Lab	3
EECE 320	Signals and Systems, w/Lab	3
EECE 323	Fundamentals of Digital Signal Processing	3
EECE 326	Communications Systems I, w/Lab	3
EECE 330	Electric Power Systems, w/Lab	3
EECE 340	Introduction to Microprocessors, w/Lab	3
EECE 398	Field Experience in Electrical Engineering	2
EECE 470	Systems and Controls	3
EECE 498	Electrical Engineering Design Project	4
Total Electrical Engineering Core Requirements		54

Electrical Engineering Electives

Students must complete 15 credit hours of Computer Engineering Electives, **with at least 12 credit hours of Primary Electives.**

Primary Electives:

EECE 410	Antenna Theory	3
EECE 414	Optical Fiber Communications	3
EECE 416	Microwave Electronics	3
EECE 426	Communication Systems II	3
EECE 428	Wireless Communications	3
EECE 430	Energy Engineering	3
EECE 433	Electric Drives	3
EECE 435	Power System Protection and Relaying	3
EECE 440	Embedded System Design, w/Lab	3
EECE 448	Digital Integrated Circuit Design	3
EECE 480-489	Special Topics in Electrical and Computer Engineering	3

12-15

Secondary Electives:

CSCI 210	Computer Networks	3
CSCI 340	Data Structures and Algorithms	3
EECE 345	Computer Architecture	3
EECE 442	Synthesis with HDL	3
EECE 455	Digital Image Processing	3

0-3

Total Electrical Engineering Elective Requirements 15

Arts and Sciences Core

BIOL 201	Principles of Biology	3
CSCI 140	Introduction to Programming	3
ENGL 101	Composition and Rhetoric	3
ENGL 102	Advanced Composition and Research	3
ENGL 103	Introduction to Literature	3
ISST ELE	Islamic Cultural Studies Elective	3
MATH 210	Calculus I	3
PSPK 101	Public Speaking	3
PHIL 222	Professional Ethics	3
SSCI ELE	Social/Behavioral Sciences Elective	3
UNIV 100	The University Experience	0
WLDC 201	World Cultures I	3
WLDC 202	World Cultures II	3
Total Arts and Sciences Core Requirements		36

General Electives

3

TOTAL BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING (B.S.E.E.) DEGREE REQUIREMENTS

137

B.S.E.E. COURSE SEQUENCING

All candidates for the B.S.E.E. degree should adhere to the following course sequencing:

	Fall	Spring	Summer
Year I	ENGL 101 MATH 210 PHYS 201 SSCI ELE UNIV 100	CHEM 201 CSCI 140 ENGL 102 MATH 220 PHYS 202	
Year II	EECE 200 EECE 250 ENGL 103 MATH 230 MATH 231 PSPK 101	EECE 205 EECE 240 ENGG 222 ISST ELE MATH 240 BIOL 201	
Year III	EECE 300 EECE 310 EECE 320 EECE 340 ENGG 255 ENGG 300	EECE 305 EECE 315 EECE 323 EECE 326 EECE 330 PHIL 222	EECE 398
Year IV	EECE 470 EE ELE (Prim) EE ELE (Prim) EE ELE (Prim) WLDC 201	EECE 498 EE ELE (Prim) EE ELE GEN ELE WLDC 202	

Legend:

EE: Electrical Engineering
ELE: Elective
GEN: General

ISST: Islamic Studies
Prim: Primary

For course code legends, please see p. 181

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING (B.S.M.E.) PROGRAM

Program Mission

The Mechanical Engineering Program prepares a culturally diverse student population for successful professional careers in mechanical engineering at the local, regional and global levels. The Program is designed to ensure excellence in multiple technical areas within the broad field of mechanical engineering, while emphasizing the role of general education, ethical and social responsibility, and life-long learning in the personal and professional growth of future mechanical engineers.

Program Goals

In support of its Mission, the Mechanical Engineering Program strives to produce graduates who will succeed in their professional careers. The Program's Goals are to prepare graduates who will:

- Excel as mechanical engineers in the fields of design, consulting, operation, manufacturing, construction, or related areas, by building upon the design and problem-solving skills acquired through their studies;
- Develop and implement innovative solutions in technical fields such as energy systems, automation and control, or materials and composites;
- Pursue life-long learning opportunities including graduate studies, engineering licensure, and specialized training;
- Combine technical knowledge, team-work abilities, and communication skills to excel in culturally diverse environments;
- Share technical innovations with the professional community and the public to benefit society at large.

Program Learning Outcomes

Mechanical Engineering graduates will demonstrate...

- Proficiency in both basic and applied aspects of differential and integral calculus, complex variables, linear and discrete mathematics, statistics, and basic science;
- Thorough familiarity with the analytical and quantitative skills needed to identify and solve mechanical engineering problems, and to analyze and interpret data;
- A strong technical knowledge in energy systems design, automation and control, and mechanical system analysis;
- An ability to conduct laboratory experiments and simulations, and design mechanical engineering systems using physical components and software tools;
- An aptitude to work effectively on teams in both intra-disciplinary and cross-disciplinary settings;
- Competency in professional writing, oral communication, graphic presentation, and engineering project documentation;
- An understanding of ethical and professional issues in mechanical engineering practice;
- A recognition of the non-technical constraints on mechanical systems, including manufacturability, sustainability, health, safety, and economics;
- An awareness of current issues in mechanical engineering, and an appreciation for professional development through educational experiences outside the classroom.

CURRICULUM COURSES

Mathematics/Natural Sciences*		Credit Hours
CHEM 201	General Chemistry	3
ENGG 200	Engineering Statistics	3
ENGG 222	Numerical Methods in Engineering, w/Lab	3
MATH 220	Calculus II	3
MATH 230	Linear Algebra and Complex Variables	3
MATH 231	Differential Equations	3
MATH 240	Multivariable Calculus	3
PHYS 201	Introductory Physics I, w/Lab	4
PHYS 202	Introductory Physics II, w/Lab	4
Total Mathematics/Natural Sciences Requirements		29

**The following are additional Mathematics or Natural Science courses that satisfy other curricular requirements: BIOL201 and MATH210.*

Mechanical Engineering Core

ENGG 210	Engineering Graphics and Visualization	3
ENGG 255	Engineering Design and Economics	3
ENGG 270	Statics w/Lab	3
ENGG 275	Dynamics	3
EECE 201	Electric Circuit Theory	3
EMEC 210	Structure and Properties of Materials, w/Lab	4
EMEC 320	Solid Mechanics I	3
EMEC 330	Fluid Dynamics, w/Lab	4
EMEC 340	Thermodynamics	3
EMEC 345	Heat and Mass Transfer, w/Lab	3
EMEC 350	Design of Mechanical Systems, w/Lab	3
EMEC 360	Electronics and Instrumentation, w/Lab	4
EMEC 365	Control Systems, w/Lab	3
EMEC 399	Field Experience in Mechanical Engineering	2
EMEC 440	Energy Systems, w/Lab	3
EMEC 460	Manufacturing Engineering and Technology	3
EMEC 499	Mechanical Engineering Design Project	4
Total Mechanical Engineering Core Requirements		54

Mechanical Engineering Electives

Students must complete 15 credit hours of Mechanical Engineering Electives, **with at least 9 credit hours of Primary Electives.**

Primary Electives:

EMEC 400	Computer-Aided Mechanical Design	3
EMEC 433	Turbomachinery	3
EMEC 444	Design of HVAC Systems	3
EMEC 455	Motion System Design	3
EMEC 466	Design of Robotic Systems	3

9-15

Secondary Electives:

EMEC 420	Solid Mechanics II	3
EMEC 435	Engineering Aerodynamics	3
EMEC 438	Computational Fluid Dynamics	3
EMEC 447	Internal Combustion Engines	3
EMEC 452	Mechanical Vibrations	3
EMEC 480-489	Special Topics in Mechanical Engineering	3

0-6

Total Mechanical Engineering Elective Requirements 15

Arts and Sciences Core

BIOL 201	Principles of Biology	3
CSCI 140	Introduction to Programming	3
ENGL 101	Composition and Rhetoric	3
ENGL 102	Advanced Composition and Research	3
ENGL 103	Introduction to Literature	3
ISST ELE	Islamic Cultural Studies Elective	3
MATH 210	Calculus I	3
PSPK 101	Public Speaking	3
PHIL 222	Professional Ethics	3
SSCI ELE	Social/Behavioral Sciences Elective	3
UNIV 100	The University Experience	0
WLDC 201	World Cultures I	3
WLDC 202	World Cultures II	3

Total Arts and Sciences Core Requirements 36

General Electives 3

**TOTAL BACHELOR OF SCIENCE IN
MECHANICAL ENGINEERING (B.S.M.E.)
DEGREE REQUIREMENTS**

137

B.S.M.E. COURSE SEQUENCING

All candidates for the B.S.M.E. degree should adhere to the following course sequencing:

	Fall	Spring	Summer
Year I	CSCI 140 ENGL 101 MATH 210 PHYS 201 UNIV 100	CHEM 201 ENGG 210 ENGL 102 MATH 220 PHYS 202	
Year II	BIOL 201 EMEC 210 ENGG 270 ENGL 103 MATH 230 MATH 231	EECE 201 ENGG 200 ENGG 222 ENGG 275 MATH 240 PSPK 101	
Year III	EMEC 320 EMEC 330 EMEC 340 EMEC 360 ENGG 255	EMEC 345 EMEC 350 EMEC 365 EMEC ELE (Prim) GEN ELE ISST ELE	EECE 399
Year IV	EMEC 440 EMEC 460 EMEC ELE (Prim) EMEC ELE (Prim) SSCI ELE WLDC 201	EMEC 499 EMEC ELE (Prim) EMEC ELE PHIL 222 WLDC 202	

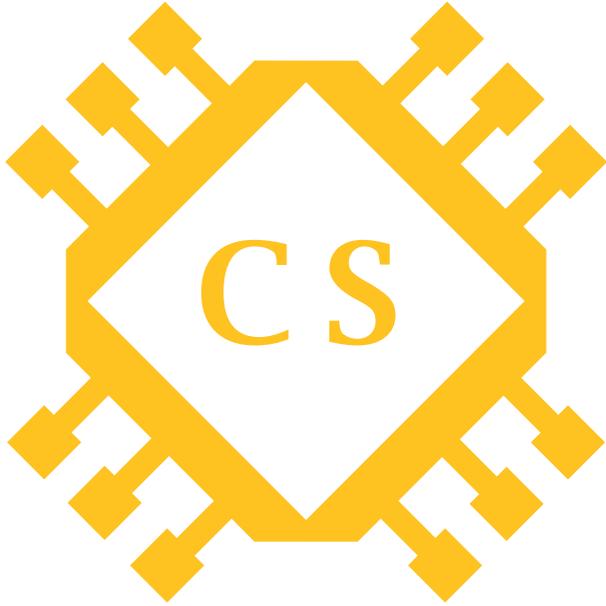
Legend:

ELE: Elective
GEN: General
ISST: Islamic Studies

EMEC: Mechanical Engineering
Prim: Primary

For course code legends, please see p. 181

COMPUTER SCIENCE



BACHELOR OF SCIENCE IN COMPUTER SCIENCE (B.S.C.S.) PROGRAM

Program Mission

The mission of the B.S.C.S. program is to graduate students that are equipped to succeed and excel in the computer science field at the industrial and academic levels. They are able to achieve their goals in culturally diverse environments projecting high ethical awareness and very effective communication skills.

Program Goals

The B.S.C.S. program goals are to graduate students that:

- Become successful in the professional and academic computing field and the industry
- Undertake leadership positions in organizations or institutions and have positive contributions.
- Acquire new skills to be successful in different industrial and academic domains
- Formulate and communicate ideas orally and in writing using appropriate mediums
- Become effective members of society while contributing ethically to their profession.

Program Learning Outcomes

Upon completion of the degree, students will be able to:

- Employ mathematical principles and computer science theory to solve computing problems
- Analyze a particular domain problem and articulate the requirements that introduce a proper computing solution
- Design and build advanced computer system applications for specific problem requirements
- Evaluate the impact of a deployed computer solution on the community and the environment
- Independently acquire new computer science knowledge and skills
- Communicate effectively at different technical and professional levels
- Utilize effective team effort to accomplish a particular objective
- Demonstrate high ethical and professional standards

MGPA REQUIREMENTS

B.S.C.S. students will adhere to the MGPA requirements set by the School of Engineering (see p. 140). The B.S.C.S. students' GPA is calculated based on the Computer Science core courses.

CURRICULUM/COURSES

Mathematics/Natural Sciences*

		Credit Hours
CHEM 201	General Chemistry	3
ENGG 200	Engineering Statistics	3
MATH 220	Calculus II	3
MATH 250	Discrete Mathematics I	3
MATH 251	Discrete Mathematics II	4
PHYS 201	Introductory Physics I, w/Lab	4
PHYS 202	Introductory Physics II, w/Lab	4
Total Mathematics/Natural Sciences Requirements		24

*The following are additional Mathematics or Natural Science courses that satisfy other curricular requirements: BIOL201 and MATH210.

Computer Science Core

CSCI 210	Computer Networks	3
CSCI 240	Object Oriented Programming	3
CSCI 250	Computer Organization	3
CSCI 330	Relational Databases	3
CSCI 340	Data Structures and Algorithms	3
CSCI 342	Programming Languages Concepts	3
CSCI 346	Enterprise and Distributed Computing	3
CSCI 350	Software Engineering	3
CSCI 399	Field Experience in Computer Science	2
CSCI 415	Operating Systems	3
CSCI 456	Design Patterns	3
CSCI 499	Capstone Project	4
EECE 345	Computer Architecture	3
ENGG 255	Engineering Design and Economics	3
Total Computer Science Core		42

Computer Science Electives

Students must complete 15 credit hours of Computer Science Electives from the following list:

CSCI 420	Routing and Switching	3
CSCI 425	Computer and Cyber Forensics	3
CSCI 430	DBMS Architecture and Design	3
CSCI 435	Data Warehousing and Mining	3
CSCI 437	Distributed Database Systems	3
CSCI 440	Game Design and Development	3
CSCI 442	Mobile Applications	3
CSCI 460	Data Security	3
CSCI 462	Cryptography	3
CSCI 470	Game Engines	3
CSCI 472	Artificial Intelligence	3
CSCI 474	Computer Graphics	3
EECE 458	Compiler Construction	3
Total Computer Science Elective Requirements		15

Arts and Sciences Core

BIOL 201	Principles of Biology	3
CSCI 140	Introduction to Programming	3
ENGL 101	Composition and Rhetoric	3
ENGL 102	Advanced Composition and Research	3
ENGL 103	Introduction to Literature	3
ISST ELE	Islamic Cultural Studies Elective	3
MATH 210	Calculus I	3
PHIL 222	Professional Ethics	3
PSPK 101	Public Speaking	3
SSCI ELE	Social/Behavioral Sciences Elective	3
UNIV 100	The University Experience	0
WLDC 201	World Cultures I	3
WLDC 202	World Cultures II	3
Total Arts and Sciences Core Requirements		36

General Electives 3

TOTAL BACHELOR OF SCIENCE IN COMPUTER SCIENCE (B.S.C.S.) DEGREE REQUIREMENTS 120

COMPUTER SCIENCE TRACKS

Students who complete the following course selections among their Computer Science Electives are eligible for a CS Track designation. Students must consult with the Associate Dean of the School of Engineering regarding the periodic scheduling of courses of a particular track.

Databases

CSCI 430	DBMS Architecture and Design	3
CSCI 435	Data Warehousing and Mining	3
CSCI 437	Distributed Database Systems	3
CSCI 472	Artificial Intelligence	3

Game Design and Development

CSCI 440	Game Design and Development	3
CSCI 442	Mobile Applications	3
CSCI 470	Game Engines	3
CSCI 474	Computer Graphics	3

Network Security

CSCI 420	Routing and Switching	3
CSCI 425	Computer and Cyber Forensics	3
CSCI 460	Data Security	3
CSCI 462	Cryptography	3

B.S.C.S. COURSE SEQUENCING

All candidates for the B.S.C.S. degree should adhere to the following course sequencing:

	Fall	Spring	Summer
Year I	CSCI 140 ENGL 101 MATH 210 PHYS 201 UNIV 100	CSCI 240 ENGL 102 ENGG 200 MATH 220 MATH 250	
Year II	BIOL 201 ENGL 103 ISST ELE MATH 251 PHYS 202	CHEM 201 CSCI 210 CSCI 250 GEN ELE PSPK 201	
Year III	CSCI 330 CSCI 340 ENGG 255 SSCI ELE WLCD 201	CSCI 342 CSCI 346 CSCI 350 EECE 345 WLDC 202	CSCI 399
Year IV	CSCI 415 CSCI 456 CS ELE CS ELE PHIL 222	CS ELE CS ELE CS ELE CSCI 499	

Legend:

CS: Computer Science
ELE: Elective
GEN: General

ISST: Islamic Studies
Prim: Primary

For course code legends, please see p. 181

MINOR IN COMPUTER SCIENCE

The CS Department offers a Minor in Computer Science. Prerequisites for each course are stated in the course description section of this *Catalog*. Students should familiarize themselves with these prerequisites and should be aware that completion of a given minor with its prerequisites may require them to complete more credits than the total shown below.

Minor Core

Students must complete a minimum of 12 credits from the following list of courses

CSCI 210	Computer Networks	3
CSCI 240	Object Oriented Programming	3
CSCI 250	Computer Organization	3
CSCI 330	Relational Databases	3
CSCI 340	Data Structures and Algorithms	3
CSCI 342	Programming Languages Concepts	3
CSCI 346	Enterprise and Distributed Computing	3
CSCI 350	Software Engineering	3
CSCI 415	Operating Systems	3
CSCI 456	Design Patterns	3
EECE 345	Computer Architecture	3
MATH 25I	Discrete Mathematics II	4

Minor Elective

Students should complete three credits from the following list of courses

CSCI 430	DBMS Architecture and Design	3
CSCI 435	Data Warehousing and Mining	3
CSCI 437	Distributed Database Systems	3
CSCI 440	Game Design and Development	3
CSCI 470	Game Engines	3
CSCI 474	Computer Graphics	3
CSCI 460	Data Security	3
CSCI 462	Cryptography	3

TOTAL MINOR REQUIREMENTS

15

BACHELOR OF SCIENCE IN COMPUTER AND INFORMATION TECHNOLOGY (B.S.C.I.T.)*

Program Mission

The Computer and Information Technology Program prepares students for professional careers in the identification, design, and creation of computer technology solutions in support of government, business, and societal needs particularly within the UAE and the region. The program also provides graduates with a comprehensive foundation in order to pursue professional opportunities and graduate studies in related fields.

Program Goals

Graduating students will be able to:

- Propose technology solutions and work effectively with business leaders resulting in operational improvements;
- Design, build, operate, and maintain successful information system products in a particular domain;
- Acquire new technical knowledge and skills through professional licensure, graduate studies, or similar opportunities;
- Work individually and in a team to contribute to the computing profession and the community at large while maintaining the highest ethical and professional standards.

** No longer accepting students effective Spring 2011*

Program Learning Outcomes

Students graduating from the B.S.C.I.T. program will be able to:

- Have a command of mathematical principles related to logic, relations and Boolean algebra;
- Know the role of computer technology and tools in facilitating practical solutions in particular domains such as business and healthcare;
- Know how to take on a problem statement and translate it into practical computer technology-based solutions, while observing high ethical and professional standards;
- Learn to work with other team members in order to create practical computer technology-based solutions;
- Gain depth in a particular computing domain, e.g. networking, database, application development, etc., which usually involves analysis, design, implementation, operation, administration, and/or security of the domain;
- Have competency in professional writing, oral communication, and professional project documentation.

SUMMARY OF DEGREE REQUIREMENTS

B.S.C.I.T.	
Course Classification	Credit Hours Required
Business Administration	24
CIT Core	21
Major Requirements	30
CIT Electives	6
Business/CIT Electives	3
Arts and Sciences Electives	36
Total	120

Major Requirements

- Students are expected to take all Computer and Information Technology core courses (ITCC courses) before declaring a major and beginning the third year sequence.
- In order to be able to declare a major and move on to the third year sequence, the student must have taken all the core courses required by the major of interest, and have a CGPA of 2.0+ in these courses as outlined below:
 - Application Development: completed with a 2.0+ CGPA for ITCC100, ITCC222, ITCC230;
 - Database: completed with a 2.0+ CGPA for ITCC100, ITCCI10, ITCC210;
 - Network Infrastructure: completed with a 2.0+ CGPA for ITCC100, ITCCI10, ITCC200.
- Students must complete any leftover ITCC courses by the first half of their third year. Under special circumstances, the Chair may extend this deadline to the end of the third year sequence.
- Under no circumstances will a student be allowed to begin the fourth year sequence without completing all ITCC courses.
- Should a student not have a 2.0+ CGPA in any of the above major core course combinations, then the student will not be allowed to progress and will have the choice of either raising his average in these courses to 2.0 (by repeating D's and F's) or changing major, subject to the usual procedure for doing so.

CURRICULUM/COURSES

Business Administration		Credit Hours
ACCG 201	Principles of Financial Accounting	3
BUSI 101	Introduction to Business	3
FINA 301	Principles of Finance	3
MGMT 301	Principles of Management	3
MGMT 313	Operations Management	3
MGMT 341	Project Management	3
MKTG 301	Principles of Marketing	3
QUAN 201	Introduction to Business Statistics	3
Total Business Administration Requirements		24

Core

ITCC 100	Discrete Mathematical Structures for IT	3
ITCC 101	Advanced Discrete Mathematical Structures for IT	3
ITCC 110	Introduction to Computer Systems	3
ITCC 200	Introduction to Networks	3
ITCC 210	Introduction to Data Modeling	3
ITCC 222	Web Site Management and Design	3
ITCC 230	Introduction to Programming (IT)	3
Total CIT Core Requirements		21

Major Option: Application Development for Commerce and Industry

ITAD 310	Object Oriented Programming and Design	3
ITAD 330	Principles of Software Engineering	3
ITAD 350	Introduction to Game Design and Development	3
ITAD 400	Mobile Application Design and Development	3
ITAD 410	3D Advanced Game and Simulation Design	3
ITAD 411	Principles of Open Source and Enterprise Computing with Java	3
ITAD 420	Object Oriented Design Patterns	3
ITAD 430	Enterprise System Architecture and Integration	3
ITAD 450	Capstone Project	3
ITDD 310	Advanced SQL Programming	3
Total Major Requirements		30

Major Option: Database Development and Operations

ITDD 302	Database Application Development Using JAVA	3
ITDD 310	Advanced SQL Programming	3
ITDD 404/ITAD 411	Principles of Open Source and Enterprise Computing with JAVA	3
ITDD 410	Advanced Database Administration I	3
ITDD 415	Advanced Database Administration II	3
ITDD 420	Advanced DBMS Design and Architecture	3
ITDD 440	Advanced Database Application Design	3
ITDD 450	Senior Project	3
ITID 310	Operating Systems Principles	3
ITAD 330	Principles of Software Engineering	3
Total Major Requirements		30

Major Option: Network Infrastructure Design and Administration

ITID 310	Operating Systems Principles	3
ITID 315	Network Operating System Services	3
ITID 320	Introduction to Routing and Switching	3
ITID 322	Advanced Routing and Switching	3
ITID 325	Wireless Networks	3
ITID 410	Introduction to Network Security	3
ITID 415	Information Security	3
ITID 430	Fault Tolerant Network Servers	3
ITID 440	Network Management and Planning	3
ITID 450	Senior Project	3
Total Major Requirements		30

CIT Electives

Students may choose Computer and Information Technology courses outside their chosen major and the following courses to fulfill this requirement: ITPE 310, ITPE 320, ITPE 330, ITPE 390, ITPE 391, ITPE 410, ITPE 420 and ITPE 421.

6

Business/CIT Electives

Students may use any course in Business Administration or CIT (other than those in the chosen major) to fulfill this requirement. This includes those courses listed under CIT Electives.

3

Arts and Sciences Core

See pp. 100-101 of this *Catalog* for Arts and Sciences Core Requirements.

Note that all degree candidates in Computer and Information Technology must take MATH 160 (Mathematics with Business Applications) to fulfill the Core requirement for Mathematics.

Total Arts and Sciences Core Requirements

36

TOTAL BACHELOR OF SCIENCE IN COMPUTER AND INFORMATION TECHNOLOGY (B.S.C.I.T.) DEGREE REQUIREMENTS

120

B.C.I.T. IN APPLICATION DEVELOPMENT FOR COMMERCE AND INDUSTRY COURSE SEQUENCING

All candidates for the B.C.I.T. in Application Development for Commerce and Industry degree should adhere to the following course sequencing:

	Fall	Spring
Year I	COMP 101 ENGL 101 HUMN ELE ITCC 100 ITCC 110 UNIV 100	BUSI 101 ENGL 102 ITCC 101 MATH 160 SSCI ELE
Year II	ACCG 201 ITCC 200 ITCC 210 ENGL 103 ISST ELE	ITCC 222 ITCC 230 PSPK 101 QUAN 201 SCIE ELE
Year III	ITAD 310 ITDD 310 MGMT 301 MKTG 301 WLDC 201	ITAD 350 ITAD 330 MGMT 313 MGMT 341 WLDC 202
Year IV	CIT ELE FINA 301 ITAD 400 ITAD 411 ITAD 410	CIT ELE BUSI/CIT ELE ITAD 430 ITAD 420 ITAD 450

B.C.I.T. IN DATABASE DEVELOPMENT AND OPERATIONS COURSE SEQUENCING

All candidates for the B.C.I.T. in Databases Development and Operations degree should adhere to the following course sequencing:

	Fall	Spring
Year I	COMP 101 ENGL 101 HUMN ELE ITCC 100 ITCC 110 UNIV 100	BUSI 101 ENGL 102 MATH 160 ITCC 101 SSCI ELE
Year II	ACCG 201 ITCC 200 ITCC 210 ENGL 103 ISST ELE	ITCC 222 ITCC 230 PSPK 101 QUAN 201 SCIE ELE
Year III	ITDD 310 ITID 310 MGMT 301 MKTG 301 WLDC 201	ITDD 302 ITAD 330 MGMT 313 MGMT 341 WLDC 202
Year IV	CIT ELE FINA 301 ITDD 404/ ITAD 411 ITDD 410 ITDD 420	CIT ELE BUSI/CIT ELE ITDD 415 ITDD 440 ITDD 450

Legend:

BUSI: Business
CIT: Computer and Information Technology
ELE: Elective

GEN: General
ISST: Islamic Studies
Prim: Primary

For course code legends, please see p. 181

B.C.I.T. IN NETWORK INFRASTRUCTURE DESIGN AND ADMINISTRATION COURSE SEQUENCING

All candidates for the B.C.I.T. in Network Infrastructure Design and Administration degree should adhere to the following course sequencing:

	Fall	Spring
Year I	COMP 101 ENGL 101 HUMN ELE ITCC 100 ITCC 110 UNIV 100	BUSI 101 ENGL 102 ITCC 101 MATH 160 SSCI ELE
Year II	ACCG 201 ENGL 103 ISST ELE ITCC 200 ITCC 210	ITCC 222 ITCC 230 PSPK 101 QUAN 201 SCIE ELE
Year III	ITDD 310 ITID 320 MGMT 301 MKTG 301 WLDC 201	ITDD 302 ITID 322 ITID 325 MGMT 313 WLDC 202
Year IV	CIT ELE FINA 301 ITID 410 ITID 430 ITID 430	CIT ELE BUSI/CIT ELE ITID 415 ITID 450 MGMT 341



Inspiring Excellence
in Communications
Worldwide

IAA DIPLOMA IN MARKETING COMMUNICATIONS

The Marketing Communications and Advertising Majors offered by the **School of Business Administration** and **Visual Communication Department** lead to the degrees of B.B.A. and B.F.A. respectively.

The requirements for these degrees are detailed in the appropriate sections of this *Catalog* (see *Business Administration and Visual Communication Degree Requirements*).

As these programs are accredited by the IAA in New York, students who complete degree requirements receive upon graduation an IAA Diploma in Marketing Communications in addition to their AUD degree. This is an internationally recognized Diploma which reflects that the student's undergraduate program meets IAA requirements. Several current and past practitioners teach in AUD's program, ensuring that curricula remain up-to-date and that students have ample contact with the marketing communications industry prior to graduation. An internship is required of all candidates for the B.B.A./B.F.A. degrees.

B.B.A. students should note that in addition to successfully completing their course work, a passing grade on a comprehensive exam is required to obtain the Diploma. This exam, which covers the material in all course work of the MCOM Major, is given twice annually (November and June); and Diploma candidates must sit for the exam either concurrent with or immediately subsequent to fulfillment of their degree requirements.

Students who fail the exam the first time will only be permitted to sit for it the next time it is offered.

Pursuance of the Diploma is also open to working professionals who must complete the required Major/other courses and (in the case of business students) pass the comprehensive exam. Courses taken at another university may count towards the Diploma.

Business Track

All candidates for the IAA Diploma in Marketing Communications must complete the following:

	Credit Hours	
BUSI 201	Business Communications	3
BUSI 321	Business in the International Environment	3
MKTG 371	E-Marketing or	
MCOM 491	Special Topics in IMC	3
MCOM 301	Principles of Advertising and Integrated Marketing Communications	3
MCOM 401	Creative Execution for IMC	3
MCOM 411	Media Planning and Buying	3
MCOM 421	IMC Strategy and Management	3
MCOM 431	IMC Campaign Development	3
MCOM 481	Study Internship	3
MGMT 499	Strategic Management	3
MKTG 301	Principles of Marketing	3
MKTG 401	Consumer Behavior	3
Total Requirements		39

Creative Track

All candidates for the IAA Diploma in Marketing Communications must complete the following:

		Credit Hours
BUSI 101	Introduction to Business	3
MCOM 301	Principles of Advertising and Integrated Marketing Communications (IMC)	3
MCOM 421	IMC Strategy and Management	3
MCOM 431	IMC Campaign Development	3
MKTG 301	Principles of Marketing	3
VCAD 202	History of Advertising	3
VCAD 251	Visualization in Advertising	3
VCAD 301	Typography in Advertising	3
VCAD 302	Layout in Advertising	3
VCAD 351	Copywriting in Advertising	3
VCAD 352	Execution, Production and Presentation	3
VCAD 353	IMC Creative Conception	3
VCDM 201	Fundamentals of Web Design	3
Total Requirements		39

Several of the above courses have prerequisites. Students should consult this Undergraduate Catalog for details. These may be waived provided that a candidate's academic experience indicates the level of prior preparation required to follow the course without handicap. The Chair of the Visual Communication Department will make the decision regarding prerequisite waivers (if any).



Inspiring Excellence
in Communications
Worldwide

*Dedicated to the advancement of standards of education
and ethical practices in international advertising,
and state-of-the-art professional development through education and training
for the marketing communications industry of tomorrow.*

This is to certify that

*has fulfilled all requirements and has been awarded the
International Advertising Association's
Diploma in Marketing Communications
at
The American University in Dubai*

Date _____ Diploma No. _____

Indra Abidin
Chairman &
World President

Diane Slade
Vice President
Education

Michael Lee
Executive Director

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CENTERS AT AUD

Center for English Proficiency
Center for Executive Programs and Professional Services
Center for Research and Education in Smart Technologies
Infrastructure Sustainability and Assessment Center

CENTER FOR ENGLISH PROFICIENCY (CFEP)

For students whose English language skills need improvement, AUD's Center for English Proficiency (CfEP) offers a non-credit Intensive English Language Program (IELP). The IELP builds general English proficiency **as well as** develops the English skills necessary in an **academic** environment. It is designed for students whose goal is to enter the university, but it is also open for people preparing to enter careers requiring English proficiency, for working professionals, and for those seeking general English skills development. **Upon successful completion of this program, students may apply for admission to the university with the status of degree candidate. Those meeting AUD's admissions requirements will be accepted.**

Mission of the Center

The Mission of the Center for English Proficiency is to provide non-native English-speaking students with the English language education that they need to succeed academically, professionally, and/or socially. The program promotes cultural awareness, citizenship, critical thinking, and ethical behavior; in addition to effective communication.

THE INTENSIVE ENGLISH LANGUAGE PROGRAM

Program Goals

- To provide students the opportunity to develop into responsible learners by enhancing their critical and intellectual activity through academic and social experiences;
- To improve each student's ability to read, write and recognize organizational patterns within the English language;
- To improve each student's ability to use English effectively in its cultural context by developing the appropriate communication approach and increasing cultural awareness;
- To foster critical thinking and ethical behavior;
- To encourage students to become active participants in the learning process.

Program Learning Outcomes

At the completion of the IELP program, students will be able to:

- Demonstrate orally and in writing the ability to think critically by bringing together evidence in support of an argument;
- Exemplify efficient writing and reading abilities by producing and understanding multiple diverse perspectives in a set framework;
- Demonstrate ideas by speaking extemporaneously in a social or academic environment;
- Demonstrate the ability to learn new words and recognize parts of speech in various word forms;
- Respond to questions that call for reasoned analysis of given information.

There are **four levels of instruction** in the IELP: IELP 096 (basic), IELP 097 (low intermediate), IELP 098 (high intermediate), and IELP 099 (advanced). Students in each level study in instructor-guided classes for four hours daily, Sunday through Thursday. Each course is approximately fifteen weeks in Fall and Spring, and approximately seven weeks in Summer I and Summer II. Each course also develops three skill sets: Reading/Vocabulary, Listening/Speaking, and Writing/Grammar. Initial placement in the IELP must be done through the ACCUPLACER™ assessment, an online test administered on the AUD campus.

Students should be aware that in order to advance to ENGL 100 (Developmental English), they must satisfy the prerequisites of: placement in ENGL 100 by TOEFL® and TWE, ACCUPLACER™ or other internationally-recognized exam.

IELP Attendance Policy

IELP students who miss seven classes or more will be automatically withdrawn from the course and a grade of “W” will be reported to the Registrar.

IELP Program Dismissal

Students who fail, withdraw, or are withdrawn from an IELP course three consecutive terms will be dismissed from the IELP program. Students will be given the chance to write a petition and provide a credible reason why they were unable to succeed in a particular course, and this petition will be taken into consideration by the Coordinator of the CfEP.

Note: The petition needs to be submitted at least one week prior to the beginning of Drop/Add period for the term for which the student desires to register.

IELP Course Descriptions

IELP 096 | BASIC INTENSIVE ENGLISH

Prerequisite: Placement by ACCUPLACER™ or with permission of Program Coordinator. Limited English is assumed

IELP 096 is for high beginning non-native speakers of English who have some basic understanding of English. This course builds a foundation of academic English in speaking, reading, writing, grammar and listening. Students develop their reading skills, build their vocabulary, learn to write grammatically correct sentences, and write simple paragraphs. Class activities include oral and written communicative tasks, short presentations, and listening and taking notes from simple lectures. Students also develop their overall competence in academic learning skills, and computer use.

It is assumed that an incoming student is able to:

- respond appropriately to simple classroom commands, instructional explanations, and questions;
- write simple grammatically correct sentences in responses to oral or written cues;
- read, understand, discuss,

and answer questions about simple level appropriate texts; and,

- ask and answer questions.

IELP 097 | LOW INTERMEDIATE INTENSIVE ENGLISH

Prerequisite: IELP 096 with a grade of P+IP or placement by ACCUPLACER™

IELP 097 is for low intermediate non-native speakers of English. This course expands existing proficiency in speaking, writing, reading, grammar, and listening. It also further develops academic learning skills of students whose goal is to enter the university. Students will build their vocabulary, learn academic reading strategies, and write complex, well-developed paragraphs using grammatically correct sentences. The students will participate in group discussions and give informal presentations. In writing they will learn to support opinions by giving reasons and explanations. Class activities include grammar review and expansion, oral and written communicative tasks, listening to lectures, doing projects, and using computers.

