AUK

AMERICAN UNIVERSITY of KUWAIT

2026-2027 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 2026

September

07	M	End of Faculty Summer Break.
08	T	Faculty report back to work.
14	M	First De-Registration process for non-payment of tuition for Fall courses at 4.00 pm.
15	T	Fall 2026 semester begins.
21	M	Fall semester Drop/Add deadline at 4.00 pm. Last day to submit a Pass/Fail Option form, Permission to Audit form, Independent Study form, or Internship form. Online registration and forms submission for students will end at 4:00 pm.
21	M	Final De-Registration process for non-payment of Tuition for Fall courses at 4:00 pm.
22	T	First day to withdraw from individual Fall courses or from the university with a 50% refund.
23	W	Additional KWD 20 per credit hour of engineering courses for non-engineering students applied.
27	Su	Graduation application starts for Fall 2026 graduates.
28	M	Last day to withdraw from individual Fall courses or from the university with a 50% refund.

October

06	T	Submission of tuition refund, sibling discounts and installment request start.
20	T	"Financial Hold" will be placed on students at 8:00 am, who have not requested an installment plan.
29	Th	First tuition installment due.

November

04	W	Financial hold will be placed at 8:00 am, for those students who have not paid the first installment.
08	Su	Midterm grades due via AUK Self-Service by 11:00 am Midterm grades for Fall Courses available to students via AUK Self-Service effective 4:00 pm.
12	Th	Last day to withdraw with a "W" from a single class or from the university.
15	Su	Academic advising for Spring and Summer 2027 begins.
17	T	Registration for Spring and Summer 2027 begins *(for details refer to the Advance Registration Schedule available on the website).*
30	M	Second tuition installment due.

December

06	Su	Financial hold will be placed at 8:00 am, for those students who have not paid the Second installment.
24-31	Th-Th	Winter break. University closed.

January 2027

01-02	Fri-Sa	New Year. University closed.
03	Su	University reopens.
03	Su	Third tuition installment due.
05	T	Last day of classes for Fall semester.
06	W	Reading day.
07	Th	Financial hold will be placed at 8:00 am, for those students who have not paid the third installment.
07-09	Th-Sa	Prophet's Ascension. University Closed.
10-14	Su-Th	Final exams (see exam schedule on web).
17	Su	Final grades for Fall courses due via AUK Self Service by 11:00 am.
18	M	Grades for Fall courses available to students via AUK Self Service at 4:00 pm.
19	T	Faculty on campus.
20-30	W-Sa	Faculty Semester Break.
21	Th	Must Declare Major Hold" placed on students.

SPRING 2027

January

28	Th	First De-registration process for non-payment of tuition for Spring courses at 4:00 pm.
31	Su	Spring 2027 Classes begin.

February

04	Th	Spring semester Drop/Add deadline at 4:00 pm. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form. Online registration and forms submission for students will end at 4:00 pm.
04	Th	Final De-Registration process for non-payment of tuition for Spring courses at 4:00 pm.
05	Fri	First day to withdraw from individual Spring courses or from the university with a 50% Refund.
07	Su	Additional KWD 20 per credit hour of engineering courses for non-engineering students applied.
08	M	Holy Month of Ramadan begins. Office hours and class schedule adjusted.
11	Th	Last day to withdraw from individual Spring courses or university with a 50% refund.
14	Su	Graduation application starts for Spring 2027 graduates.
15	M	Submission of tuition refund, sibling discounts and installment request start.
25-27	Th-Sa	National & Liberation Day. University closed.

March

04	Th	"Financial Hold" will be placed on students at 8:00 am, who have not requested an installment plan
09-13	T-Sa	Eid Al Fitr. University closed.
28	Su	Midterm grades due via AUK Self-Service by 11:00 am. Midterm grades for Spring Courses available to students via AUK Self-Service effective 4:00 pm.
30	T	First tuition installment due.

April

05	M	Financial hold will be placed at 8:00 am, for those students who have not paid the first installment.
08	Th	Last day to withdraw with a "W" from a single class or from the university.
11	Su	Academic advising for Fall 2027 begins for all UG students.
13	T	Registration for Fall 2027 begins *(for details refer to the Advance Registration Schedule available on the website)*.
29	Th	Second tuition installment due.

May

05	W	Financial hold will be placed at 8:00 am, for those students who have not paid the second installment.
15-22	Sa-Sa	Eid Al-Adha. University closed.
26	W	Last day of classes for Spring semester.
26	W	Any pattern that has R.
27	Th	Reading day.
30	Su	Third tuition installment due.
30-31	Su-M	Final exams (see exam schedule on web).

June

01-03	M-Th	Final exams (see exam schedule on web).
03	Th	Financial hold will be placed at 8:00 am, for those students who have not paid the third installment.
05	Sa	Islamic New Year. University closed.
06	Su	Final grades for Spring courses due via AUK Self Service by 10:00 am.
07	M	Final grades for Spring courses available to students via AUK Self Service at 4:00 pm.
09	W	Faculty on campus.
10	Th	Beginning of Summer Break /beginning of Faculty Annual Leave

SUMMER 2027 – Undergraduate (6 weeks)

June

05	**Sa**	Islamic New Year. University closed.
10	Th	Beginning of Summer Break / beginning of Faculty Annual Leave
17	Th	First De-Registration process for non-payment of UG Summer courses at 4:00 pm.
20	Su	Summer UG 2027 Classes begin.
22	T	Summer semester Drop/Add deadline at 4:00 pm. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form.
22	T	Final De-Registration process for non-payment of UG Summer courses at 4:00 pm.
23	W	Additional KWD 20 per credit hour of engineering courses for non-engineering students applied.
23	W	First day to withdraw from individual summer courses or from the university with a 50% Refund.
27	Su	Graduation application starts for Summer 2027graduates.

July

01	Th	Last day to withdraw from individual Summer Semester courses or university with a 50% refund.
04	Su	Submission of tuition refund and installment request start.
11	Su	"Financial Hold" will be placed on students at 8:00 am, who have not requested an installment plan
15	Th	Last day to withdraw with a "W" from a single class or from the university.
28	W	Summer tuition installment due.
28	W	Last day of classes for Summer Semester courses.
29	Th	Final exams for Summer Semester courses.

