

AMERICAN UNIVERSITY *of* KUWAIT®

# ACADEMIC CATALOG

2019-2020



AMERICAN  
UNIVERSITY  
*of* KUWAIT®

# DISCLAIMER

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

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

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

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

**Any approved updates to the content included in the catalog that occur during the 2019-2020 academic year will appear in the online version of the catalog, which is found on the AUK website ([www.auk.edu.kw](http://www.auk.edu.kw)).**

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

## **NOTICE OF OFFICIAL MEANS OF COMMUNICATION**

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

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# 2019-2020 ACADEMIC CALENDAR\*

\* Islamic holidays are determined after sighting the moon. Dates are tentative until formally announced by Kuwait's Civil Service Commission. Thus, actual dates may not coincide with the dates in this calendar. In the event of loss of teaching days due to unscheduled closings, AUK reserves the right to extend the academic calendar as necessary.

## FALL 2019

### August

25	Su	Faculty return.
28	W	First de-registration process for non-payment of tuition for fall courses at 4 p.m.

### September

01	Su	Islamic New Year. University closed.
02	M	Fall semester begins.
08	Su	Fall semester drop/add deadline at 4.00 pm.  Last day to submit a pass/fail option form, permission to audit form, independent study form, or internship form.  Online registration and forms submission for students ends at 4:00 pm.  Final de-registration process for non-payment of tuition for fall courses at 4:00 p.m.
09	M	First day to withdraw from individual fall courses or from the university with a 50% refund.
15	Su	Last day to withdraw from individual fall courses or from the university with a 50% refund.
17	T	Additional KWD 20 per credit hour of engineering courses for non-engineering students applied.
18	W	Submission of tuition refund requests and sibling discount forms begins.

### October

03	Th	“Financial Hold” placed on students at 8:00 am; and first installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
06	Su	“Must Declare Major” holds placed on students.
15	T	First tuition installment due.
17	Th	Graduation application starts for fall 2019 graduates.
20	Su	KWD 25 late payment fee charged and financial hold is administered at 8:00 a.m; the  2 <sup>nd</sup> installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
20-24	Su-Th	Midterm of semester.

27 Su Midterm grades for fall courses due via AUK self-service by 9:00 am.  
 Midterm grades for fall courses available to students via AUK selfservice effective 4:00 pm.

**November**

03 S Academic advising for spring and summer 2020 begins.  
 05 T Registration for spring and summer 2020 begins (*for details refer to the Advance Registration Schedule available on the website*).  
 07 Th Last day to withdraw with a “W” from a single class or from the university.  
 10 Su Prophet’s Birthday. University closed.  
 14 Th Second tuition installment due.  
 16 Sat UTR/UR/UT/U schedule.  
 19 T KWD 25 late payment fee charged and financial hold is administered at 8:00 a.m; the 3<sup>rd</sup> installment fee of KWD 10 is charged on all payments made after this time without a prior installment.

**December**

07 Sat UTR/UR/UT/U schedule  
 12 Th Classes end.  
 Advising for *Declared* majors starts until January 30.  
 15 Su Third tuition installment due.  
 18 W KWD 25 late payment fee charged and financial hold is administered at 8:00 a.m.  
 15-19 Su-Th Final exams.  
 21 Sat Final grades for fall courses due via AUK Self-Service by 10:00 a.m.  
 22 Su Grades for fall courses available to students via AUK Self-Service at 9:00 a.m.  
 22-31 Su-T Student Semester break.  
 24-31 T-T Faculty Semester break.  
 24-31 T-T Winter break. University closed.

**SPRING 2020**

**January**

01-02 W-Th New Year and Winter break. University closed.  
 05 Su University reopens.  
 1-16 W-Th Student semester break. University open.  
 Faculty semester break. University open.  
 16 Th First de-registration process for non-payment of tuition for spring courses at 4:00 p.m.

19	Su	Spring classes begin.
		Academic advising resumes for <i>declared</i> majors.
19-23	Su-Th	Spring semester drop/add deadline at 4 p.m.
		Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form.
		Online registration and forms submission for students will end at 4:00 p.m.
		Final de-registration process for non-payment of tuition for spring courses at 4:00 p.m.
24	Fri	First day to withdraw from individual spring courses or from the university with a 50% refund.
30	Th	Last day to withdraw from individual spring courses or university with a 50% refund.
		“Must Declare Major Hold” placed on students.

## February

03	M	Additional KWD 20 per credit hour of engineering courses for non-engineering students applied.
04	T	Submission of tuition refund requests and sibling discount forms start.
17	M	“Financial Hold” placed on students at 8:00a.m; and first installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
25-27	T-Th	National and Liberation Days. University closed.

## March

01	Su	University reopens; classes resume.
		Graduation application begins for spring/summer 2020 graduates.
15	Su	First tuition installment due.
18	W	KWD 25 late payment fee charged and financial hold is administered at 8:00a.m; the
		2 <sup>nd</sup> installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
15-19	Su-Th	Midterm of semester.
22	Su	Prophet’s Ascension. University closed.
23	M	Midterm grades for spring courses due via AUK Self-Service by 9:00a.m.
		Spring midterm grades available on AUK Self-Service at 4:00p.m.

23-26 M-Th Spring break for faculty and students. University open.