It is assumed that an incoming student is able to:

- understand and respond appropriately to classroom instruction, questions, and directions;
- write a simple paragraph (9-12 sentences) containing supporting details;
- express opinions on various topics both orally and in writing;
- use different strategies to read and understand level-appropriate academic texts and academic vocabulary; and,
- listen to, take notes on, discuss, and answer questions about level appropriate lectures.

IELP 098 | HIGH INTERMEDIATE INTENSIVE ENGLISH

Prerequisite: IELP 097 with a grade of P+/P or placement by ACCUPLACER™

IELP 098 is for high intermediate non-native speakers of English. This course expands on pre-existing proficiency in speaking, writing, reading, grammar, and listening. It also further develops the academic skills of students whose goal is to enter the university. At this level, students listen to and take notes on more complex lectures. They also participate in more challenging speaking activities such as

giving formal presentations and discussing causes, effects, and solutions to problems. They continue to build their vocabulary, acquire advanced reading strategies, and review and expand grammar knowledge and skills. They write multi-paragraph essays demonstrating mature thought. This course places more emphasis on communicative tasks, projects, and computer-based learning.

It is assumed that an incoming student is able to:

- write different types of complex paragraphs developing multiple ideas that support the topic sentence and are restated in the conclusion;
- use various strategies to read, understand, and answer questions about level-appropriate academic texts and build academic vocabulary;
- speak on given topics for short periods and deliver short prepared speeches; and,
- listen to, take notes on, discuss, and answer questions about level appropriate lectures.

IELP 099 | ADVANCED INTENSIVE ENGLISH

Prerequisite: IELP 098 with a grade of P+/P or placement by ACCUPLACER™

IELP 099 is for advanced non-native English speakers whose goal is to study at the university. This course is focused on further developing the students' English and academic skills needed to succeed in university classes. It focuses on writing essays using sophisticated sentence structure in coherent, well-developed paragraphs. Students will learn to construct an outline, structure an essay, create a thesis statement, provide specific and relevant support, use transitions, and proofread for accuracy. IELP 099 also develops listening and speaking skills useful in university classes, such as note-taking from lectures, writing reports, and making formal presentations. It assists the students in developing their university level academic English vocabulary and reading strategies to increase their reading speed and comprehension.

It is assumed that an incoming student is able to:

- write different types of essays with clear thesis statements that use parallel structure, introduce the content of body paragraphs, and are restated in

a concluding statement;

- use various strategies to read, understand, and answer questions about level-appropriate academic texts and develop academic vocabulary;
- speak on given topics for short periods and deliver short prepared speeches; and,
- listen to, take notes on, discuss, and answer questions about level appropriate lectures.

OTHER CENTERS AT AUD

Serving the Community at large as a source of expertise from within the AUD faculty members, AUD's different centers offer services ranging from training and consultancy to research projects within their respective sectors.

- Center for Executive Programs and Professional Services (CEPPS)
- Center for Research and Education in Smart Technologies (CREST)
- Infrastructure Sustainability and Assessment Center (ISAC)

CENTER FOR EXECUTIVE PROGRAMS AND PROFESSIONAL SERVICES (CEPPS)

The Center for Executive Programs and Professional Services (CEPPS) is the business and professional outreach arm of The American University in Dubai.

Mission

The Mission of CEPPS is to provide top quality executive education, training, professional development and consulting services to private and public sector organizations in the UAE, the GCC region, and the wider Middle East. CEPPS programs and services encompass the entire range of expertise resident at AUD, as well as world-class expertise made available through knowledge partnerships and alliances with leading international providers of executive education and professional know-how.

Services

Complementing the educational mission of AUD, CEPPS provides executive education, training, professional development and consulting services to private and public sector organizations in the United Arab Emirates and the GCC. In providing these services, CEPPS utilizes the expertise of faculty from the different academic units, contributing to the professional development of faculty and offering them opportunities for interaction with the professional community. This in turn helps them to stay current in their knowledge of ongoing developments in their disciplines by using this exposure to bring more real-life relevance to the classroom.

CEPPS offers a wide range of programs and services designed to satisfy the organization's needs for relevant, state-of-the-art, application-oriented skills and know-how. The offerings consist of:

- Executive and Professional Development
- Programs (Customized)
- Consulting Services
- Conferences

CENTER FOR RESEARCH AND EDUCATION IN SMART TECHNOLOGIES (CREST)

The Center for Research and Education in Smart Technologies (CREST) is a computer software research and development center sponsored by the American University in Dubai and directed by the Computer and Information Technology Department. CREST's core purpose is to research and develop practical software applications in the areas of game design and development, smart mobile device applications, integrated knowledge based Social Networks, Learning Life Cycle Management™, Health Management, and other related fields. CREST's vision is to become one of the most prominent centers in applied software research and development.

Research Center Objectives

- The center will target applied software technology to ensure user acceptance and usability. Applied Software Technology implies software that satisfies market and user requirements for ease of use, functionality, performance, and cost.
- CREST will try to market its prototypes of successful software applications through interested private companies or sell the right to the technology applications.
- CREST shall provide an incubation environment to create or advance software applications in the areas of Game Design and Development, mobile smart devices, integrated knowledge-based social networks, Learning Life Cycle Management™, Health Management, and other related fields.
- CREST will promote state-of-the-art software development methodology, standards, and technologies in the Gulf Region leading to the creation of software applications of the highest quality.
- In collaboration with the software market leaders in the mobile and enterprise computing, CREST will bridge the gap between industry and academia in the area of Applied Software Technology offering its research and development services for solving and advancing industry software applications and solutions.

Research and Services

The direction of research services in the center will be focused on two tracks; first track is to support faculty members to establish an industrial oriented research with the industry. The industrial research partners are from the government and the private sectors. Second track is to organize a specialized conferences and workshops. By applying these two tracks an excellent research environment and culture are established..

INFRASTRUCTURE SUSTAINABILITY AND ASSESSMENT CENTER (ISAC)

The Infrastructure Sustainability and Assessment Center (ISAC) is the leading source for regional expertise in material durability and service life assessment. The Center serves both academia and the industry and builds upon the expertise of internationally-renowned researchers and professionals, as well as the wealth of data and information on performance of constructed facilities and durability of advanced construction materials in Dubai.

Mission

The mission of the Infrastructure Sustainability and Assessment Center is to provide the professional engineering community with state-of-the-art knowledge and expertise for a sustainable physical infrastructure.

In support of its mission, the Center provides and seeks opportunities for academic-industry collaboration, applied research, and technology transfer. The Center also offers continuing education courses in areas such as construction material durability, non-destructive testing, lifecycle assessment of physical infrastructure, and structural health monitoring and repair.

Research and Services

ISAC provides a broad range of professional services, spanning pre- and post-construction of engineering facilities. Examples of the services provided by the Center include:

- Pre-construction review of project specifications and QA/QC plans.
- Pre-construction review of geotechnical reports and recommendations for foundation design
- Review of structural and geotechnical designs, and analysis of structural and foundation systems using state-of-the-art software.
- Recommendations and professional input regarding local materials and environments and regional requirements.
- Assessment of the service life of structural elements using computer models, based on local environmental inputs.
- Monitoring and assessment of concrete durability-related issues such as corrosion of reinforcing steel and sulfate attack.
- Assessment of the service life of structural elements based on used materials and structural details (e.g. concrete

- cover over reinforcing steel; use of steel liners)
- Diagnosis and recommendations for repair alternatives related to concrete performance, from selection of mix proportions and concrete production to performance under different environmental conditions.
- Diagnosis and recommendations for repair alternatives for superstructures and foundation systems.
- Review of construction processes in terms of compliance with standards and best practices.
- Review and monitoring of project safety, productivity, and construction management processes.

The center is carrying out a number of research projects in the following areas:

- Optimization of mix design and chemical additives to improve durability of concrete materials in sulfate- and chloride-rich environments
- Modeling and assessment of service life of concrete materials in coastal and offshore structures
- Predictive models for rate of corrosion of steel reinforcement
- Ground improvement and reduction of liquefaction susceptibility of reclaimed land deposits
- Characterization of the stress-deformation characteristics of weathered limestone and sandstone

Our research is supported by several industrial partners, government agencies, and non-profit foundations.





UNDERGRADUATE COURSE DESCRIPTIONS

Course Legend
Course Listings

COURSE LEGEND

Numbering

00-99	Developmental Courses
100-199	Freshmen Courses
200-299	Sophomore Courses
300-399	Junior Courses
400-499	Senior Courses

This Legend generally applies. Students should consult their advisors to discuss specific exceptions.

Code

ACCG	Accounting
ANTH	Anthropology
ARCH	Architecture
ARTS	Fine Arts
BIOL	Biology
BUEL	Business Professional Elective (Transfer-in)
BUSI	Business
CHEM	Chemistry
COMM	Communication
COMP	Computer Information Systems
CSCI	Computer Science
DESI	Design
DPST	Digital Production and Storytelling
ECON	Economics
ECVL	Civil Engineering
EECE	Computer/ Electrical Engineering
EMEC	Mechanical Engineering
ENGG	Engineering
ENGL	English
FINA	Finance
FREN	French
GEOG	Geography
HIST	History

HUMN	Humanities
IDEL	Interior Design Professional Elective (Transfer-in)
IDES	Interior Design
IELP	Intensive English Language Program
INST	International Studies
ITAD	Application Development for Commerce and Industry
ITCC	IT Core
ITDD	Database Development and Operations
ITEL	Information Technology Elective (Transfer-in)
ITID	Network Infrastructure Design and Administration
ITST	International Study Tour
JOUR	Journalism
MATH	Mathematics
MEST	Middle-Eastern Studies
MGMT	Management
MKTG	Marketing
MCOM	Marketing Communications
MATH	Mathematics
NYST	New York Study Tour
PHIL	Philosophy
POLS	Political Science
PSYC	Psychology
PHYS	Physics
QUAN	Quantitative Methods
SCIE	Natural Sciences
SOCI	Sociology
SSCI	Social Sciences
SPAN	Spanish

VCCC	Visual Communication
VCAD	Advertising
VCDM	Digital Media
VCGD	Graphic Design
VCPH	Photography
VCST	Studio Art
WLDC	World Cultures

Hours

The Courses carry the following hours' legend:
(lecture – lab/studio – credits)

Frequency

The frequency of the course offering is indicated per the following legend:

F = Fall

S = Spring

SI = Summer I

SII = Summer II

Prerequisites

If a course does not list a prerequisite, that means that students are allowed to register without previous specific coursework. However, students should be mindful of the considerations made under *English as a Prerequisite* on p. 61 of this *Catalog* and any other course sequencing advice provided by an Academic Advisor.

ACCG 201 | PRINCIPLES OF FINANCIAL ACCOUNTING (3-0-3)

Prerequisites: *BUSI 101, MATH 160 | F, S, SI, SII*

This introductory course focuses on external financial reporting, providing a general overview of basic financial statements and the accounting process that produces them. This course covers topics such as the nature and purpose of accounting and accounting information, fundamental accounting concepts, principles and methods, the accounting cycle, accounting for current and fixed assets, introduction to liability and owners' equity, with emphasis on sole proprietorship and partnership accounts, and introduction to financial statement analysis. Students must receive at least a C grade in this course in order to register for additional Accounting Major courses.

ACCG 211 | PRINCIPLES OF MANAGERIAL ACCOUNTING (3-0-3)

Prerequisite: *ACCG 201 | F, S, SI, SII*

The emphasis of this course is on the use of accounting information internally by managers in an organization. Students will gain an understanding of the information needed by managers in planning,

control and decision making. This course covers cost concepts and cost behavior; activity based costing, costing systems, operational budgets, standard costing, introduction to capital budgeting, cost-volume-profit analysis and relevant costs in decision making.

ACCG 301 | INTERMEDIATE ACCOUNTING I (3-0-3)

Prerequisite: *a grade of C or higher in ACCG 201 | F, S*

This course focuses on theory and applications of financial accounting. It introduces the conceptual framework, the process of creating generally accepted accounting principles, and the fundamentals of financial statements – income statements, balance sheets, and statements of cash flow. Issues examined include cash and receivables, inventories, long-lived tangible and intangible assets.

Moreover, the course investigates the foundations and applications of international accounting practices.

ACCG 302 | INTERMEDIATE ACCOUNTING II (3-0-3)

Prerequisite: *ACCG 301 | S, SI*

This course is a continuation of the Intermediate Accounting I. It continues the in-depth analysis of accounting theory, and procedures underlying preparation of financial statements. Topics covered include short-term and long-term liabilities, stockholders' equity, including dilutive securities and earnings per share, investments, revenue recognition, income taxes, pension and retirement benefits, leases, accounting changes and errors, statements of cash flows, and full disclosure in financial reporting.

ACCG 311 | COST ACCOUNTING (3-0-3)

Prerequisite: *a grade of C or higher in ACCG 201, ACCG 211 | F, S, SI*

This course examines various tools of cost accounting. It also examines means by which control can be exercised and the types of accounting information that allow for different means of planning and control. It covers the behavioral, quantitative, and qualitative aspects accounting, such as the nature of control, responsibility centers, performance evaluation,

pricing of intermediate products, strategic planning, advanced topics in budgeting, costing, the balanced scorecard, executive compensation, and control for differentiated strategies.

ACCG 341 | ACCOUNTING INFORMATION SYSTEMS (3-0-3)

Prerequisite: *a grade of C or higher in ACCG 201, ACCG 211 | F*

This course provides an overview of major accounting subsystems with an emphasis on computer systems and internal control. It provides an overview of the design of information systems that support the accounting function of a firm. It focuses on business transaction cycles and processes, including Order Entry/Sales/Receivables; Purchase/Payables; Payroll/ Human Resources; Fixed Assets; Production; Financing, and the General Ledger in the context of Enterprise Resource Systems (ERSs). Topics covered also include Computer Control and Audit; Computer Crime; and Reporting with XRBL.

ACCG 352 | FRAUD AUDITING AND FORENSIC ACCOUNTING (3-0-3)

Prerequisite: *ACCG 302 | S*

This course investigates the deceptions in financial and accounting processes. It is concerned with the detection and prevention of financial statement fraud. Topics covered include fraud examination techniques, internal control methodology, financial statement misrepresentation, conversion investigation methods, inquiry methods and fraud reports.

ACCG 401 | ADVANCED ACCOUNTING (3-0-3)

Prerequisite: *ACCG 302 | F, S*

This course focuses on the nature and structure of accounting information that is generated by the business firm. The main emphasis is not on the process through which accounting information is generated, but on how this information can be used in decision making by business managers. Topics covered include key financial statements and their interpretation, ratio analysis and its uses in performance evaluation as well as its limitations, financial planning and budgeting, use of accounting information for more effective control of operations, economic value added vs. ROI, and other approaches to performance measurement.

ACCG 421 | AUDITING (3-0-3)

Prerequisite: *ACCG 302 | SI*

This course presents both the theoretical and practical aspects of auditing, including the responsibilities and function of the independent auditor. Topics include auditing objectives and concepts, types of audits, auditing standards, auditors' professional code of ethics and auditors' liability, risk and internal control, and the audit process.

ACCG 431 | U.S. TAXATION (3-0-3)

Prerequisite: *ACCG 401 | SI*

This course covers knowledge applicable to federal income, estate and gift taxation and its application in practice. The content of this course is consistent with the AICPA Federal taxation specification outline tested in the CPA exam. The course covers topics such as taxation of individuals, corporations, partnerships, estates and trusts, exempt organizations, and preparers' responsibilities.

ACCG 441 | INTERNATIONAL ACCOUNTING (3-0-3)

Prerequisite: *ACCG 401 | F, S, SI*

This course gives a broad overview of the global financial and accounting environment and addresses three distinct, but overlapping topic areas: financial reporting, financial analysis, and planning and control of multinational enterprises. The course covers topics such as financial reporting regimes, harmonization of international accounting differences, international accounting standard setting process, financial reporting issues relating to segment reporting, international financial ratio analysis, business combinations, intangible assets, foreign currency translation, accounting for changes in exchange rates, translation of financial statements, and managerial accounting issues relating to control of and performance measurement for foreign operations.

ACCG 491 | SPECIAL TOPICS IN ACCOUNTING (3-0-3)

Prerequisite: *Senior Status or approval of the Chair, a grade of C or higher in ACCG 201 | Upon demand*

This course presents a critical study of theory, research and practical applications related to advanced topics in accounting, not covered in any other accounting course. The specific topics will be determined by the interests of the students and the instructor.

ANTH 201 | INTRODUCTION TO CULTURAL ANTHROPOLOGY (3-0-3)

Prerequisite: *ENGL 102 | F, SI*

This course introduces students to fundamental concepts and theories associated with culture and the study of the interconnection between culture and human behavior. Cultural concepts to be discussed include social relations, language, government, and religion. Awareness of these concepts allows students to appreciate the cultural diversity present in the contemporary world.

ANTH 301 | GLOBALIZATION (3-0-3)

Prerequisite: ANTH 201, ECON 202, POLS 200 | S

This course provides students with a framework with which to understand and examine the complexities of globalization. The course looks at the impact of globalization on various cultural, political, and economic aspects of societies around the world. Scholarly articles from a wide range of authors and sources are central to this course.

ARCH 101 | ARCHITECTURAL DESIGN STUDIO I (2-4-4)

F, S (Upon demand)

In this foundation course, the student is introduced to the fundamentals of manual drafting and the tools used in this technique. Students will learn basic interior drafting vocabulary, line quality, lettering and drafting conventions for a site, plot, roof and floor plan, interior and exterior elevations, and building sections. This course involves presentation techniques axonometric and perspective drawings. Anthropometrics and ergonomics will also be introduced.

ARCH 102 | ARCHITECTURAL DESIGN STUDIO II (2-4-4)

Prerequisite: ARCH 101 | S, SI
(Upon demand)

ARCH 102 builds upon the foundation skills acquired in ARCH 101. The students recognize fundamental concepts and basic architecture elements. In this course students discuss design process that includes the role of research, analysis, and spatial organization. Also, students work individually on a number of projects that introduce them to different phases including research, conception, problem formulation and resolution and project layout and presentation. In addition, students work in teams on design projects concentrating on analysis and decision making.

ARCH 151 | HISTORY AND THEORY OF ARCHITECTURE I (3-0-3)

F, SI

This is the first of three sequential courses that cover the History of Architecture from the third millennium BC through to the Twenty-first century. This course is characterized by a series of lectures and presentations that examine the development of architecture and urbanism

from the ancient world through to the late medieval period. Knowledge of the language of architecture, its terminology and recognition of period styles are required. Emphasis is placed on the historical and intellectual context of selective examples of architecture, along with their environmental, technological and social relevance.

ARCH 201 | ARCHITECTURAL DESIGN STUDIO III (0-12-6)

Prerequisite: ARCH 102 | F, S
(Upon demand)

This second year studio course focuses upon the understanding of architectural convention in relation to cultural, sociological and general human related aspects. Based on a socio-cultural understanding of design approach students are encouraged to develop their analytical problem-solving skills which function as the basis for design invention and as the foundation of ethical action in the process of architectural designing.

ARCH 202 | ARCHITECTURAL DESIGN STUDIO IV (0-12-6)

Prerequisites: ARCH 201, ARCH 211 | S

This is a studio course that introduces the strategies of architectural design. Students develop an architectural project based on a building program and site. Issues concerning building assemblies, structural systems, building envelope systems, and environmental systems are covered. The integration of these issues into building design is complemented by studio exercises.

ARCH 211 | MATERIALS AND METHODS OF CONSTRUCTION (3-0-3)

Prerequisite: ARCH 101 | F, SI

This course introduces students to the role of architectural technology in the design process. Building materials and methods of construction are studied. Students become aware of the appropriate application and performance of construction materials, components, and assemblies. Students acquire the knowledge to make competent choices with regards to building materials and assembly techniques.

ARCH 212 | CONSTRUCTION PROCESS AND BUILDING ECONOMICS (3-0-3)

Prerequisite: ARCH 211 | S, SI

This course introduces students to the basic principles and techniques of management and control of a building construction project from conception through occupancy. Students are introduced to the principles and practices of estimating project cost, scheduling methods, and controlling techniques.

ARCH 252 | HISTORY AND THEORY OF ARCHITECTURE II (3-0-3)

Prerequisite: ARCH 151 | F, SI

This is the second of three sequential courses that cover the History of Architecture from the third millennium BC through the Twenty-first century. This course is characterized by a series of lectures and presentations that examine the development of architecture and urbanism in Europe and elsewhere from the late medieval period through the Renaissance until the late eighteenth century. Knowledge of the language of architecture, its terminology and recognition of period styles are required. Emphasis is placed on

the historical and intellectual context of selective examples of architecture, along with their environmental, technological and social relevance.

ARCH 253 | HISTORY AND THEORY OF ARCHITECTURE III (3-0-3)

Prerequisite: ARCH 252 | S, SI

This is the third of three sequential courses that cover the History of Architecture from the third millennium BC through the Twenty-first century. This course is characterized by a series of lectures and presentations that examine the development of architecture and urbanism in Europe and elsewhere from the industrial revolution through to the early Modernism period of Europe and North America and on to a world setting for the variations in late Modernism before considering various new movements of the Twenty-first century. Knowledge of the language of architecture, its terminology and recognition of period styles are required. Emphasis is placed on the historical and intellectual context of selective examples of architecture, along with their environmental, technological and social relevance.

ARCH 280 | MODEL MAKING OF SPACE (3-0-3)

Prerequisite: ARCH 202 | Upon demand

In this course, the students learn the fundamentals of professional model making and the tools needed to create a physical model for presentation. Students discuss model making vocabularies and techniques then employ the appropriate skills to produce a physical model from floor plans, elevations, and sections. Also students manage scaling, assemble elements, apply textures and colors, and then produce adequate materials for a specific architectural project.

ARCH 294 | FILM AND ARCHITECTURE (3-0-3)

Prerequisite: ARCH 202 | Upon demand

The course film and architecture will introduce students to tools for analysis and exploration of the relation between architecture and film both as phenomena of time and space. Students will look at the source and portrayal of architectural expression in film from its development of early to modern manifestation. This course enhances the theoretical and experimental understanding of filmic and architectural structure.

ARCH 301 | ARCHITECTURAL DESIGN STUDIO V (2-8-6)

Prerequisite: ARCH 202 | F, S (Upon demand)

This third year studio course focuses upon the understanding of Architectural theories and methodologies, their implication on understanding and approaching design methods. Students are encouraged to develop new ways of analysis and criticism for architectural objects. This will be the basis for the process of design invention of this course.

ARCH 302 | ARCHITECTURAL DESIGN STUDIO VI (0-12-6)

Prerequisites: ARCH 301 | S, SI (Upon demand)

While the first and second year Architectural Design Studios I through V introduces students to design basics, principles, theory, methods and structure-related issues, this studio course starts to focus and examine the impact of environmental issues with the aim to design an environmentally responsive building within the design process.

ARCH 311 | STRUCTURAL ANALYSIS (3-0-3)

Prerequisite: ARCH 211, PHYS 201 | F, SI

This course explains the relationship between architectural and structural design. Students will study the behavior of structures through an understanding of the concepts of load and load path, internal forces, different types of stress, structural materials, the role of geometry in structural design and finally basic mathematical calculations.

ARCH 312 | STRUCTURAL DESIGN (3-0-3)

Prerequisite: ARCH 311 | S, SII

This course prepares students for structural design decisions based on the necessary knowledge of both conceptual and mathematical aspects of structure. It covers the primary structural materials: steel, wood, concrete and masonry in terms of loads, materials and properties, structural elements and systems and bending systems.

ARCH 321 | ENVIRONMENTAL SYSTEMS (3-0-3)

Prerequisite: ARCH 102 | S, SII

This core course introduces design with climate and site resources for conservation, efficiency, and appropriateness to the local, regional, and global contexts. Fundamentals of thermal, lighting, acoustical, aqueous, and waste are covered. Passive solar heating and cooling are taught as well as HVAC and associated issues of indoor air quality, energy and power consumption. It also enhances the understanding of the principles of building services, complex environmental issues of indoor air/thermal and lighting quality, construction and environmental constraints in relation to the development of sustainable architecture. Details and constructional components of this design project and regulatory appraisals relating directly to the design project will integrate with other related courses within the curriculum.

ARCH 322 | BASIC ELEMENTS OF LANDSCAPE ARCHITECTURAL DESIGN (3-0-3)

Prerequisite: ARCH 202 | S, SII

This course presents the thoughts and key design theories fundamental to landscape architecture in simple words and illustrations, it also offers the vocabulary, significance, characteristics, potential uses, and design guidelines for landform, plant materials, buildings, pavement, site structures, and water in landscape architectural design. It will help students overcome common mistakes and misconceptions typical in the early phases of their design career and will heighten their understanding and awareness of the major physical components of the outdoor environment.

ARCH 341 | DIGITAL DESIGN IN ARCHITECTURE (3-0-3)

Prerequisite: ARCH 202 | Upon demand

This course provides both the conceptual framework and the practical skills for understanding digital design media and for making effective use of the emerging digital design and fabrication repertoire. Topics include basics of computation, uses of spatial and image data,

fundamentals of geometric modeling and fabrication, and cultural aspects of design computing.

ARCH 342 | PORTFOLIO DESIGN IN ARCHITECTURE (3-0-3)

Prerequisite: ARCH302 | Upon demand

This course introduces students to how to plan, design, and produce their portfolio from their design projects, which contain sources for their conception and a trajectory for their design development. It will also explain how to search for clues to your core design inspiration and discuss how to be more open to new pathways to problem analysis and problem-solving inspiration. Finally students can apply digital desktop publishing and image processing software techniques to produce more not only competitive but also professionally informed.

ARCH 351 | THEORY OF ARCHITECTURE (3-0-3)

Prerequisites: ARCH 202, ARCH 253 | F, SI

This advanced lecture course focuses upon the understanding of architectural theories and methodologies, and their implication on understanding and

analyzing architectural design. Students are encouraged to develop new ways of analysis and criticism for architectural objects as well as to reformulate ideas and theories.

ARCH 352 | ENVIRONMENTAL PSYCHOLOGY (3-0-3)

Prerequisite: ARCH 202 | F, SI

This course introduces students to semiotics and behavioral studies. It emphasizes the relationship between cultural values and the perception of the built environment and the way the latter impacts on design.

ARCH 380 | SPECIAL TOPICS IN ARCHITECTURE (3-03)

Prerequisite: ARCH 202 | F, S, SI, SII

This is an advanced course in which students participate in topics to be selected by the instructor, with the approval of the Chair, and which develops an aspect of design and/or presentation. Research, critical analysis, application of the research and analysis to the design, and presentation will be required in the course.

ARCH 401 | ARCHITECTURAL DESIGN STUDIO VII (2-8-6)

Prerequisite: ARCH 302 | F, S (Upon demand)

This is a design studio course that introduces students of Architecture to elements that create a design within an urban context and facilitates their planning of urban layouts. The focus of this course is on implementing analytical methods, representation techniques and provisional approaches that is a capstone of any urban design and physical planning. Through studio-based exercises, students will be introduced to tools that aid their interpretation, visualization, and implementation of urban plans. This will range from mapping of social, geographical, cultural, and historical experiences in that region; also the development of approaches for the provision of infrastructure site parcelization in future developments; massing and their uses and height zoning of the 3rd dimension. A number of studio-based exercises and assignments will place students in a broad range of urban conflicts and situations through various scales and cultural perspectives that give rise to a city.

ARCH 402 | ARCHITECTURAL DESIGN STUDIO VIII (2-8-6)

Prerequisite: ARCH 401 | S, SI (Upon demand)

Design studio introducing students to the procedure of critical inquiry specifically as it relates to architecture investigations focusing on heritage conservation strategies and technologies. Special awareness to the legibility and amenity of heritage properties; responsive environments; social, aesthetic and economic goals; design guidelines, public and private exercises, heritage and streetscape conservation; local and international case examples. The course is designed to provide students investigational opportunity to focus on cultural landscape history, theoretical and cultural heritage practice in the area and around the world. The course also stresses the multidisciplinary nature of contemporary heritage conservation and design, covering a diversity of topics including community involvement, field study analysis, tourism planning and heritage, and the preservation of heritage buildings. The course provides professional training in enhancement of historic buildings which will facilitate student's integration of educational study with work experience.

ARCH 422 | SUSTAINABILITY AND ENERGY CONSERVATION (3-0-3)

Prerequisites: ARCH 302, ARCH 321 | F, SI

This course exposes students to the concepts of sustainability and energy conservation at the global, regional, and urban scales by assessing the different forms of energy available and the way each relates to the building industry.

ARCH 423 | SUSTAINABLE URBANISM (3-0-3)

Prerequisites: ARCH 202, ARCH 321, ARCH 422 | S, SII

This course combines expertise in New Urbanism with a thorough understanding of environmental issues and techniques. It also exposes students to a comprehensive and technically informed way on how to design and build places that are environmentally responsible and also gratifying to inhabit.

ARCH 441 | PROFESSIONAL PRACTICE AND ETHICS (3-0-3)

Prerequisites: ARCH 302, PSPK 101 | S, SII

Specific to the practice of Architecture, this course, through lectures and presentations, is designed to introduce business

practices and procedures to final year students. The course will relate to private practice and the various members of the design and construction teams. Students will demonstrate their knowledge and understanding of contemporary professional practice through examinations and assignments. Lectures and studio exercises will assist students in marketing themselves by developing the communication skills necessary for professional practice. Field trips to design offices and building sites supplement instruction, and specialists may contribute to class discussions. Students are required to produce portfolios, including electronic, to a professional standard. Interviews by a jury, comprising interior design professionals both practitioners and academics, will constitute the final examination.

ARCH 501 | ARCHITECTURAL DESIGN STUDIO IX (0-12-6)

Prerequisite: ARCH 402 | F, S (Upon demand)

In this course, students prepare a thesis proposal which consists of collecting, analyzing, and writing a summary about data pertinent to a particular building type and use it to produce a preliminary design to be carried out in detail

during the final semester. Students will build a comprehensive knowledge as to building standards and norms leading to space programming, codes, and regulations and design theory. Throughout the process, students will learn to plan, structure and write a research document as well as developing familiarity with research techniques and methods in the field of Architecture.

ARCH 502 | ARCHITECTURAL DESIGN STUDIO X (0-12-6)

Prerequisites: ARCH 501, ARCH 542 | S, SI (Upon demand)

This is a capstone course in which students implement their thesis research by developing a project that incorporates all the principles of design demonstrating a comprehensive understanding of architectural design and evidence of professional capability. A final presentation of the resulting design to an advisory panel will be required.

ARCH 542 | LIFE SAFETY AND CODES (3-0-3)

Prerequisite: ARCH 401 | F, SI

Life Safety and Codes refer to danger and hazard to life from fire. The Safety Codes deal with those construction, protection, and accumbency possessions

necessary to reduce threat to life from the effects of fire flames, including burn-up, smoke, high temperature, and deadly gases produced during flames. The Safety Codes set up the basic criteria for the design of egress amenities so as to allow timely and quick evacuation by occupants from buildings or, where desirable, into protected areas within buildings. Life Safety Codes address and take design measures and plan for proper actions for fire and life safety issues in public and private buildings. They also present proper safety standards. The Safety Codes also tackle protective aspects and systems, building facilities, operating elements, repair operations, and other necessities respecting the fact that accomplishing a satisfactory measure of life safety depends on additional protection to provide proper egress time or safeguarding for occupants exposed to fire. The Safety Codes also tackle other concerns that, while essential in fire situations, supply constant help in other circumstances of use, including non-fire emergencies. The safety Codes tackle the fire prevention with the necessary building construction elements and features.

ARCH 561 | INTERNSHIP (3-0-3)

Prerequisite: Senior Status and approval of the Chair | F, S, SI, SII

With the aid of the supervising instructor, the student participates in a practical “on-site” internship in which theoretical principles are applied to work situations under professional supervision.

ARTS 101 | ART APPRECIATION (3-0-3)

Corequisite: ENGL 101 | F, S, SI

This course provides a basic literacy in the visual arts (including drawing, printmaking, painting, camera arts, sculpture, and architecture). It is designed to promote and develop awareness of the visual arts, their principles and elements, their inherent aesthetic value and rich tradition, and a broad sense of their application.

ARTS 200/VCCC 201 | HISTORY OF ART I (3-0-3)

Prerequisite: ENGL 101 | F, S, SI

This is a traditional art and architecture history survey course, which begins with the cave paintings and continues through to the Renaissance. Artworks will be analyzed in their historical, sociological, and

political context through slide and video presentations, including major works from Islamic, Chinese, and Mesopotamian cultures.

ARTS 201/VCCC 202 | HISTORY OF ART II (3-0-3)

Prerequisites: ARTS 200/VCCC 201, ENGL 102 | F, S

This course surveys the major developments in world art and architecture from the European Renaissance through the 19th Century. The cultural and sociological contexts of art and the changing conditions of the artists and art production, as reflected in the new styles and movements of this period are examined.

ARTS 202/VCCC 203 | HISTORY OF ART III

Prerequisites: ARTS 200/VCCC 201, ENGL 102 | S, SI

This course explores the art of the 20th century and through the first decade of the 21st, focusing on the transformation from Modernism to the post-modern context of arts and culture in contemporary societies. It examines the historical and theoretical background necessary for the understanding

of seminal artworks and major art movements, and familiarizes students with critical concepts.

ARTS 203 | ARTISTIC FORMS OF EXPRESSION (3-0-3)

S
In this course, selected art forms are surveyed and presented as attempts of human beings to express themselves artistically in historical and cultural contexts; literary, theatrical, visual, and musical art forms are covered.

ARTS 215 | MULTICULTURAL ART FORMS (3-0-3)

F
This is a survey course on the study of art forms represented in various world cultures. This course introduces the student to a variety of art forms from the world over which has influenced various cultures and their lifestyles.

ARTS 301 | PHOTOGRAPHY AS AN ART FORM (3-0-3)

Prerequisites: ARTS 201, PHOT 201 | SI

This course aims to introduce to students a diverse range of photographers' work from the turn of the century to the

contemporary, paralleling some of the major art movements of the 20th century. It will also offer students the opportunity to develop their own visual skills utilizing the digital camera. The course will invite students to address the current state of art photography through a series of presentations, discussions and topic specific projects.

ARTS 305 | ART AND THE ELECTRONIC AGE (3-0-3)

Prerequisite: ARTS 201 | S, SI
This course is an overview of each of the main advanced electronic art sectors, including the artists active in each of them. The sectors are: computer art, video art, and installation art. The course aims to give an account of the relationship between the artists and audiences, and to examine how art is received in virtual, public, interactive or traditional spaces. The course will address the current state of electronic art through a series of presentations, discussions and topic specific projects and/or research papers.

BIOL 201 | PRINCIPLES OF BIOLOGY (3-0-3)

Corequisite: ENGL 101
(students will not receive credit for both BIOL201 and SCIE201) | F, S, SI

This course introduces students to principles of biology including basic concepts in biochemistry and bioenergetics, cell biology, genetics, speciation, ecology and conservation biology. It introduces students to the modern techniques and applications in biological sciences especially those relevant to biotechnology, biomedical applications and the sustainable development of natural resources in the environment.

BIOL 311 | INTRODUCTION TO BIOTECHNOLOGY (3-0-3)

Prerequisite: BIOL 201 or SCIE 201, ENGL 101, MATH 111 (or higher) | F (odd years)

This course is designed to introduce students to the basic principles of biotechnology and its applications. It will introduce students to fundamental scientific concepts in molecular biology and biotechnology emphasizing modern, cutting-edge emerging tools and applications in this area. Medical applications of biotechnology, industrial biomanufacturing, bioremediation, forensic analysis, cloning and

transgenic techniques, and aquaculture are some of the topics that students will be introduced to in this course. Students will have an opportunity to consider the ethical implication of emerging biotechnologies and their impact on communities.

BUSI 101 | INTRODUCTION TO BUSINESS (3-0-3)

F, S, SI, SII

An introductory survey of the business world, with consideration of the structure and forms of business enterprise, the nature of business relationships, and the diversity and choice of business careers. This course explores perceptions and misperceptions of business and its role in society, in a multi-cultural setting.