August

01	Su	Financial hold will be placed at 8:00 am, for those students who have not paid the installment.
01	Su	Final grades for Summer Semester courses due via AUK Self Service by 10:00 am.
02	M	Final grades for summer courses available to Students via Self Service by 4:00 pm.
14	Sa	Prophet's Birthday. University closed.

September

02	Th	End of Summer Break

SUMMER 2027 – Intensive English Program (8 weeks)

June

05	Sa	Islamic New Year. University closed.
10	Th	Beginning of Summer Break / beginning of Faculty Annual Leave
17	Th	First De-Registration process for non-payment of IEP Summer courses at 4:00 pm
20	Su	Summer IEP 2027 Classes begin.
22	T	Summer semester Drop/Add deadline at 4:00 pm. Last day to submit Permission to Audit form, Pass/Fail Option form, Independent Study form, or Internship form.
22	T	Final De-Registration process for non-payment of UG Summer courses at 4:00 pm.

July

01	Th	Last day to withdraw from individual Summer Semester courses or university with a 50% refund.
04	Su	Submission of tuition refund and installment request start.
11	Su	"Financial Hold" will be placed on students at 8:00 am, who have not requested an installment plan
15	Th	Last day to withdraw with a "W" from a single class or from the university.
29	Th	Summer tuition installment due.

August

01	Su	Financial hold will be placed at 8:00 am, for those students who have not paid the installment.
11	W	Last day of classes for Summer Semester courses.
12	Th	Final exams for Summer Semester courses.
14	Sa	Prophet's Birthday. University closed.
15	Su	Final grades for Summer Semester courses due via AUK Self Service by 10:00 am.
16	M	Final grades for summer courses available to Students via Self Service by 4:00 pm.

September

02	Th	End of Summer Break

MESSAGE FROM THE PRESIDENT

It is my pleasure to welcome new and returning students, faculty, and staff to another academic year at the American University of Kuwait (AUK).

Being part of AUK means joining a vibrant learning community committed to intellectual exploration, engagement, and excellence. At the heart of our mission is developing well-rounded, future-ready graduates equipped with the knowledge, skills, and confidence to succeed in a rapidly changing world.

Today, knowledge alone is not enough. Success requires critical thinking, effective communication, adaptability, collaboration, and the ability to apply knowledge creatively and responsibly. A liberal arts education is central to developing these capabilities by exposing students to diverse disciplines and perspectives and preparing them to approach complex challenges with intellectual flexibility.

Equally important are critical thinking and ethical reasoning, which prepare our graduates not only for successful careers, but also to become responsible future leaders who make thoughtful decisions and contribute meaningfully to society.

I am proud to be part of the AUK community and look forward to what we will achieve together. I wish you a year filled with growth, discovery, achievement, and inspiration.

Welcome to AUK, and to the opportunities ahead.

President
American University of Kuwait

MESSAGE FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

Welcome to the American University of Kuwait (AUK) for the 2026–2027 academic year.
It is a privilege to serve as Vice President for Academic Affairs and to support AUK's academic mission, guided by a commitment to excellence in teaching, scholarship, and student success.
A university education extends well beyond preparation for a career. It challenges us to think critically, engage with new ideas, adapt to change, and apply knowledge with purpose and responsibility. These abilities are increasingly important in a world shaped by rapid technological advancement and growing global complexity.

At AUK, our liberal arts tradition provides a strong foundation for this development. Through rigorous academic programs and the guidance of our dedicated faculty, students are encouraged to explore ideas across disciplines, connect learning with meaningful application, and develop the knowledge and judgment needed to pursue their goals responsibly. We remain committed to strengthening our programs and curricula to uphold high academic standards and respond to the evolving needs of our students and society.

This catalog serves as a guide to the programs, courses, policies, and resources that will shape your academic experience. Whether you are beginning your studies or progressing toward graduation, I encourage you to approach your education with curiosity, determination, and an openness to new perspectives.

Your experience at AUK will be shaped not only by what you learn, but also by the questions you ask, the challenges you embrace, and the contributions you make to our University community.
On behalf of Academic Affairs, I wish you a rewarding and successful academic year and look forward to celebrating your achievements at AUK.
Sincerely,

Ali Charara, Ph.D.
Vice President for Academic Affairs

BOARD OF TRUSTEES

TThe Board of Trustees is the governing body of the American University of Kuwait. Its responsibilities and terms of reference are outlined in the AUK By-Laws. The Board is self-perpetuating and self-governing, consisting of nine distinguished members, along with the University president and the Dartmouth College relationship coordinator (director) as ex-officio members.

The Board of Trustees convenes twice a year at AUK's Salmiya campus, providing strategic oversight .and guidance to uphold the University's mission and commitment to academic excellence

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Ralph and Richard Lazarus Professor
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President
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THE UNIVERSITY

THE UNIVERSITY

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

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

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

The AUK faculty is comprised of a highly qualified group of international academics experienced in the American style of higher education. There are over 123 faculty members at AUK, 92 percent of whom have earned PhDs or terminal degrees. With most class sizes ranging from 17 to 24 students, developing bonds between students and professors is easy.

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

MISSION STATEMENT

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

VALUES

The AUK community strives to uphold the following values:

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

VISION

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

UNIVERSITY CULTURE

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

The University founders uphold the philosophy that one cannot create a truly enlightened academic environment without practicing the very virtues and ideals it hopes to instill in its students. In upholding the highest standards of professional behavior and ethical conduct among its faculty, staff, and students, the University hopes to create a community of scholars and students who will benefit from AUK's collegial atmosphere.

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

CAMPUS LIFE

The AUK campus is located in Salmiya at the intersection of Salem Al-Mubarak and Amr Ibn Al'Asse street and is in the middle of one of Kuwait's most vibrant neighborhoods. The University opened its doors in the fall of 2004 and conducts its academic activities in a new, rehabilitated, and refurbished facility. AUK's campus has spacious, modern classrooms; a dedicated building for student activities, computer, science and language laboratories, an administration building, a state-of-the-art library, coffee shops, restaurants; as well as nearby parking available for students, staff, faculty, and visitors. The central campus is a beautifully designed and landscaped courtyard, offering members of the AUK community a pleasant area to relax and study. Campus life is an integral part of a student's university experience at AUK as it helps bring students, faculty, and staff together as one community. Participation in extracurricular activities allows students to learn new skills and develop existing ones, thus enhancing their educational experiences and personal development. The University has a Student Council, a student-run newspaper, podcast, and university journal, intramural and intercollegiate athletic clubs and organizations, a theater, many academic organizations, as well as other activities in which students can partake in.