### April

05 Su Academic advising for fall 2020 begins for all UG students.  
07 T Registration for fall 2020 begins (*for details refer to the Advance Registration Schedule available on the website*).  
09 Th Last day to withdraw with a “W” from a single course or from the university.  
15 W Second tuition installment due.  
20 M KWD 25 late payment fee charged and financial hold is administered at 8:00a.m; the 3<sup>rd</sup> installment fee of KWD 10 is charged on all payments made after this time without a prior installment.  
24 Fri Holy Month of Ramadan begins. Office hours and class schedule adjusted.

### May

12 T Last day of classes for spring semester.  
14 Th Third tuition installment due.  
13-18 W-M Final exams (see exam schedule on web).  
19 T Final grades for spring courses due via AUK Self-Service by 9:00a.m.  
  
KWD 25 late payment fee charged and financial hold is administered at 9:00a.m.  
20 W Final grades for spring courses available to students via AUK Self-Service at 1:00p.m.  
Su-T 24-26 Eid Al Fitr. University closed.  
W-Th 27-28 Semester break. University reopens.

### SUMMER 2020 – Undergraduate (6 weeks)

#### May

28 Th First de-registration process for non-payment of UG summer courses by end of working hours.  
31 Su Summer semester courses begin.

#### June

01-02 M-T Summer semester drop/add deadline at 4:00 p.m.  
  
Last day to submit Permission to Audit form, Pass/Fail Option form, Independent  
  
Study form, or Internship form.  
02 T Final de-registration process for non-payment of UG summer courses by end of working hours.

03	W	First day to withdraw from individual summer courses or from the university with a 50% refund.
04	Th	Graduation. University closed.
07	Su	Last day to withdraw from individual summer semester courses or university with a 50% refund.
09	T	Additional KWD 20 per credit hour of engineering courses for non-engineering students applied.
10	W	Submission of tuition refund requests.
11	Th	“Financial Hold” placed on students at 8:00a.m.; and installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
18	Th	Last day to withdraw with a “W” from summer full semester courses.

## July

08	W	Summer tuition installment due.
09	Th	Last day of classes for summer semester courses.
12	Su	Final exams for summer semester courses.
		Financial hold is administered at 8:00a.m.
13	M	Final grades for summer semester courses due via AUK Self-Service by 10:00a.m.
14	T	Final grades for summer courses available to students via AUK Self-Service by 9:00a.m.

## SUMMER 2020 – Intensive English Program (9 weeks)

### May

28	Th	First de-registration process for non-payment of IEP summer semester courses by end of working hours.
31	Su	IEP summer classes begin.

### June

01-03	M-W	Summer semester drop/add deadline at 4:00p.m.
03	W	Final de-registration for non-payment of IEP summer semester courses by end of working hours.
04	Th	Graduation. University closed.
04	Th	First day to withdraw from individual IEP summer courses or from the university with a 50% refund.
10	W	Submission of tuition refund requests.
11	Th	“Financial Hold” placed on students at 8:00am; and first installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
14	Su	Last day to withdraw from the university with a 50% refund.

## July

02	Th	Midterm of semester.
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05	Su	Midterm grades for IEP summer semester courses due via AUK Self-Service by 9:00a.m.
		Midterm grades for IEP summer semester courses available to students via AUK Self-Service by 4:00p.m.
08	W	First tuition installment due.
09	Th	Last day to withdraw with a “W” from IEP summer semester courses.
12	Su	“Financial Hold” placed on students at 8:00am; and second installment fee of KWD 10 is charged on all payments made after this time without a prior installment plan.
30	Th	Waqfat Arafat and Eid Al-Adha. University closed.

### August

02-03	Su-M	Waqfat Arafat and Eid Al-Adha. University closed.
09		Second tuition installment due.
11	T	Last day of IEP summer semester classes.
12	W	IEP final exams.
		“Financial Hold” is administered at 8:00a.m.
13	Th	Final grades for IEP summer semester classes due via AUK Self-Service by 1:00p.m.
		Final grades for IEP summer semester available to students via AUK Self-Service by 4:00p.m.
13-19	Th-W	Semester break. University open.
20	Th	Islamic New Year. University closed.



I'm delighted to welcome you to our exceptionally vibrant and active university campus. We have a passion for learning, teaching, exploring, discovering, and becoming: AUK is our way of life.

Central to our mission is the sharing of knowledge, and the exchange of ideas and opinions for the purpose of creating new knowledge. AUK goes beyond the awarding of degrees, and offers an experience of a lifetime for all where learning takes place inside and outside the classroom through theory, practice, and application, and through engagement with the world beyond the scope of the physical boundaries of our campus. Our combined scholarly pursuits enable us to contribute—with commitment, integrity, honesty, and respect—to the well-being of our families, societies, and communities.

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

**Rawda Awwad, Ph.D.**

*President*

# BOARD OF TRUSTEES

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

## **Shaikha Dana Nasser Sabah Al-Ahmed Al-Sabah**

Founder and Chair, Board of Trustees, American University of Kuwait  
Chair, United Education Company  
Chief Executive Officer, Al-Futooh Holding Company  
Board Member, KIPCO Asset Management Company (KAMCO)

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Former Chancellor, University of Alabama System and the Oregon State System of Higher Education  
Former Chancellor, State University of New York System  
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Board Member of Saudia Dairy & Foodstuff Company (SADAFCO)  
Former Secretary General, Gulf Cooperation Council  
Member of the GCC Advisory Board  
President of Diplomatic Center for Strategic Studies



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

Associate Professor, Faculty of Dentistry, Kuwait University

Former Dean, Faculty of Dentistry, Kuwait University

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

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

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

**Rawda H. Awwad, Ph.D.**

President, American University of Kuwait.