BUSI 201 | BUSINESS COMMUNICATIONS (3-0-3)

Prerequisites: BUSI 101, ENGL 101 | F, S, SI, SII

Students in this course will learn the dynamics of human interaction in the workplace. The focus of the course is designed to increase the student's understanding and implementation of effective communication behaviors and skills exhibited through written and oral communication forms.

The fundamentals of business communication will introduce rhetorical principles, cultural adaptation and compositional practices necessary for successful communication in a range of professional and academic settings.

BUSI 211 | BUSINESS ETHICS (3-0-3)

Prerequisite: BUSI 201 (also applies to non-Business Majors) | F, S, SI

This course introduces students to the ethical context of business operating domestically as well as internationally. This course introduces students to a cooperative framework, which will embrace the foundations of regional differences and influences with respect to ethical decision making. The difficult issue of ethical relativism and other problems associated with multiple ethical systems are examined from theoretical as well as case-based applied perspectives.

BUSI 221 | PERSONAL FINANCIAL MANAGEMENT (3-0-3)

Prerequisite: MATH 160 (not open to students in the Finance Major) | F

This course covers fundamentals of personal finance including salary and compensation,

budgeting, savings, investments, renting, establishing a home, property acquisition, installment contracts, purchase acquisition, scams and frauds, credit, insurance, retirement, taxes, and other financial issues.

BUSI 301 | BUSINESS RESEARCH (3-0-3)

Prerequisites: BUSI 101, QUAN 201 | F, S, SI

Business analysts, managers and other professionals engaged in managerial and supervisory tasks are required to conduct research projects, or to supervise staff undertaking programs under their direction and to evaluate proposals and work completed by contracted professionals. To fulfill these responsibilities, managers must possess knowledge of research methodologies and techniques and be competent in their application. This course explores the role of research in business decision-making. The aim is to introduce students to the principal stages, terminology, concepts, processes and methodologies used in conducting research, and reporting and reviewing the results of research, and to enhance skills, knowledge and competencies in conducting research. Also, a major part of this course is dedicated to the development and execution of a business research project.

BUSI 311 | BUSINESS LAW I (3-0-3)

Prerequisites: BUSI 101, BUSI 211 | F, S, SI

This course serves as an introduction to the issues arising in the legal environment in which businesses operate. Consideration is given to the law of contracts, business torts, warranties, agency law and business formation including potential liability exposure.

BUSI 312 | BUSINESS LAW II (3-0-3)

Prerequisite: BUSI 311 | F, S

This course is a continuation of the introductory business law course and examines the following areas of law: corporate mergers, sales and lease contracts, negotiable instruments, debtor-creditor relationships including secured transactions and creditors rights and bankruptcy, intellectual property and internet law, securities regulations, the international legal environment and labor and employment law including discrimination.

BUSI 321 | BUSINESS IN THE INTERNATIONAL ENVIRONMENT (3-0-3)

Prerequisite: *ECON 202 | F, S, SI*

Consideration is given to comparative analysis of market conditions and business practices in the global economy, with an emphasis on international economic factors and institutions, including trade, financing, exchange rates, development and government policies. Selected topics in international management are covered.

BUSI 331 | MANAGEMENT OF INFORMATION SYSTEMS (3-0-3)

Prerequisites: *COMP 101, MATH 160 | F, S, SI, SII*

This course introduces students to the dynamic environment of Information Systems (IS) and Information Technology (IT). IS and IT influence every aspect of business. This course has 3 main topics: (1) using IS/IT for competitive advantage, (2) core IS/IT skills and management, and (3) IS/IT as an agent of change in all functional areas of business.

BUSI 401 | CONTEMPORARY BUSINESS ISSUES (3-0-3)

Prerequisites: *ANTH 201, ECON 201, HIST 252, POLS 200 | Upon demand*

This seminar-style course asks students to explore current issues in business. The primary focus of the course is business. In addition, all students are expected to look at the historical, political, and cultural factors involved. The course is designed to allow students to explore a primary area of interest while maintaining the interrelationships of all major areas of the BAIS degree. This course is also open to non-BAIS students.

BUSI 481 | INTERNSHIP (3-0-3)

Prerequisite: *Senior Status and approval of the Chair | Upon demand*

With the aid of a supervising instructor, and under the direct supervision of a member of the host organization, the student participates in a practical onsite internship in which theoretical principles are applied to work situations. Upon the end of the internship, the student submits a report to the supervising instructor.

CHEM 201 | GENERAL CHEMISTRY (3-0-3)

Corequisite: *MATH 099 | F, S, SI*

Fundamental laws and theories of chemical reactions. Topics include atomic structure, bonding theory, stoichiometry, properties of solids, liquids, and gases; chemical thermodynamics, electrochemistry, and kinetics; introduction to organic chemistry.

COMM 101 | INTRODUCTION TO GLOBAL MEDIA (3-0-3)

Corequisite: *ENGL 101 | F, S*

The course provides an overview of the history of mass communication and the events responsible for the globalization of mass media. It offers an introduction to the theories and practices of globalized media, with particular emphasis on the rise of digital media.

COMM 102 | RESEARCH FUNDAMENTALS (1-0-1)

Corequisite: *ENGL 102 | F, S*

This course is an introduction to the modern tools of information gathering that are essential for today's media professionals. Students will learn the use of library resources and Internet-based search. They will be taught the application of the most commonly used protocols for

writing papers and citing sources. Another important component of this course is to familiarize students with the elements and development of research papers, the legal issues that relate to research and accessing public records, and what constitutes plagiarism.

COMM 103 | MEDIA, CULTURE AND SOCIETY (3-0-3)

Prerequisite: *COMM 101, Corequisite: ENGL 102 or MEST 302 | F, S*

This course offers more in-depth examination of topics addressed in COMM 101, Introduction to Global Media. It adopts a critical approach while examining the relationship between the media and the larger society, encompassing related cultural and political issues. It provides knowledge and understanding of the dominant theories and current research in media effects.

COMM 201 | MEDIA ECONOMICS AND RESEARCH (3-0-3)

Prerequisites: *COMM 102, MATH 111/160 | F*

Students will gain a basic understanding of media economics, including for-profit media owned by private

companies/individuals and non-profit government owned or subsidized media. They will learn the basic research methods and statistical tools used to measure readers/viewers. Students will also learn how to assess the influences of the economic model on decision-making for news, entertainment and other media industries.

COMM 202 | ETHICAL AND LEGAL RESPONSIBILITIES IN THE MASS MEDIA (3-0-3)

Prerequisite: COMM 103 | S
Using a case study approach, this course provides students with an understanding of the traditions of media-related law that might be used as paradigms in countries with evolving media systems. It explores the ethical duties that accompany journalism, entertainment, advertising, and public relations.

COMM 221 | MEDIA WRITING SKILLS (3-0-3)

Prerequisite: ENGL 102 | F
This course introduces the basics of writing techniques for print, broadcast, and online media. The print section will focus on sharpening students' writing, reporting, news judgment and critical thinking. The broadcast

and online sections will focus on writing in a clear, concise and conversational style for television, radio and film, and the evolving principles of writing, editing and presentation for the Web. The course also covers journalistic ethics and professional standards related to writing.

COMM 222 | MULTIPLATFORM STORYTELLING (2-2-3)

Prerequisite: COMM 221, COMM 231 | S
Different media require different storytelling skills. Continuing the themes of COMM 221, this course provides training in writing for multiple media platforms, ranging from ink on paper to multimedia venues. The course also emphasizes new media technologies.

COMM 223 | WRITING FUNDAMENTALS (3-0-3)

Prerequisite: ENGL 102 | F
This course allows students to explore the fundamental elements of screenwriting through writing exercises, writing short scripts, and discussing students' work and the work of fellow screenwriters. In the process, students begin to find their own voices as writers and discover what stories they want to tell.

COMM 231 | STUDIO (1-1-1)

F
This course allows the students to have their initial experience with production and post-production equipment. Throughout the semester they will be taught to work with the camera, lights, sound, editing and TV studio equipment. The course is delivered as a set of hands-on workshops during which students practice using all of the School's digital equipment and studio facilities.

COMM 241 | INTRODUCTION TO PRODUCTION (3-0-3)

Prerequisites: COMM 223, COMM 231 | S
This course introduces the most important aspect of narrative filmmaking – the roles of the actor and the director in forming the story through developing an understanding of character. Students will explore the use of blocking, subtext, story refinement and acting/performance. Students will also gain an understanding of the roles and responsibilities of each crew position on a large scale production by working as crew members on advanced projects.

COMP 101 | INTRODUCTION TO COMPUTERS (3-0-3)

F, S, SI, SII
This course develops students' abilities to understand computers, information technology, and related topics. It introduces fundamental technology concepts such as the Internet, software, and hardware. In addition, the course includes practical elements on some essential computer skills such as word processing, spreadsheets and presentations.

COMP 103 | THE INTERNET (3-0-3)

Prerequisite: COMP 101 | F, S, SI, SII
This course introduces web development techniques and tools, including WEB 2.0, blogs, WIKIS, social networking, HTML5, JQUERY, Javascript, hosting techniques, web development software packages and ethical considerations. Cloud computing and other trends and paradigms are also discussed.

COMP 110 | INTRODUCTION TO COMPUTING SCIENCE (3-0-3)

Prerequisite: *COMP 101, MATH 099 or higher | Upon demand*

This course introduces students to the impact of computing science in today's world. Students will explore the history and evolution of computing science and the effect of computing in areas such as Health Care, Business, and Scientific Research. The course explores current philosophies of design of computer systems' architecture such as object-oriented and service-oriented system design. The course also introduces some basic computing concepts such as the use of binary systems, data structures, and the role of operating systems.

COMP 120 | PROBLEM SOLVING AND ALGORITHMS (3-0-3)

Prerequisite: *COMP 110 | Upon demand*

This course introduces students to the basic aspects of programming. Students learn basic skills of designing and developing algorithms and appreciate the role of algorithms in computing. Students explore techniques of developing algorithms to

search and sort data using recursion functions. The course also explores techniques of developing programs that will read information from and output to text files.

CSCI 140 | INTRODUCTION TO PROGRAMMING (3-2-3)

Prerequisite: *Placement by Computer Proficiency Examination or COMP 101 | F, S, SI*

Language-independent problem solving and computational thinking. Fundamentals of programming in common micro-computing languages. Program structure, procedural statements, input/output and file handling, and basic algorithms including sorting and searching.

CSCI 210 | COMPUTER NETWORKS (3-0-3)

Prerequisite: *ENGG 200 or ENGG 300 | S*

OSI model and its instantiation in TCP/IP, with emphasis on the value of standards. Overview of the seven layers, focusing on Transport, Network, and Physical layers. Routing and switching, IP addressing, and wired and wireless Ethernet.

CSCI 240 | OBJECT ORIENTED PROGRAMMING (3-0-3)

Prerequisite: *CSCI 140 | S, SI*

Fundamentals of Object Orientation as a programming design philosophy. Object Oriented programming concepts such as encapsulation, abstraction, inheritance and polymorphism. Graphical User Interface (GUI) programming, recursion, and collection handling.

CSCI 250 | COMPUTER ORGANIZATION (3-0-3)

Prerequisites: *CSCI 140, MATH 250 | S, SI*

Combinational logic analysis and design, logic minimization, standard logical blocks, sequential circuits, registers, and state machines. Instruction set architecture, programming model, and assembly language. Memory architecture and hierarchy. I/O interface and interrupts.

CSCI 330 | RELATIONAL DATABASES (3-0-3)

Prerequisites: *CSCI 340 or MATH 251, CSCI 140 | F*

Database modeling and implementation. Relational data modeling and modeling tools: entity relationship, table normalization, and schema implementation. Structured

Query Language. Storage allocation and management. Embedded database systems.

CSCI 340 | DATA STRUCTURES AND ALGORITHMS (3-0-3)

Prerequisites: *(CSCI 240 or EECE 250), MATH 250 | F*

Abstract data types and data representation in static and dynamic collections: queues, sets, lists, trees and graphs. Storage allocation and collection techniques. Basic algorithms for manipulation and characterization of stored data. Performance characterization and evaluation.

CSCI 342 | PROGRAMMING LANGUAGES CONCEPTS (3-2-3)

Prerequisite: *CSCI 340 | S*

Programming language paradigms including logical, functional, and object oriented. Programming language design tradeoffs. Syntax and semantic structures, types, data and control abstractions, scope, type checking, parameter passing and concurrency. Computer laboratory sessions.

CSCI 346 | ENTERPRISE AND DISTRIBUTED COMPUTING (3-0-3)

Prerequisites: *CSCI 240 or EECE 250, CSCI 330 | S*

Analysis and design of multi-tier enterprise systems. Development of web enabled user interfaces for communication with distributed components, execution of a particular functionality, and handling of multi-tier services. Open source technologies and their position and role in the industry.

CSCI 350 | SOFTWARE ENGINEERING (3-0-3)

Prerequisite: *CSCI 240 or EECE 250, ENGG 255 | S*

Modern software engineering methods and principles that enable development of quality software. Use of UML to model computer software components, pathways, and processes. Overview and analysis of the software life cycle from planning to production.

CSCI 399 | FIELD EXPERIENCE IN COMPUTER SCIENCE (1-8-2)

Prerequisites: *CSCI 346, CSCI 350, PSPK 101 | SI*

Practical work experience, involving design and development of computer systems for real applications. Technical work under the supervision of a computer scientist or a computer engineer. Development and implementation of teamwork and project management skills. Professional and ethical issues in the workplace.

CSCI 415 | OPERATING SYSTEMS (3-2-3)

Prerequisites: *CSCI 340, EECE 345 | F*

Fundamental concepts related to the design of operating systems: process and thread scheduling and synchronization; deadlock prevention; memory management; I/O management; file systems and storage management; and security. Laboratory sessions focusing on the development of OS functionalities.

CSCI 420 | ROUTING AND SWITCHING (3-2-3)

Prerequisite: *CSCI 210 | F*

Advanced routing algorithms and switching techniques including classless routing, OSPF, EIGRP, switching configuration, spanning-tree protocol, and virtual LANs. Study of WAN connectivity topics including scaling IP addresses, point-to-point protocol, ISDN, and frame relay. Software simulation of networks.

CSCI 425 | COMPUTER AND CYBER FORENSICS (3-0-3)

Prerequisite: *CSCI 415 | S*

Latest technologies to complete a computer investigation. Accessing and analyzing computer data, reconstruction of events and attack vectors, digital surveillance techniques, digital evidence collection and reporting.

CSCI 430 | DBMS ARCHITECTURE AND DESIGN (3-0-3)

Prerequisites: *CSCI 330, CSCI 340 | F*

DBMS algorithms and design techniques, including multi-level indexing and files structures, query processing and optimization, and transaction processing and concurrency control. DBMS security, high

availability, and recovery techniques. New trends in designing DBMS.

CSCI 435 | DATA WAREHOUSING AND MINING (3-0-3)

Prerequisites: *CSCI 330, CSCI 340 | F*

Key elements of Knowledge Discovery in Databases (KDD). Algorithms for association rule discovery, clustering, and classification of large databases. Query processing and indexing techniques for spatial, temporal, and multimedia databases. Ethical issues in data mining.

CSCI 437 | DISTRIBUTED DATABASE SYSTEMS (3-0-3)

Prerequisites: *CSCI 340, CSCI 346 | S*

Introduction to management of distributed database systems. Distributed database design techniques and architecture. Query processing, distributed concurrency control, transaction management, distributed object database management and database interoperability.

CSCI 440 | GAME DESIGN AND DEVELOPMENT (3-0-3)

Prerequisites: CSCI 346, CSCI 350 | F

Fundamentals of computer game design and software development. Design and development of core components, concepts, mechanics, user interface, and level design of games. Incorporation of Artificial Intelligence.

CSCI 442 | MOBILE APPLICATIONS (3-0-3)

Prerequisites: CSCI 210, CSCI 330, CSCI 350 | F

Introduction to mobile computing including the theory and paradigms of wireless networks and mobile device technology, architecture, and applications. Topics include mobile security, location-based services, synchronization, and development of thin-client applications.

CSCI 456 | DESIGN PATTERNS (3-0-3)

Prerequisite: CSCI 350 | F

Introduction to the theory of reusable software components in software engineering through software standard design patterns. Advanced concepts in software development methodology using design patterns. Design of highly modular applications and systems.

CSCI 460 | DATA SECURITY (3-0-3)

Prerequisites: CSCI 210, CSCI 330, CSCI 415 | S

Fundamentals of data security and security threats related to computer systems/networks and how to defend against them. Threats including denial of service, man-in-the-middle, SQL injection, and replay attacks. Security constructs, including access control, vulnerability assessments, security audits, and policies.

CSCI 462 | CRYPTOGRAPHY (3-0-3)

Prerequisites: CSCI 340, MATH 251 | S

Fundamental concepts of cryptography and cryptosystems, including hashing and data encryption. Different types of cryptosystems in use today, including un-keyed, and secret and public key cryptosystems. Wireless network security and virtual private networks.

CSCI 470 | GAME ENGINES (3-0-3)

Prerequisite: CSCI 340 | S

Architecture, design, and development of different paradigms of game engines including finite and fuzzy state machines and message-based

architectures. Design and development of game engines' core components including: user interface, 2D and 3D rendering, camera and view, game physics and Artificial Intelligence. Building games using game engines.

CSCI 472 | ARTIFICIAL INTELLIGENCE (3-0-3)

Prerequisites: CSCI 340, MATH 251 | S

Concepts and methods of Artificial Intelligence including intelligent agents, planning, learning, reasoning, perception, and game theory. First and second order logic, heuristic search, and symbolic search algorithms. Programming techniques for AI and machine learning. Applications in robotics and search algorithms.

CSCI 474 | COMPUTER GRAPHICS (3-0-3)

Prerequisites: CSCI 340, MATH 251 | S

Application of matrix operations in computer graphics. Essential concepts and algorithms in the computer graphics field, including scan conversion, filling, clipping, 2D and 3D geometric transformation, and the rendering pipeline. Image manipulation, storage, and animation.

CSCI 480-489 | Special Topics in Computer Science (3-0-3)

Prerequisites: approval of the Chair | Upon demand

Topics of interest to students and faculty which are not available in the existing Computer Science curriculum will be offered through this course. Prior approval of the course material and syllabus by the Chair is required.

CSCI 499 | CAPSTONE PROJECT (3-3-4)

Co-requisites: CSCI 415, CSCI 456 | F, S

Comprehensive project involving design and implementation of a complete enterprise caliber system. Suggested applications include desktop, web and mobile application development, database solutions, network and distributed computing, and multi-media applications.

DPST 209 | SELECTED TOPICS IN DIGITAL PRODUCTION AND STORYTELLING (2-2-3)

Prerequisite: approval of the Dean | Upon demand

The course aims at presenting various topics in Digital Production and Storytelling that are of interest to the students

and the instructor. The course intends to widen and deepen the students' understanding of various issues related to the broadcast industry.

DPST 301 | THE GLOBAL ART OF ENTERTAINMENT (3-0-3)

Prerequisite: ENGL 103, COMM 103 | *Upon demand*

This course provides an overview of the entertainment industry's history and economics. It introduces the students to the basics of the profession's scriptwriting, performance, and production techniques.

DPST 302 | MEDIA AND PUBLIC SERVICE (3-0-3)

Prerequisites: COMM 241 or COMM 222 | S

This course explores the role of media in promoting health, education, public safety, and issues of public concern. A case study approach will involve students in research and planning media campaigns in these fields.

DPST 322 | WRITING COMEDY (2-2-3)

Prerequisite: COMM 241 | F

This course helps students understand a half hour comedy: how to create it, how to write it, and how to develop its characters and punch lines in a professional atmosphere of a comedy writing room.

DPST 342 | PRODUCING AND DIRECTING COMEDY (2-2-3)

Prerequisite: DPST 322 | S

The script written in the previous semester in DPST 322 is digitally produced in a way that the students will learn the fundamentals of directing the sitcom from all aspects. Students participate in acting, directing actors, shooting, editing, light design and sound design.

DPST 361 | ONLINE COMMUNITIES (2-2-3)

Prerequisite: ENGL 103, COMM 103 | F

This course examines the establishment, workings, and effects of online communities. It explores the development of Web 1.0 to Web 2.0 along with virtual communities. The students will scrutinize such online tools as blogs, social networks, business networking, virtual worlds, and other online communities.

DPST 362 | GAMES OF THE DIGITAL WORLD (3-0-3)

Prerequisites: ENGL 103, COMM 103 | *Upon demand*

Analyzes digital games and playfulness as a form of communication, with particular attention to the creation of games, ethical issues, and gamer communities.

DPST 401 | CURRENT ISSUES IN DIGITAL PRODUCTION AND STORYTELLING (3-0-3)

Prerequisites: ENGL 103, COMM 103, and Junior Status | *Upon demand*

Examines a range of topics not covered or covered only briefly in other courses. These may include particular aspects of television, cinema, and online entertainment, new media industry business models, the significance of interactive online features, consumers as participants in creating media products, and other matters with which graduating students should have some familiarity.

DPST 422 | WRITING DRAMA (2-2-3)

Prerequisite: DPST 322 | F

This course will fully immerse the students in the episodic series writing process. It also

teaches students an appreciation of outstanding TV series from a writing perspective and how to complete a teleplay based on a current hour-long TV series.

DPST 441/JOUR 441 | THE DOCUMENTARY (2-2-3)

Prerequisite: COMM 241 (for DPST students), COMM 222 (for JOUR students) | F

This course provides an overview of the history, theory, and genres of documentary films. Students learn to analyze and critique a variety of historical and contemporary documentaries, while developing and producing short documentaries through team work.

DPST 444 | PRODUCING AND DIRECTING DRAMA (2-2-3)

Prerequisite: DPST 342, DPST 422 | S

The scenes that have been written in DPST 422 are digitally produced and directed in this course. Preproduction, digital production and post-production techniques of dramatic scenes, including scenes shot on location and others in sound stages with a singled camera, are taught to students.

DPST 461 | INTERNSHIP (3-0-3)

Prerequisite: Senior Status

A carefully supervised internship with a media organization approved by the faculty supervisor. Students are required to submit a detailed ongoing journal and a final report as defined by the faculty supervisor.

DPST 462 | DIGITAL PRODUCTION AND STORYTELLING PROJECT (3-0-3)

Prerequisite: DPST 441/JOUR 441, approval of the Dean

This course is designed to demonstrate the students' professional abilities. Students will complete a comprehensive project individually or in small groups, in addition to smaller group projects. Projects include screenplays, TV entertainment programs, radio programs, films, and other audio visual programs.

ECON 201 | PRINCIPLES OF MICROECONOMICS (3-0-3)

Prerequisite: MATH 160 | F, S, SI, SII

Economic theory of the firm; resource allocation and price determination; the free market supply/demand mechanism; and pure and imperfect competition

models are analyzed. Students must receive at least a **C grade** in this course in order to register for additional Economics Major courses.

ECON 202 | PRINCIPLES OF MACROECONOMICS (3-0-3)

Prerequisite: ECON 201 | F, S, SI, SII

Factors determining aggregate economic performance; employment, output, income, price level, economic growth and fluctuations, monetary and fiscal governmental policy; and evolution of economic doctrines are studied. Students must receive at least a C grade in this course in order to register for additional Economics Major courses.

ECON 302 | MONEY AND BANKING (3-0-3)

Prerequisites: completion of ECON 201 with a grade of C or higher, ECON 202 | F, S

This course covers the nature of monetary and banking theory; banking history; measurement factors used in determining economic activity; interrelationship of commercial banking system and foreign exchange transactions; balance of international payments; and financial intermediaries. In this course, we will learn about the

determinants and impact of interest rates, the stock market, central and commercial banks operation and international financial architecture.

ECON 310 | HISTORY OF ECONOMIC THOUGHT (3-0-3)

Prerequisites: completion of ECON 201 with a grade of C or higher, ECON 202 | F, SI

Students completing this course will have obtained in depth knowledge of the history of economic thought, and its relationship to the rise of capitalism as a social, and increasingly global system. It is of important that students majoring in economics understand the historical context in which it has developed. Such knowledge allows students to better grasp complex economic phenomena such as the organization of capital markets, as well as the production and distribution of wealth, form both a historical and contemporary perspective.

ECON 311 | MANAGERIAL ECONOMICS (3-0-3)

Prerequisites: completion of ECON 201 with a grade of C or higher, ECON 202 | S, SI

This course is an advanced analysis of rational economic

decision-making in a managerial context. Topics include demand estimation, project analysis, business and economic forecasting, market structure and competition.

ECON 312 | INTERMEDIATE MICROECONOMICS (3-0-3)

Prerequisites: completion of ECON 201 with a grade of C or higher, ECON 202 | F, S

This course provides students with a more advanced treatment of the topics covered in principles of microeconomics. Particular emphasis is placed on resource allocation and price determination, as determined by consumers' and firms' behaviors. The course explores in detail the concepts of equilibrium and non-competitive markets. It also includes an introduction to game theory, and an advanced treatment of welfare economics, beyond that covered in principles courses.

ECON 313 | INTERMEDIATE MACROECONOMICS (3-0-3)

Prerequisites: completion of ECON 201 with a grade of C or higher, ECON 202 | F, S

Macroeconomics is the study of aggregate economic variables such as total production, the general price level, overall employment, total investment and

savings, etc. in a specific country. The task of macroeconomists is to understand the fundamental relationships between these variables in order to make better predictions about the economy and advice on public policy. In this course, we will learn about macroeconomic variables and institutions, and use standard macroeconomic models in an attempt to understand why economies experience recessions and booms and what policy options governments might use to avoid decrease (or promote increases) in the standards of living.

ECON 401 | INDUSTRIAL ORGANIZATION (3-0-3)

Prerequisite: grade of C or higher in ECON 201 | S

The course begins with an examination of basic theoretical models of the behavior of firms under different market structures such as perfect competition, oligopoly and monopoly. The focus then shifts to the applications of economics in antitrust cases. Industry cases and applications of antitrust policies are studied with an emphasis on the structure-conduct- performance approach to industrial organization.

ECON 441 | PUBLIC FINANCE (3-0-3)

Prerequisites: grade of C or higher in ECON 201, ECON 202 | F

The focus of this course is on the economics of the public sector. Topics covered include the government budget and its impact on resource allocation, income distribution and economic stabilization; the government budgeting process and the principles and problems of budget determination, including both tax and expenditure aspects; tax shifting and incidence; and fiscal and debt management policies.

ECON 442 | OIL AND ENERGY ECONOMICS (3-0-3)

Prerequisites: ECON 312, ECON 313 | S

The course provides students with an overview of the economics of energy markets, as well as the determinants of recent and historical price trends in the industry. Students are provided with an introduction into energy trading, and how such trading is influenced by economic and political events.

ECON 460 | APPLIED ECONOMETRICS (3-0-3)

Prerequisites: ECON 312, QUAN 301 | F, S

Econometrics is the application of statistical methods for the purpose of testing economic and business theories. Economic analysis and forecasting require a solid understanding of the principles of econometrics. This course will introduce students to the skills used in empirical research including, but not limited to, data collection, hypothesis testing, model specification, regression analysis, violations of regression assumptions and corrections, dummy variables and limited dependent variable models. Extensive focus will be on the intuition and application of econometric methods. This course is a more practical approach to econometrics. We will focus on using theory and software to application of econometrics to every-day problems. More importantly we'll cover the practical issues of choosing a research topic, obtaining data and conducting analysis.

ECON 491 | SPECIAL TOPICS IN ECONOMICS (3-0-3)

Prerequisite: Senior Status or approval of the Chair, grade of C or higher in ECON 201 | Upon demand

This course represents a critical study into the theory, research and practical applications of an advanced topic in economic, one that is not covered in other economics courses. The specific topics will be determined by the interest of students and the instructor.

ECVL 268 | MECHANICS OF MATERIALS W/LAB (3-3-4)

Prerequisite: ENGG 270 | F, S

Analysis of stresses and strains in two and three dimensions. Stress transformation and Mohr's circle. Torsion of circular sections, bending of beams, shear flow, and buckling of axially loaded members.

ECVL 305 | GEOMATICS W/LAB (3-2-3)

Prerequisites: ENGG 200, ENGG 210, ENGG 222 | F, S

Spatial data collection methods including surveying, leveling, and traversing. Adjustment, error correction, and total station measurements. Geometric design of roadways and highways, and cut and fill sections. Lab and field work.

ECVL 310 | ENGINEERED MATERIALS W/LAB (3-3-4)

Prerequisites: *CHEM 201, ECVL 268, ENGG 200 | F, S*

Physico-chemical properties of construction materials. Atomic structure and phase diagrams. Corrosion and chemical degradation. Material hardness, durability, fracture, ductility, and strengthening mechanisms. Engineering shop experience.

ECVL 330 | FLUID MECHANICS W/LAB (3-2-3)

Prerequisites: *ENGG 275, MATH 240 | F, S*

Mechanics of fluids with emphasis on control volume analysis of flowing fluids using kinematics, continuity, energy, and momentum principles. Introduction to open channel flow and applications to real fluids.

ECVL 340 | ENVIRONMENTAL ENGINEERING W/LAB (3-2-3)

Prerequisites: *BIOL 201, CHEM 201, ENGG 200 | S, SI*

Environmental engineering issues associated with water, air, and land pollution. Risk assessment, groundwater contamination, environmental chemistry, global climate change, and sustainable technologies.

ECVL 350 | TRANSPORTATION ENGINEERING W/LAB (3-2-3)

Prerequisite: *ECVL 305 | S, SI*

Introduction to geometric design of roadway alignments and cross sections. Parking studies and parking design. Design of flexible and rigid pavement. Introduction to traffic operations, roadway safety, and transportation planning.

ECVL 360 | STRUCTURAL ANALYSIS I (3-0-3)

Prerequisites: *ECVL 268, MATH 230 | F, SI*

Determination of internal forces and deflections in statically determinate trusses, beams and frames. Introduction to analysis of statically indeterminate structures. Compatibility equations, three-moment equation, and moment distribution.

ECVL 368 | REINFORCED CONCRETE DESIGN I (3-0-3)

Prerequisites: *ECVL 310, ECVL 360, ENGG 255 | F, S*

Methodologies and codes for design of reinforced concrete elements. Design of members for flexure, shear, and bond development. Detailing of

continuous beams, one-way slabs, short columns, and footings. Design project.

ECVL 370 | GEOTECHNICAL ENGINEERING I W/LAB (3-3-4)

Prerequisites: *ECVL 310, ECVL 330 | F, S*

Introduction to engineering classification, mechanical behavior, and compaction of soils. Effective stresses and seepage. Spatial stress distribution and consolidation. Introduction to shear strength, foundation design, and site exploration.

ECVL 380-389 | LABORATORY TOPICS IN CIVIL ENGINEERING (0-3-1)

Prerequisite: *approval of the Dean | Upon demand*

Laboratory topics of interest to students and faculty which are not available in the existing Civil Engineering curriculum can be offered through this course. Prior approval of the course material and syllabus by the Dean is required.

ECVL 399 | FIELD EXPERIENCE IN CIVIL ENGINEERING (1-8-2)

Prerequisites: *ECVL 350, ECVL 360, ECVL 370, PSPK 101 | SI*

Practical field experience, involving work on real civil engineering projects. Technical work under the supervision of a civil engineer, with emphasis on design and construction. Development and implementation of teamwork and project management skills. Professional and ethical issues in the engineering workplace.

ECVL 420 | CONSTRUCTION ENGINEERING AND MANAGEMENT (3-0-3)

Prerequisite: *ECVL 399 | F*

Fundamental concepts in planning, design, and construction of civil engineering projects. Introduction to project scheduling, cost estimating, controls, procurement, construction productivity, value engineering, and quality assurance.

ECVL 422 | INFRASTRUCTURE MANAGEMENT SYSTEMS (3-0-3)

Prerequisite: *ECVL 420 | S*
Design of integrated systems for management of civil infrastructure. Life-cycle cost analysis, service life prediction, deterioration modeling, optimization and resource allocation, and data modeling. Role of critical infrastructure in society. Design project.

ECVL 430 | HYDROLOGY (3-0-3)

Prerequisites: *ECVL 330, ENGG 200 | F (even years)*
Introduction to surface and groundwater hydrology. Global circulation and the hydrologic cycle. Precipitation, infiltration, evaporation, and runoff analysis. Stream networks, river flow, and reservoir routing.

ECVL 433 | HYDRAULIC ENGINEERING (3-0-3)

Prerequisite: *ECVL 330 | S*
Applications of fluid mechanics to engineered and natural hydraulic systems. Open channel flow, fluid drag, pipe networks, design of hydraulic structures, and environmental hydraulics. Computational methods in hydraulics. Design project.

ECVL 440 | SUSTAINABLE ENGINEERING DESIGN (3-0-3)

Prerequisite: *ECVL 340 | F (odd years)*
Implications of sustainability for engineering design and practice. LEED, life cycle analysis, and environmental impact assessment. Models, software tools, and applications in water management, construction material selection, and energy use.

ECVL 444 | WATER AND WASTEWATER ENGINEERING (3-0-3)

Prerequisites: *ECVL 330, ECVL 340 | F*
Unit operations in water, wastewater, and groundwater treatment. Design of water and wastewater treatment operations and processes using bench-scale experiments and software. Preliminary cost estimates. Design project.

ECVL 451 | PAVEMENT ENGINEERING (3-0-3)

Prerequisites: *ECVL 350, ECVL 370 | S (even years)*
Analysis and design of flexible and rigid pavements for highways and airfields. Advanced technologies and materials for pavements. Performance evaluation and rehabilitation of distressed pavement.

ECVL 455 | TRAFFIC ENGINEERING (3-0-3)

Prerequisite: *ECVL 350 | F*
Human, vehicular and roadway characteristics. Speed and traffic volume studies. Traffic flow fundamentals, shockwaves and queuing theories. Traffic control principles. Traffic operations and capacity, and level of service. Design Project.

ECVL 458 | TRANSPORTATION PLANNING (3-0-3)

Prerequisite: *ECVL 350 | S (even years)*
Transportation planning procedures and processes. Traffic forecast using the traditional four-step models of trip generation, trip distribution, modal split, and route assignment. Traffic impact studies of new urban developments.

ECVL 460 | STRUCTURAL ANALYSIS II (3-0-3)

Prerequisite: *ECVL 360 | S (even years)*
Analysis of structures using matrix methods. Flexibility and stiffness techniques. Influence lines, moving loads, and approximate methods of analysis. Introduction to the finite element method.

ECVL 462 | STRUCTURAL DYNAMICS (3-0-3)

Prerequisites: *ECVL 360, ENGG 275 | S (odd years)*
Response of single and multiple DOF systems to dynamic excitation under free and forced vibration. Frequency response analysis and response spectra of linear systems. Introduction to earthquake engineering.

ECVL 464 | BRIDGE ENGINEERING (3-0-3)

Prerequisite: *ECVL 368 | S (even years)*
Design, inspection, and repair methodologies for bridges in emerging and mature infrastructures. Structural systems for short-, moderate- and long-span crossings. Design procedures for steel, concrete, and composite elements. Design project.

ECVL 466 | STRUCTURAL STEEL DESIGN (3-0-3)

Prerequisites: *ECVL 310, ECVL 360 | F*
Behavior of structural steel in tension and compression. Design methods for tension and compression members and beams. Design and analysis of welded and bolted connections. Design project.

ECVL 468 | REINFORCED CONCRETE DESIGN II (3-0-3)

Prerequisite: *ECVL 368 | S (odd years)*

Short columns under biaxial bending, slender columns, and torsion in beams. Direct design and equivalent frame method for two-way slabs, and flat slabs. Design of prestressed concrete for flexure and shear, and loss of prestress.

ECVL 470 | GEOTECHNICAL ENGINEERING II (3-0-3)

Prerequisite: *ECVL 370 | F, S*

Design and analysis of geotechnical structures, including shallow and deep foundations, and earth retaining structures. Analysis and remediation of slope instability. Ground improvement techniques. Design Project.