INSTITUTIONAL ACCREDITATION

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

INTERNATIONAL PROGRAM ACCREDITATION

- The Intensive English Program is accredited by the Commission on English Language Program Accreditation (CEA).
- The College of Business & Economics is accredited by the Association to Advance Collegiate-Schools of Business (AACSB).
- The College of Arts and Sciences is accredited by the American Academy for Liberal Education (AALE).
- The Bachelor of Arts in Design (concentration in graphic design) has received substantial equivalency from the National Association of Schools of Art and Design (NASAD).
- The B.E. in Computer Engineering is accredited by the Engineering Accreditation Commission of ABET (Accreditation Board for Engineering & Technology).
- The B.E. in Electrical Engineering is accredited by the Engineering Accreditation Commission of ABET (Accreditation Board for Engineering & Technology).
- The B.E. in Computer Science is accredited by the Computing Accreditation Commission of ABET (Accreditation Board for Engineering & Technology).

AUK AND DARTMOUTH COLLEGE

Dartmouth College in Hanover, New Hampshire, is the international partner institution to the American University of Kuwait (AUK), as defined by the Private Universities Council of the State of Kuwait (Resolution no. PUC (5/21-2/2005). Dartmouth and AUK have worked closely together since 2003, when the two institutions signed a Memorandum of Understanding that facilitated a series of advisory, consultative, and cooperative projects. The initial agreement was recently renewed for a fourth time in March 2023 to extend through 2028. The two institutions share a commitment to excellence in higher learning, and the agreement between them reflects AUK's growing stature as a premier academic institution in the Gulf region and beyond. With its deep and historic commitment to the liberal arts, Dartmouth recognizes the importance of AUK's mission and works to support the University as it develops a superlative education, based on the principles of critical inquiry, mastery of subject material, depth of curriculum, and a vibrant experience in the classroom and on campus. Dartmouth and AUK collaborate on numerous programs, and Dartmouth provides a wide range of administrative and academic consulting services to AUK. The two institutions have developed a flourishing relationship that involves faculty, students, and staff in both locations. Dartmouth experts in engineering, information technology, library sciences, communications, governance, and other areas routinely visit Kuwait, while students, faculty, and staff from Kuwait travel to the United States to work with their counterparts at Dartmouth. AUK's commitment to providing a premier learning environment based on the American model resonates with Dartmouth's history and its understanding of the importance of higher learning in a global context. Since the relationship began, the two institutions have steadily deepened and expanded their partnership, creating a dynamic, evolving, and unique cross-cultural collaboration.

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

ACADEMIC RESOURCES

UNIVERSITY LIBRARY

The mission of the library at the American University of Kuwait is to advance teaching, learning, research, and knowledge creation through innovative services, diverse collections, skilled expertise, and cutting-edge technologies. To achieve its mission, the library provides access to extensive collection of print and electronic information resources in addition to information literacy and research sessions to students and faculty. This enables library users to explore a wide range of information resources as they seek to achieve their educational goals.

WRITING AND TUTORING CENTERS

The Writing and Tutoring Centers (WTC), under the College of Arts and Sciences, focus on empowering students to become independent and successful learners by developing their literacy skills, enhancing their understanding, and helping them improve their academic and study skills. The centers offer tutoring and writing consultations to all AUK students and collaborate with faculty, department chairs, and deans of colleges to continuously develop more effective learning support practices, including classroom workshops. The centers also work with support units on campus to improve services for all students.

Students can schedule appointments through **TutorTrac** online appointment booking system or drop in at the centers for assistance. The centers also use various digital platforms to conduct and manage operations.

WRITING CENTER

The Writing Center's overarching goal is to assist students in becoming independent writers and equipping them with resources to improve their reading, writing, and researching skills. Writing consultants provide non-evaluative feedback and assist at any stage of the writing process. To ensure consistent session quality, with staff's close supervision and guidance, peer writing consultants undergo a continuous process of training and observational learning.

The Center provides students with multilingual writing consultations in various languages including English, Arabic, and French through individual or small-group sessions. Guided by staff and peer writing consultants, students are encouraged to progress as independent writers while receiving guidance on how to respond and interact with a variety of texts, develop their authentic ideas, and formulate their arguments.

TUTORING CENTER

The Tutoring Center provides students with learning assistance and tutoring in various subjects through individual, small-group, or supplemental instruction sessions coordinated with faculty. Student employees are trained as peer tutors to help students improve their problem-solving and study skills, increase their understanding of course content, enhance their academic performance, and develop a positive attitude towards learning.

The peer tutor training program is certified by the College Reading & Learning Association's International Tutor Training Program Certification (CRLA ITTPC). In addition to setting an internationally accepted standard of skills and training for tutors, the certification allows the center to certify individual tutors after completing the training requirements, providing recognition of their successful work from an international organization.

ALUMNI AFFAIRS AND CAREER DEVELOPMENT (AACD)

The Office of Alumni Affairs and Career Development seeks to reach, serve, and engage with students and alumni to provide continuous support and recognition for their achievements and professional excellence. The Office directs students and alumni towards programs, services, and workshops that help in employment-seeking endeavors. By providing alumni and graduating students with events, such as the career fair, senior launch, alumni reunion, workshops, and sports activities, the Office encourages alumni engagement at AUK, allowing for an exchange of experiences.

ALUMNI SERVICES

As members of the AUK community, AUK graduates are entitled to an alumni email account and alumni ID that provides them with access to AUK facilities. Alumni regularly receive updates on full-time, part-time, and internship opportunities directly via email. AUK alumni also receive discounted rates on select programs offered by the Center for Continuing Education. Alumni business owners are invited to participate in AUK's annual Career Fair at a reduced rate and may promote their businesses on campus free of charge through the Alumni Business Booth Program. Additionally, AUK alumni have the opportunity to be featured in *IMPRINTS*, the annual Alumni Magazine, as well as on AUK's social media platforms—celebrating their professional achievements, academic pursuits, entrepreneurial ventures, and personal milestones.

CAREER DEVELOPMENT

The AACD office holds the annual Career Fair, providing a platform for students/graduates and employers to connect face-to-face and discuss industries , innovations, job prospects, and more. AACD also helps students and alumni develop their career plans by providing one-on-one career guidance sessions and seminars. These services include assistance with graduate school applications and career advancement opportunities, inclusive of assistance with resume-writing, job interviews, job applications, online job hunting and etiquette, and internships. The office also coordinates with other third parties to offer students and alumni access to workshops, courses, training programs, and innovation programs such as the Center for Continuing Education (CCE), Kuwait Investment Authority, and Warba Bank Rowad Program.

INTERNSHIPS

AACD provides students registered for internships with resume and interview skill workshops, either conducted by AACD staff or prospective employers. The office helps students in locating internship opportunities throughout the year. AUK students have had opportunities to intern in organizations such as URC, KFH, PwC, AlGhanim Industries, Lexus, Habchi and Chalhoub, Citigroup, CBK, Mazaars, EMinds, EY, and many more.

NETWORKING OPPORTUNITIES

Networking opportunities are available through multiple events such as the annual career fair, annual alumni reunion, senior launch, and the alumni guest speaker series. The office also publishes an annual magazine and career newsletter to connect students with alumni and employers.

INTERNATIONAL PROGRAMS

International programs at AUK offer students transformative opportunities for academic, professional, and personal growth through global learning experiences. In collaboration with distinguished partner universities—including Dartmouth College, The George Washington University, Sciences Po,

University of Roehampton, and The American University in Cairo. Students can spend an exchange, study abroad, or internship semester around the world, gaining valuable international perspectives while earning their degree. AUK also welcomes undergraduate and graduate students from around the world to study and intern on its campus, fostering a diverse and dynamic learning environment.

UNIVERSITY LABORATORIES

COMPUTER LABORATORIES

AUK Computer Laboratories boast a robust infrastructure catering to the needs of students, faculty, and staff. Lab distribution encompasses 23 Windows-based labs, 3 iMac labs, and 2 Open labs which provides anytime access for students, as well as an open and a PC-equipped library. The expansive resources, totaling 950 computers, are dedicated to facilitating research and learning. A comprehensive suite of software applications enhances academic experiences, featuring tools like MATLAB, Quartus, Multisim, SPSS, 3D Studio Max, Oracle, Java, Eclipse, Visual Studio, MS Project, Adobe CC, Adobe Premiere, Lightwave, Android Studio, Motion Studio, Python, Cinema 4D, MySQL Server, Maxon, Wireshark, Lantronix CPR, Arena, and an array of others. These applications are strategically deployed based on the evolving academic needs of the AUK community.

The internet connectivity relies on a state-of-the-art fiber optic network with wired connectivity and wireless access points ensuring complete campus coverage. The system boasts a 650 Mbps total available bandwidth, divided into 350 Mbps for LAN and 300 Mbps for Wi-Fi. The internet link, maintained through two service providers, ensures redundancy and reliability. Rigorous internet filtering is applied to prioritize academic and administrative use.
Access and connectivity are seamlessly facilitated, with all computers linked to the internet and provisions for both wired and wireless access. Maintenance is diligently handled by the IT Department, providing regular updates and patches, along with user support for any technical issues. Security measures, including established protocols, are implemented to safeguard the network.

ENGINEERING & COMPUTING LABORATORIES ENGINEERING LABORATORIES

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

In addition, the College has a capstone laboratory for its engineering and computing programs—the laboratory is equipped with state-of-the-art machines and provides a workspace for capstone students; and an additional digital fabrication laboratory with state-of-the-art 3D and laser printing machines to support undergraduate course projects.

SCIENCE LABORATORIES

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

The objective of the physics laboratories is to help students become better physics problem-solvers. The experiments are designed to expose students to different measuring instruments and to illustrate phenomena in the different areas of physics: mechanics, thermodynamics, electricity, and optics. The chemistry laboratory provides students with quality reagents, equipment, and instrumentation to perform the basic experiments in introductory chemistry, ranging from volumetric to gravimetric analysis, and enables students to collect accurate data for interpretation and evaluation.

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

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

UNIVERSITY CENTERS

CENTER FOR CONTINUING EDUCATION (CCE)

"The Center for Continuing Education (CCE) at the American University of Kuwait (AUK) serves as the University's platform for professional development, executive education, and lifelong learning. Drawing on the academic strengths of AUK and more than two decades of experience in professional training, CCE develops and delivers programs that support the continuous advancement of individuals, organizations, and the broader professional community in Kuwait.

CCE is committed to bridging academic knowledge with industry practice by offering programs that integrate rigorous academic perspectives with practical, real-world insights. Through collaboration with experienced practitioners, industry leaders, and academic faculty, the Center provides learning experiences that enhance professional capabilities, leadership development, and strategic thinking.
The Center offers a diverse portfolio of programs, including professional certification preparation, executive education programs, specialized professional courses, and customized training solutions designed for corporate and government organizations. These programs are designed to address emerging market trends and evolving workforce requirements.

Through its commitment to high standards in professional education, CCE contributes to the development of human capital and supports the advancement of Kuwait's knowledge-based economy.
CCE is authorized by the Civil Service Commission and is recognized for providing professional training within a dynamic and intellectually stimulating learning environment."

CENTER FOR TEACHING EXCELLENCE (CTE)

The Center for Teaching Excellence (CTE) aims to provide AUK faculty with continuous support and resources necessary to apply modern curricula to their classrooms. CTE promotes a holistic educational culture that allows faculty to utilize technology while harnessing the best methods of teaching to ensure constructive and active learning environments.

CTE is a place where faculty, staff, and university community members operate in a cooperative environment to create rich, engaged learning and teaching experiences. The Center aims to build a motivating learning atmosphere by fostering excellence in teaching, providing support and resources, and engaging in outreach operations. CTE provides AUK faculty members with numerous resources, facilities, and personalized support to help them develop an exciting learning environment in AUK classrooms.