ECVL 475 | FOUNDATION DESIGN AND CONSTRUCTION (3-0-3)

Prerequisite: *ECVL 470 | S (odd years)*

Design of shallow and deep foundations using settlement-based criteria and LRFD. Design and construction of shoring, cofferdams and dewatering

methods for site excavations. Site investigation, assessment of in-situ soil properties, and evaluation of recommendations for foundation engineering reports.

ECVL 480-489 | SPECIAL TOPICS IN CIVIL ENGINEERING (3-0-3)

Prerequisite: *approval of the Dean | Upon demand*

Topics of interest to students and faculty which are not available in the existing Civil Engineering curriculum can be offered through this course. Prior approval of the course material and syllabus by the Dean is required.

ECVL 499 | CIVIL ENGINEERING DESIGN PROJECT (3-3-4)

Prerequisite: *ECVL 399, Corequisites: ECVL 420, ECVL 470 | F, S*

Interdisciplinary course covering a broad range of civil engineering topics. Integrated team design project involving structural and geotechnical design, transportation planning, environmental assessment, construction management, cost estimates, plans and specifications.

EECE 200 | LINEAR CIRCUIT ANALYSIS I W/ LAB (3-3-4)

Prerequisite: *PHYS 202, Corequisite: MATH 231 (students will not receive credit for both EECE 200 and EECE 201) | F, S*

Physical principles underlying circuit model elements. Basic circuit elements, resistance, inductance, and capacitance. Independent and controlled sources and OpAmps. Analysis of steady-state and transient responses. First and second-order circuits.

EECE 201 | ELECTRIC CIRCUIT THEORY (3-0-3)

Prerequisites: *MATH 231, PHYS 202 (students will not receive credit for both EECE200 and EECE201) | F, S*

Fundamentals of electric circuit theory for first- and second-order linear circuits. Conceptual and working understanding of basic circuit elements, resistance, inductance, and capacitance. Independent and controlled power sources and operational amplifiers. Introduction to analysis of steady-state and transient responses of first-order circuits.

EECE 205 | LINEAR CIRCUIT ANALYSIS II W/ LAB (3-3-4)

Prerequisites: *EECE 200, MATH 231 | S, SI*

Analysis of sinusoidal steady-state systems. Frequency response and Bode plots. Circuit analysis using mathematical transforms, convolution integrals, state variable methods, and transfer functions. Simulation software applications.

EECE 240 | DIGITAL SYSTEM DESIGN W/LAB (3-3-4)

Prerequisites: *EECE 200 | S, SI*

Introduction to digital logic design. Boolean algebra and switching theory, logic minimization and K-maps, combinational design, programmable logic, state elements, synchronous sequential design, and basic memory structure.

EECE 250 | INTERMEDIATE PROGRAMMING (3-0-3)

Prerequisite: *CSCI 140 | F, S*
Object-oriented programming for advanced problem solving. Abstract classes, inheritance, and polymorphism. Advanced flow control instructions, abstract data types, I/O streams, and memory management. Elementary data structures.

EECE 300 | MICROELECTRONIC DEVICES AND CIRCUITS I, W/LAB (3-2-3)

Prerequisites: CHEM 201, EECE 205 | F

Conceptual and functional description of the characteristics of microelectronic devices, semiconductors, PN junctions, diode circuits, BJT and FET's. Load-line analysis, biasing and small analysis, digital logic circuits. Design Project.

EECE 305 | MICROELECTRONIC DEVICES AND CIRCUITS II (3-0-3)

Prerequisite: EECE 300 | S

Analysis and design of electronic circuits and systems. Single-stage and multistage amplifiers, frequency response, feedback amplifiers, power amplifiers, oscillators, memory and data converter circuits. Advanced digital technologies.

EECE 310 | APPLIED ELECTROMAGNETICS I (3-0-3)

Prerequisites: EECE 205, MATH 240 | F

Vector analysis. Coulomb's law and the static electric field. Electric flux and Gauss' law. Electrostatic work, energy,

and potential. Capacitance and dielectric materials. Current and conductors. Laplace's equation. Ampere's law and the static magnetic field. Magnetic materials and properties. Faraday's law and induction.

EECE 315 | APPLIED ELECTROMAGNETICS II W/LAB (3-2-3)

Prerequisites: EECE 310, ENGG 255 | S

Time-varying fields and Maxwell's equations. Electromagnetic waves and propagation. Reflection and transmission of plane waves. Theory and applications of transmission lines. The Smith chart. Impedance matching and transmission line circuits. Introduction to waveguides.

EECE 320 | SIGNALS AND SYSTEMS W/LAB (3-2-3)

Prerequisites: EECE 205, ENGG 222 | F

Introduction to signals and systems, including time and frequency-domain representations of signals and linear time-invariant systems. Laplace transform and z-transform. Applications in analog and digital filters, communication systems and linear feedback systems.

EECE 323 | FUNDAMENTALS OF DIGITAL SIGNAL PROCESSING (3-0-3)

Prerequisite: EECE 320 | S

Fundamental concepts and techniques for digital signal processing. Fourier transform, DFS, DFT and FFT. Analysis of linear time-invariant systems. Structures for discrete-time systems. Digital filter design.

EECE 326 | COMMUNICATION SYSTEMS I W/LAB (3-2-3)

Prerequisites: EECE 320, ENGG 300 | S

Random processes. Analysis of amplitude and frequency modulations. Sampling, quantization and pulse amplitude modulation, Frequency and time division multiplexing, Baseband pulse transmission and the effects of noise and inter-symbol interference.

EECE 330 | ELECTRIC POWER SYSTEMS W/LAB (3-2-3)

Prerequisites: EECE 205, ENGG 222 | S

Balanced three phase real and reactive power. Power factor and power factor correction. System model and per unit analysis. Transmission line parameters and

performance. Power flow and usage for system planning and design.

EECE 340 | INTRODUCTION TO MICROPROCESSORS W/LAB (3-2-3)

Prerequisites: EECE 240, EECE 250 | F

Introduction to architecture, operation, and application of microprocessors. Assembly programming language, address decoding, and system timing. Parallel, serial, and analog I/O, interrupts and direct memory access. Interfacing to static and dynamic RAM.

EECE 345 | COMPUTER ARCHITECTURE (3-0-3)

Prerequisite: CSCI 250 or EECE 340 | S

Instruction set architecture (ISA) design and analysis. High-level languages, compilers, and ISA interaction. Simple and pipelined datapath/control path processor design. Memory hierarchy and caches. Performance evaluation and analysis.

EECE 380-389 | LABORATORY TOPICS IN ELECTRICAL AND COMPUTER ENGINEERING (0-3-1)

Prerequisite: approval of the Dean | Upon demand

Laboratory topics of interest to students and faculty which are not available in the existing Computer or Electrical Engineering curricula will be offered through this course. Prior approval of the course material and syllabus by the Dean is required.

EECE 398 | FIELD EXPERIENCE IN ELECTRICAL ENGINEERING (1-8-2)

Prerequisites: EECE 300, EECE 326, EECE 330, PSPK 101 | SI
Practical field experience, involving work on real electrical engineering projects. Technical work under the supervision of an electrical engineer. Development and implementation of teamwork and project management skills. Professional and ethical issues in the engineering workplace.

EECE 399 | FIELD EXPERIENCE IN COMPUTER ENGINEERING (1-8-2)

Prerequisites: EECE 340, EECE 350, EECE 360, PSPK 101 | SI
Practical field experience, involving work on real computer engineering projects. Technical work under the supervision of a computer engineer. Development and implementation of teamwork and project management skills. Professional and ethical issues in the engineering workplace.

EECE 410 | ANTENNA THEORY (3-0-3)

Prerequisite: EECE 315 | F (odd years)
Antenna parameters such as radiation pattern, directivity and gain, polarization, input impedance, radiation efficiency. Wire, array, aperture, and microstrip antenna. Software based antenna design. Antenna measurements.

EECE 414 | OPTICAL FIBER COMMUNICATIONS (3-0-3)

Prerequisite: EECE 315 | S (even years)
Introduction to optical fibers, optical propagation, step index fibers, graded index fibers, absorption and dispersion in optical fibers, optical fiber cables

and connectors, optical sources, optical detectors, optical fiber systems.

EECE 416 | MICROWAVE ELECTRONICS (3-0-3)

Prerequisites: EECE 305, EECE 315 | S (odd years)
Scattering parameters, the ZY Smith chart, design of matching networks. Basic considerations in active networks, stability, gain and noise. Design of different types of amplifiers such as LNA, HGA, MGA. Software lab for designing amplifiers design.

EECE 426 | COMMUNICATION SYSTEMS II (3-0-3)

Prerequisite: EECE 326 | F
Geometric representation of signals and signal-space analysis. Digital modulation by phase shift keying, quadrature amplitude modulation, frequency shift keying and their individual variants. Spread spectrum modulation. Error correction coding.

EECE 428 | WIRELESS COMMUNICATION (3-0-3)

Prerequisite: EECE 326 | S
Radio wave propagation, paths loss models, Multipath fading in wireless channels. The cellular concept. Modulation techniques

for wireless communication. Equalization, diversity and coding, and multiple access techniques in wireless networks.

EECE 430 | ENERGY ENGINEERING (3-0-3)

Prerequisite: EECE 330 | F
Introduction to electromechanical power conversion and transformers. Synchronous machines, asynchronous (induction) machines, and operating principles of AC and DC machinery. Introduction to alternative and renewable energy with emphasis on solar and wind energy.

EECE 433 | ELECTRIC DRIVES (3-0-3)

Prerequisite: EECE 330 | S
Basic AC and DC variable speed motor drives. Variable voltage and variable frequency drives for induction motors, including flux vector control. Fundamentals of power electronics for motor drives. Design of system interface, control, and commissioning.

EECE 435 | POWER SYSTEM PROTECTION AND RELAYING (3-0-3)

Prerequisite: *EECE 330 | F*
Electric system fault analysis, current calculation, fault protection, and device selection. Protection of transmission lines and buses, transformers, generators, synchronous machines, and induction motors. Computational methods for design of power systems protection.

EECE 440 | EMBEDDED SYSTEM DESIGN W/LAB (3-2-3)

Prerequisite: *CSCI 250 or EECE 340 | F*
Microcontroller structure, instruction set, and peripherals. Digital and analog I/O, interrupts, timers and event counters, and serial communication. Efficient microcontroller programming with assembly and C. Real-time kernels and scheduling techniques.

EECE 442 | SYNTHESIS WITH HDL (3-0-3)

Prerequisite: *CSCI 250 or EECE 340 | S (even years)*
Fundamental concepts, techniques, and tools for computer-aided design of digital systems.

Modeling, simulation, and verification of digital systems using hardware descriptive languages at the register transfer level (RTL).

EECE 445 | ADVANCED COMPUTER ARCHITECTURE (3-0-3)

Prerequisite: *EECE 345 | F*
Comprehensive coverage of the architecture and system issues that confront the design of high performance workstation/PC computer architectures. Quantitative evaluation of computer architectures.

EECE 448 | DIGITAL INTEGRATED CIRCUIT DESIGN (3-0-3)

Prerequisite: *CSCI 250 or EECE 340 | S (odd years)*
VLSI design process in CMOS technology. Advanced CMOS transistor modeling. CMOS gates timing and power modeling. Interconnect modeling and analysis techniques. SPICE circuit simulation. Digital chip design and fabrication. Digital memory design.

EECE 455 | DIGITAL IMAGE PROCESSING (3-0-3)

Prerequisite: *EECE 323 | F (even years)*
Digital Imaging Fundamentals. Human visual perception and color. 2-D Fourier space, sampling, and reconstruction. Image enhancement in the spatial domain. Image enhancement in the frequency domain. Image restoration. Color image processing.

EECE 458 | COMPILER CONSTRUCTION (3-0-3)

Prerequisites: *CSCI 340, EECE 345 | S (odd years)*
Introduction to the design and construction of compilers. Compilation goals, organization of a translator, grammars and languages, symbol tables, lexical analysis, parsing, code generation, and introduction to optimization.

EECE 460 | NETWORK DESIGN AND SIMULATION (3-0-3)

Prerequisite: *CSCI 210 | F*
Design of Local Area Networks (LAN) and Wide Area Networks (WAN). Design of asynchronous transmission mode (ATM) systems. Network simulation using simulation software. Network performance management.

EECE 470 | SYSTEMS AND CONTROLS (3-0-3)

Prerequisites: *EECE 300, EECE 320 | F*
Mathematical models of systems. State-variable model. Performance and stability of feedback control systems. Root locus method. Frequency response methods. Design of feedback control systems.

EECE 480-489 | SPECIAL TOPICS IN ELECTRICAL AND COMPUTER ENGINEERING (3-0-3)

Prerequisite: *approval of the Dean | Upon demand*
Topics of interest to students and faculty which are not available in the existing Electrical and Computer Engineering curricula will be offered through this course. Prior approval of the course material and syllabus by the Dean is required.

EECE 498 | ELECTRICAL ENGINEERING DESIGN PROJECT (3-3-4)

Prerequisite: *EECE 398, Corequisite: EECE 470 | F, S*
Interdisciplinary course covering a broad range of electrical engineering topics. Integrated team design project involving design of a multi-component electrical system within realistic constraints, cost estimates, plans and specifications.

EECE 499 | COMPUTER ENGINEERING DESIGN PROJECT (3-3-4)

Prerequisite: EECE 399,
Corequisites: EECE 440, EECE 450 | F, S

Interdisciplinary course covering a broad range of computer engineering topics. Integrated team design project involving software and hardware design within realistic constraints, cost estimates, plans and specifications.

EMEC 210 | STRUCTURE AND PROPERTIES OF MATERIALS W/LAB (3-3-4)

Prerequisites: CHEM 201, PHYS 202 | F, S

Physical properties of solid materials at the macroscopic and microscopic levels. Atomic bonding, crystal structure, chemical bonding, phase transformation, dislocation, and fracture. Engineering properties of metals, alloys, ceramics, polymers, and composite materials. Introduction to nanomaterials. Laboratory experiments.

EMEC 320 | SOLID MECHANICS I (3-0-3)

Prerequisites: EMEC 210, ENGG 275 | F, S

Analysis of stresses and strains in two and three dimensions. Principal stresses, maximum shear stress, Mohr circle, and stress transformation. Shear force and bending moment diagrams. Extension, torsional rotation, bending, and buckling of machine elements. Stresses and strains in membranes, pressure vessels, and pipes.

EMEC 330 | FLUID DYNAMICS W/LAB (3-3-4)

Prerequisites: ENGG 275, MATH 240 | F

Review of fluid statics, barometry, and buoyancy. Dynamics of fluids with emphasis on control volume analysis of flowing fluids using kinematics, continuity, energy, and momentum principles. Local analysis using continuity and Navier-Stokes Equations. Viscous flow analysis, boundary layers, pipe flow, and drag. Dimensional analysis and similitude. Laboratory experiments.

EMEC 340 | THERMODYNAMICS (3-0-3)

Prerequisites: : ENGG 275 | F

First law of thermodynamics. Thermodynamic properties of pure substances, energy and mass conservation, and entropy. Second Law of thermodynamics, gas and vapor cycles, energy system analysis and power cycles. Principles of heating and refrigeration. Thermodynamics of reacting mixtures.

EMEC 345 | HEAT AND MASS TRANSFER W/LAB (3-2-3)

Prerequisites: EMEC 330, EMEC 340 | S

Transport and conservation of mass, momentum, and energy. Heat transfer by conduction, convection, and radiation. Mass transfer by convection and diffusion. Transport coefficients and principles of heat and mass exchange. Steady state and transient conditions in mass and heat transfer. Laboratory experiments.

EMEC 350 | DESIGN OF MECHANICAL SYSTEMS W/LAB (3-2-3)

Prerequisites: EMEC 320, ENGG 255 | S

Design of machine elements, including springs, fasteners, shafts, gears, cams, and bearings. Mechanical power transmission. Static and cyclic failure mechanisms of machine components. Lubrication, friction, wear, and dimensional tolerances. Integration and assembly of machine elements. Laboratory design experience.

EMEC 360 | ELECTRONICS AND INSTRUMENTATION W/LAB (3-3-4)

Prerequisites: EECE 201, ENGG 200 | F

Analog and digital measurement, instrumentation, and data acquisition systems. Noise reduction and frequency domain techniques. Linear and non-linear calibration of instruments, and error analysis. Applications including strain, displacement, velocity, acceleration, flow rate, pressure, and temperature. Lab experiments and documentation.

EMEC 365 | CONTROL SYSTEMS W/LAB (3-2-3)

Prerequisites: EMEC 360, ENGG 222 | S

Principles of system dynamics and feedback in open- and closed-loop systems. Sequencing control, linear feedback systems, non-linear systems, and discrete systems. System stability and closed-loop system analysis and design using proportional, integral, and derivative elements. Software-based simulation of system dynamics and control.

EMEC 380-389 | LABORATORY TOPICS IN MECHANICAL ENGINEERING (0-3-1)

Prerequisite: approval of the Dean | Upon Demand

Laboratory topics of interest to students and faculty which are not available in the existing Mechanical Engineering curriculum will be offered through this course. Prior approval of the course material and syllabus by the Dean is required.

EMEC 399 | FIELD EXPERIENCE IN MECHANICAL ENGINEERING (1-8-2)

Prerequisites: EMEC 345, EMEC 350, EMEC 360, PSPK 101 | SI

Practical field experience, involving work on real mechanical engineering projects. Technical work under the supervision of a mechanical engineer. Development and implementation of teamwork and project management skills. Professional and ethical issues in the engineering workplace.

EMEC 400 | COMPUTER-AIDED MECHANICAL DESIGN (3-0-3)

Prerequisite: EMEC 350 | S
Project-based implementation of CAD, CAE, and CAM systems for mechanical production. Geometric modeling, prototyping, and product development using software applications. Limitations on CAD and CAE systems, including economic constraints, safety, sustainability, and manufacturability.

EMEC 420 | SOLID MECHANICS II (3-0-3)

Prerequisite: EMEC 320 | S (odd years)

Mechanics of solid continua in two- and three-dimensions. Stress and strain invariants, theory of elasticity, non-linear elastic behavior; and constitutive equations. Inelastic response, including plasticity, creep, fatigue, and fracture. Introduction to the mechanics of discontinuous media and composite materials.

EMEC 433 | TURBOMACHINERY (3-0-3)

Prerequisites: EMEC 330, EMEC 340 | S

Principles of fluid dynamics and thermodynamics governing the performance and efficiency of combustion, steam, wind, and hydraulic turbomachinery. Rotor-fluid energy exchange, vortex flow, losses in nozzles and diffuser, and blade element performance. Design of centrifugal pumps, axial compressors multistage turbomachinery, and wind turbines.

EMEC 435 | ENGINEERING AERODYNAMICS (3-0-3)

Prerequisite: EMEC 330 | S (even years)

Principles of subsonic aerodynamics, including airfoils, force and moment coefficients, lift, and drag. Kelvin circulation theorem, thin airfoil theory, vortex panel method, and pressure integration. Design of wings, power and thrust, and lifting line theory. Aircraft design, control, stability, and flight takeoff and landing. Safety and reliability implications.

EMEC 438 | COMPUTATIONAL FLUID DYNAMICS (3-0-3)

Prerequisites: ENGG 222, EMEC 330 | S (odd years)

Flow of compressible fluids and advanced dynamics of fluids. Numerical and computational modeling of fluid flow and fluid transport. Introduction to finite difference and finite element method solutions. Software implementation including mesh generation, selection of model parameters, solution techniques, and interpretation of results.

EMEC 440 | ENERGY SYSTEMS W/LAB (3-2-3)

Prerequisite: EMEC 345 | F
Principles of energy conversion. Performance of heat exchangers and efficiency of refrigerators, fans, motors, turbines, and compressors. Thermodynamics of combustion processes. Environmental, economic, and societal aspects of energy generation from fossil fuel, solar, wind, nuclear, and geothermal systems. Laboratory experiments.

EMEC 444 | DESIGN OF HVAC SYSTEMS (3-0-3)

Prerequisite: EMEC 345 | F
Design and analysis of vapor-compression and absorption refrigeration systems. Principles of thermal comfort, air conditioning, and dehumidification. Load estimates, delivery losses, air distribution and ventilation control. Environmental regulations and implications of thermal insulation in terms of energy conservation.

EMEC 447 | INTERNAL COMBUSTION ENGINES (3-0-3)

Prerequisite: EMEC 440 | F
Operating principles and cycle analysis of ICE systems. Thermo-chemical reactions, air and fuel induction, ignition,

and combustion. Emissions, exhaust, and pollution control. Heat transfer, engine dynamics, and energy efficiency. Friction, lubrication, and wear of engine components.

EMEC 452 | MECHANICAL VIBRATIONS (3-0-3)

Prerequisite: EMEC 365 | S (even years)
Response of undamped and damped SDOF to harmonic forced vibration. Fourier transform, convolution methods, frequency-domain analysis, and applications in random and transient vibration. System resonance, frequency response analysis, and response spectra. Eigenvalues and modes of vibration of multiple DOF systems.

EMEC 455 | MOTION SYSTEM DESIGN (3-0-3)

Prerequisites: EMEC 350, EMEC 365 | F
Design and modeling of electro-hydraulic and electro-mechanical motion systems. Characteristics of hydraulic actuators, variable speed drives, and variable power systems. Motion and position sensors, including encoders, LVDTs, and accelerometers. Industrial PLC, servo systems, Nyquist stability, and digital control algorithms.

EMEC 460 | MANUFACTURING ENGINEERING AND TECHNOLOGY (3-0-3)

Prerequisite: EMEC 320 | F
Manufacturing processes for metals, polymers, powders, ceramics, and composites. Metal cutting, welding, casting, and forming. Rolling, drawing, and extrusion of metals and polymers. Mechanical and non-mechanical material removal technologies. Economic evaluations, process selection, quality assurance, and quality control of products.

EMEC 466 | DESIGN OF ROBOTIC SYSTEMS (3-0-3)

Prerequisites: EMEC 350, EMEC 365 | S
Design, modeling, and simulation of robotic and mechatronics systems. Kinematics and differential motion, precision, and payload. Mechanical design, actuators, sensors, control, and autonomous navigation. Implications of robotic system deployment in terms of safety, security, ethics, and economy.

EMEC 480-489 | SPECIAL TOPICS IN MECHANICAL ENGINEERING (3-0-3)

Prerequisite: approval of the Dean | Upon demand
Topics of interest to students and faculty which are not available in the existing Mechanical Engineering curriculum will be offered through this course. Prior approval of the course material and syllabus by the Dean is required.

EMEC 499 | MECHANICAL ENGINEERING DESIGN PROJECT (3-3-4)

Prerequisite: EMEC 399, Corequisites: EMEC 440, EMEC 460 | F, S
Interdisciplinary course covering a broad range of mechanical engineering topics. Integrated team project involving design and prototyping of a mechanical system or product within realistic constraints, including documentation of cost estimates, plans and specifications.

ENGG 200 | ENGINEERING STATISTICS (3-0-3)

Prerequisite: *MATH 210 | S, SI*

Introduction to statistics and probability in engineering. Discrete and continuous distributions, sampling, and inference of mean and variance. Hypothesis testing, design of experiments and statistical quality control of engineering components and systems.

ENGG 210 | ENGINEERING GRAPHICS AND VISUALIZATION (3-0-3)

Prerequisite: *CSCI 140 | S, SI*

Principles of engineering drawing, geometric modeling, multi-view projections, and computer-aided graphics. Three-dimensional representation, geometric perspectives, and solid modeling. Applications in engineering design, including drafting standards, dimensioning, specifications, and tolerances.

ENGG 222 | NUMERICAL METHODS IN ENGINEERING W/LAB (3-2-3)

Prerequisites: *CSCI 140, MATH 230, MATH 231 | S, SI*

Formulation and software implementation of numerical solutions to engineering problems. Numerical

differentiation and integration, curve fitting, and interpolation. Solutions and engineering applications of nonlinear equations, systems of equations, and initial and boundary-value problems.

ENGG 255 | ENGINEERING DESIGN AND ECONOMICS (3-0-3)

Prerequisites: *BIOL 201, PHYS 202 | F, SI*

Principles of engineering design, including specifications, product synthesis, iterative analysis, prototyping, testing, and evaluation. Time value of money, equivalence, rate of return, and benefit-cost analysis. Engineering project management elements, approaches and processes including scheduling, WBS, estimating, and budgeting.

ENGG 270 | STATICS W/ LAB (3-2-3)

Prerequisites: *ENGG 210, MATH 220, PHYS 201 | F, S*

Vector mechanics, forces, moments, and equivalent system of forces. Static equilibrium of particles and rigid bodies in two and three dimensions. Center of gravity, distributed forces, and internal forces. Analysis of simple systems including trusses, pulleys, and bars. Friction and moment of inertia.

ENGG 275 | DYNAMICS (3-0-3)

Prerequisites: *ENGG 270, MATH 231 | S, SI*

Review of particle dynamics, including energy and momentum. Kinematics of rigid bodies in two- and three-dimensional motion. Kinetics of rigid bodies, impulse and momentum in translational and rotational motion. Introduction to viscous and frictional damping. Free and forced vibration of SDOF systems.

ENGG 300 | PROBABILITY AND RANDOM VARIABLES (3-0-3)

Prerequisite: *MATH 220 | F*

Introduction to probability and statistics in engineering. Axioms of probability, conditional probability and Bayes theorem. Random variables and probability distributions. Central limit theorem. Multiple random variables and joint distributions.

ENGL 101 | COMPOSITION AND RHETORIC (3-0-3)

Prerequisite: *ENGL 100 with a P or P+, or placement by International TOEFL® and TWE or another internationally-recognized exam | F, S, SI, SII*

This course develops students' ability to write unified, cohesive

and coherent essays. The rhetorical modes focused on in depth are Exemplification, Comparison-and-Contrast, and Cause-and-Effect. Because English 101 focuses on the revision stage of the writing process, students will engage in thoughtful analysis of their own as well as others' writing. Students will explore the Reading/Writing connection and develop those reading skills which will be required throughout their academic and professional careers. Three process essays are required in the course.

ENGL 102 | ADVANCED COMPOSITION AND RESEARCH (3-0-3)

Prerequisite: *ENGL 101 | F, S, SI, SII*

This course, the 2nd in the English sequence of the AUD Arts and Sciences Core, builds upon the basic expository skills limit developed in ENGL 101. ENGL 102 introduces students to the process of producing discussions in the various rhetorical styles of Argument as well as the proper inclusion of outside source material using proper MLA guidelines in order to avoid plagiarism.

ENGL 103 | INTRODUCTION TO LITERATURE (3-0-3)

Prerequisite: ENGL 102 | F, S, SI, SII

ENGL 103 is the 3rd course in the English sequence of the Arts and Sciences Core at AUD. The course gives students the opportunity to interact with texts in the genres of fiction, drama, poetry and essay. Texts represent a wide range of authors, cultures and perspectives. The course reinforces skills students acquired in ENGL 101 and ENGL 102, specifically critical reading, forming and supporting an argument, and research.

ENGL 210 | CREATIVE WRITING (3-0-3)

Prerequisite: ENGL 103 | F, S

The class introduces students to the various genres of creative writing—short story, creative non-fiction, and poetry. In this course students are exposed to examples of each genre; they participate in workshops evaluating both published and their own work. Over the course of the semester, students produce a portfolio of work in the genre(s) focused on that term. Specific course focus will be determined by the instructor.

ENGL 211 | BRITISH LITERATURE FROM THE OLD ENGLISH PERIOD TO RESTORATION (3-0-3)

Prerequisite: ENGL 103 | F (even years)

This course involves the study of major works and literary movements in British literature from the Old English period to, and including, the Restoration and the 18th century. Readings include those by Chaucer, Shakespeare, Swift, and Pope. The contributions of female authors are highlighted in various time periods.

ENGL 212 | BRITISH LITERATURE FROM ROMANTIC TO PRESENT(3-0-3)

Prerequisite: ENGL 103 | S (even years)

This second course in the British Literature series involves the study of the major works and literary movements in British literature from the Romantic period to the present. The course begins with an extensive study of the Romantic poets, then moves on to the fiction of the Victorian Age and the early Twentieth Century, before focusing on the modern poets.

ENGL 221 | AMERICAN LITERATURE FROM DISCOVERY TO RECONSTRUCTION (3-0-3)

Prerequisite: ENGL 103 | F (odd years)

This course involves the study of major works and literary movements in American literature from the time of Discovery until the post-Civil War Reconstruction. The course begins with literature from explorers and Native Americans and proceeds to literary works produced by colonists and immigrants, and then short fiction and philosophical treatises. The course culminates with a study of literature from the American Civil War period.

ENGL 222 | AMERICAN LITERATURE FROM THE CIVIL WAR TO THE PRESENT (3-0-3)

Prerequisite: ENGL 103 | S (odd years)

This second course in the American Literature sequence involves the study of major works and literary movements in American literature from the American Civil War to the present. The works are produced by Native American, African American, Female and

Expatriate authors as well as social commentators. Special attention is paid to determining what makes all of these works “American.”

ENGL 301 | WORLD LITERATURE FROM THE ANCIENTS TO 1650 (3-0-3)

Prerequisite: ENGL 103 | F (odd years)

This course offers a survey of world literature from ancient times through the middle of the 17th century. The readings include epics such as *Gilgamesh* and the *Odyssey*; stories within-stories, such as the *Decameron* and *The Thousand and One Nights*; novels and dramas; and *Paradise Lost*.

ENGL 302 | WORLD LITERATURE FROM 1650 TO THE PRESENT (3-0-3)

Prerequisite: ENGL 103 | S (odd years)

This course provides students with an exploration of literature(s) from various parts of the globe from the middle of the 17th century to the present. Readings include those from authors from Europe, Asia, Africa, South America, and the Middle East. Common themes between authors and texts are discussed.

ENGL 305 | THE EPIC (3-0-3)

Prerequisite: ENGL 103 | F (even years)

This course exposes students to the study of representative works of epic literature from pre-literate societies to today. The course examines the literary, cultural, and human significance of the epic literature of the Western and non-Western literary traditions.

ENGL 311 | WORLD MYTHOLOGY (3-0-3)

Prerequisite: ENGL 103 | S (even years)

This course covers three central categories contained in bodies of mythology throughout the world: Creation Myths, Fertility Myths and Hero Myths. A cross-cultural analysis of similarities and differences of the mythology in each category is central to the course presentation.

ENGL 312 | BIOGRAPHY/AUTOBIOGRAPHY (3-0-3)

Prerequisite: ENGL 103 | F (even years)

This course examines biography/autobiography as a literary genre. The course focuses on the characteristics of the genre and the personal, cultural and global impact of the genre.

ENGL 313 | CHILDREN'S LITERATURE (3-0-3)

Prerequisite: ENGL 103 | Upon Demand

This course explores the historical and cultural development of children's literature from the 17th century through the latter 20th century.

ENGL 314 | COMING-OF-AGE NOVELS (3-0-3)

Prerequisite: ENGL 103 | F (odd years)

This course examines numerous coming-of-age novels from various cultures to explore the potential "sameness" of the experience for the protagonists.

ENGL 315 | CONTEMPORARY FEMALE AUTHORS (3-0-3)

Prerequisite: ENGL 103 | S (odd years)

This course examines the literary works produced by women authors from the midpoint of the 20th century to the present. Genres to be discussed include prose, poetry and essay.

ENGL 316 | PRIZE-WINNING AUTHORS (3-0-3)

Prerequisite: ENGL 103 | S (even years)

This course exposes students to works (both in total and in part) produced by those authors recognized by either the Nobel or Booker Prize Committee as outstanding. Authors and works discussed may change according to the instructor.

FINA 301 | PRINCIPLES OF FINANCE (3-0-3)

Prerequisites: ACCG 201, QUAN 201 | F, S, SI

The Principles of Finance course begins with cash-flow projections and evaluation of financial strength and weaknesses. Capital structure is dealt with followed by cost of capital and evaluation of capital investment opportunities. Students must receive at least a C grade in this course in order to register for additional Finance Major courses.

FINA 311 | CORPORATE FINANCE (3-0-3)

Prerequisite: a grade of C or higher in FINA 301 | F, S, SI

This course studies the principles and practices of managerial finance and considers financial instruments, sources and applications of funds, financial

ratios, capital market analysis, capital budgeting, investments, and dividend decisions.

FINA 321 | FINANCIAL MARKETS AND INSTITUTIONS (3-0-3)

Prerequisite: a grade of C or higher in FINA 301 | F, S

This course looks at managing the business of managing money. Students study the market structure of global financial services including sources of funds, packaging, management, marketing and distribution of products and services. This course is an overview of the theory and practice of risk management, investment management, investment banking and market making.

FINA 331 | RISK AND INSURANCE (3-0-3)

Prerequisite: a grade of C or higher in FINA 301 | S

This course introduces basic risk theory and elementary risk management principles and techniques. Topics covered include individual life insurance and annuity products; property/liability insurance, life/health insurance, and selected social insurance programs; insurers and their operations; guidelines for efficient purchase and use of insurance products.

FINA 401 | INTERNATIONAL TRADE AND FINANCE (3-0-3)

Prerequisites: *ECON 202, a grade of C or higher in FINA 301 | S*

This advanced elective course considers the current theories and the practical consequences of international trade. A variety of forms of commercial policy as a means of regulating trade are examined. Internal financial flows and exchange rate mechanisms are also considered. The domestic consequences for organizations of exchange rate policy are examined.

FINA 411 | INVESTMENT AND PORTFOLIO MANAGEMENT (3-0-3)

Prerequisite: *FINA 311 | F, S, SI*

This course is an analysis of the nature and underlying theory of investments and its utilization by the individual investor and portfolio manager. Topics include capital market theory, portfolio theory and management, options contracts, interest rate futures, factors influencing security prices, and the workings of the New York and London Stock Exchanges.

FINA 431 | REAL ESTATE FINANCE AND INVESTMENT (3-0-3)

Prerequisite: *a grade of C or higher in FINA 301 | S*

This course is an introduction to the fundamental concepts, principles, analytical methods and tools used for making investment and finance decisions regarding real estate assets. A key objective of this course is to recognize the unique features that distinguish real estate investments from securities investments and from the corporate finance framework of investment decision making.

FINA 441 | INTERNATIONAL INVESTMENT MANAGEMENT (3-0-3)

Prerequisite: *FINA 411 | F, S, SI*

This course surveys and evaluates techniques of investment analysis and portfolio management within an international context. Practical implications of the theories of efficient capital markets and hedging models form a central theme of this course.

FINA 451 | FINANCIAL MODELING AND EMPIRICAL ANALYSIS (3-0-3)

Prerequisite: *FINA 311 | F, S, SI*

The objectives of the course are to provide students with an understanding of the theories and methodologies of financial modeling and empirical analysis; to enable students to perform financial analysis using computer models; and to apply financial principles in making corporate decisions. The MS Excel is used as a vehicle for numerically solving and graphically interpreting problems that arise in areas such as financial statement analysis, portfolio management, option valuation, bond and stock valuation and analysis, and foreign exchange.

FINA 461 | DERIVATIVE SECURITIES (3-0-3)

Prerequisite: *FINA 411 | F, S*

Topics to be covered in this course include the principles and pricing of options, futures and forward contracts, and swaps; arbitrage, hedging and advanced futures and options strategies. In this course, the concepts of portfolio risk and insurance and financial innovations are examined along with the use of derivative securities in corporate financial management.

FINA 491 | SPECIAL TOPICS IN FINANCE (3-0-3)

Prerequisite: *Senior Status or approval of the Chair | Upon demand*

This course is a critical study of theory and research related to selected topics in finance. The specific topics of the course will be determined by the interests of the students and the instructor.

FREN 101 | ELEMENTARY FRENCH I (3-0-3)

F, S, SI

This course provides the student with an oral and written approach to beginning French grammar and conversation, with special emphasis on communication skills. Individual daily work with language tapes is an essential part of the program.