Mission:

To support and promote educational innovation, pedagogical development, and instructional design in accordance with best practices.

Vision:

To become the leading center recognized for excellence in teaching and learning.

Values:

Offer faculty a variety of educational resources, facilities, and individualized support to develop a diversity of theoretical and experiential educational approaches in the classroom..
Support faculty in integrating innovative and modern pedagogical strategies in the classroom to foster teaching excellence, construct active learning environments, and promote a holistic educational culture.
Inspire and enable faculty to improve their teaching styles to promote student learning and attainment of anticipated learning outcomes.

Objectives and Goals:

Provide services and programs to assist and support faculty in integrating instructional technologies into their teaching strategies.

Leverage and develop outreach, collaboration, and engagement to promote teaching excellence.
Empower faculty to use evidence-based pedagogical methodologies by supporting their professional development Creating a collaborative learning culture for students.

Ensuring the students' diverse experiences, perspectives, and needs are placed in the center of the AUK pedagogical culture to optimize the student learning experience for retention and success.

Programs:

Workshops:
CTE offers events and workshops to support and promote educational innovation, pedagogical development, and instructional design following best practices. Faculty will be informed about upcoming workshops by email.

Faculty Mini-Series Workshops
CTE hosts mini-series workshop with faculty presenting. Each month, a faculty member will present to his/her peers on pedagogical topics of interest.

Training:
CTE offers training and refresher sessions to faculty based on current needs. The center coordinates optional, refresher training sessions for faculty on Zoom and Moodle.

Faculty Learning Community:
The Faculty Learning Community pursues an interdisciplinary study of specific issues and questions related to higher education teaching and learning. The Faculty of Lifelong Learning culture is motivated by faculty interest and dedication to lifelong learning. Through collaboration, the community aims to promote a collegial atmosphere that values academic discovery and supports collaborative learning.

New Faculty Onboarding:
CTE initiated this program in Spring 2021. CTE supports new faculty onboarding for full-time faculty and adjuncts joining the institution by providing support, training, and other services as needed.

Alumni Instructional Teaching Assistants Program:
CTE initiated this program in Spring 2021. Qualified alumni interested in teaching at AUK have the opportunity to develop teaching capacity through an unpaid internship where they serve as instructional teaching assistants. As part of their internship, they shadow seasoned faculty and attend CTE training sessions and workshops. Based on teaching readiness and performance, these instructional teaching assistants may be recommended to teach part-time as qualifications permit.

New Faculty Mentorship Program:
The New Faculty Mentorship Program will start during the Fall 2021 semester. Department chairs/ College Deans will be pairing new full-time faculty members with mentors to help the new faculty adjust to the university. This program aims to improve full-time faculty recruitment and retention, assist faculty with career advancement and professional development, improve teaching skills, increase faculty satisfaction, foster collaborative working relationships, and help new faculty network with other AUK faculty and possible collaborators in their field.

Services:

Pedagogical Consultations:
CTE offers educational consultation for faculty members wishing to help improve student achievement. CTE works with faculty to take their teaching to new heights. The appointments could be in the form of one-on-one consultation or as a small group discussion. Potential topics for consultations include:

- Teaching complex concepts Helping students stay organized
- Making collaborative assignments work Encouraging fruitful discussions "Flipping" your classroom
- Taming the grading monster Getting real-time student feedback
- Integrating digital media assignments
- Motivating students using games and game mechanics

Classroom Visitations:
CTE conducts both in-person and virtual classroom visits for faculty who wish to receive feedback on classroom management, communication effectiveness, student engagement and active involvement, or any other topics.

CTE Brown Bag lunch
The brown bag lunches at the Center for Teaching Excellence provides an excellent opportunity for faculty members to share their teaching experiences, learn from each other, and discuss innovative approaches to teaching and learning. These lunches foster a culture of teaching excellence and collaboration among faculty members.

CTE documents:

eLearning Manual:
Covers topics such as best practices for online teaching, assignments, and assessment.

Syllabus Clinic Handout:
Includes multiple template examples that can be included in syllabi for online or hybrid learning.

Center for Teaching Excellence Handbook
Covers information about CTE's programs and services as well as best practices for teaching and assessment.

OFFICE OF RESEARCH & GRANTS

Office of Research and Grants (ORG) aims to build research capacity at AUK. The ORG will provide AUK faculty with research funding and resources, research-related engagement opportunities, and appropriate training to support research and scholarly-related activities and production.
The premise of the ORG centers around the investment of AUK's resources into its faculty, staff, and students, not only to cultivate talent from within, but to manifest knowledge that is bold, innovative, and impactful.

For more information, please visit www.auk.edu.kw/academics/office-of-research-and-grants/about-org

ORAL HISTORY AND DOCUMENTATION PROJECT (OHDP)

The OHDP is the first comprehensive program to actively conduct oral history interviews in Kuwait on a wide range of topics and themes, in order to preserve the voices, memories, and experiences of generations of Kuwaitis and non-Kuwaitis who have shaped the country's history. This initiative addresses limited historical resources from the pre-oil era and aims to create an archive of interviews for researchers and the wider public. Currently, the OHDP focuses on recording the life histories of those born before the 1960s, capturing memories of individuals who experienced the drastic shift in Kuwaiti society with the advent of oil, as well as their experiences of major events such as the Iraqi invasion of Kuwait in 1990 and the Gulf War in 1991. The OHDP is available at: https://oralhistory.auk.edu.kw

ADMISSIONS

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ADMISSION

ADMISSION TO AUK

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

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

AUK serves:

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

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

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

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

ENGLISH PROFICIENCY

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

- A composite score of 60 or above on the Internet-Based TOEFL (IBT) with a minimum score of 13 on the reading and 14 on the writing sections of the exam. TOEFL scores should be no more than two years old at the date of application and an official score report

must be submitted. To have an official TOEFL score sent to the Office of Admissions, AUK's official Designated Institution Code (8444) must be included in the appropriate place on the TOEFL exam paper.