FREN 102 | ELEMENTARY FRENCH II (3-0-3)

Prerequisite: *FREN 101 or equivalent | S, SI*

This course is a continuation of French 101, with expansion of vocabulary and possibilities of expression.

FREN 201 | INTERMEDIATE FRENCH I (3-0-3)

Prerequisite: *FREN 102 or equivalent | F, SI*

This course continues the development of French language and culture from FREN 102, using an oral and written approach to advance French grammar and conversation, with emphasis on communication skills.

FREN 202 | INTERMEDIATE FRENCH II (3-0-3)

Prerequisite: *FREN 201 or equivalent | S, SI*

This course is a continuation of FREN 201, with greater depth and using more complex language and maturity of expression and comprehension. Students encounter a wide range of current affairs, special topics like art, architecture and science, and issues of cultural and moral values.

GEOG 101 | WORLD GEOGRAPHY (3-0-3)

S

This course presents the important principles basic to the proper understanding of the world in which we live. Emphasis is placed on the study of the changing world map and the importance of this to human, economic, and political relationships.

GEOG 310 | HUMAN GEOGRAPHY (3-0-3)

Prerequisite: *ENGL 102, BIOL 201 or SCIE 201 or SCIE 211 | F (even years)*

This course examines the relationships between people and place, whether purposeful or unintended. It examines what factors play the greatest role in determining where large groups of people situate themselves. Some aspects to be included in class discussion are migration, displacement, culture, transportation, natural resources and environment.

HIST 201 | AMERICAN HISTORY FROM THE BEGINNINGS TO RECONSTRUCTION (3-0-3)

Prerequisite: *ENGL 102 | F (odd years)*

This course examines the history of what ultimately became the United States of America. HIST 201 traces the development of the New World from discovery, through colonization, the war for independence, up through and including the Civil War and Reconstruction. The course focuses on how the various political, cultural, and social issues of the various time periods combined to influence the landmark events in the development of the nation.

HIST 202 | AMERICAN HISTORY FROM THE CIVIL WAR TO THE PRESENT (3-0-3)

Prerequisite: *ENGL 102 | S (odd years)*

This course is a continuation of HIST 201. The course focuses on those elements after the Civil War which contributed to the formation of the American democracy and how the nation established itself as a world leader. Special attention is paid to the World Wars and other conflicts in which America has played a central role. In addition, the continued development of cultural diversity within its borders is explored. The course culminates in a discussion of where the nation seems to be heading at the beginning of the 21st century.

HIST 212 | EUROPEAN HISTORY FROM THE RENAISSANCE TO THE PRESENT (3-0-3)

Prerequisite: *ENGL 102 | F (even years)*

This course covers the time period during which appeared the most significant intellectual, political, and social concepts which formed the foundation of the modern world. Special attention is paid to the individuals, the movements, and

the -isms (i.e., Communism, Socialism) which were involved in the landmark events during the time period studied.

HIST 251 | WORLD HISTORY FROM BEGINNINGS TO 1500 (3-0-3)

Prerequisite: *ENGL 102 | S (even years)*

This course covers the most significant events in World History from the beginnings of recorded time to 1500. The course takes a cause-and-effect approach to the study of historical occurrences. In addition, special emphasis is placed on the isolated nature of many early civilizations and then the beginnings of connections of peoples through trade, empire, and exploration.

HIST 252 | WORLD HISTORY FROM 1500 TO THE PRESENT (3-0-3)

Prerequisite: *ENGL 102 | S, SI*

This course covers the most significant events in World History from 1500 to the Present. Emphasis is placed on the continued pattern of connection and interdependence among peoples, nations, and regions of the world.

HIST 310 | THE U.S. IN WORLD AFFAIRS (3-0-3)

Prerequisite: ENGL 102 | F

This course provides an understanding of the major issues and trends facing the U.S. in the contemporary international system.

HIST 350 | REVOLUTION (3-0-3)

Prerequisites: ENGL 102, HIST 252 | S

This course examines the conditions which are necessary for revolutionary movements to emerge and revolutions to occur. Touching upon some historically well-known conflicts referred to as “revolutions,” the course focuses primarily on the revolutionary movements and revolutions which have taken place in the 20th century. Additional aspects to be discussed include the immediate aftermath and lasting impacts of the revolutions. Special attention is paid to Asia, Latin America, and the Middle East.

HIST 401 | CONTEMPORARY HISTORICAL ISSUES (3-0-3)

Prerequisites: ANTH 201,
ECON 201, HIST 252, POLS
200 | **Upon demand**

This seminar-style course asks students to explore current issues in history. The primary focus of the course is history. In addition, all students are expected to look at the cultural, political, and business factors involved. The course is designed to allow students to explore a primary area of interest while maintaining the interrelationships of all major areas of the BAIS degree. This course is also open to non-BAIS students.

HUMN/SSCI/SCIE 275/475 | SPECIAL TOPICS IN HUMANITIES OR SOCIAL SCIENCES OR NATURAL SCIENCES (3-0-3)

Upon demand

Topics in the Arts and Sciences not covered by other course offerings. The specific topics will be determined by student/instructor interest. Students should check with the Registrar to ascertain course classification (i.e., Humanities or Social Sciences or Natural Sciences).

IDES 101 | FREEHAND DRAWING AND COLOR THEORY (2-4-4)

F, S (Upon demand)

In the first part of this course, students learn the fundamentals of color theory as they relate to the interior environment and surface texture. This includes hue, value, intensity, additive/subtractive theory, aesthetic and psychological implications. In the second part students will apply color-theory into a sequential hands-on exercises and practices. This ranges from a volumetric, tonal, and textural study to various types of perspective, isometric and compositional sketches and drawings.

IDES 102 | INTERIOR DESIGN STUDIO I (2-4-4)

Prerequisite: IDES 101 | S, SI
(Upon demand)

This is a foundation studio course which introduces technical drafting and perspective drawing. Students will learn basic interior drafting vocabulary as well as sketching and formal one and two-point perspectives. The studio will integrate the above as part of the design process.

IDES 201 | INTERIOR DESIGN STUDIO II (0-8-4)

Prerequisite: IDES 102 | F, S
(Upon demand)

This studio-based course teaches the fundamentals of two/three-dimensional design and model making techniques as they relate to interior architecture and space analysis.

IDES 202 | INTERIOR DESIGN STUDIO III (2-4-4)

Prerequisite: IDES 201 | S, SI
(Upon demand)

This foundation course introduces the principles and application of interior design such as unity, balance, proportion, scale, rhythm, and emphasis. Students will also learn how to prepare a document and presentation concerning client analysis, selection of finishes, and mood and sample board techniques. Anthropometrics and ergonomics will be reviewed and an orientation to the profession at local and national levels will be achieved. Additionally, students learn multiple methods of color rendering and presentation techniques in various media. The rendering techniques vary from design development color sketches to a full-color, high standard of presentation.

IDES 214 | TEXTILES FOR INTERIORS (3-0-3)

Prerequisite: *IDES 101 | S, SII*

This course is a study of textiles, patterns and specifications in relation to Interior Design and Interior Architecture.

IDES 261 | HISTORY OF INTERIOR DESIGN I (3-0-3)

Prerequisite: *ENGL101 | F, SI*

A series of illustrated lectures and special presentations which examines the development of architecture and interior design of the ancient world through the Classical Revival period. Knowledge of the language of architecture, its terminology and recognition of period styles are required. Emphasis is placed on the historical and intellectual context of selective examples of architecture and interior design, along with their environmental and social relevance.

IDES 266 | RESOURCES AND MATERIALS (3-0-3)

Prerequisite: *IDES 102 | S, SII*

This course introduces students to the recognition and specification of appropriate resources and materials used in interior design also the inherent characteristics of those materials. The student learns the application techniques and code regulations

that influence a designer's selection. The student will be familiar with the local market materials, prices, and strongly initiated towards the use of new building technologies. Preliminary cost estimating is also introduced.

IDES 268 | COMPUTER-AIDED DESIGN (CAD) I (3-0-3)

Prerequisites: *ARCH 101 or IDES 102, ENGL 101 | F, SI*

In this course, the student is introduced to the fundamentals of computer drafting and the tools used in this technique. Students will learn a basic computer drafting vocabulary, line weights and values, as well as the skills necessary to produce floor plans, furniture plans, interior elevations, building sections, and reflected ceiling plan.

IDES 270 | DIGITAL DESIGN ILLUSTRATION (3-0-3)

Prerequisites: *ENGL 102, COMP 101, IDES 268 | S, SII*

The subject focus for this course is the language of architectural exterior and interior design illustrations. Emphasis is on the tools necessary to create skillful enhancement of CAD drawings and turn them into digitally manipulated images which

include entourage. Students are required to draft 2D floor plans, elevations, sections and 3D mass model an existing building for the sole purpose of generating accurate shadows. These are then used as backgrounds for applying specific drawing type rendering techniques. The importance of appropriate color, texture, scale, tone, light and typography is stressed in the various stages of production. The end product is a combination of rendered images and text thoughtfully laid out to represent and communicate an idea.

IDES 280 | THREE-DIMENSIONAL DESIGN (3-0-3)

Prerequisites: *ARCH 102 or IDES 202 | F, SI*

This is an elective course in which students study three dimensional form and space using appropriate tools and materials. A three-dimensional sensibility is developed through the use of research, analysis and study models. The conventions of plan, elevation and section are utilized to construct a furnished scale model of a project incorporating interior elements and finishes.

IDES 301 | INTERIOR DESIGN STUDIO IV (2-4-4)

Prerequisite: *IDES 202 | F, S (Upon demand)*

This is a fundamental course in which the student develops a residential interior. The course includes lectures, in-class assignments, on-site investigation, field trips and critiques. The student will accomplish projects and learn essential skills such as client analysis, programming, space planning, code analysis, furniture and finish selection. In addition, electrical, lighting, and plumbing requirements are introduced and a set of working drawings is required.

IDES 302 | INTERIOR DESIGN STUDIO V (0-8-4)

Prerequisite: *IDES 301 | S, SI (Upon demand)*

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

student produces advanced working drawings techniques, specifications and emphasizing on specific interior detailing technical skills for commercial spaces.

IDES 351 | FURNITURE DESIGN (3-0-3)

Prerequisites: *IDES 201, IDES 266 | S, SII*

This course focuses on the issues related to customized furniture design including construction, styles, function, technical aspects and costs. Through the study of the human form and by researching appropriate materials and construction techniques, students develop a design for a furniture prototype from conception to construction.

IDES 362 | HISTORY OF INTERIOR DESIGN II (3-0-3)

Prerequisite: *IDES 261 | F, SI*

A series of illustrated lectures and special presentations that examines the development of architecture and interior design of the western world through the late Classical Revival period to the recent past. Knowledge of the language of architecture, its terminology and recognition of period styles are required. Emphasis is placed on the historical and intellectual context of selective examples of

architecture and interior design, along with their environmental, technological, economic and social relevance. The works of several modern masters will be examined in particular.

IDES 363 | INTERIOR LIGHTING (3-0-3)

Prerequisites: *IDES 102, MATH 111 | F, SI*

This course introduces the student to fundamentals of interior lighting design, recognition of light sources and systems, and light measurement and calculation. Students learn to analyze the spatial requirements for light, select proper systems, calculate the level of lighting, draw reflected ceiling plans, lighting legends and lighting schedules. Emphasis is placed on communicating a design solution by accomplishing projects that are application oriented.

IDES 365 | PROCESS MODELING (3-0-3)

Prerequisite: *IDES 268 | F, SI*

This course introduces students to the 3D design Process Modeling from conception to execution. Three main areas of instruction are addressed: drafting, modeling, and drawing organization. Students will be able

to construct detailed 3D models of interior spaces, architectural features, and furniture.

IDES 369 | BUILDING SYSTEMS AND CODES (3-0-3)

Prerequisites: *IDES 202, IDES 266, IDES 268 | F, SI*

In this course, the student is introduced to the basic elements of construction and building systems, including structural, plumbing, electrical and mechanical. Emphasis is placed on the development of a related vocabulary and a critical understanding of the interaction between the design idea and the construction method.

IDES 370 | WORKING DRAWINGS AND DETAILING (3-0-3)

Prerequisites: *IDES 301, IDES 369 | S, SII*

The course emphasizes the various existing and emerging technologies, materials, assemblies and their characteristics. The influences of building codes, industry standards and programmatic requirements on the selection of both structural and non-structural elements are discussed. The course exposes the Student to construction drawings and detailing and

develops an understanding of the relationship between drawings and specifications. The student also develops interior detailing technical skills, emphasizing flooring, walls, fireplaces, stairs, doors, windows, light fixtures, and built-in furniture assembly and details for residential and commercial spaces.

IDES 374 | HOSPITALITY DESIGN (3-0-3)

Prerequisite: *ARCH 202 or IDES 301 | Upon demand*

This advanced course emphasizes the hospitality industry and requires the completion of a project from preliminary programming and space planning, utilizing anthropometric theory, through to the selection of furnishings and finishes that are ergonomically correct. Comparative analysis, code/legislation and relevant research and presentation techniques will also be covered in this course.

IDES 400 | INTERIOR DESIGN STUDIO VI (0-8-4)

Prerequisite: *IDES 302 | F, S (Upon demand)*

This advanced studio course emphasizes design according to international and universal codes regulating aspects of health and safety for special

population groups. Students learn to develop design skills as well as technical skills and the process of producing efficient working drawings.

IDES 402 | INTERIOR DESIGN STUDIO VII (0-12-6)

Prerequisites: *IDES 400, all 300 series required courses, approval of the Chair | S, SI (Upon demand)*

This is a capstone course which consists of a research study followed by design. Students will analyze a building type in terms of program, norms, building codes, form and function, architectural party and site selection and apply the latter to design interiors that demonstrate high professional skills and ethics.

IDES 423 | PROFESSIONAL BUSINESS AND PORTFOLIO (3-0-3)

Prerequisite: *IDES 302 | S, SI*
Specific to the practice of Interior Design, this course, through lectures and presentations, is constructed to introduce business practices and procedures to final year students. The course will relate to private practice and the various members of the design and construction teams. Students will demonstrate their

knowledge and understanding of contemporary professional practice through examinations and assignments. Lectures and studio exercises will assist students in marketing themselves by developing the communication skills necessary for professional practice. Field trips to design offices and building sites supplement instruction and specialists may contribute to class discussions. Students are required to produce portfolios, including electronic, to a professional standard. Interviews by a jury, comprising interior design professionals both practitioners and academics, will constitute the final examination.

IDES 461 | INNOVATIVE DESIGN (3-0-3)

Prerequisites: *Four studio courses | SI, SII*

This is an advanced course, which involves the research and application of design theory to a competition project. Students will prepare competition entries from conceptual diagrams, preliminary design and code analysis to final presentation. Student projects may emphasize “green” design and/or experimental technology and materials.

IDES 462 | HISTORIC RESTORATION (3-0-3)

Prerequisites: *ARCH 253, ARCH 301 or IDES 261, IDES 301 | F, SI*

This is an advanced design studio course that requires in-depth research of an historic property in need of restoration. Students identify and analyze the predominant style as evidenced by the interior and exterior detailing, and conduct on-site investigation, prepare as built drawings, design development drawings and presentation boards. Part of the course includes the preparation of a written research document and the application of the research to the design.

IDES 463 | COMPUTER-AIDED DESIGN (CAD) II (3-0-3)

Prerequisite: *IDES 268 | F, SI*

Students will develop competencies in the production of drawings that require advanced levels of drawing commands and techniques in the manipulation of CAD drawings. Emphasis is given to dimensioning systems, printing techniques, the preparation of construction documents, and developing production speed and efficiency. Students are also required to generate a three-dimensional model of a building.

IDES 464 | ACOUSTICS (3-0-3)

Prerequisite: *IDES 266 or ARCH 211 | S, SI*

This course introduces students to the basic concepts of sound and hearing. Sound absorption, sound isolation and noise reduction principals are also introduced. Students learn practical computation and design methods, and acquire acoustical design competency for interior design environments such as concert halls, convention centers, and open space office layouts.

IDES 466 | COMPUTER-AIDED DESIGN (CAD) III (3-0-3)

Prerequisite: *IDES 463 | F, S*

This is an advanced computer aided drafting course focused on three-dimensional modeling. Students learn how to translate two-dimensional plans and elevations into three-dimensional drawings in order to utilize these drawings for design presentations. Students are required to generate fully rendered perspectives, including photorealistic perspectives. Students are also introduced to animations.

IDES 467 | COMPUTER-AIDED DESIGN MANAGEMENT (3-0-3)

Prerequisite: *IDES 463 | S, Upon demand*

In this advanced course, the student is introduced to the principles of streamlining CAD communication between design and construction in an effort to reduce cost and schedule. Students learn how to set up and drive usage of international industry CAD standards. The course covers fundamentals such as licensing, templates and standards centralization, support, and troubleshooting, use of XREF, field attributes, and the tools used to customize tool palettes. Automation is looked at more in depth and detail. Although the course is intended for those who will be managing projects in a networked environment, single users who wish to advance their CAD skills and knowledge are welcomed. Each student produces a written CAD manual which includes respective electronic CAD standard files.

IDES 469 | LIGHTING DESIGN II (3-0-3)

Prerequisites: *IDES 268, IDES 301, IDES 363 | F, S*

In this advanced computational lighting design and analysis course, the student is introduced to a range of rapid and exacting digital lighting simulation techniques. The course provides the student with an understanding of the theoretical aspects of lighting design and analysis as well as the knowledge of tools to enhance the integration of lighting analysis into the architectural or interior design process. This is a project oriented course and each student will be required to apply these learned simulation techniques successively onto a previous design project.

IDES 470 | SPECIAL TOPICS IN INTERIOR DESIGN (3-0-3)

Prerequisite: *Approval of the Chair | F, S*

This is an advanced course in which students participate in topics to be selected by the instructor, with the approval of the Chair, and which develops an aspect of design and/or presentation. Research, critical analysis, application of the research and analysis to the design and presentation will be required in this course.

IDES 472 | KITCHEN AND BATH DESIGN (3-0-3)

Prerequisite: *IDES 301 | S, SII*

This is an advanced studio course where students are introduced to specific design conditions, products, finishes, and codes/litigation applicable to the kitchen and bathroom market. The student will have an understanding of plumbing, electrical, and accessibility concerns with respect to this industry. Customized cabinetry, installation techniques and product integration are highlighted. This course uses both the imperial and metric systems of measurement.

IDES 473 | VIRTUAL ENVIRONMENTS (3-0-3)

Prerequisite: *IDES 466 | F, S, SI, SII*

This is an advanced course which introduces students to the principles of web authoring and Virtual Reality Modeling Language (and its evolving successor, X3D). Students are required to set up on-line portfolios of their architecture and interior design projects as well as include 3D CAD models as web based interactive virtual environments. This is done with the objective of sharing online design projects and in some 3D cases, quickly and easily allowing for customization by any visiting web site user.

IDES 474 | BUILDING INFORMATION MODELING I (3-0-3)

Prerequisite: *IDES 268 | F, SI*

In this advanced course, the student is introduced to the principles of BIM, which stands for Building Information Modeling. Also known as “Virtual Building” or “Intelligent Building Simulation” BIM is 3D, 4D and 5D. It is an integrated multidimensional database. Drawings, building views, calculations, quantity take offs, collision detection, energy efficiency analysis, structural analysis, construction scheduling, etc. are by-products of and automatically derived from BIM. It is a revolutionary technology that CAD is already quickly evolving into. It promises huge savings in cost and time as it integrates architecture, interior design, engineering, construction, and operations for the entire lifecycle of a building. This BIM introductory course explores the implications of this evolving technology and covers BIM essential tools in application.

IDES 475 | BUILDING INFORMATION MODELING II (3-0-3)

Prerequisite: *IDES 474 | S, SII*

In this BIM II sequence course, students build on the principles and application essentials learned

in BIM I. Students are required to focus on case studies that relate to owners and facility managers, architects, interior designers and engineers, contractors and fabricators. Advanced BIM application tools are introduced for students to exercise some of the BIM by-products such as project collaboration, visualizations, lighting simulations, quantity take offs and clash detection.

IDES 478 | INTERNSHIP (0-3-3)

Prerequisites: *IDES 268, IDES 301, and Senior Status | F, S, SI, SII*

With the aid of the supervising instructor from the Department in which a student is enrolled, the student participates in a practical “on-site” internship in which theoretical principles are applied to work situations under professional supervision.

IDES 479 | INTERNSHIP A (0-3-3)

Prerequisites: *IDES 478*

This course emphasizes focused professional development for the senior student prior to entering the profession as a graduate designer and follows on from the generalized experience gained from completing IDES478. As a

consequence senior students are required to demonstrate knowledge and experience of interior design project management systems primarily through completing a case study of a recently completed or ongoing project at the host office. Essential documentation produced will also include a course file and a professional diary, the latter which will detail the student’s daily office and site experience. The role of a faculty practical training supervisor is central to the success of this course in terms of placing, advising and periodically supervising students while liaising with the professional designer counterpart in the host company, before evaluating final course materials submitted.

INST 498 | INTERNATIONAL STUDIES CAPSTONE I (3-0-3)

Prerequisite: *Senior Status | F*

This course provides students with the fundamentals of conducting research. In addition, it is during this course that students receive approval for their project which involves all of the core areas of the Bachelor of Arts degree in International Studies. This project must be approved prior to students’ enrollment in INST 499.

INST 499 | INTERNATIONAL STUDIES CAPSTONE II (3-0-3)

Prerequisite: *INST 498 | S*

This course involves the production of the approved project from INST 498. Students meet on a weekly basis with their instructor to discuss progress and/or challenges to completing the project. Students are ultimately required to give an oral presentation to a panel prior to final completion of the course. INST 499 is a requirement for graduation for all students in the Bachelor of Arts in International Studies program.

ITAD 310 | OBJECT ORIENTED PROGRAMMING AND DESIGN (3-0-3)

Prerequisites: *ITCC 222, ITCC 230; Corequisites: ITCC 200, ITCC 210 or with approval of the Chair | F*

This course emphasizes the concepts, terminology, best practices, and practical applications of developing object-oriented software solutions. On this course, you’ll experience a mixture of theory and practice. On the theoretical side, object oriented concepts such as inheritance, polymorphism, composition, interfaces and much more will be covered in detail. However, the lessons on this

course aren’t devoted exclusively to object-oriented theoretical concepts. On the contrary, students will be able to apply all concepts on a practical level using Visual Studio.NET, a heavy-duty fully object oriented development environment.

ITAD 330 | PRINCIPLES OF SOFTWARE ENGINEERING (3-0-3)

Prerequisite: *ITCC 230 | S*

This course covers modern software engineering methods and principles that enable development of quality software coupled with the use of UML to model computer software components, pathways, and processes. The software life cycle is covered from planning to production.

ITAD 350 | INTRODUCTION TO GAME DESIGN AND DEVELOPMENT (3-0-3)

Prerequisite: *ITAD 310 | S*

Conceptualize, design, architect interactive computer games for different genres using different technologies. Develop game core components, players input processing, display of graphics and using sound, managing game state and objects.

ITAD 400 | MOBILE APPLICATION DESIGN AND DEVELOPMENT (3-0-3)

Prerequisite: ITAD 350 | F

This course provides a detailed analysis of current mobile wireless network technologies from the software development perspective. This course will provide an introduction to the essentials of mobile wireless applications technologies including a variety of topics such as mobile devices, wireless networks, mobile application architectures, micro-browsers, mobile and wireless security, and messaging technology. In addition, this course will introduce students to thin-client and smart client applications development for mobile wireless devices with cross-platform support. Furthermore, this course will provide practical experience in developing software applications for mobile devices. This course will also cover the challenges and opportunities of software application development of the enterprise Mobile Commerce and the latest mobile application innovations for the wireless internet.

ITAD 410 | 3D ADVANCED GAME AND SIMULATION DESIGN (3-0-3)

Prerequisite: ITAD 330, ITAD 350 | F

This course is all about advanced 3D Computer Game environments conceptualization, design, architecture, and development using real-time interactive 3D game simulation engines and immersive virtual environments.

ITAD 411 | PRINCIPLES OF OPEN SOURCE AND ENTERPRISE COMPUTING WITH JAVA (3-0-3)

Prerequisite: ITAD 310 | F

This course provides solid understanding of multi-tier enterprise systems in the Java world. This would include analysis and design of such systems, Development of JSP, Servlets and EJBs, and handling of multi-tier services, e.g. JDBC, JMS, etc. The course will also explore open source technologies and get students acquainted with their position and role in the industry. Some open source technologies that will be used include Eclipse and ant.

ITAD 420 | OBJECT ORIENTED DESIGN PATTERNS (3-0-3)

Prerequisites: ITAD 330, ITAD 350 | S

This course provides an introduction to advanced software development methodology using object-oriented software design patterns. The course focuses on the design of Object-oriented software applications using software design patterns to provide highly modular and highly reusable software components. An emphasis is placed upon understanding all of the standard software design patterns and the best practices surrounding the use of these patterns in the software industry.

ITAD 430 | ENTERPRISE SYSTEM ARCHITECTURE AND INTEGRATION (3-0-3)

Prerequisites: ITAD 400, ITAD 411 | S

The course offers a solid foundation in concepts surrounding distributed architectures, including logical and physical architectures, business objects and distributed objects. The course explores several alternatives for system architectures and investigates their effect on system scalability, fault tolerance and performance.

A large proportion of the course is dedicated to the construction of XML Web Services as a technology for solving problems of integrating applications across the enterprise and between disparate companies over the Internet.

ITAD 450 | CAPSTONE PROJECT (3-0-3)

Prerequisites: ITAD 400, ITAD 411, ITAD 420 | S

This capstone course provides a genuine real life software development experience prior to graduation. The course utilizes the material presented from all previous courses and aims to design and implement a complete enterprise caliber system. The course is centered on a major project where your instructor will be acting mainly as an advisor. However, there will be a lecture component covering practical aspects of designing a framework capable of supporting the enterprise. The suggested framework covers the full spectrum of application development for the enterprise, including database access, business object building, distributed computing, reporting, and presentation clients for the desktop, the web and mobile devices.

ITCC 100 | DISCRETE MATHEMATICAL STRUCTURES FOR IT (3-0-3)

Prerequisite: Placement by **ACCUPLACER™** or a grade of **P** or **P+** in **MATH 099 | F, S, SI**

Survey of mathematics that is applied to information technology. Topics include propositional logic, elementary set theory, counting methods, mappings, relations, graphs, Boolean algebra, coding of binary information.

ITCC 101 | ADVANCED DISCRETE MATHEMATICAL STRUCTURES FOR IT (3-0-3)

Prerequisite: **ITCC 100 | F, S**

This course will give students in-depth knowledge of Discrete Structures, which are an integral part of the Computer and Information Technology curriculum. In this course, students learn how theory and applications complement each other to form computational models utilizing discrete mathematics models in probability, relations, graphs, trees, Boolean algebra.

ITCC 110 | INTRODUCTION TO COMPUTER SYSTEMS (3-0-3)

Corequisite: **ITCC 100 | F, S**

This is the first computer hardware and operating systems course. Students are first given a conceptual overview of operating system elements (processes, scheduling, memory management, input/output, file systems) and computer hardware components (processors, memory, disk drives, peripherals). This theoretical treatment of operating systems is supplemented by hands-on activities, including work with the Unix and Windows file systems.

ITCC 200 | INTRODUCTION TO NETWORKS (3-0-3)

Prerequisite: **ITCC 110 | F**

This course covers the primary physical components of a network (routers, hubs, switches, media, etc). Network communication is presented at the conceptual level via the OSI reference model, and then at a practical level with TCP/IP. The TCP/IP portion of the course covers IP addressing, subnetting, and important TCP/IP services and utilities. Emphasis will be given to networking structures, functions, performance, and management.

ITCC 210 | INTRODUCTION TO DATA MODELING (3-0-3)

Prerequisite: **ITCC 110 | F**

A presentation of the data modeling process and database implementation fundamentals. Data modeling, SQL fundamental relational concepts, the process of normalization, relational algebra, and guidelines for mapping a data model into a relational database will be covered. Students will model a multimedia or text-only information problem and implement it with a commercially available database package on a single machine.

ITCC 222 | WEBSITE MANAGEMENT AND DESIGN (3-0-3)

Prerequisite: **ITCC 100 | S**

This course aims to provide a comprehensive and complete source of web knowledge that will allow students to obtain proficiency in web development techniques with emphasis on how to plan, architect, develop, and deploy technologically advanced websites, applications and services. The course addresses issues surrounding the effective design of a website including page layout, user interface design, graphic design, content flow and site structure. Furthermore, students will be exposed to

several current and emerging internet standards such as SHTML, Cascading style sheets, DHTML, client side JavaScript, and XML. Finally, the course will also introduce popular web development and design tools that will significantly reduce the development efforts and also tools that will enhance the look and feel of the application.

ITCC 230 | INTRODUCTION TO PROGRAMMING (IT) (3-0-3)

Prerequisite: **ITCC 110 | S**

This course provides an introduction to systematic computer problem-solving using an object-oriented computer language. Emphasis is placed upon application requirement analysis, algorithm development and program implementation. This course is designed for Individuals who are getting started in computer programming or software development. It emphasizes techniques of problem solving, structured programming and modular design. The programming language for the course is C#. The student will learn principals of computer software design, algorithm writing, software engineering principles, procedures, functions, loops, arrays, file handling and much more. The important skills,

which govern programming, are abstract ones. The ability to see patterns and to abstract from specific examples to the more general case is crucial. Being able to think logically so students can predict in advance the behavior of a system working to a fixed set of rules is essential. This course will help students build the skills and imagination they need in order to be able to take real world problems and develop useful software applications for them.

ITDD 302 | DATABASE APPLICATION DEVELOPMENT USING JAVA (3-0-3)

Prerequisite: *ITCC 210*,
Corequisites: *ITCC 200, ITCC 222, ITCC 230 or with approval of the Chair | S*

This course allows students to extend various programming techniques to more advanced problems and solutions using the Java programming language. These concepts will be applied as a connection to a popular database is established using JDBC. In addition, the course will address various computing concepts like sorting, searching, collection handling, Graphical User Interface (GUI) programming, multi-threading, and basic networking.

ITDD 310 | ADVANCED SQL PROGRAMMING (3-0-3)

Prerequisite: *ITCC 210*,
Corequisites: *ITCC 200, ITCC 222, ITCC 230 or with approval of the Chair | F*

The course describes the statements used to manipulate data and to work with tables, indexes, and views. Users will also be able to describe the functioning of cursors, stored procedures, triggers, and transactions. It teaches students how to create stored procedures, manage distributed data, and transactions, and work with locks. The students will also learn how to optimize the query execution plan developed by SQL Server. Our Introduction to PL/SQL programming course is aimed at power users and application developers. In this class we build the foundation of how to program within the Oracle database using the PL/SQL language. Topics included include basic PL/SQL syntax, the anonymous block structure, functions, procedures packages and triggers.

ITDD 404/ITAD 411 | PRINCIPLES OF OPEN SOURCE AND ENTERPRISE COMPUTING WITH JAVA (3-0-3)

Prerequisite: *ITDD 302 | F*
See the course description for ITAD 411.

ITDD 410 | ADVANCED DATABASE ADMINISTRATION I (3-0-3)

Prerequisites: *ITDD 302, ITDD 310 | F*
This Course offers new DBA's the foundation that they will need to operate effectively in the role of an Oracle Database Administrator. This course introduces concepts that database administrators and database operators will face on a day to day basis. It includes basic Oracle setup and configuration, user administration and management, spacing considerations and some simple backup and networking concepts. At the end of the class students will be familiar with the Oracle architecture and will be able to perform routine administration tasks.

ITDD 415 | ADVANCED DATABASE ADMINISTRATION II (3-0-3)

Prerequisite: *ITDD 410 | S*
This class builds on the material presented in our Database Administration I class. This course introduces advanced topics concerning Oracle database administration that DBA's will want to know in order to perform effectively. This class covers the Oracle architecture in depth. All aspects of an Oracle setup are discussed including multiple buffer pools, best practices concerning logging and rollback, partitioning, LOB support, and archiving. At the end of the class the students will be familiar with the majority of the architectural components and will be able to effectively setup and administer a complete Oracle system. Some additional concepts in terms of backup and recovery procedures and tuning operations are also discussed.

ITDD 420 | ADVANCED DBMS DESIGN AND ARCHITECTURE (3-0-3)

Prerequisites: *ITDD 302, ITDD 310 | F*
The aim of this course is to explore the subject of Database Management Systems architecture features and design techniques.

The course investigates the features and capabilities of DBMS such as implementation of Business Intelligence applications, the design and implementation of user interfaces and the use of performance analysis tools. The course also covers DBMS high availability techniques such as log shipping, replication, mirroring and clustering.

ITDD 440 | ADVANCED DATABASE APPLICATION DESIGN (3-0-3)

Prerequisite: ITDD 420 | S

This course expands the concepts of database development into the area of developing and implementing database applications. The course explores forms and reports development and the integration of database systems with other front-end and back-end systems.

ITDD 450 | SENIOR PROJECT (3-0-3)

Prerequisites: ITDD 404, ITDD 410, ITDD 420 | S

This course is the capstone for this major. Under the supervision of the instructor, students will research and explore the latest technologies and theoretical and practical areas of system design, and will be required to implement an infrastructure to support a small organization.

ITID 310 | OPERATING SYSTEM PRINCIPLES (3-0-3)

Prerequisite: ITCC 200,

Corequisites: ITCC 210, ITCC 222, ITCC 230 or with approval of the Chair | F

In this course students will be introduced to a range of OS concepts. Topics include process management, Threads, CPU scheduling, process synchronization, memory management, and storage management. Particular emphasis will be given to teaching students these concepts as they pertain to the Linux operating system.

ITID 315 | NETWORK OPERATING SYSTEM SERVICES (3-0-3)

Prerequisite: ITID 310 | S

Student in this course will receive in-depth understanding of the directory service concept following the Windows Active Directory model. Emphasis is given to the creation and maintenance of Active Directory, use of dynamic DNS, server roles, sites and replication, domain users and groups, and domain group policy objects. In addition, topics like DNS, DHCP, WINS, Routing, Remote Access, and IP Security will be covered.

ITID 320 | INTRODUCTION TO ROUTING AND SWITCHING (3-0-3)

Prerequisite: ITCC 200,

Corequisites: ITCC 210, ITCC 222, ITCC 230 or with approval of the Chair | F

This course covers a range of network protocols along with TCP/IP subnetting and supernetting, as well as important TCP/IP services and utilities. Routers are discussed along with the various routers' applications in a network. A great emphasis is covered to insure students have the necessary knowledge and experience in building a working network.

ITID 322 | ADVANCED ROUTING AND SWITCHING (3-0-3)

Prerequisite: ITID 320 | S

This course teaches advanced topics in Networking. Students are first introduced to advanced routing algorithms and switching techniques which include classless Routing, OSPF, EIGRP, Switching Configuration, Spanning-Tree Protocol, Virtual LANs and Virtual Trunking Protocols. In addition, topics addressing WAN connectivity would be covered. This includes scaling IP Addresses, WAN technologies, Point-To-Point protocol, ISDN and DDR, and Frame Relay.

ITID 325 | WIRELESS NETWORKS (3-0-3)

Prerequisite: ITID 320 | S

This course introduces the concept of network transition media focusing on line coding and wireless transmission. Topics like wireless protocols and different types of wireless technologies are discussed. Finally, emphasis is given to the use of wireless transmission and its integration to a wired-LAN.

ITID 410 | INTRODUCTION TO NETWORK SECURITY (3-0-3)

Prerequisite: ITID 310 | F

This course covers the concept of network security starting by covering the different levels of network attacks. Cryptography and authentication techniques are covered with practical examples that are based on Digital Certificates and Digital Signatures. Emphasis is then shifted to cover the different types of security detection and prevention along with implementation techniques to improve the security level of a given network.

ITID 415 | INFORMATION SECURITY (3-0-3)

Prerequisite: *ITID 410 | S*

This course teaches the concepts of network security of clients and servers. Topics such as IPSEC and SSL security protocols, Firewall, and Proxy are covered and implemented. Emphasis is then shifted to securing different operating system platforms such as the Unix server. Students also learn different security techniques like securing a remote connection and securing a WLAN.

ITID 430 | FAULT TOLERANT NETWORK SERVERS (3-0-3)

Prerequisite: *ITID 315 | F*

This course covers fault tolerance in network servers through a solid understanding of the functionality and management of the kernel of a Network Operating System. It discusses the various techniques used to achieve fault tolerance such as mirroring, load balancing, clustering, and replication. Students also learn how to replace failed components in minimal service interruption by implementing hot add memory, hot swap hard drives, hot plug PCI, and redundant power supplies.

ITID 440 | NETWORK MANAGEMENT AND PLANNING (3-0-3)

Prerequisites: *ITID322, ITID 325 | F*

This course introduces the students to the fundamental concepts and protocols in the field of network management and planning. During the introductory phase, students will learn about the TMN model proposed by ITU-T to describe the four essential layers of network management: element, network, service, and business levels. Students will also be introduced to the ISO standard model FCAPS: Fault, configuration, Accounting, Performance and Security. In addition, they will get an overview of the existing protocols: the Simple Network Management Protocol (SNMP), Common Management Information Protocol and Common Management Information Services (CMIP/ CMIS), Operation/Administration/ Maintenance and Provisioning (OAM&P), and Remote Network Monitoring (RMON). Further ahead, focus will shift to the popular SNMP protocol versions 1, 2 and 3, and the structure of Managed Information Base (MIB) according to the SMIv1 descriptions. The course should also discuss desktop vs. web-based management techniques.

Towards the end of the course, after covering the most important aspects of network management, students should be ready to get into the topic of network planning. In particular, they will be introduced to network planning and design methodologies, case study requirements and network assessment methods, Infrastructure selection and implementation plans.

ITID 450 | SENIOR PROJECT (3-0-3)

Prerequisites: *ITID 410, ITID 430 | S*

This course is the capstone for this major. Under the supervision of the instructor, students will research and explore the latest technologies and theoretical and practical areas of system design, and will be required to implement an infrastructure to support a small organization.

ITPE 310 | MANAGEMENT INFORMATION SYSTEMS (3-0-3)

Upon demand

This course provides an overview of information systems in the business world. It presents an organizational view of how to use information technology to create competitive firms, manage global organizations, and provide

useful products and services to customers. Topics include hardware, software, databases, telecommunications systems, the strategic use of information systems, the developments of information systems, and social and ethical issues involved with information systems.

ITPE 320 | SYSTEM ANALYSIS AND DESIGN (3-0-3)

Upon demand

This course presents students with real-world system analysis skills and techniques within the framework of the systems development life cycle (SDLC). Examples and cases are drawn from actual systems projects that enable students to learn in the context of solving problems, much like the ones they will encounter on the job. A blend of traditional development with an emphasis on the latest major software trends, outsourcing, application service providers, ERP, and more provide a well-rounded understanding of fundamental topics. Students will find concepts easy to understand through the clear writing style combined with figures that illustrate current technology and concepts.

ITPE 330 | IT IN BUSINESS (3-0-3)

Upon demand

Current issues in the information technology in business.

IT relationship to business competition and strategy, the business value of information systems, the use of computer systems to achieve strategic advantage, to support managerial decision-making, to process organizational transactions, to achieve operational control, and to augment personal communications, information resource management, organization, social, legal and ethical issues from information systems.

ITPE 390 | INTERNSHIP IN IT (3-0-3)

Prerequisite: completed 100 credits of the program | F, S, SI, SII

In this course, the student can gain real-life work experience by working on an IT project for an IT company. Internships can only be taken after finishing two years of study at AUD or equivalently after 100 credits. Usually, this means in the summer months at the end of second year or third year in the program.

ITPE 391-399 | SPECIAL TOPICS IN IT (3-0-3)

Prerequisite: approval of the Chair | Upon demand

Topics of interest to students and faculty which are not available in the existing IT curriculum will be offered through this course. Prior approval of the course material and syllabus by the IT Chair is required.

ITPE 410 | MANAGING IT RESOURCES (3-0-3)

Prerequisite: MGMT 341 | Upon demand

This course introduces the fundamental concepts of management and applies them to IT. It examines the use of IT in business processes and the management issues of integrating IT into organizational processes to gain competitive advantage. Topics include: management, organizations and information systems, development life cycle, project management and systems engineering, processes reengineering, and organizational learning.

ITPE 420 | IT STRATEGIC MANAGEMENT (3-0-3)

Prerequisite: Senior Status | Upon demand

This course is a capstone course that includes a review of both

IT business models, strategies, and policies utilized in managing a market driven company and IT career strategies for the student. The course examines the interaction of corporate structure, geographic coverage, and marketing, and looks at the creation and implementation of strategic initiatives. Students will identify career goals and work on interviewing, resume development, and writing cover letters. This course provides an opportunity for students to draw upon and integrate materials from the earlier courses.

ITPE 421 | INFRASTRUCTURE TECHNOLOGIES, MODELS, PERFORMANCE AND CAPACITY PLANNING (3-0-3)

Prerequisites: ITAD 330 , ITAD 350 | F

This course examines the fundamental technological requirements for setting up and operating an e-business, with a special focus on infrastructure (hardware and software). The course also offers a comprehensive guide to planning and building E-business sites. Students will be exposed to several performance and capacity planning methods that will allow them to correctly analyze

and project site needs and performance. The objective is to create sites that will increase customer confidence, provide better customer service, reduce operating costs, manage tradeoffs between cost and performance, anticipate and handle peak demands and increase enterprise competitive advantage. Furthermore, the course also investigates Web Farms as a technology that will enable web applications to be highly available, stable and scalable. Prerequisites are waived for BBA candidates.

ITST 275 | INTERNATIONAL STUDY TOUR (3-0-3)

Prerequisites: ENGL 101, COMP 101, sophomore status | F

Students journey to exciting international cities for a look at the pacesetters in art, design, and business. To receive credit, students must submit a paper covering various aspects of the trip. Prior to departure, requirements and possible paper topics are discussed by the group and the faculty members, who serve as guides and chaperones for the trip. For those students who obtain the Provost's approval to take this course as a Professional Elective (or equivalent) in their

major, a discipline-specific code will substitute the ITST on the student's transcript (e.g., BUSI, IDES, VICD.)

JOUR 209 | SELECTED TOPICS IN JOURNALISM (2-2-3)

Prerequisite: *Approval of the department head | Upon demand*

This course aims at presenting various topics in Journalism that are of interest to the students and the instructor. The course intends to widen and deepen the students' understanding of various issues related to non-traditional means of reporting.

JOUR 301 | VISUALIZING NEWS (2-2-3)

Prerequisite: *COMM 222 | F*

This course introduces students to basic design elements used to make a news story visually effective. Imagery such as still photography, television video, and video designed specifically for the web will also be explored. The course will follow a typical production workflow, including layout and design, the use of typography and color, preparing images and graphic elements for print, the web, and other media platforms.

JOUR 302 | NEWSROOM MANAGEMENT AND DECISION MAKING (3-0-3)

Prerequisite: *COMM 222 | S*

This course requires students to examine decision-making in the newsroom, explore illustrative case studies and develop their own assessments of what constitutes a good decision and how to make one. More often than not, there are no absolutely right answers, but the goal is making a better decision through thoughtful discussions of the type that take place daily in professional newsrooms.

JOUR 321 | REPORTING (2-2-3)

Prerequisite: *COMM 222 | F*

This course is an introduction to the practice and craft of gathering and writing information for news media. Students will develop sound news judgment and writing skills that will enable them to produce and edit content across multiple platforms. As much as possible, the course will be responsive to actual news, both local and international.

JOUR 322 | ADVANCED REPORTING (3-0-3)

Prerequisite: *JOUR 321 | S*

This course covers advanced concepts of news gathering, interviewing and writing. Each student will choose a beat to cover for the duration of the semester, developing stories from that beat. In addition, students will select a newsworthy topic and develop a 2,500-word story due at the end of the term.

JOUR 323 | EDITORIAL AND CRITICAL WRITING (3-0-3)

Prerequisites: *COMM 222, ENGL 103 | Upon demand*

Provides intensive evaluation of students' opinion writing, including editorials, op ed columns, arts and entertainment criticism, and opinion pieces related to sports, business, politics, and other fields.

JOUR 401 | CURRENT ISSUES IN JOURNALISM (3-0-3)

Prerequisite: *Senior Status | Upon demand*

Examines a range of topics not covered or covered only briefly in other courses. These may include coverage of business, environmental issues, sports, conflict, and other matters with which graduating students should have some familiarity.

JOUR 402 | CONTEMPORARY PERSPECTIVES IN JOURNALISM (3-0-3)

Prerequisite: *Senior Status | Upon demand*

A capstone seminar in which students analyze and discuss in a sophisticated way critical issues in the news business, ranging from media economics to the impact of news coverage on societal institutions.

JOUR 441/DPST 441 | THE DOCUMENTARY (2-2-3)

Prerequisite: *COMM 241 (for DPST students) or COMM 222 (for JOUR students) | F*

This course provides an overview of the history, theory, and genres of documentary films. Students learn to analyze and critique a variety of historical and contemporary documentaries, while developing and producing short documentaries through team work.

JOUR 461 | MEDIA AND POLITICS IN THE MIDDLE-EAST (2-2-3)

Prerequisite: ENGL 103, COMM 103, and Junior Status | F

This course examines the role of the international media in the politics of the Middle East. It addresses questions such as: How have the international media covered conflicts in the region? What does it take to fully engage the attention of the international press? How does the press balance national interests with objectivity? In attempting to answer these questions, students will also look at the media's role in shaping the course of events in the region and judging the outcome.

JOUR 462 | CAPSTONE PROJECT (2-2-3)

Prerequisite: Senior Status | S

This course provides individual or small groups of students working with a faculty advisor the opportunity to design and carry out an independent venture, such as an extensive research paper, an online magazine article, or other complex journalism project.

JOUR 463 | INTERNSHIP (3-0-3)

Prerequisite: Senior Status | S

A carefully supervised internship with a media organization approved by the faculty supervisor. Students are required to submit a detailed ongoing journal and a final report as defined by the faculty supervisor.

MATH 111 | MATHEMATICS FOR THE ARTS (3-0-3)

Prerequisite: placement by ACCUPLACER™ or a Grade of P or P+ in MATH 099 | F, S, SI

This course surveys traditional and contemporary topics in mathematics, such as counting techniques, probability and statistics, and the mathematics of personal finance. It includes basic geometry of interest to students applicable in the arts program.

MATH 160 | MATHEMATICS WITH BUSINESS APPLICATIONS (3-0-3)

Prerequisite: placement by ACCUPLACER™ or a Grade of P or P+ in MATH 099 | F, S, SI, SII

This course introduces the main mathematical tools used in the business environment. The focus of attention is on developing

the basic concepts of calculus, such as functions, derivatives, and integrals. Topics from probability and various applications to business are also explored.

MATH 191 | PRECALCULUS (3-3-4)

Prerequisite: placement by SAT or ACCUPLACER™, or MATH 099 with a grade of P | F, S, SI

Analytic geometry. Quadratic, logarithmic, exponential and trigonometric functions. Systems of linear and nonlinear equations. Conic sections and limits.

MATH 195 | PRECALCULUS FOR ARCHITECTURE (3-3-4)

Prerequisite: placement by SAT or ACCUPLACER™, or MATH 099 with a grade of P | F, S, SI

Geometry; properties and applications of polynomials, exponentials, logarithmic and trigonometric functions; applied trigonometry; conic sections; and theory of equations.

MATH 205 | CALCULUS FOR ARCHITECTURE (3-0-3)

Prerequisite: placement by ACCUPLACER™ or MATH 195 | F, S, SI

This course reviews the basic concepts of differentiation and integration for functions of one variable. Topics include limits and continuity, derivatives and integrals and their applications, the Fundamental Theorem of Calculus, and the calculus applied to parametric curves and polar graphs.

MATH 210 | CALCULUS I (3-0-3)

Prerequisite: placement by ACCUPLACER™, or a grade of C or higher in MATH 191 | F, S, SI

Differential and integral calculus applied to functions of a single variable. Derivatives, applications of derivatives, indefinite and definite integrals and applications of integrals. Polynomial, rational, radical, trigonometric, inverse trigonometric, exponential, logarithmic and hyperbolic functions.

MATH 220 | CALCULUS II (3-0-3)

Prerequisite: *MATH 210 with a grade of C or higher | F, S, SI*

Techniques of integration, including integration by parts, partial fractions and trigonometric substitution. Simpson's Rule and improper integrals. Sequences and series, including power, Taylor and Fourier series. Linear approximations and Taylor's theorem. Polar functions and parametric equations. Vectors in 3 dimensions.

MATH 230 | LINEAR ALGEBRA AND COMPLEX VARIABLES (3-0-3)

Prerequisite: *a grade of C or higher in MATH 220 | F, S*

Linear systems, matrices, vector spaces and linear independence. Linear transformations, determinants, eigenvalues, and applications. Complex numbers in Cartesian and polar planes. Complex functions including trigonometric and hyperbolic functions. Cauchy's integral theorem.

MATH 231 | DIFFERENTIAL EQUATIONS (3-0-3)

Prerequisite: *MATH 220 with a grade of C or higher | F, S*

Methods for obtaining numerical and analytical solutions of linear differential equations. Systems of linear and nonlinear differential equations. Laplace Transform with applications. Introduction to Fourier Transform.

MATH 240 | MULTIVARIABLE CALCULUS (3-0-3)

Prerequisite: *MATH 230 | F, S*

Functions of several variables. Surfaces. Vector functions and parametrizations. Gradient function and optimization. Double and triple integrals. Cylindrical and spherical coordinates. Line integrals and surface integrals. Theorems of Green, Gauss and Stokes.

MATH 250 | DISCRETE MATHEMATICS I (3-0-3)

Prerequisite: *placement by ACCUPLACER™ or MATH 191 with a grade of C or higher | S, SI*

Introduction to the mathematical foundation of computing, including logical reasoning, sets, relations, and functions. Mathematical induction and counting. Complexity and analysis of algorithms. Recurrence, graph theory, and trees.

MATH 251 | DISCRETE MATHEMATICS II (3-3-4)

Prerequisite: *MATH 250 | F*

Theory and applications of discrete mathematical and computational models including propositional logic, Boolean algebra and switching theory, mathematical induction, discrete probability, advanced counting techniques, and matrices. Practical application of concepts through lab sessions.

MATH 310 | MATHEMATICS -- A JOURNEY THROUGH TIME AND SPACE (3-0-3)

Prerequisite: *MATH 111 or higher | F*

This course examines the content of historical documents that trace the roots of arithmetic, algebra and geometry from ancient times until the 13th century. The sources come from a variety of civilizations and cultures, and reveal common threads in the development of mathematics due to the needs of society, along with differences caused by cultural influences.

MATH 320 | INVESTIGATIONS, PROBLEMS, AND MODELS -- CONTEMPORARY PROBLEM SOLVING (3-0-3)

Prerequisite: *MATH 111 or higher | S*

A variety of thinking processes and specific techniques are introduced for defining and solving problems and for building mathematical models. Those tools are then used by students in games of strategy, mathematical problems and real-world situations, with the prime directive being: "Solve that problem!"

MATH 330 | MAKING DECISIONS FROM INTERPRETING DATA (3-0-3)

Prerequisite: *MATH 111 or higher | Upon demand*

This is an introductory course in statistics, which deals with the study of variability, uncertainty and decision-making. Statistics is increasingly applicable to most disciplines and to everyday life. This course introduces the basic principles from contemporary usage, with consideration for appropriateness, contextual relevance and interpretation.

MCOM 301 | PRINCIPLES OF ADVERTISING AND INTEGRATED MARKETING COMMUNICATIONS (IMC) (3-0-3)

Prerequisite: MKTG 301 | F, S, SI

This is the foundation course in Integrated Marketing Communications (IMC), covering its basic concepts and methods. Advertising is viewed from the perspective of being simply one of several promotional tools instrumental in brand building. Segmentation, target audience selection and positioning are given ample attention; and the role of data and databases in communication strategy formulation is reviewed. Basic media concepts are also studied, and students learn how to apply their knowledge to the task of determining media objectives and strategies. The organization and functioning of the modern communication agency are considered. Special attention is given to the creative product across all media and tools. IMC values and perspectives permeate coverage of all topics. Students must receive at least a C grade in this course in order to register for additional Marketing Communications Major courses.

MCOM 331 | PUBLIC RELATIONS MANAGEMENT (3-0-3)

Prerequisite: a grade of C or higher in MCOM 301 | S

This course will expose you to the fundamentals of Public Relations (PR) concepts and provide insights into how these concepts are applied by practitioners in the real world. It is designed to give you an overview of basic Public Relations theory and to introduce you to elements of Public Relations practice through topics such as Employee Relations, Crisis Management, Public Issue Campaigns, and Standards and Ethics in Public Relations.

MCOM 401 | CREATIVE EXECUTION FOR IMC (3-0-3)

Prerequisite: a grade of C or higher in MCOM 301 | S

This course reviews the concept of IMC and focuses on creative development in several disciplines: advertising (TV, press and radio), sales promotion, public relations, etc. Students learn not only how to evaluate executions in these disciplines but experience the rewards and frustrations of creative development, as they are challenged to conceive a variety of creative pieces. Effective correspondence and executional

integration is considered in depth, and the student's familiarity with TV and print production techniques is enhanced. Emphasis is placed on the successful completion of out-of-class creative projects.

MCOM 411 | MEDIA PLANNING AND BUYING (3-0-3)

Prerequisite: a grade of C or higher in MCOM 301 | F

This course presents an overview of the media planning and buying functions within the IMC process. Basic measurements and calculations are reviewed as are the media performance measures of reach, frequency, effective frequency and GRP's. The relationship between marketing strategy and media planning is established, and the strategic media planning process is covered in detail. Other topics: intermedia comparisons, quantitative and qualitative media evaluation, media negotiation as practiced in the Middle East, media research, media budget determination and allocation, media testing and experimentation and new media. Teaching methods consist of lecture, discussion (including case studies), and out-of-class projects.

MCOM 421 | IMC STRATEGY AND MANAGEMENT (3-0-3)

Prerequisite: MCOM 401 or VCAD 353 | F

As indicated by its title, this is the major's course in IMC strategy and management. The pivotal role of decision-making in communications strategy formulation and agency management provides the context for the course. The variables in decision-making are identified and the contribution of empirical research to issue-resolution is studied in depth. Students learn how to apply the five steps in Schultz' value-based IMC model: customer identification, customer valuation, message/incentive planning, ROCI and post-program analysis and planning. Other specific topics considered: brand equity management, brand valuation, and the structural and human resource dimensions of agency management. While the lecture method of instruction prevails, ample opportunity is given for in-class discussion. Out-of-class projects revolve around real world case histories.

MCOM 431 | IMC CAMPAIGN DEVELOPMENT (3-0-3)

Prerequisite: MCOM 421 | S

This is the capstone course of the advertising major. Students spend the entire term working in teams to prepare two major Advertising & IMC campaigns. The response consists of a fully developed IMC strategy and plan, together with solutions across a wide variety of communications disciplines. Class times are used for instructor facilitation, team meetings and lecture/discussion on topics germane to the campaigns.

MCOM 481 | STUDY INTERNSHIP (3-0-3)

Prerequisites: MCOM 431, Senior Status and approval of the Chair | F, S, SI

Students spend 25+ hours/week employed by an advertising agency/communications firm. Under the joint supervision of the faculty supervisor and their supervisor in the workplace, students' progress against a skills inventory tailored to their chosen field of specialization. Grade assessment is influenced by the supervisor's evaluation of the student as a potential entry-level employee. Students must provide the faculty supervisor with a copy of their résumé five weeks prior to the beginning of the term of the Internship.

MCOM 491 | SPECIAL TOPICS IN IMC (3-0-3)

Prerequisite: a grade of C or higher in MCOM 301, Senior Status or approval of the Chair | Upon demand

This course is a special in-depth project undertaken by the MCOM Major under the direction of the Chair or is a critical study of theory and research related to advanced topics in IMC. The interests of the students and the instructor will determine the specific topics of this course.

MEST 101 | ELEMENTARY ARABIC I (3-0-3)

F, S, SI

An introduction to Modern Standard Arabic. Skills in speaking, listening, reading and writing are developed. Not open to native speakers of Arabic.

MEST 102 | ELEMENTARY ARABIC II (3-0-3)

Prerequisite: MEST 101 | F, S, SI

This is a continuation of MEST 101, with expansion of vocabulary and capability of both oral and written expression. Not open to native speakers of Arabic.

MEST 201 | INTERMEDIATE ARABIC I (3-0-3)

Prerequisite: MEST 102 | F, SI

This is a continuation of MEST 102, with increased emphasis on vocabulary acquisition. Not open to native speakers of Arabic.

MEST 202 | INTERMEDIATE ARABIC II (3-0-3)

Prerequisite: MEST 201 | S, SI

This course is the sequel to MEST 201 and continues to develop the four skills in language acquisition – reading, writing, listening, and speaking – to further refine the student's ability to communicate in Arabic at the intermediate level. Not open to native speakers of Arabic.

MEST 210 | AN INTRODUCTION TO MIDDLE EAST HISTORY (3-0-3)

Prerequisite: ENGL 102 | F, S, SI

This course will examine the rise of Islam in the lands of the Near East as a distinctive period in the history of the region, beginning with the eclipsing of the Byzantine and Sasanid empires in the early 7th century and ending with the collapse of the Ottoman Empire in the aftermath of WWI.

MEST 275/375/475 | SPECIAL TOPICS IN MIDDLE EASTERN STUDIES (3-0-3)

Upon demand

A critical study of theory and research related to topics in Middle Eastern studies not covered by other courses. The specific topics will be determined by interests of the students and the instructor.

MEST 301 | ARABIC PROFICIENCY I (3-0-3)

F, S

A course in Modern Standard Arabic at the advanced level designed to provide Arabic-speaking B.C.I.S. Majors with the linguistic skills (writing, reading, speaking, listening) that serve as a solid foundation for journalistic expression in Arabic. Emphasis is placed on grammar review, vocabulary acquisition, and composition. Several modern literary texts are used in the course. This course is open only to students with significant prior knowledge/study of Arabic.

MEST 302 | ARABIC PROFICIENCY II (3-0-3)

Prerequisite: MEST 301 | S

This is a continuation of MEST 301, with expansion of vocabulary and capability of expression, both

orally and in writing. Literary texts of increasing sophistication are used in the course. Students exiting this course will be prepared to follow the Arabic track of the B.C.I.S. program.

MEST 310 | ISLAMIC CIVILIZATION (3-0-3)

Prerequisite: ENGL 102 | F, S

This course explores various aspects of Islam as a civilization and the key achievements made by those who participated in the pursuit of knowledge under the cultural aegis of Islam. Developments in the fields of philosophy, mathematics, astronomy and medicine are some of the major themes highlighted as the course charts the role of Islamic civilization in the transmission of knowledge and ideas to the Mediterranean, Europe and beyond.

MEST 315 | HISTORY OF THE MODERN MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | F

This course concentrates on the emergence of the modern Middle East by examining its transformation into nation states following the collapse of the Ottoman Empire after WWI, the mandate period and the end of colonial rule. The course

will focus on key events and developments across the region from Egypt to Iran, and from Turkey to the Gulf States during the last century.

MEST 317 | MIDDLE EASTERN LITERATURE IN TRANSLATION (3-0-3)

Prerequisite: ENGL 103 | S

This course considers a representative sample of Arabic prose, short stories, novels and plays with a brief account of critical background of the various genres.

MEST 318 | CULTURES OF THE MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | F, SI

This course provides an overview of the various cultures in the Middle East within an anthropological framework. Concepts such as 'family', 'gender' and 'society' are used as the basis for comparison of various cultural groups in the region.

MEST 319 | POLITICS IN THE MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | S, SI

This course looks at the political structures and systems of governance across the contemporary Middle East as well as the historical factors that led

to their formation. The course also examines the complex but significant relationship between local politics and politics at the level of state and government within individual Middle East countries in order to explain how this relationship has shaped policies both at the regional and at the international levels.

MEST 320 | THE QUR'AN: TEXT, HISTORY, AND MEANING (3-0-3)

Prerequisite: ENGL 102 | F

This course examines the historical aspects of the Qur'an, such as the period of its 'revelation', its subsequent codification and the tradition of its interpretation. The course also focuses on the contents of the Qur'an as well as its place in various Muslim intellectual traditions, both medieval and modern.

MEST 323 | ISLAM: HISTORICAL AND SOCIETAL ASPECTS (3-0-3)

Prerequisite: ENGL 102 | F, S, SI

This course is a study of the Islamic religious tradition and its development during various historical periods. The course focuses on the beliefs and practices of Muslims across

diverse cultural landscapes as well as on the major schools of thought within Islam. The scope of the course extends to the contemporary period to include an analysis of modern intellectual movements.

MEST 327 | ISLAMIC POLITICS (3-0-3)

Prerequisite: ENGL 102 | F

This course will focus on Islam as the language of politics at both the societal level and at the level of state and government. It will examine the influence of the teachings of Islam and Islamic political thought on the organization of society in the Muslim world, and account for the emergence of Islamic states, Islamist movements and the contemporary phenomenon of 'political Islam'.

MEST 329 | ISLAMIC ART AND ARCHITECTURE (3-0-3)

Prerequisite: ENGL 102 | F, S, SI

This course is a general survey of Islamic art in its various forms from its beginnings in the 7th century to the early modern period. The development will be traced through the examination of architecture, manuscript illustration, textiles, pottery and other art forms.

MEST 330 | THE ANCIENT NEAR EAST (c.3500 B.C.E.-100 C.E.) (3-0-3)

Prerequisite: ENGL 102 | F

This course surveys the history of this region from the period beginning with the rise of Sumerian city-states to the Jewish revolts of the 1st century C.E., taking in along the way some of the most significant inventions and innovations by ancient Egyptian and Mesopotamian civilizations. Parallel developments in the early history of monotheistic belief are also examined. This course contains an ancient language ‘familiarization’ component (Akkadian or Aramaic).

MEST 333 | THE MIDDLE EAST IN LATE ANTIQUITY (c. 250 – 800 C.E.) (3-0-3)

Prerequisite: ENGL 102 | S

This course examines a spectrum of intellectual (philosophical), gnostic and religious traditions (Judaean-Christian, Manichaean, Mandaeen) that cut across an ethnic mosaic of Middle Eastern communities living under the shadow of one of the two immense imperial systems of the period, the Byzantine Roman empire and the Persian Sassanian empire. The course contains an element of language ‘familiarization’ (Greek and Aramaic/Syriac).

MEST 343 | BUSINESS IN THE MODERN MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | S

This course offers descriptive and prescriptive approaches to the economies of the Middle East. The course examines the current status of the economies in the region and how they developed. In addition, discussion will focus on economic challenges in the region. Suggestions for addressing these challenges as well as the consequences of ignoring them will also be discussed.

MEST 350 | RELIGIONS OF THE MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | S

This course examines the beliefs, practices and institutions of the three Abrahamic faiths in the Middle East: Islam, Christianity, and Judaism. This course also considers the shared origins and histories of these three religions, in particular the history of their interaction and interdependence in the Middle East.

MEST 352 | CONFLICTS IN THE MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | F

This course examines the conflicts which have taken place in the Middle East since the end of the World War II. These

conflicts include those between nations, cultures, and ideologies.

MEST 353 | WOMEN AND GENDER IN THE MIDDLE EAST (3-0-3)

Prerequisite: ENGL 102 | S

This course explores traditional gender roles in Middle East society, historically and in modern times. It focuses on the lives of key female figures in Middle East history with a view to delineating societal attitudes towards women in the region up to the modern day. The course also examines the role played by religion and religious authorities in the formation and confirmation of such attitudes. In addition, the imperatives of contemporary Middle Eastern women’s voices are surveyed as these manifest themselves in film, literature and other intellectual output.

MEST 380 | THE GULF: CULTURE AND ECONOMICS SINCE 1970 (3-0-3)

Prerequisite: ENGL 102 | SI

This course looks at the modernization of the Gulf region since the withdrawal of Great Britain in 1971. It analyzes the advancements and the dynamics taking place in the Gulf in the political and economic sectors.

MEST 381 | NORTH AFRICA: NATION, SOCIETY, AND CULTURE (3-0-3)

Prerequisite: ENGL 102 | S (odd years)

This course examines the art, literature, and other aspects of culture in the nations of North Africa and how these important aspects have contributed to the shaping of those societies during various important recent historical periods.

MEST 382 | THE LEVANT: ARAB LANDS OF THE EASTERN MEDITERRANEAN (3-0-3)

Prerequisite: ENGL 102 | F (odd years)

This course focuses on the area extending from the Turko-Syrian border to Syro-Palestine, encompassing also present-day Lebanon and Jordan. The region is analyzed in terms of cultural continuity and religious diversity against the background of major political events.

MEST 383 | IRAQ: REINVENTING THE NATION (3-0-3)

Prerequisite: ENGL 102 | F
(even years)

This course surveys the history of the modern nation-state of Iraq in its religious, social and political dimensions. The background and long aftermath of both the Iraq-Iran War and the First Gulf War constitute some of the major focus of the course along with developments within the country since the fall of the Baath regime in 2003.

MEST 384 | EGYPT: LITERATURE SINCE 1952 (3-0-3)

Prerequisite: ENGL 102 | S
(even years)

This course examines the intricate relationship which has existed in Egypt between creative writers and the state since the coup d'état of 1952. It explores the ways in which creative writers have navigated between the narrow straits of governmental restrictions and societal mores and how these writers have ultimately shaped current Egyptian culture.

MGMT 301 | PRINCIPLES OF MANAGEMENT (3-0-3)

Prerequisite: BUSI 101, ENGL 102 | F, S, SI, SII

This course combines the elements of management (planning, organizing, implementing, controlling and evaluating) and applies leadership principles and characteristics to the exercise of these functions. Management and leadership as topics of study are analyzed and compared. Interpersonal skills required for effective leadership are explored. Students must receive at least a C grade in this course in order to register for additional Management Major courses.

MGMT 313 | OPERATIONS MANAGEMENT (3-0-3)

Prerequisites: a grade of C or higher in MGMT 301, QUAN 201 | F, S, SI

This course provides a study of the drivers of quality, customer satisfaction, efficiency and productivity in service and manufacturing enterprises. Topics include product and service design, quality management, facility location and layout, materials management, scheduling, project management, and supply chain management.

MGMT 314 | BUSINESS PROCESS SIMULATION (3-0-3)

Prerequisites: MGMT 313,
QUAN 301 | S

This course builds on the queuing theory introduced in QUAN 301 by providing in-depth analysis in solving waiting time problems. The theoretical aspects are followed through the use of Visual Interactive Discrete Event Simulation software. This software is used for solving real cases.

MGMT 321 | ORGANIZATIONAL BEHAVIOR (3-0-3)

Prerequisite: a grade of C or higher in MGMT 301 | F, S, SI

Organizational behavior is the interdisciplinary field of study that investigates the impact of individuals, groups, and structure on the behavior of organizations, and how organizations manage their environments. The course covers the major theories, concepts, and tools that are employed in the field. Through the application of theoretical knowledge to exercises and case studies, students arrive at a better understanding of human behavior in the work environment.

MGMT 331 | HUMAN RESOURCE MANAGEMENT (3-0-3)

Prerequisite: a grade of C or higher in MGMT 301 | F, S, SI

This is an introduction to the principles and practice of human resource management. The role of human resources in the modern business organization will be the main focus. Students will develop proficiency in solving human resource problems through lectures and case studies. The course provides instruction that will help current and aspiring managers to better understand the human resource functions in international, as well as, in the local economies.

MGMT 341 | PROJECT MANAGEMENT (3-0-3)

Prerequisites: a grade of C or higher in MGMT 301, QUAN 201 | F, S, SI

This course draws upon the applied fields of organization behavior, management theory/science, and finance to develop a theoretical and very practical understanding of project management for students. The practical learning from this course is accomplished primarily through team-based project simulations.

MGMT 401 | INTERNATIONAL MANAGEMENT (3-0-3)

Prerequisites: a grade of C or higher in MGMT 301, MGMT 321 | F, S

Upon completion of this course, students are familiar with the globalization of markets and the economic interdependence of nations. In addition, the course develops skills that will assist students in designing, implementing and evaluating global strategies. Moreover, the socioeconomic, institutional, and structural variables underlying management practices, with a focus on human resources management in North America, Western Europe, Japan, East Asia, and the Arabian Gulf are considered.

MGMT 431 | LEADERSHIP (3-0-3)

Prerequisite: MGMT 321 | F, SI

This course aims to provide students with a basic understanding of the role of leadership in the modern organization. Topics covered include different theories and definitions of leadership, organizational goals and the leader's role, leadership vs. management, leadership traits and characteristics, leadership styles and cultural differences,

transformational leadership, charismatic leadership, transactional leadership, and gender and leadership. Case studies will be used to illustrate various leadership concepts, traits and styles in action.

MGMT 441 | ENTREPRENEURSHIP (3-0-3)

Prerequisite: a grade of C or higher in MGMT 301 | F, SI

This course is an overview of small business management and includes methods and procedures for establishing a small business; problem solving techniques required for successful operations; entrepreneurial traits and risks; location selection; and franchising.

MGMT 451 | SUPPLY CHAIN MANAGEMENT (3-0-3)

Prerequisite: a grade of C or higher in MGMT 301 | F

This course examines the planning and management of the production and distribution of goods and services as an integrated process which connects suppliers, producers, retailers and the transportation system. Different components of this process are analyzed sequentially, including location

choice, distribution system design, selection of suppliers and distributors, contracting issues, partnership formation, inventory policies, production plans and electronic data interchange.

MGMT 461 | MANAGING CHANGE AND INNOVATION (3-0-3)

Prerequisite: MGMT 313 | F, S, SI

The world is a constantly changing place. Once accepted ways of doing business often fail to provide organization much needed growth. Organizations that do not successfully innovate and adapt to their new environments, grow old and weary and die. The history of business is replete with examples of once successful companies that fail and a few that managed to innovate and change. Contrary to what many think it is not the creative new idea but it is the execution of the idea that poses the biggest hurdle. It is vital and interesting to know what specific challenges successful established organizations face to execute innovative and change ideas. In this class we will focus on these challenges through our readings and analyses of several case studies.

MGMT 491 | SPECIAL TOPICS IN MANAGEMENT (3-0-3)

Prerequisite: Senior Status or approval of the Chair | Upon demand

This course is a critical study of theory and research related to selected topics in management. The specific topics of this course will be determined by the interests of the students and the instructor.

MGMT 499 | STRATEGIC MANAGEMENT (3-0-3)

Prerequisites: Senior Status and completion of all Business Foundation and Core courses, and at least three required Major Electives | F, S, SI

This course introduces students to the elements of the strategic management theory and process including environmental analysis; internal analysis and diagnosis; generic strategy alternatives; strategic choice; and implementation.

MKTG 301 | PRINCIPLES OF MARKETING (3-0-3)

Prerequisite: BUSI 101 | F, S, SI, SII

This course will expose you to the fundamentals of marketing concepts and provide insights into how these concepts are applied

by practitioners in the real world. It is designed to give you an overview of basic marketing theory and to introduce you to the elements of marketing practice through topics such as buyer behavior; marketing research; developing marketing goods and services; pricing, distribution, and promotion. Students must receive at least a C grade in this course in order to register for additional Marketing Major courses.

MKTG 311 | SALES MANAGEMENT (3-0-3)

Prerequisite: a grade of C or higher in MKTG 301 | F, S

The course is designed to equip students with a theoretical and practical understanding of effective sales management. Students will be furnished with the skills necessary to manage a sales department efficiently. Students will learn how to set selling objectives, to design marketing policies and selling strategies, to organize sales departments for firms of varying size, to coordinate a sales force, to recruit and train sales people, and to analyze markets from a sales perspective.