- A Band score of 6.0 on the IELTS (Academic), with a minimum score of 6.0 on the Reading and 5.0 on the Writing sections of the Exam.
- A minimum score of 106 on AUK English Language Placement Test, and a minimum of 5 on the Essay.
- Successful completion of Semester 2 in AUK's Intensive English Program (IEP).

ADMISSION APPLICATION DEADLINES

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

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

SEMESTER	APPLICATION DEADLINE
Fall 2025	August 21, 2026
Early Admission for Fall 2025	May 29, 2026
Spring 2026	January 25, 2027
Summer 2026	June 12, 2027

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

SEMESTER	APPLICATION DEADLINE
Fall 2025	June 1, 2026
Spring 2026	January 7, 2027
Summer 2026	May 1, 2027

ADMISSION PROCESS

STEP I: APPLICATION

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

The application is also available online on the AUK website. The application form must be completed in full and signed by the applicant guaranteeing that all information provided is complete, truthful, and accurate. Submission of inaccurate and/or intentionally misleading information on the admissions application may result in the student's acceptance into AUK being rescinded. Fulfilling all admission requirements does not guarantee acceptance to the American University of Kuwait.

PERSONAL ESSAY

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

APPLICATION FEE

All applicants, including scholarship students, are required to pay a non-refundable application-processing fee of KWD 20 with the application packet. Packets received without the fee will not be processed or reviewed. Only fees paid by check or money order made payable to the American University of Kuwait may be enclosed in the application packet envelope. If students wish to pay cash, they may do so at the AUK Office of Finance and then submit a copy of their cash receipt with the application packet.

STEP II: CONFIRMATION AND ENROLLMENT DEPOSIT

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

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

STEP III: FINAL TRANSCRIPT(S)

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

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

Students who have their admission to the American University of Kuwait rescinded for failing to satisfy these requirements will not be entitled to any refund of their tuition or University fees. Fulfilling all Admissions requirements does not guarantee acceptance to the American University Of Kuwait.

ADMISSION CATEGORIES & REQUIREMENTS

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

FIRST-TIME COLLEGE STUDENTS

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

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

HIGH SCHOOL SYSTEM	EQUIVALENCY	MINIMUM REQUIREMENT
Government System (Percentage)	Not Required	60%
Government System (Modular)	Not Required	2.00
American System	Required	2.00
Arabic Private	Required	60% or equivalent 2.00
Bilingual System	Required	2.00
British System	Required	Completion of 6 IGCSE with minimum grading scale of 3 D *
French Baccalaureate or equivalent	Required	Completion of Baccalaureate required with minimum aver- age score of 12 or 60% cumulative average

Indian System	Required	Completion with a minimum cumulative average of 60% or equivalent for either: Higher Secondary School Certificate; or Intermediate Examination Certificate; or "All India Senior School" Certificate
International Baccalaureate	Required	Completion of Baccalaureate with 6 subjects (at least 3 at the higher level) and a mini- mum score of 24
Iranian System	Required	Completion of degree re- quired with minimum average score of 12 or 60% cumulative average
Pakistani System	Required	Higher Secondary School Cer- tificate (Part II) required with a minimum average of 40 or 2.00 GPA equivalent

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

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

TRANSFER STUDENTS

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

- Must meet AUK's English language proficiency requirements.
- Must meet program-specific admissions requirements.

Only courses taken at institutions certified by the Ministry of Higher Education in the State of Kuwait with a grade of "C-" and above may be considered for a transfer evaluation.

The grade will not be calculated in the University GPA.

NON-DEGREE STUDENTS

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

- May take a maximum of 12 undergraduate credits.
- Must have a high school certificate or higher level of education recognized by the Ministry

of Education in the State of Kuwait.

- Must meet AUK's English language proficiency requirements.
- Are subject to AUK's pre- and co-requisite requirements.
- Are held to the same academic and student code of conduct standards, and tuition and fees as degree-seeking students.

Transferring from Non-Degree Status to Degree-Seeking Status

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

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

Note: Non-degree students who earn a GPA below 2.0 while at AUK are subject to the University academic probation and dismissal policies. Non-degree students cannot transfer into the University until all holds are cleared.

VISITING STUDENTS

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

- Must be in good standing at home institution.
- Must present an official document from their home institutions (an academic advisor's note) that indicates they may take courses at AUK as a visiting student.
- Must meet AUK's English language proficiency requirements.
- Are not required to take Math, English, and Arabic placement tests IF their record shows that they have taken equivalent placement tests or courses at their home institutions and accordingly placed in college-level courses.
- Must check with the Office of Admissions regarding registering for classes and tuition payment deadlines.
- Are held to the same academic and student code of conduct standards, and tuition and fees as degree-seeking students.

Transferring from Visiting Status to Degree-Seeking Status

To apply for degree-seeking status, a visiting student:

- Must meet all AUK undergraduate admission requirements for the semester of intended ad-

mission and must submit all appropriate application materials and supporting documents to the Office of Admissions.

- May apply a maximum of 30 credit hours earned in courses passed with a grade of C- or higher taken as a visiting student at AUK toward a degree program.
- Academic history established as a visiting student at AUK carries over when a visiting student's status changes to degree-seeking.

Note: Visiting students who earn a GPA below 2.0 while at AUK are subject to the University's academic probation and dismissal policies. Visiting students cannot transfer into the University until all holds are cleared.

STUDENTS WITH A BACHELOR'S DEGREE

Students in possession of a bachelor's degree may pursue a second bachelor's degree, as long as they meet all AUK undergraduate admissions requirements for the semester of intended admissions. Students must submit all appropriate application materials and supporting documents to the Office of Admissions. Requirements for completing a second bachelor's degree are as follows:

Non-AUK Graduates

Students who have earned their first bachelor's degree from other institutions may earn a second bachelor's degree from AUK. However, the second degree cannot be from within the same college. In addition, they must meet all AUK general education requirements. AUK will evaluate coursework from their first bachelor's degree for possible transfer of courses. Students from internationally-accredited four-year institutions of higher education approved by the Ministry of Higher Education in the State of Kuwait with grades of "C-" and above may petition for up to an additional 30 credits. Any general education requirement not satisfied by transfer credits must be taken in residence at AUK. Students holding business degrees from other institutions may not pursue a BBA degree at AUK. However, they may pursue a BA, BE, or BS degree.

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

Applicants must have earned their first bachelor's degree from an institution approved by the Kuwait Ministry of Higher Education.

Applicants who have earned their first bachelor's degree from institutions whose language of instruction is not English must meet AUK's English proficiency requirements for admissions purposes.

PROGRAM-SPECIFIC REQUIREMENTS

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

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

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

The missing subject is to be taken at Kuwait University, as a non-degree student, and passed with a grade of C or above.

The grade will not be calculated in the high school GPA, or in the University GPA.
Students will not be allowed to declare a major under the scientific high school category until the fulfillment of the above requirements.

IRED SUPPORTING DOCUMENTS

For All Applicants

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

For First-time College Students

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

For Transfer Students

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

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

For Visiting Students

Official letter from the home institution academic advisor (AUK reserves the right to contact your home institution for verification of documents submitted).

GENERAL ADMISSIONS POLICIES

PROVISIONAL ADMISSION

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

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

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

- The missing subject is to be taken at Kuwait University, as a non-degree student, and passed with

  a grade of C or above.

- The grade will not be calculated in the high school GPA, nor in the University GPA.

- Students will not be allowed to declare a major under the scientific high school category until the fulfillment of the above requirements.

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

RESCINDING ADMISSIONS

The American University of Kuwait reserves the right to rescind an offer of admission under certain circumstances, and at any time, including after a student is in attendance at the university. Such circumstances may include but are not limited to:

- Falsification of information: If a student provides false or misleading information on their application, it may lead to the cancellation of their admission. The University places great importance on the accuracy and integrity of application materials.

- Violation of admission agreement: If a student violates the terms of their admission agreement, including engaging in criminal activity or academic misconduct, the University reserves the right to revoke the admission offer. Maintaining a safe and ethical academic environment is of utmost importance to the institution.

- Failure to meet enrollment requirements: Students are required to meet specific enrollment requirements, such as submitting required documentation and paying necessary fees. Failure to fulfill these requirements within the designated timeframe may result in the rescission of admission.

- Discovery of disqualifying information: In the event that the University discovers additional information about a student that would have rendered them ineligible for admission had it been known earlier, the admission offer may be rescinded. The University expects applicants to pro- vide complete and accurate information during the admissions process.

Please note that the decision to rescind an admission offer will be made carefully, taking into consideration the specific circumstances of each case. The University aims to maintain fairness, transparency, and adherence to its policies throughout the admissions process.

It is the responsibility of the applicant to ensure that all information provided is truthful, complete, and up-to-date. Failure to do so may result in the withdrawal of the admission offer.

DEFERRED ADMISSION

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

READMISSION

- Students who voluntarily withdraw from the American University of Kuwait in good academic standing and are seeking readmission must meet all admissions requirements and deadlines as per the catalog at the time of re-entry.

- Students dismissed for academic reasons are requested to consult the “General Academic Information” section of this catalog.

- Students who voluntarily leave the American University of Kuwait while on academic probation may be readmitted but must meet the academic standards listed in the "General Academic In- formation" section of this catalog, as well as admission requirements and deadlines as per the catalog at the time of re-entry.

- Students who have been granted an official leave of absence may resume their studies without applying for readmission if it is still within one academic year (fall, spring, summer) of their last enrolled semester.

HIGH SCHOOL CERTIFICATES

AUK accepts the following high school certificates in accordance with any set conditions for each certificate:

- General Secondary School Certificate (Scientific, Literary).

- Holders of Tijari High School (Commerce) are treated in accordance with the literary section.

- Modular Secondary School Certificate (Muqararat) (Scientific, Literary). Math and science sections are treated in accordance with the scientific section.

- Secondary School Certificate of the Institute of Religious Studies is equivalent to the Literary General Secondary School Certificate.

English High Schools (GCE, GCSE, IGCSE):

- Students must have successfully completed six courses at the Ordinary Level (O-level), with a minimum of "D" and above or 3 and above.

- Graduates from the English high school system are assessed according to the following rating system:

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

Only one of Arabic IGCSE or the Ministry of Education Arabic courses can be accepted.

- Religious studies are considered valid only if they are part of the Ministry of Education exams.

- Only one of the non-academic courses is considered eligible as one of the above mentioned six required courses (e.g. music, physical education, or drama etc.).

- An English high school graduate will be classified within the scientific section if s/he passed the following courses:

    - Mathematics
    - Chemistry
    - Physics
    - Biology

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

AUK may transfer college credits for students earning A-Level subjects with a minimum grade of "C" for each subject. Only subjects classified as academic (including arts and creativity group subjects) will be considered for transfer credit evaluation. Contact an admissions counselor for further information.

American High Schools:

Graduates of the American system are assessed according to the Modular High School system. Stu- dents should have completed all high school years in the American system. Students who have transferred to different schools or systems will have their GPA calculated based on the last 4 years prior to graduation from high school.

An American high school graduate will be classified within the scientific section if s/he passed the following modules:

- Algebra 2
- Pre-Calculus or Calculus
- Chemistry
- Physics
- Biology

French Secondary School (Scientific, Literary):

Graduates must have achieved a minimum average score of 12 or a cumulative average of 65% based on the grading scale of the French Baccalaureate.

High school systems not covered above will be reviewed on a case-by-case basis and will require the State of Kuwait—Ministry of Education equivalency.
Disclaimer: Admission to AUK does not guarantee admission to all offered programs at the University.

TRANSFER OF CREDITS

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

After an admitted student pays the application fee, and before the student's advising and registration (SAR) session, the Office of the Registrar completes a course-by-course evaluation of transfer credits.