MKTG 321 | RETAIL MANAGEMENT (3-0-3)

Prerequisite: grade of C or higher in MKTG 301 | F, SI

The course offers challenging opportunities for those who choose a management level career in the retail business area. It introduces students to the many diverse forces that exert their influence over the retail trade industry. The course covers basic concepts and methods of retail management. It also exposes students to current retail practices and various retailing career opportunities.

MKTG 361 | MARKETING RESEARCH (3-0-3)

Prerequisites: grade of C or higher in MKTG 301, QUAN 201 | F, S

The course will enable students to systematically study, conduct, and evaluate marketing research activities within a firm. Students will be exposed to survey planning, questionnaire construction, interviewing, data collection, data analysis, demand analysis and forecasting, and population sampling procedures.

MKTG 371 | E-MARKETING (3-0-3)

Prerequisite: grade of C or higher in MKTG 301 | F, S

The purpose of this course is to extend marketing theory and management to the e-business environment. The course will cover recent developments in e-marketing technologies, e-marketing strategies, the segmentation of e-markets, e-marketing communication and promotion, new product development and pricing policy in e-markets, and performance evaluation for the marketing function of the e-business firm.

MKTG 401 | CONSUMER BEHAVIOR (3-0-3)

Prerequisite: completion of MKTG 301 with a grade of C or higher | F, S

The emphasis of this course is on the descriptive and conceptual analysis of consumer buying behavior with a focus on the theory and research essential to the understanding of individual choice behavior.

MKTG 411 | SERVICES MARKETING (3-0-3)

Prerequisite: grade of C or higher in MKTG 301 | S

The course will enable students to focus on the unique challenges of managing services and delivering quality service to customers. It will discuss how services are different from physical products, why they are different, and what strategies result from these differences. Students will appreciate the attraction, retention, and building of strong customer relationships through quality service and will recognize this as the foundation for a strong customer relationship management.

MKTG 421 | INTERNATIONAL MARKETING (3-0-3)

Prerequisite: grade of C or higher in MKTG 301 | S, SI

The course incorporates marketing concepts into the framework of the world market place and international business. Students will be exposed to key global topics such as market segmentation; international physical distribution, pricing, and product life cycle; and regulations and embargoes and their effects on international marketing strategy.

MKTG 471 | STRATEGIC MARKETING MANAGEMENT (3-0-3)

Prerequisite: *grade of C or higher in MKTG 301, Senior Status or approval of the Chair | F, S*

The course enables students to view the marketing function of an organization from a strategic point of view. Planning, decision-making, implementation of product/price, promotion, advertising, and distribution and other management issues are discussed as they relate to market segmentation, consumer behavior and marketing communications. The course is based on case studies and product analyses.

MKTG 491 | SPECIAL TOPICS IN MARKETING (3-0-3)

Prerequisite: *grade of C or higher in MKTG 301, Senior Status or approval of the Chair | Upon demand*

This course is a critical study of theory and research related to selected topics in marketing. The interests of the students and the instructor will determine the specific topics of this course.

NYST 275 | NEW YORK STUDY TOUR (3-0-3)

Prerequisites: *Sophomore Status; ENGL 101, COMP 101 | Upon demand*

Students spend an action packed week studying in the “Big Apple.” From the bright lights of Broadway to the world famous art museums throughout the city, students will find the trip a valuable learning experience. Students and faculty visit various design houses and business firms. This gives students the opportunity to interact with some of the most successful people in the industry. The group also attends a Broadway production. For those students who obtain the Provost’s approval to take this course as a Professional Elective (or equivalent) in their major, a discipline- specific code will substitute the NYST on the student’s transcript (e.g., BUSI, IDES, VICD.)

PHIL 201 | INTRODUCTION TO PHILOSOPHY/LOGIC (3-0-3)

Corequisite: *ENGL 102 | F, S, SI*
This course is a survey of fundamental problems in several major divisions of philosophy, such as axiology, logic, philosophy of religion, epistemology and metaphysics. This course offers

an overview of the basic aims, approaches and types of issues in philosophy, while enabling students to explore the place of philosophy in the development and justification of personal values.

PHIL 222 | PROFESSIONAL ETHICS (3-0-3)

Prerequisite: *ENGL 102 | F, S, SI*
This course discusses professional workplace responsibility within the context of meta-ethics and applied ethics. Specific topics include professional interests of clients and employers, safety and liability, public welfare, whistleblowing, and legal obligations. It also reviews professional codes of ethics and examines case studies involving professional ethics.

PHIL 310 | ETHICS AND MORAL PHILOSOPHY (3-0-3)

Prerequisite: *PHIL 201 | S*
This course offers an introduction to the history of moral philosophy and an exploration of contemporary ethical debates. Through the reading of various foundational texts, both ancient and modern, this course provides an overview of the basic aims, approaches, and types of moral reasoning. Emphasis is on placing debates within a global context

and encouraging students to develop their own philosophical perspectives.

PHIL 320 | METAPHYSICS AND THE STUDY OF HUMAN EXISTENCE (3-0-3)

Prerequisite: *PHIL 201 | F*
This course provides the study of human existence through metaphysics – the branch of philosophy concerned with questioning “What is real?” Through the reading of foundational texts, both ancient and modern, this course offers a detailed assessment of the history and development of metaphysical inquiry and its relevance to significant, contemporary philosophical questions. Emphasis is on placing significant philosophical questions in a broad human context and encouraging students to develop their own philosophical perspectives.

PHYS 201 | INTRODUCTORY PHYSICS I W/LAB (3-3-4)

Corequisite: *MATH 205 or MATH 210 | F, S, SI*
Motion in two and three dimensions, Newton’s laws, concepts of energy and potential, rotation, Gravitational fields, statics, fluid dynamics and thermodynamics.

PHYS 202 | INTRODUCTORY PHYSICS II W/LAB (3-3-4)

Prerequisites: *PHYS 201, MATH 210 | F, S, SI*

Mechanical waves, electrostatics and electrodynamics, fundamentals of electromagnetics, DC and AC circuits, properties of light including interference and diffraction.

POLS 200 | INTRODUCTION TO POLITICAL SCIENCE (3-0-3)

Prerequisite: *ENGL 102 | F, SI*

This course provides students with an overview of contemporary political issues and strategies for examining them. The course discusses various ways groups of people have tried to govern themselves justly and effectively. Focus is on practical as well as theoretical explanations of different political systems and ideologies.

POLS 201 | COMPARATIVE POLITICAL SYSTEMS (3-0-3)

Prerequisite: *POLS 200 | F (even years)*

This course is a broad overview of various current political structures, some at different points of development, in representative nations in the

world outside of the United States. Special emphasis is placed on political theory. Political systems may include democracies (established and developing), authoritarian regimes, and religious-based political systems.

POLS 210 | INTRODUCTION TO INTERNATIONAL RELATIONS (3-0-3)

Prerequisite: *ENGL 102 | F*

This course examines those significant elements which most significantly affect how nations and nation-states establish relationships with each other and how they conduct themselves once those relationships are established. In essence, the course addresses the question “How do political entities get along, if at all?”

POLS 310 | POLITICAL GEOGRAPHY (3-0-3)

Prerequisite: *ENGL 102, POLS 200 | S (even years)*

This course examines the interrelationship between political phenomena (institutions, processes, behaviors) and the physical geography in which these occur. Some of the concepts discussed include territory and the control of natural resources.

POLS 320 | THE UNITED NATIONS (3-0-3)

Prerequisite: *POLS 200 | S (odd years)*

This course provides information to students about the historical development and current status of the United Nations. Discussion centers around the various branches of the UN and their effectiveness in addressing serious on-going global concerns. The course ultimately focuses on the future relevance of the UN and its contributions to global governance and cooperation.

POLS 325 | INTERNATIONAL ORGANIZATIONS (3-0-3)

Prerequisite: *POLS 200 | F (odd years)*

This course introduces students to the roles various international organizations play in the overall attempts to address various global issues. The first half of the course is dedicated to intergovernmental organizations (IGOs); the second half focuses on non-governmental organizations (NGOs). Discussions revolve around organizations which target similar global issues.

POLS 401 | CONTEMPORARY POLITICAL ISSUES (3-0-3)

Prerequisites: *ANTH 201, ECON 201, HIST 252, POLS 200 | Upon demand*

This seminar-style course asks students to explore current issues in politics. The primary focus of the course is politics, but all students are expected to look at the historical, business, and cultural factors involved as well. The course is designed to allow students to explore a primary area of interest while maintaining the interrelationships of all major areas of the BAIS degree. This course is also open to non-BAIS students.

PSPK 101 | PUBLIC SPEAKING (3-0-3)

Prerequisite: *ENGL 102 | F, S, SI, SII*

This course develops confidence and poise in the public speaker. Students learn to 1) apply current developments in communications and social psychology as they prepare narrative, persuasive, informative and descriptive speeches, and 2) demonstrate understanding of the interaction between speaker, speech and audience.

PSYC 201 | GENERAL PSYCHOLOGY (3-0-3) F, S, SI, SII

This course is designed to introduce students to the various theories and contributions in the field of psychology. It includes the topics of learning, memory, language development, perception, theories of emotion, personality theory, child development and social psychology.

PSYC 313 | SOCIAL PSYCHOLOGY (3-0-3)

Prerequisite: PSYC 201 | S

This course is intended to introduce the students to the basic concepts and topics in the field of social psychology. Topics in this course include the social self, attitudes and persuasion, attribution theory, groups, pro-social behavior and altruism, attraction, nonverbal communication, aggression, prejudice and discrimination, the impact of the environment on behavior, social psychology, and the legal system, and social psychology of health.

PSYC 415 | PSYCHOLOGY OF ADVERTISING AND MASS MEDIA (3-0-3)

Prerequisite: PSYC 201 | S

This course examines the role of mass media and the effects of advertising in issues of sex roles, sexual attitudes and violence. Emphasis is placed on behavioral, psychological, and physiological reactions on the acquisition of imitative response.

QUAN 201 | INTRODUCTION TO BUSINESS STATISTICS (3-0-3)

Prerequisite: MATH 160 | F, S, SI, SII

This foundation course in descriptive and inferential statistics is inclusive of probability, discrete and continuous distributions, correlation and linear regression, confidence intervals and hypothesis testing.

QUAN 301 | QUANTITATIVE METHODS FOR DECISION-MAKING (3-0-3)

Prerequisite: QUAN 201 | F, S, SI

This is an advanced course in the quantitative techniques used in managerial decisions. Building upon foundation coursework in statistics, students participate

in advanced applications of deterministic and probabilistic models of decision theory, linear programming, simulation, and dynamic programming.

SCIE 201 | NATURAL SCIENCES FOR TODAY (3-0-3)

Corequisite: ENGL 101
(students will not receive credit for both BIOL201 and SCIE201) | F, S, SI

This course introduces students to basics of life sciences including topics that address health and disease, the diversity of life on Earth, and the environment. The course integrates current issues to teach biological concepts. Topics covered include cellular structure, dietetics, genetics in health and disease, evolutionary relationships and environmental sciences. This course is designed to fulfill the Arts and Sciences requirement in Natural Sciences for all students who are non-Engineering majors.

SCIE 211 | WATER SUSTAINABILITY (3-0-3)

Prerequisite: ENGL 101, MATH 099 | F, S, SI

This course presents an overview of water sustainability by highlighting the importance of water in sustaining life,

biodiversity, human health and development. Students will evaluate scientific, technical and socio-economic solutions to sustainably manage global water supplies.

SCIE 311 | PRINCIPLES OF ENVIRONMENTAL SCIENCES (3-0-3)

Prerequisite: BIOL 201, SCIE 201 or SCIE 211, ENGL 102, MATH 111 or higher | S

This course is designed to introduce students to the basic principles of environmental sciences. The course will cover important environmental themes such as biodiversity, environmental conservation, population issues, pollution, waste management strategies, and sustainable development. Students will have an opportunity to examine contemporary environmental issues and international environmental policies which directly impact their lives.

SCIE 341 | PUBLIC HEALTH (3-0-3)

Prerequisite: ENGL 102, MATH 160 | F (even years)

This course introduces public health as an interdisciplinary science concerned with topics central to the health of

populations and their physical, mental, and social well-being. The course focuses on current pertinent public health problems, assessing causation and examining intervention and management strategies from personal, social, and organizational levels.

SOCI 101 | INTRODUCTION TO SOCIOLOGY (3-0-3) **F, S, SI**

This introductory course to sociology provides students with an understanding of how individuals within various societies interact both as individuals and as members of various groups within those societies. The course examines what motivates individuals to form and belong to groups, and how those groups affect change within a given society. The course also examines unequal power relationships between different groups in a given society.

SOCI 217 | CROSS-CULTURAL RELATIONS (3-0-3)

Prerequisite: **SOCI 101 | F, SI**
This sociology course examines the dynamics of communication and understanding between cultures and nations. It employs a linguistic and anthropologic approach to solving the universal

problems of ethnocentrism and cultural misinterpretation. The course explores the basic structure of language and the roles which syntax, semantics and kinesics play in successful cross-cultural communication. It introduces the anthropological concept of cultural diversity and provides the student with practical insight into how to overcome those perceptual barriers, which often hinder people from appreciating the cultural point of view of others.

SOCI 340 | TECHNOLOGY AND SOCIETY (3-0-3) **Prerequisite:** **ENGL 102, SOCI 101 | S (even years)**

This course examines the complex nature of the relationship between technological advancements and the societies in which those advancements take place. The primary focus of the course will be the technological advancements which have taken place between the middle of the 20th century and the present day. Discussion will focus on the societal effects of the most recent technological developments. Among other areas, the course focuses on significant technological advancements in the fields of energy, health, war, the environment, and communication.

SOCI 342 | LANGUAGE AND SOCIETY (3-0-3)

Prerequisite: **ENGL 102, SOCI 101 | S (odd years)**

This course explores the interrelationship between language and society. Changes in society necessitate changes in that society's language. Topics for discussion include the connections between language and identity, religion, gender, and culture.

SOCI 344 | GENDER AND SOCIETY (3-0-3)

Prerequisite: **ENGL 102, SOCI 101 | F (odd years)**

This course examines the ways in which various societies and cultures within those societies influence the gender roles of their members. Course discussion involves how concepts of 'masculinity' and 'femininity' are determined. Gender stereotypes, differences and similarities, limitations, and their impact on areas of culture are also explored.

SOCI 346 | SPORTS AND SOCIETY (3-0-3)

Prerequisite: **ENGL 102, SOCI 101 | F (even years)**

This course examines the role that sports play in various societies. While some sports are global in nature (e.g. soccer,

rugby), the role they play in various cultures is quite different. Discussion in this course will also explore why some sports have flourished in some cultures and not in others. The impact of international sporting events (e.g., Olympics, World Cup) on various cultures will also be discussed.

SPAN 101 | ELEMENTARY SPANISH I (3-0-3)

F, S, SI

Long recognized for its cultural significance, the Spanish language continues to grow in importance in the design and business communities. This course provides students with oral and written approaches to beginning Spanish grammar skills. Individual daily work with language tapes is an essential part of the program.

SPAN 102 | ELEMENTARY SPANISH II (3-0-3)

Prerequisite: **SPAN 101 or equivalent | S, SI**

This course is a continuation of Spanish 101, with expansion of vocabulary and possibilities of expression.

SPAN 201 | INTERMEDIATE SPANISH I (3-0-3)

Prerequisite: *SPAN 102 or equivalent | F, SI*

This course continues the development of Spanish language and culture from SPAN 102, using an oral and written approach to advance Spanish grammar and conversation, with emphasis on communication skills.

SPAN 202 | INTERMEDIATE SPANISH II (3-0-3)

Prerequisite: *SPAN 201 or equivalent | S, SI*

This is a continuation of SPAN 201, featuring practice in speaking, reading and writing with emphasis on cultural and literary readings, composition and grammar review. This completes the series of four language courses where the aim continues toward a higher level of language acquisition to maximize each student's language skills.

UNIV 100 | THE UNIVERSITY EXPERIENCE (1-0-0)

F, S, SI

This course serves as students' introduction to American university life. The content of the course is designed to give students an understanding of how a modern American university functions, their role as students

at the university, and the most important skills involved in successfully fulfilling that role. These skills include critical thinking, problem solving and conflict resolution strategies. Students are introduced to many of the academic skills and philosophies which will ultimately be developed to higher levels in specific required and major courses.

UNIV 301 | CAREER PREPARATION (1-0-1)

F, S

This course is designed to help students begin to prepare both personally and professionally to enter the world of work. Building on the skills acquired during their academic career, students will seek to incorporate academic competence into the world of employment. Emphasis will be given to job acquisition, professionalism on the job and career development.

VCAD 202 | HISTORY OF ADVERTISING (3-0-3)

Prerequisite: *VCCC 202 | S*

This course studies the history of Advertising from an art direction perspective. Students evaluate historical campaigns and learn about the role of the

creative team in the conception, development and final visual representation of the Advertising message.

VCAD 251 | VISUALIZATION IN ADVERTISING (0-4.5-3)

Prerequisite: *VCCC 205 | S*

This course explores the significance of the image in the process of message delivery and communication. Students learn about visualization while generating creative communication designs.

VCAD 301 | TYPOGRAPHY IN ADVERTISING (0-4.5-3)

Prerequisite: *VCAD 251, Co-requisite: VCAD 302 | F*

This course explores typography and the significance of typefaces in the process of message delivery and communication. Students learn and apply the basic principles and practices in typography while generating creative communication designs.

VCAD 302 | LAYOUT IN ADVERTISING (0-4.5-3)

Prerequisite: *VCAD 251, Co-requisite: VCAD 301 | F*

This course provides a general overview on the basic principles and practices in layout design.

Across a variety of media, students design and employ effective layout grids that best deliver the message and the brand's image.

VCAD 351 | COPYWRITING IN ADVERTISING (0-4.5-3)

Prerequisite: *MCOM 301 | S*

This course provides the student with a solid background in developing and writing strategic and persuasive message for multimedia Advertising and Integrated Marketing Communications (IMC).

VCAD 352 | EXECUTION, PRODUCTION AND PRESENTATION (0-4.5-3)

Prerequisite: *VCAD 302, Co-requisite: VCAD 351 | S*

Students execute, produce and present campaigns that answer a creative brief. Students operate as typical creative teams liaising with stakeholders and producing creative communications across varied media, from conception to production stages.

VCAD 353 | IMC CREATIVE CONCEPTION (0-4.5-3)

Prerequisite: *MCOM 301 | S*

This course joins the conception process with the creative execution practices within the Advertising and the IMC.

Students must evaluate existing brand strategies and executions. They also generate concrete creative solutions across various disciplines.

VCAD 451 | ALTERNATIVE ADVERTISING (0-4.5-3)

Prerequisite: VCAD 353 | **Upon Demand**

This course explores alternative solutions in Advertising and Integrated Marketing Communication. Students learn to seize attention, when least expected, until the message is delivered.

VCAD 452 | IMC AND INTERNATIONAL ADVERTISING (3-0-3)

Prerequisite: VCAD 353 | **Upon Demand**

This advanced course examines the global marketplace and the factors influencing decisions in Integrated Marketing Communication, and more specifically, in Advertising. These decisions cover strategy, media selection and execution.

VCAD 453 | ARABIC COPYWRITING (0-4.5-3)

Prerequisite: VCAD 351 | **Upon Demand**

This course explores the significance of Arabic copywriting for Advertising within the region. Students learn to target the Arab consumer at concept development stage, delivering effective Arabic copy based on a genuine Arabic approach.

VCAD 454 | ADVANCED COPYWRITING (0-4.5-3)

Prerequisite: VCAD 351 | **Upon Demand**

This course builds upon the Copywriting in Advertising course. Students continue to learn about the practices of copywriting and produce effective copy for multimedia Advertising and Integrated Marketing Communications (IMC).

VCCC 100 | INTRODUCTION TO VISUAL COMMUNICATION (3-0-3)

Co-requisite: ENGL 101 | **F, S, SI**

This course introduces basic concepts of visual communication in a general historical framework. Emphasis is placed on reading and writing about art to give incoming students sufficient preparation for the program.

VCCC 101 | BASIC PRINCIPLES OF 2D DESIGN (0-4.5-3)

Co-requisite: VCCC 100 | **F, S, SI**

This foundation course introduces the elements and principles of two-dimensional art and design. In addition to learning basic skills of craftsmanship and visual problem solving, students develop their vocabulary and conceptualization abilities through class projects, critiques, presentations, and reading and writing assignments.

VCCC 102 | BASIC PRINCIPLES OF 3D DESIGN (0-4.5-3)

Co-requisite: VCCC 100 | **F, S, SI**

This foundation level course introduces students to the fundamental principles and practices of three-dimensional design. Students learn to manipulate scale, mass, plane, line, and volume for communicative and expressive ends using a variety of media.

VCCC 104 | FREEHAND DRAWING I (0-4.5-3)

Co-requisite: VCCC 100 | **F, S, SI**

This foundation course introduces the techniques and perceptual skills of drawing. The student practices line, volume, tone, texture, perspective and

composition through a series of exercises that will develop in complexity as student's perceptual abilities grow and strengthen. Regular readings, discussions and critiques will expand the student's art vocabulary.

VCCC 105 | COMPUTER GRAPHICS I (0-4.5-3)

Prerequisites: VCCC 101, VCCC 104 | **F, S, SI**

Through lecture, demonstration and practical experience this course covers the basics of industry standard design, layout, and image editing programs, and typical input and output options. Special focus is placed on developing competency with the technical aspects of each software application, their uses and file formats.

VCCC 201 | HISTORY OF ART I (3-0-3)

Prerequisites: ENGL 101 | **F, S, SI**

See the course description for ARTS 200.

VCCC 202 | HISTORY OF ART II (3-0-3)

Prerequisites: VCCC 201, ENGL 102 | **F, S**

See the course description for ARTS 201.

VCCC 203 | HISTORY OF ART III (3-0-3)

Prerequisites: VCCC 201, ENGL 102 | S, SI

See the course description for ARTS 202.

VCCC 204 | FREEHAND DRAWING II (0-4.5-3)

Prerequisite: VCCC 104 | F, S

This course is a continuation of Freehand Drawing I. Deeper exploration of composition, value, and conceptualization is emphasized as well as alternative drawing techniques and the use of color. Students study the human figure, gesture drawing, and the traditions of drawing throughout history. Through regular readings, discussions, and critiques, students consider drawing as an expressive medium on its own.

VCCC 205 | COMPUTER GRAPHICS II (0-4.5-3)

Prerequisite: Grade of C or higher in VCCC 105 | F, S

This course is designed to further the student's technical ability with design, layout and image editing programs. Emphasis is placed on preparing the student for professional technical competency with industry standard graphics software applications. Additional input

and output options, and typical graphics applications workflows are covered.

VCCC 350 | COMMUNITY SERVICE WORKSHOP (0-4.5-3)

Prerequisites: Junior Status, approval of the Chair | Upon Demand

This class is an actual functioning design studio. The students will work on in-house and real life projects for community groups, charity group and non-profit organizations. The class gives the student practical experience and published portfolio pieces.

VCCC 399 | SELECTED TOPICS IN VISUAL COMMUNICATION (0-4.5-3)

Prerequisites: Junior Status, approval of the Chair | Upon Demand

Topics at an intermediate level in a Visual Communication discipline not covered by other course offerings. The specific topic is determined by instructor interest and student demand. Prior approval of the course material and syllabus by the Visual Communication Chair is required.

VCCC 480 | SENIOR PROJECT (0-4.5-3)

Prerequisites: Senior Status, approval of the Chair | F, S

A senior capstone course consisting of one, semester-long comprehensive project, and designed to evaluate the student's ability to perform at a professional level. The individual project utilizes all of the skills students have learned throughout their education in the program. Students meet in both group and individual sessions with the instructor to develop and execute their projects.

VCCC 485 | BUSINESS PRACTICES AND FINAL PORTFOLIO (3-0-3)

Prerequisites: Senior Status and approval of the Chair | F, S

A capstone course examining the professional environment of the visual communication industry and offering a framework for understanding the career structures, job responsibilities and employment opportunities within the field. The course consists of explanatory lectures, advice from industry guest speakers and visits to working studios and agencies. Completion of the professional portfolio and collateral materials determine if the student is ready to enter and compete in their chosen discipline.

VCCC 490 | FIELD EXPERIENCE IN VISUAL COMMUNICATION (3-0-3)

Prerequisites: Senior Status, approval of the Chair | F, S, SI

Students gain experience by applying academic knowledge to responsible roles outside the university context. Training at a professional business relevant to their academic major; students learn the working environment of teamwork, ethics, professionalism, implementation and presentation. Students complete 250 hours of training with a business or studio, and attend a series of scheduled group and individual meetings with the academic instructor.

VCCC 499 | SPECIAL TOPICS IN VISUAL COMMUNICATION (0-4.5-3)

Prerequisites: Junior Status, approval of the Chair | Upon Demand

Topics at an advanced level in a Visual Communication discipline not covered by other course offerings. The specific topic is determined by instructor interest and student demand. Prior approval of the course material and syllabus by the Visual Communication Chair is required.

VCDM 201 | FUNDAMENTALS OF WEB DESIGN (0-4.5-3)

Prerequisite: VCCC 205 | S

This course introduces basic concepts, issues and techniques related to designing and developing web sites. Students learn about design specifically for the Web: image processing, navigation, and information architecture. Students will learn how to create web sites manually and with the use of popular web design software.

VCDM 210 | COMPUTER ANIMATION I (0-4.5-3)

Prerequisite: VCCC 205 | S

This course introduces the basic processes and knowledge necessary to create computer 3D modeling and animation. Students learn the basics of modeling and animating in a digital 3D environment. Students are introduced to different workflows for the creation of low- and high-polygon count projects. Students build confidence and competence working on smaller projects in this course.

VCDM 221 | INTRODUCTION TO VIDEO PRODUCTION (0-4.5-3)

Prerequisite: VCCC 105 | F

This course functions as an introduction to digital video production. Students learn to use current software, techniques and equipment, and begin to think about sound and sequencing their moving images while developing video projects. Students gain a beginning understanding of the history of video.

VCDM 222 | INTRODUCTION TO SOUND (0-4.5-3)

Prerequisite: VCCC 205 | F

This course functions as an introduction to sound design. Students learn the basic principles of acoustics, sound recording and production as well as a beginning understanding of theories and history of sound design. Through projects, students explore aspects of sound design for a wide range of media.

VCDM 230 | INTRODUCTION TO INTERACTIVE MEDIA (0- 4.5-3)

Prerequisite: VCCC 205 | S

Introduction to Interactive Media introduces current interactive software and hardware while

providing experience developing multimedia materials containing sound, graphics, animation, and interactive components. Students gain hands-on experience through a series of practical skills building tasks.

VCDM 301 | DESIGN CONCEPTS FOR THE WEB (0-4.5-3)

Prerequisite: VCDM 201 | F

Students apply the fundamental design concepts covered in VCDM 201 to build complete web sites. Focus is on the far-reaching potential of the Web as a space for both artistic and commercial practice. Additionally, students gain a strong understanding of the social and cultural contexts of the Web.

VCDM 310 | COMPUTER ANIMATION II (0-4.5-3)

Prerequisite: VCDM 210 | F

This is a project-based course creating content for a digital, 3D environment. Students pursue their own vision to develop complete 3D worlds. More advanced processes and workflows are introduced for the creation of 3D models and animation. Different types of outputs are encouraged: for the web, film-oriented, or 2D and 3D printed output.

VCDM 320 | PERFORMANCE AND INSTALLATION STUDIO (0-4.5-3)

Prerequisite: VCCC 205 | S

This course introduces students to a broad range of performance forms and installation art, investigating the content and concepts of the physical self and its relationship to space, audience, technology, and society. Students are encouraged to engage in collaborative and group work, and to experiment in developing individual aesthetic sensibilities.

VCDM 321 | INTERMEDIATE PROJECTS IN VIDEO (0-4.5-3)

Prerequisite: VCDM 221 | S

This intermediate class provides students opportunity to experiment with the many possibilities of video productions. Through projects, screenings and readings students will explore video as an expressive medium. Students will gain a strong understanding of the cultural context of video.

VCDM 322 | ADVANCED SOUND DESIGN STUDIO (0-4.5-3)

Prerequisite: VCDM 222 | **Upon Demand**

Students experiment with sound design techniques and technologies. Projects will explore the ideas of sound aesthetics and emotive influence while allowing for experimentation in execution and installation. Students gain a strong understanding of the cultural context of sound design.

VCDM 330 | ADVANCED PROJECTS IN INTERACTIVE MEDIA (0-4.5-3)

Prerequisite: VCDM 230 | **F**

An advanced course designed to explore sound interface, spatial design and interactivity. Students explore strategies of interactivity with an emphasis on innovative ways to conceptualize and design interactive projects. Students gain a strong understanding of the cultural context of interactive media.

VCDM 401 | ADVANCED WEB TECHNIQUES (0-4.5-3)

Prerequisites: VCDM 221, VCDM 230, VCDM 301 | **Upon Demand**

This course integrates time-based media, such as video, animation, and sound files, into the design of rich-content web sites. Taking full advantage of these media without compromising the usability of the web site is a primary goal. Special focus will be placed on experimentation to achieve innovative results.

VCDM 402 | WEB DEVELOPMENT (0-4.5-3)

Prerequisite: VCDM 301 | **Upon Demand**

This course provides an introduction to dynamic, database-driven web sites that are integral to all mid-to-large web development projects. Emphasis is placed on designing server-side content structures and the configuration of appropriate scripts to interact with the client-side web site.

VCDM 410 | COMPUTER ANIMATION III (0-4.5-3)

Prerequisite: VCDM 310 | **Upon Demand**

Students work independently on larger-scale, semester-long animation projects of

their own choosing. Students are encouraged to develop experimental, mixed-media outputs for their animations. Professional animators visit to critique student work in progress at key stages of the production.

VCDM 421 | ADVANCED VIDEO PRODUCTION (0-4.5-3)

Prerequisite: VCDM 321 | **Upon Demand**

This is an advanced video class in which the student works independently on self-defined projects. Students will work with the technical and experimental foundation of previous courses in order to create advanced-level video projects. Off campus presentations of projects is expected.

VCGD 251 | TYPOGRAPHY I (0-4.5-3)

Co-requisites: VCCC 202, VCCC 204, VCCC 205 | **F**

Developing sensitivity for different kinds of lettering and typographic forms is an essential foundation for all graphic designers. This course explains the history and methodology of the Latin alphabet, its construction, historical classifications and styles in practical terms. An emphasis is

put on the composition of single page layouts using various texts. Students must receive at least a C grade in this course in order to register for additional Graphic Design courses.

VCGD 256 | GRAPHIC DESIGN I (0-4.5-3)

Prerequisite: Grade of C or higher in VCGD 251, **Co-requisite:** VCGD300 | **S**

This course familiarizes students with basic visual language and the process of graphic design as applied to the various specializations and design applications. Students learn to enhance meaning and develop concepts through research, sketching, visual editing, creating compositions and various other design processes.

VCGD 300 | HISTORY OF GRAPHIC DESIGN (3-0-3)

Prerequisites: Grade of C or higher in VCGD 251 | **S**

This course traces the events and achievements that have shaped graphic design from its beginnings to the present day. The course is taught through a series of lectures and assigned research projects. Students learn to analyze innovative concepts, methods and technologies used throughout the history of graphic design.

VCGD 351 | TYPOGRAPHY II (0-4.5-3)

Prerequisite: *Grade of C or higher in VCGD 251, Co-requisites: VCGD 256, VCGD 300 | S*

This course introduces students to the various historical and technical developments of type design during the 20th century. By examining various design publications and completing a series of projects, students gain an understanding of style and design detail both in relation to cultural/art contexts and technical possibilities. Students explore typographic structure and composition.

VCGD 353 | PRODUCTION DESIGN (0-4.5-3)

Prerequisite: *Grade of C or higher in VCGD 256 | F*

In this course, students are guided through the various production processes used in graphic design. Understanding both manual and computer-aided procedures allows students to choose the best method of production. Through experimentation of traditional media and emerging technologies students are expected to understand, and apply various methods to execute, publish and present final designs.

VCGD 356 | GRAPHIC DESIGN II (0-4.5-3)

Prerequisite: *Grade of C or higher in VCGD 256 | F*

This course takes a broader approach to creative design thinking, and encourages exploration of wider visual sources, media and methods of expression. Skills of visual judgment and critical assessment are developed through projects and critiques, which set out more complex and expansive frames of reference, both in terms of research and visual vocabulary.

VCGD 360 | ARABIC TYPOGRAPHY (0-4.5-3)

Prerequisite: *VCAD 301 or VCGD 351 | Upon Demand*

This course offers an overview of Arabic typography. Students learn about the historical development, the letterform and the alphabet. The course examines traditional, contemporary and experimental techniques and theories. Projects encompass designing for different media reflecting today's Arab culture.

VCGD 361 | BOOK DESIGN (0-4.5-3)

Prerequisite: *VCGD 351 | S*

This course introduces the process of designing books. Lectures and assignments cover

different aspects of image and type sequencing for book layouts, and various production and binding techniques. Additionally, students learn to apply a unique and appropriate voice to their designs by adding a tone and rhythm that works with the content and form.

VCGD 362 | PACKAGE DESIGN (0-4.5-3)

Prerequisite: *VCGD 351 | F*

This course consists not only in the design of the individual package, but also in the design of carton and shipping carton. Students become involved in areas of market research, sales promotion and in identifying consumer trends as they relate to packaging. Also included in the course will be visits to firms dealing exclusively in packaging and production.

VCGD 363 | POSTER DESIGN (0-4.5-3)

Prerequisite: *VCGD 351 | S*

This course introduces students to the field of poster design, its history, functions and categories. Through a series of practical projects and exercises, students learn to use meaning and interpretation to create relationships using text and image targeted toward a specific audience.

VCGD 364 | TYPEFACE DESIGN (0-4.5-3)

Prerequisite: *VCGD 351 | Upon Demand*

This is an advanced typography course focusing on the various aesthetic and technical aspects of creating a typeface. Students concentrate on refining their judgment, knowledge and technical skill to design a typeface for a specific purpose and/or platform.

VCGD 365 | INFORMATION GRAPHICS (0-4.5-3)

Prerequisite: *VCGD 351 | Upon Demand*

This course teaches students to create and apply information graphics to two-dimensional and three-dimensional spaces. The purpose is to push the students' design skills, and to help them apply these skills by solving various user-oriented design problems found in applications such as maps, instruction manuals and signage.

VCGD 451 | TYPOGRAPHY III (0-4.5-3)

Prerequisite: *VCGD 351 | S*

This advanced course is focused on multi-page layouts through an understanding of typographic structure, organization and sequence. In addition, students are

encouraged to further explore the depths of typographic form and meaning and go beyond the established classical typographic rules, learning to refine their typographic skills to further enrich their visual vocabulary.

VCGD 456 | GRAPHIC DESIGN III (0-4.5-3)

Prerequisite: VCGD 351 | S

This course continues the approach to creative development established in Graphic Design II and focuses on one of the most essential aspects of graphic design: branding and corporate identity. Students are expected to develop a branding strategy for an institution and develop the brand's image through logo/symbols, color palettes, typography and imagery.

VCPH 201 | INTRODUCTION TO DIGITAL PHOTOGRAPHY (0-4.5-3)

Prerequisite: VCCC 105 | F

Digital photography is introduced as a tool for contemporary fine and applied visual arts. Emphasis is placed on a thorough grounding of the technologies and operations of modern digital SLR cameras and image output options, as well as an introduction to the aesthetics of photographic images. A final portfolio is required.

VCPH 211 | FILM PHOTOGRAPHY I (0-4.5-3)

Prerequisite: VCCC 101 | F

This course introduces black and white film photography and explores the expressive ability of the medium. Initial assignments introduce students to basic camera and darkroom technology and operations; students then explore basic, creative techniques requiring more self-direction. A final portfolio is required for this course.

VCPH 220 | PHOTOGRAPHY FOR DESIGNERS (0-4.5-3)

Prerequisite: VCCC 205 | F (odd years)

Students in professional creative tracks learn the basic principles of commercial photography, with emphasis on the effective use of photographic imagery in design-based work. Students will be introduced to digital SLR cameras, industry standard image editing software, and how to photographically document hard copy artwork.

VCPH 250 | HISTORY OF PHOTOGRAPHY (3-0-3)

Prerequisite: VCCC 202 | S

A survey of the history of photography, beginning with precursor technological and

socio-cultural developments, to the first successful applications in the early 19th century, and continuing to the present. Equal emphasis is placed on technological developments, socio-cultural influences and commercial applications, and the significant practitioners and their images.

VCPH 251 | DIGITAL IMAGE EDITING (0-4.5-3)

Prerequisite: VCPH 201 | S

An introductory course focusing on the editing techniques used to enhance and manipulate digital photographic imagery using industry standard software. Advanced image output options and image document management are introduced. A final portfolio is required.

VCPH 252 | PHOTOGRAPHIC LIGHTING (0-4.5-3)

Prerequisite: VCPH 201 | S

This course introduces various techniques for using and controlling natural and artificial light in the studio and on location. Emphasis is placed on a systematic comprehension of the nature and qualities of light, and how the photographer can manipulate it to achieve a desired result. A final portfolio is required.

VCPH 261 | FILM PHOTOGRAPHY II (0-4.5-3)

Prerequisite: VCPH 211 | S

Archival black and white printing techniques, and advanced film exposure techniques and darkroom skills are introduced. Presentations and reading discussions covering the theory and criticism of creative photography are included. A final portfolio is required for this course.

VCPH 301 | ADVERTISING PHOTOGRAPHY (0-4.5-3)

Prerequisites: VCPH 251, VCPH 252 | F (odd years)

An intermediate course developing the skills required for successfully promoting the products and services of commercial and non-commercial firms and institutions with photographs for a variety of end uses. Shooting session time and resource management in the studio and location are developed. A final portfolio is required.

VCPH 302 | PORTRAIT PHOTOGRAPHY (0-4.5-3)

Prerequisites: VCPH 251, VCPH 252 | F (even years)

An intermediate course to develop the skills needed to photographically portray human

subjects as individuals and members of distinct groups for a variety of end uses. Emphasis is made on effective lighting and posing techniques. A final portfolio is required.

VCPH 311 | ALTERNATIVE PHOTOGRAPHIC PROCESSES (0-4.5-3)

Prerequisite: VCPH 261 | S (odd years)

An intermediate course focusing on one or more historical or contemporary non-silver or other alternative photographic processes each time it is offered and at the instructor's choice. A final portfolio is required. The course may be repeated for credit one time with the permission of the department Chair.

VCPH 351 | EDITORIAL PHOTOGRAPHY (0-4.5-3)

Prerequisites: VCPH 251, VCPH 252 | S (odd years)

An intermediate course to develop the skills required for supporting written articles and stories with creative photographic imagery. Topics covered include developing visual narratives, storytelling with imagery, and strategies for developing an editorial project proposal. A final portfolio is required.

VCPH 352 | FASHION PHOTOGRAPHY (0-4.5-3)

Prerequisites: VCPH 251, VCPH 252 | S (even years)

An intermediate course to develop the skills required to creatively photograph the visual personification of specific lifestyles for a variety of end uses. Planning, coordinating, executing and producing a fashion photography project are essential topics covered, as well as specific photographic techniques. A final portfolio is required.

VCPH 411 | CREATIVE PHOTOGRAPHY (0-4.5-3)

Prerequisite: VCPH 251 or VCPH 261, VCPH 252, Junior Status | F (even years)

An advanced course allowing students to explore personal experiments in creative photography. Students are required to develop an artist's statement and project brief outlining their goals for the semester. A final portfolio is required. The course may be repeated for credit one time with the permission of the Department Chair.

VCPH 451 | PHOTOGRAPHY SEMINAR (0-4.5-3)

Prerequisite: Senior Status, approval of the Chair | S

A course for photography majors presenting issues and approaches relevant to current photographic practice, including significant readings and discussion. The topics covered change each semester dependent on photographic trends and instructor choices. Each student will also research and produce a body of work on a previously unexplored contemporary process or technique.

VCST 201 | PRINTMAKING I (0-4.5-3)

Prerequisite: VCCC 204 | S

This introductory course explores various forms of traditional and contemporary printmaking, with emphasis on practical and historical knowledge of the tools and materials used in the production of the serial or multiple in art.

VCST 211 | SCULPTURE I (0-4.5-3)

Prerequisite: VCCC 102, VCCC 204 | S

This course introduces students to the sculptural processes of modeling, casting, carving, and

construction. Students work in both figurative and abstract formats as they explore the potential of sculpture as an expressive medium.

VCST 221 | PAINTING I (0-4.5-3)

Prerequisite: VCCC 204 | S

This course introduces contemporary and traditional painting techniques and studio practices. Assignments focus on painting from sight: including still life, landscape, and the figure. Beginning with a limited palette, students expand their color sensibility throughout the term.

VCST 251 | ILLUSTRATION I (0-4.5-3)

Prerequisite: VCCC 204 | F (even years)

This course explores concepts and methods employed in traditional and contemporary illustration. Emphasis is placed upon development of ideas and the exploration of varied media. The course encourages a creative and open approach to visual thinking and problem solving.

VCST 301 | PRINTMAKING II (0-4.5-3)

Prerequisite: VCST 201 | F

This course explores traditional and contemporary intaglio and relief printmaking practices with an emphasis on technical problem solving and self-expression within the printmaking medium. Students complete the course with a series of prints based on a common theme.

VCST 302 | GALLERY MANAGEMENT (3-0-3)

Prerequisite: Completion of *Visual Communication Foundation* | S

This course provides students with the introductory knowledge and training necessary to manage and operate exhibitions in public and private galleries, public spaces, and alternative sites. Topics covered include gallery design, art sales, art and gallery marketing, precious object care and handling.

VCST 310 | FIGURE DRAWING (0-4.5-3)

Prerequisite: VCCC 204 | F (odd years)

Working from live models, students explore the human form as a means of visual expression. Proportion, anatomy, and scale in structuring the human figure

are significant elements of the course as well as expressive and experimental drawing processes.

VCST 311 | SCULPTURE II (0-4.5-3)

Prerequisite: VCST 211 | F

This intermediate course develops the student's understanding of the traditional and contemporary methods and materials. Through lectures, discussions and personal research, the student makes connections to contemporary trends in sculptural practice through the development of a body of studio work.

VCST 321 | PAINTING II (0-4.5-3)

Prerequisite: VCST 221 | F

Building upon their formal understanding of painting, students will further their technical skills through the study of more complex subject matter including the figure. Approaches of 20th century painters will be examined.

VCST 351 | ILLUSTRATION II (0-4.5-3)

Prerequisite: VCST 251 | S (odd years)

With continued emphasis on broader thinking and wider range of materials, students undertake more challenging projects in such areas as sequential and narrative illustration. Professional aspects of illustration are included, and research on present and past illustration improves students' technique and conceptualization.

VCST 401 | STUDIO ART SEMINAR (3-0-3)

Prerequisite: approval of the Chair, Co-requisite: VCST 402 | F

Through directed readings, exhibitions, studio visits, and invited speakers, students learn about traditional and contemporary issues in art theory and practice, with the objective of informing their own art making. Students respond through discussions, written work, and presentations.

VCST 402 | ADVANCED STUDIO I (0-4.5-3)

Prerequisite: approval of the Chair, Co-requisite: VCST 401 | F

This course focuses on the development of the student's studio practice with ongoing critiques and active discussion often relating to material from VCST 401. A personal direction regarding choices of media, technique, and content is essential.

VCST 410 | ADVANCED DRAWING (0-4.5-3)

Prerequisite: VCST 310, or approval of the Chair | S (even years)

In this advanced course, students are expected to plan and execute a body of independent drawing that addresses form and concept in a sophisticated manner. Issues in contemporary drawing are explored and applied to the student's developing work.

VCST 411 | SCULPTURE III (0-4.5-3)

Prerequisite: VCST 311 | Upon demand

This advanced course further explores the potential of sculpture as an expressive medium. Students are expected to independently conceive

and execute, in consultation with Studio Faculty, a body of sculptural work that is of exhibition quality.

VCST 421 | PAINTING III (0-4.5-3)

Prerequisite: VCST 321 | *Upon demand*

In this course, painting as a process from studies to finished works is emphasized, with consideration given to presentation, exhibition, and marketing of work, as well as creating a series of images. Both representational and non-representational subject matter may be pursued.

VCST 451 | STUDIO ART THESIS (3-0-3)

Prerequisite: Grade of C or higher in VCST 401, Co-requisite: VCCC 480 | S

This course culminates in an extensive written work describing the influences and intentions, and explains the conceptual and formal choices, of the individual student regarding their personal body of work developed in the Advanced Studio I and Senior Project courses.

WLDC 201 | WORLD CULTURES I (3-0-3)

Prerequisite: ENGL 102 | F, S, SI

A survey of the culture, ideas, and values of human civilization from their origins in Prehistory to the 17th Century. Emphasis is on the intellectual and artistic achievements of the ancient Middle East, Classical Greece and Rome, the Christian and Arab/Islamic Middle Ages, and Renaissance Italy showing how culture reflects and influences economic, social, and political development. Students are exposed to the creative process by reading from primary works of literature and philosophy and critically reviewing works of art, music, theater and dance, both in and out of class.

WLDC 202 | WORLD CULTURES II (3-0-3)

Prerequisite: WLDC 201 | F, S, SI

A study of the development of the culture, ideas, and values of the early modern world to the present. Emphasis is on the Protestant Reformation, initial contacts between Europe and other cultures, the rise of modern science, the Enlightenment, the American and French Revolutions, the Industrial Revolution, Baroque, Classical, Romantic and Modern styles in art, music and literature.

Students are exposed to the creative process by reading from primary works of literature and philosophy and critically reviewing works of art, music, theater and dance, both in and out of class.

WLDC 250 | MUSIC TRADITIONS OF THE WORLD (3-0-3)

Prerequisite: ENGL 102 | F

This course provides students with an understanding of the fundamental tenets of music. Students then apply this understanding to various traditional musical styles from throughout the world. The majority of these musical styles are from non-Western cultures.

WLDC 301 | RELIGIONS OF THE WORLD (3-0-3)

Prerequisites: WLDC 202 | *Upon demand*

This course surveys all of the most widely recognized (practiced) global religions (Buddhism, Christianity, Hinduism, Islam, and Judaism) as well as other, more regionally located religions (i.e., Jainism, Shinto, Zoroastrianism). Readings from various sacred texts are explored. The course also examines what

is/is not traditionally regarded as a “religion.” Also explored is the interconnection between religion and the culture(s) with which they are most closely associated.

WLDC 401 | CONTEMPORARY CULTURAL ISSUES (3-0-3)

Prerequisites: ANTH 201, ECON 201, HIST 252, POLS 200 | *Upon demand*

This seminar-style course asks students to explore current issues in culture. The primary focus of the course is culture, but all students are expected to look at historical, political, and business factors involved as well. The course is designed to allow students to explore a primary area of interest while maintaining the interrelationships of all major areas of the B.A.I.S. degree. This course is also open to non-B.A.I.S. students.





FACULTY LISTING

Inspired educators and practitioners in the business and professional communities comprise AUD's international faculty. Faculty members, in addition to having appropriate academic credentials and contributing to knowledge in their disciplines, often are or have been actively involved professionals. Students and faculty share a close and special bond which comes from dedication and commitment to a discipline and its associated professions.

Khaldoun Ababneh, Assistant Professor of Management

Ph.D. (2008), McMaster University; M.B.A., Tennessee State University; M.P.A., Tennessee State University; B.A., Yarmouk University

Joan Abdallah, Adjunct Instructor in Social Sciences

M.S.W. (1986), Sacramento State University; B.S., University of the Pacific

Kamal Abdel-Malek, Professor of Arabic Literature

Ph.D. (1992), McGill University; M.A., McGill University; B.A., Simon Fraser University

Shadi Abouzeid, Associate Professor of Decision Sciences

Ph.D. (2000), University of Strathclyde; M.Sc., University of Strathclyde; B.B.A., American University of Beirut

Mohammed Abu-Ali, Dean of the School of Business Administration, and Associate Professor of Economics

Ph.D. (2003), George Mason University; M.A., George Mason University; M.A., Catholic University of America; M.A., Catholic University of America; B.S., La Roche College

Mohammed Abuhannoud, Assistant Professor of Communication and Information Studies

Ph.D. (2008), Westphalian Wilhelm University of Münster; M.A., Westphalian Wilhelm University of Münster

Ziad Z. Adwan, Assistant Professor of Mathematics

Ph.D. (2006), Temple University; M.S., Temple University; M.S., American University of Beirut; B.S., American University of Beirut

Thana Alaaraji, Adjunct Instructor in Mathematics (Developmental)

M.Sc. (1979), Leeds University; B.Sc. (Hons), University of Baghdad

Moh'd Al-Azzam, Associate Professor of Economics

Ph.D. (2006), Louisiana State University; M.S., Louisiana State University; M.A., Eastern Michigan University; B.A., Mu'tah University

Alex Albani, Associate Professor of Architecture and Interior Design

M.Arch. (1994), University of California at Berkeley; M.A., University of California at Berkeley; B.Arch., City University of New York

Suzanne Albanus, Instructor in Art History

Ph.D. (2000), James Cook University; B.Ed., Murdoch University; B.A., Murdoch University

Nadera Al-Borno, Adjunct Instructor in Computing Science

M.Sc. (1986), Imperial College, University of London; B.S., Kuwait University

Mulhim Al-Doori, Associate Professor of Computer Science

Ph.D. (1995), Edinburgh University; M.Sc., Hull University; Post-graduate Diploma, Starthclyde University; B.Sc., Glasgow University

John Alexander-Smith, Professor of Architecture and Interior Design

Ph.D. (1989), University of Aberdeen; D.A., Robert Gordon University; B.Sc., Robert Gordon University

Sandra K. Alexander, Assistant Professor of Humanities

Ph.D. (2002), University of Oxford; M.Phil., University of St. Andrews; B.A., University of California at Irvine

Sherine Amer, Adjunct Instructor in Civil Engineering

M.Sc. (1993), Cairo University; B.Sc., Cairo University

Amal Amleh, Assistant Professor of Mathematics

Ph.D. (1998), University of Rhode Island; M.S., University of North Carolina; B.S., Bethlehem University

Alaa K. Ashmawy, Dean of the School of Engineering and Professor of Civil Engineering

Ph.D. (1995), Purdue University; M.S.C.E., Purdue University; B.Sc. (Hons), Alexandria University

Wassim Bahr, Assistant Professor of Architecture and Interior Design

Ph.D., Università degli Studi di Firenze; Laurea, Università degli Studi di Firenze

Shahin Bahrami, Associate Professor of Management

D.B.A. (1985), George Washington University; M.S., George Washington University; B.S., North Carolina State University

Sawsan Bakkar, Adjunct Instructor in English (CfEP)

M.A. (2004), Lebanese American University; B.A., Lebanese American University

Maaz Barakat, Adjunct Instructor in Accounting

M.B.A. (1986), American University of Beirut; B.A., American University of Beirut; C.P.A., State of California

Sharad Barkataki, Assistant Professor of Management

Ph.D. (2006), Purdue University; M.S., Purdue University; B.A., University of Minnesota

Wael Bazzi, Chair of Mechanical Engineering and Associate Professor of Computer Engineering

Ph.D. (2004), University of Waterloo; M.E., American University of Beirut; B.E., American University of Beirut

Eric Benson, Associate Professor of Decision Sciences

Ph.D. (1994), University of Maryland; M.A., University of Maryland; M.S., North Carolina State University; B.Sc., University of Liberia

Bassam Beyrouthi, Adjunct Instructor in Arts and Sciences

M.S. (2003), University of Balamand; B.S., University of Balamand

Jinane Mounsef Biri, Instructor in Electrical and Computer Engineering

Cand. Ph.D., Arizona State University; M.E. (2003), American University of Beirut; B.E., Notre Dame University

Mohammed Boukhris, Assistant Professor of Management

Ph.D. (2009), University of Lugano; M.A., University of Geneva; M.A., University of Neuchâtel; B.A., University of 7 November (Tunis)

Udo C. Braendle, Associate Professor of Management

Ph.D. (2005), University of Vienna; M.B.A., University of Vienna

Steven Buigt, Associate Professor of Economics

Ph.D. (2006), Georgia State University; M.A., Georgia State University; M.Phil., Moi University; B.Sc. (First Class Hons.), Egerton University (Kenya)

Luis Castaneda, Associate Professor of Graphic Design

M.A. (2006), Post St. Joost Academy; B.F.A., Parsons School of Design

Rebecca Cathcart, Assistant Professor of Communication and Information Studies

M.A. (2007), New York University; B.A., Smith College

Carine Chadarevian, Adjunct Instructor in French

Ph.D. (2007), Université Lumière, Lyon 2; Maîtrise, Université Lumière Lyon 2; Diplôme D'Études Approfondies, Université Saint-Esprit de Kaslik; License, Université Saint-Esprit de Kaslik

Chadi R. Chamoun, Chair of Interior Design and Assistant Professor of Architecture and Interior Design

Ph.D.Arch.Des. (2009), University College London; M.Phil., University College London; M.Arch., State University of New York at Buffalo; B.Arch., Lebanese American University

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FINANCIAL INFORMATION 2012-2013

Tuition and Fees
Medical Insurance
Explanation of Fees and Expenses
Payment Policies
Refunds

TUITION AND FEES (eff. Academic Year 2012-2013)

University institutional policy requires all students to pay tuition and fees in advance. A student whose account is delinquent will not be allowed to register for the subsequent semester until the balance owed is paid in full.

Study Abroad Program (SAP) students receiving financial aid may be allowed a tuition deferment based upon the anticipated receipt of funds. This is granted solely at the discretion of AUD, based on the official notice of approval from the granting or lending agency.

The university evaluates institutional tuition and fee rates in the second semester of each academic year, and rates may be subject to change at the beginning of the following academic year.

(The standard academic year is comprised of the Fall [September] and Spring [January] semesters. There are two Summer sessions [May and July].)

Undergraduate Programs

Fall and Spring Semesters

Tuition (less than 12 credit hours)	AED3,100 per credit
Tuition (12 to 16 credit hours)	AED36,000 per semester
Tuition Overload (over 16 credit hours)	AED2,400 per credit

Summer Sessions

Tuition (less than 7 credit hours)	AED3,100 per credit
Tuition (7 to 9 credit hours)	AED21,600 per session
Tuition Overload (over 9 credit hours)	AED2,400 per credit

Graduate Programs

Tuition (3 credit hours)	AED9,900
Tuition (6 credit hours)	AED19,800
Tuition (9 credit hours)	AED29,700

Additional Modules, if required:

1. Micro-Economics	AED2,000
2. Accounting	AED2,000
3. Finance	AED2,000
4. Statistics	AED1,500

Withdrawal Penalty (Scholarship Students)*

- If an **undergraduate student** on scholarship exceeds the two-course limit for withdrawals, the following financial penalty will apply for each term the student withdraws from an additional course:
 - If a student is enrolled full-time (12 to 16 credits in Fall and Spring or 7 to 9 credits in Summer), the full-time tuition rate per credit for the academic year is applicable and will be charged at the time of withdrawal;
 - If a student is enrolled part-time (less than 12 credits in Fall and Spring or less than 7 in Summer), the part-time tuition rate per credit for the academic year will be charged at the time of withdrawal.
- If a **graduate student** on scholarship exceeds the two-course limit for withdrawals, he or she will be charged the full tuition for the course(s) from which he or she withdraws.

* Scholarships appearing in the AUD Undergraduate and Graduate Catalogs.

Intensive English Language Program (IELP)

Fall and Spring Semesters

Tuition	AED28,000 per semester
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Summer Sessions

Tuition	AED20,000 per session
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Services Fee

Services Fee, designated for labs and activities, for Undergraduate and IELP students, AED200 per semester, (AED100 per summer session).

Family Tuition Waiver

For families who have more than one son/daughter **enrolled simultaneously** at AUD as full-time undergraduates, a tuition remission of 25% is given to each offspring (sibling) after the first. Students who qualify for this waiver must, upon registration, complete a form available at the Finance Office. Scholarship students are not eligible for a *Family Tuition Waiver*.

Study Abroad Program in Middle Eastern Studies

(Includes tuition and fees for 5 classes [15 hours], housing and some classroom-related activities)

Tuition and Fees US\$ 12,520 (of which US\$274 is refundable at the end of the semester if no housing damage has occurred)

MEDICAL INSURANCE

Private health insurance covering care in the UAE is mandatory for all AUD students except UAE nationals. In order to meet this requirement by enrolling in the AUD-sponsored health insurance plan, students are charged a non-refundable fee on their Fall semester bill covering the period September 1 through August 31.

For this fee to be waived, students are required to provide evidence of currently valid private health insurance covering care in the UAE (original insurance card) to the Finance Office. Deadline to do so is the last day of the Fall semester Drop/Add (see *AUD Academic Calendar*).

Failure to provide this evidence before the deadline will result in cancellation of the option to waive the health insurance coverage and associated fee.

EXPLANATION OF FEES AND EXPENSES

Application Processing Fee

A non-refundable application processing fee of AED200 must accompany the Application for Admission.

Reservation Deposit

A reservation deposit (non-refundable) of AED5,000 (for undergraduate applicants) and AED2,000 (for graduate applicants), which is fully applied toward tuition, is required upon acceptance for admission (provisional or other). Due to the high number of applicants, undergraduate students are requested to pay this deposit within two months of the start of the term of entry. No application will be accepted after this date without the reservation deposit. **The reservation deposit is non-refundable unless the application is rejected by the Admissions Office.**

Entrance Exam Fee

AED300 (non-refundable)

Late Registration Fee

A late registration fee of AED1,000 will be charged for those registering after the final advising and registration date set for the semester (see *AUD Academic Calendar*).

Books

Students are responsible for buying their own books. Book expense is not included in the tuition.

Graduation Processing Fee

A non-refundable diploma fee of AED500 will be billed to students earning degrees.

Middle Eastern Studies Certificate Fee

A non-refundable fee of AED200 will be billed to students to cover processing and production of the Middle Eastern Studies Certificate.

Part-Time Undergraduate Students

An undergraduate student taking less than 12 credit hours per semester is considered part-time. The fee per 1 credit hour is AED3,100.

Health Insurance (Mandatory)

A fee of AED1,500 per year is mandatory for Health Insurance. Students showing proof of having their own private health insurance plan will be exempted.

Housing (Optional)

Accommodation is provided by semester for those who wish student housing. The nonrefundable housing fees per semester are:

- AED8,500 (shared)
- AED12,500* (single)

A one-time, refundable security deposit of AED1,000 is required. This one-time security deposit is payable with the student's first housing payment. Housing charges are subject to change. In the summer sessions, housing fees are AED5,700 for a shared room and AED8,500 for a single room*.

** Single rooms are not available and will not be guaranteed at all. In the event that there are cancellations and there is availability of rooms, applications for single rooms will be considered.*

A housing reservation fee of AED2,500 is required to reserve a place in the residence halls. This is payable according to the following schedule:

Semester	Deadline
Spring, 2013	November 15, 2012
Summer I, 2013	March 25, 2013
Summer II, 2013	May 20, 2013
Fall, 2013	May 27, 2013

The balance of the student housing fee must be paid in full one month before the beginning of the semester or summer session. Failure to pay the housing fee in full may result in the cancellation of the housing reservation. **In such cases, the housing reservation fee will not be refunded.**

Student Residence Visa (Optional)

Only full-time students are eligible. Visa fee, AED1,000. Passport deposit of AED2,000 is refundable **only upon cancellation of visa.**

Study Tours (Optional)

AUD Study Tours are scheduled annually. The fee, which is determined annually, covers roundtrip transportation and hotel accommodations. Students are responsible for their meals. Students may earn three hours of academic credit upon satisfactory completion of requirements set by the trip instructor. Previous Study Tour locations have included New York, Paris, Milan and Florence.

PAYMENT POLICIES

Tuition and fees are due upon registration, unless a student is registering online, in which case the deadline for payment established by the Registrar's Office must be respected. Student can pay by cash, check drawn on a UAE bank, and bank drafts at the AUD branch of the Commercial Bank of Dubai. Credit Card payments may be made at the AUD Finance Office. Tuition and fees may also be paid by bank transfer or by filling the *Credit Card Authorization Form*.

Bank Transfer

Payable to the "American University in Dubai", IBAN number AE470230000001000321229 at the Commercial Bank of Dubai, Dubai Head Office, swift code: CBDUAEADDXB. Include student name and I.D.# on the payment details.

Credit Card (Paid via written authorization)

By filling out a *Credit Card Authorization Form*, available online <http://www.aud.edu/files/CreditCardAuthorizationForm.pdf> or at the Finance Office, and faxing this form to AUD Finance Office +971 4 399 4566. *Only Visa and Master Cards are accepted.*

Students who submit non-negotiable checks will be charged an AED200 non-refundable administrative fee and will henceforth be required to make future payments in the form of cash or bank transfer.

Outstanding Balances

A student cannot register until all outstanding balances are cleared. Payments will be credited toward outstanding balances before being applied to current registration charges. Transcripts, grades, diploma and certifications will not be issued for students who have not met their financial obligations.

REFUNDS

All refund requests will be processed within 30 days. Refunds are governed by the following regulations:

(1) Tuition (except IELP)

In the event that a student withdraws or is dismissed from all classes during the term, refunds of tuition and fees will be calculated according to the following schedule:

Schedule	Refund
During the first week*	75%
During the second week**	50%
During the third week	25%
After third week	0%

In the event that a student withdraws from partial classes during the term, refunds will be calculated according to the following schedule:

Schedule	Refund
Until end of Drop/Add***	100%
After Drop/Add	0%

(2) Tuition (IELP)

Schedule	Refund
Until the end of Drop/Add	75%
After Drop/Add	0%

(3) Housing Fees and Charges

The one-time, housing security deposit is refundable at the end of the semester if no housing damage has occurred.

The housing reservation fee is non-refundable and nontransferable unless the student's application for admission is rejected or the student cancels their admission (including conditional) one month prior to the start of the semester for which he or she has paid.

* 100% for new students in the first semester of attendance with the exception of the reservation and enrollment deposit of AED5,000 (for undergraduate) and AED2,000 (for graduate) which is non-refundable.

** Sunday-Thursdays

*** The refund amount will be a credit to the student's account and carried forward to the following semester. Non-returning students will receive a refund within 30 days of submitting a request form. Check the AUD Academic Calendar for dates of Drop/Add.

Note

AUD has a Refund Policy specific to legal residents of the U.S. State of Georgia. This Policy has been written to be in compliance with Standard Nine of Georgia's Minimum Standards and Criteria for NPEC Institutions. The existence of this Policy is announced during Student Orientation and referenced at the time of exit from AUD (during the account settlement process) of any Georgia resident who requests a refund. A copy of this Policy is available in the Finance Office, the Registrar's, and the office of the Director of Institutional Effectiveness. The standard academic year is comprised of the Fall (September) and Spring (January) semesters. There are two Summer sessions (May and July).





ACADEMIC CALENDAR

ACADEMIC CALENDAR 2012-2013

Fall Semester 2012

Aug 27	Last day to submit <i>Academic Standing Appeal Form</i> to Student Support Manager +
Aug 30	Arrival of Housing Students
Sept 1*-2	Final Days for Advising and Registration
Sept 2	Student Orientation
Sept 3	Last day to appeal to the President +
Sept 3	Classes Begin
Sept 3-6	Drop/Add
Oct 28-Nov 1	Eid Al Adha
Nov 1	Last Day for Withdrawal from classes
Nov 15	Islamic New Year
Dec 2	National Day
Dec 13	Last Day of Classes
Dec 15	Final Exams Begin
Dec 19	Semester Ends

Spring Semester 2013

Jan 7	Last day to submit <i>Academic Standing Appeal Form</i> to Student Support Manager +
Jan 10	Arrival of Housing Students
Jan 12*-13	Final Days for Advising and Registration
Jan 13	Student Orientation
Jan 14	Last day to appeal to the President +
Jan 14	Classes Begin
Jan 14-17	Drop/Add
Jan 24	Birth of the Prophet
Mar 7	Last Day for Withdrawal from classes
Mar 10-14	Spring Break
Apr 25	Last Day of Classes
Apr 28	Final Exams Begin
May 2	Semester Ends

+ For Undergraduates only

*Normal working day for all faculty and staff

Summer I Session 2013

May 7	Last day to submit <i>Academic Standing Appeal Form</i> to Student Support Manager +
May 9	Arrival of Housing Students
May 9	Final Day for Advising and Registration
May 12	Commencement
May 13	Last day to appeal to the President +
May 13	Classes Begin
May 13-15	Drop/Add
Jun 5	Al Israa Wal Miraj
Jun 6	Last Day for Withdrawal from classes
Jun 24	Last Day of Classes
Jun 25	Final Exams Begin
Jun 27	Session Ends

Summer II Session 2013

Jul 2	Last day to submit <i>Academic Standing Appeal Form</i> to Student Support Manager +
Jul 4	Arrival of Housing Students
Jul 4	Final Day for Advising and Registration
Jul 7	Last day to appeal to the President +
Jul 7	Classes Begin
Jul 7-9	Drop/Add
Aug 1	Last Day for Withdrawal from classes
Aug 8-9	Eid El Fitr
Aug 19	Last Day of Classes
Aug 20	Final Exams Begin
Aug 22	Session Ends

N.B.All Islamic Lunar Holidays for the private sector will be fixed per announcement by the relevant Ministry. Placement exam dates and registration procedures are available each term from the Admissions Office.



INDEX

A	
Academic Affairs	54-57
Academic Freedom	59
Academic Honesty	65
Academic Proficiency Assessment	18
Academic Record Retention and Storage	29
Academic Minors	60
Academic Year	61
Accounting	
Accreditation	10
Activities	39
Administration	8-9
Admission Process/Requirements	15-16
Admissions - Architecture	20-21
Admissions - Certificate in Middle Eastern Studies	21
Admissions - Mohammed Bin Rashid School for Communication	20
Admissions - School of Engineering	20
Advanced Standing Credit	17
Advertising	91, 93, 169
Advising/Registration	60-61
Alumni Association	35
Appeals of Academic Suspension/Dismissal	68
Application Development for Commerce and Industry	166
Architecture	20-21, 60, 77-81
Athletics	39, 41, 43
Attendance	62-63
Attendance IELP	174
Attestation	15, 31
Audits	61
Awards	43, 55-56

B	
Blackboard™	12
Business Administration	120-127

C	
Calendar	264
Career Services	40-41
Centers at AUD	176
Center for English Proficiency (CfEP)	172-175
Center for Executive Programs and Professional Services (CEPPS)	177
Center for Research and Education in Smart Technologies (CREST)	178
Certificate in Middle Eastern Studies	21, 116-119
Changes in Major	59-60
Changes in Program	59-60
Civil Engineering	143-146

Civil Rights Compliance	47
CLEP	17-18
Clubs	39
Communication and Information Studies	130-137
Computer and Information Technology	163-167
Computer Engineering	147-149
Computer Proficiency Examination	19
Computer Requirement	100
Computer Science	158-162
Conduct Council	50
Core Requirements (Arts and Sciences)	100-101
Counseling	39
Course Load	61
Course Sequencing	61
Course Descriptions	180-248
Credit Hour Requirement	73

D	
Database Development and Operations	166
Deadlines	23, 26, 258-263
Dean's List	65
Degree Profile	7
Developmental Studies	18
Digital Media	90, 91, 93
Digital Production and Storytelling	133, 134, 136
Diploma	30-31, 70, 169
Directory Information Changes	29
Disabilities	38, 41, 49
Disclosure	49
Dismissal	67
Dismissal - IELP	174
Dormitories/dorms	38-39
Drop/Add	30
Drug-Free Environment	47

E	
Economics	124
Electrical Engineering	150-153
Engineering	140-157
English	16, 18, 19
Exit Exam	70
External Relations	32-35

F	
Facilities	12
Faculty	250-257
Fees	258-263
FERPA	48
Finance	125
First Year Experience	62
Foreign Language Study Eligibility	62

G	
Georgia Residents	23, 262
Governing Board	8
Government Regulations.....	47
Grade Appeal	65
Grading System	63-64
Graduate Degrees	7
Graduation	70-71
Graduation Ceremony (Eligibility)	71
Graduation Modalities	70-71
Graphic Design	90, 91, 94
Grievance Officer	51
Grievance Procedure	51-52

H	
Harassment	47
Health History Form	48
Health Insurance	260, 261
Health Services	37-38
Honor Code Pledge	66
Honors	71
Housing	38-39
Humanities	100, 113, 118

I	
IAA Diploma	168-171
Incompletes	64
Infrastructure Sustainability and Assessment Center (ISAC).....	179
Institutional Effectiveness	13
Insurance	260, 261
Integrated Computational Design (ICD)	85, 86
Interior Design	82-87
Internship Program	40-41
Intensive English Language Program (IELP)	174-175
Islamic Cultural Studies	100
International Studies	102-115

J	
Jobs	40-41
Journalism	133, 135, 136

L	
Laptop.....	60
Legend	181
Library	44-45
Licensure	10
Load	61

M	
Management	125, 127
Marketing	125, 127
Marketing Communications	125, 127
Mathematics	16, 19, 56, 62, 100
Math Tutor Center	56
Mechanical Engineering	153-155
Mid-semester Reports	64
Middle Eastern Studies	21, 104, 107-109, 114, 116-119
Minors.....	60
- Accounting	127
- Architecture	81
- Communication	136
- Computer Engineering.....	150
- Computer Science.....	162
- Digital Production and Storytelling	137
- Economics	127
- Environmental Engineering	146
- Finance	127
- History.....	113
- Humanities	113
- Interior Design	87
- Journalism	136
- Literature	114
- Management	127
- Marketing	127
- Marketing Communications	127
- Middle Eastern Studies	114
- Politics	115
- Social Sciences	115
- Structural Engineering	146
- Visual Communication	96
Mission (University)	10
Multiple Majors	59

N	
Names on Diplomas	30
Network Infrastructure Design and Administration	165, 167

O	
Orientation	41

P	
Payment Policies	261-263
Penalties for Academic Integrity Violation	66
Periodic Evaluation of Academic Standing	66-67
Philosophy and Purpose of the University	10-11
Photography	92, 94, 96
Placement Exams	16
Pre-Engineering	141
Probation	67
Privacy	48
Public Speaking	100, 236
Purpose-related Goals of the University	11
Processing Timeline for Academic Appeals	68

R	
Re-Admission	52
Records Access and Release	48
Refund Policy	262
Registrar	28-31
Registration	29-30, 60-61
Release of Grades	29
Repeating a Course	24, 25, 26, 64
Research	56, 59
Residency Requirements	68-69

S	
SACS	10
SAT®	16, 20, 21, 24, 141
Schedule (Official)	30
Scholarships	24-27
Science	62, 100-101
Second Degree	19
Security/Crime and Safety Prevention Programs	49
Smoke-free Campus	50
Social Sciences	115, 118
Student Exchange	33-34, 69
Student Forum	41

Student Services	36-43
Student Support	41
Studio Art	90, 92, 95, 96
Study Tours	69-70
Suspension	67-68

T	
Technology Use Policy	50
Time limit	60
TOEFL®	16, 17, 21
Transcripts	15, 16, 17, 30, 68-69
Transfer Credit	15, 16, 17
Tuition	258-263
Tutors	42

U	
UNIV 100	62

V	
Values	11
Vision	11
Visual Communication	88-97

W	
Warning	67
Withdrawal from Courses	30
Withdrawal from the University	30
World Cultures	100
Writing Center	56

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