The student will not be able to participate in the SAR session without the completion of the transfer

evaluation process:

- Students who transfer AUK-equivalent MATH courses are exempt from the MATH placement exam.
- Students who transfer AUK-equivalent ENGL 100, ENGL 101, and/or ENGL 102 courses are exempt from the ENGL placement exam.
- Exemption from MATH or ENGL placement exams does NOT exempt students from fulfilling
- UG requirements.
- After an admitted student's previous university credit has been evaluated for possible transfer credit, no re-evaluation will be allowed. If by the time of registration courses have not been transferred, students have the right to defer their admission or take the appropriate placement exam(s) and register for the courses in which they placed.
- Once students have enrolled in their courses, no credit will be transferred for the course(s) in which they placed, irrespective of the outcome of the transfer evaluation.
- Students will not receive credits for taking a course at AUK for which they have already received transfer credit.
- Courses taken more than seven (7) years prior to matriculation at AUK may not be considered-for transfer.
- Transfer credit is not calculated in the AUK grade point average.
- Transfer credit at 100-level and above may be applied toward the number of credit hours. required for graduation. No courses below the 100-level will be transferred.
- The decision regarding course equivalency and applicable credit hours is made solely by the appropriate academic department. All equivalencies are subject to change or update.

Students may transfer up to 60 credits with a grade comparable to at least a C- at AUK from two-year and four-year institutions of higher education approved by the Ministry of Higher Education. Students must satisfactorily complete the remaining credits in residence at AUK and fulfill all academic program requirements to graduate.

Credit earned from AP, IB, and A-Level (IGCSE) exams count towards the transfer credit maximum.

Prerequisites: To use a course from a prior institution as a prerequisite, that course must be transferred in as part of the student's academic records at AUK. Additionally, courses that do not satisfy AUK's prerequisites may not be transferred.

Transcripts from institutions with an education system different from the American system may be required to be sent to Josef Silny & Associates Consultants. If required, it is the responsibility of the student to contact them and send the transcripts.

Website: **www.jsilny.com.**
Email: **info@jsilny.com.**

The Office of the Registrar maintains and updates the transfer students' records.

CONVERSION OF QUARTER HOURS TO SEMESTER HOURS

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

ADVANCED STANDING CREDIT TRANSFER

Advanced Placement (AP)

AP courses accepted by AUK are recorded as transfer credits (TR) on students' transcripts and count towards the total credit hours required for graduation. These transfer credits will not be assigned grades, and therefore will not be factored into students' grade point average (GPA) calculations. Stu-

dents cannot receive AP credit for an equivalent course taken at AUK or another university, and AP credit may be removed from a student's record if subsequent AUK coursework duplicates AP credit course content. Students may earn up to 30 transfer credits at AUK based on qualifying AP exam scores.

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

A-Level (IGCSE)

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

International Baccalaureate (IB)

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

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

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

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

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

Algebra 2	Algebra 2– Honors	Pre-Calculus	Advanced Pre-Calculus	Calculus	Advanced Calculus
MYP5/Math 10 or Math Extended or Algebra2 or Geometry	IB Math Studies	IB1 Studies SL1 or IB2 Method SL2 or Applied Math or IB2 Studies SL2 or IB Math Studies 2 or Pre-Cal/Trigonometry or IB1 Method SLI or Math 1 IB standard LE or DP1 Math SL1	DP1 Math HL1	IB1 Math HL1 or Math2 IB Standard LE or IB2 Math HL2 or DP2 Math SL2 or Applied Math	DP2 Math HL 2

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

French Baccalaureate

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

DISABILITY DISCLOSURE

The American University of Kuwait (AUK) evaluates requests for accommodation and access to University programs on an individual basis, taking into account the unique needs of each student whether it is a learning, physical, or mental disability. Prospective students who require accommodations must disclose their disability in the designated section of the admission application. They will be requested to provide verifiable documentation to the Counseling Center (CC) at AUK to support their accommodation request.

The University will carefully assess each request to make sure prospective students can cope with AUK requirements and communicate the availability of resources to accommodate their specific needs. Prospective students will be informed if AUK has the resources to accommodate their request. However, it is crucial for prospective students to understand that failure to comply with the disclosure requirements may result in the waiver of their right to be evaluated for reasonable accommodations. Furthermore, non-compliance with disclosure requirements may also lead to the rescinding of the admission offer.

If prospective students have any inquiries regarding accommodation services or need assistance with the accommodation process, they are encouraged to contact the Counseling Center at Counseling@ auk.edu.kw. The Counseling Center staff will be available to provide guidance and support through- out the accommodation request and evaluation process.

The American University of Kuwait reserves the right to modify or update this policy related to disability disclosure and accommodation as necessary. Prospective students are advised to review this policy periodically to stay informed about any changes that may impact their accommodation.

REGISTRATION

OFFICE OF THE REGISTRAR

Registration
Degree Audits
Student Academic Records
Disclosure of Student Records
Transcripts

OFFICE OF THE REGISTRAR

OFFICE OF THE REGISTRAR

The Office of the Registrar strives to facilitate the educational process by providing administrative services that support academic units, faculty, and students under the mission of AUK. The University registrar advises administrators and faculty on development and implementation of policies and procedures to encourage informed academic decisions that support the goals of the University. The office staff assist student registration, maintain student records, manage and update curriculum and catalog, develop the academic calendar, maintain and update AUK's course inventory, create course schedules, manage grade reporting, verify enrollment, process transfer credits, audit degree progress, process transcripts, certify graduation, and implement policies and procedures.

The University registrar collaborates with faculty, department chairs, deans of colleges, and other academic and administrative units to continuously develop services, technology, and security standards. The Office of the Registrar strives to build a reliable and efficient communication structure to collect and deliver academic information to the AUK campus.

REGISTRATION

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

DEGREE AUDITS

One of the most important responsibilities of the Office of the Registrar is the degree audit of students' academic progress. The office staff conducts degree audits on students who are in their final semester and who have applied for graduation. This process ensures that students are on track to complete all degree requirements and avoid unnecessary coursework. The report of the degree audit is noted in the "DegreeWorks Notes". The audit assumes successful completion of courses in progress. Degrees are awarded after all requirements have been met within two weeks of the end of final exams. Material received after that date will delay the degree awarded to the subsequent semester.

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

STUDENT ACADEMIC RECORDS

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

DISCLOSURE OF STUDENT RECORDS

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

Without the student's written consent, parents, guardians, and other parties may only receive limited directory information such as enrollment status, declared major, and class standing.
The University may disclose information including academic records, without prior written consent of the student:

- To authorized representatives of the Ministry of Higher Education in the State of Kuwait, the Private Universities Council, for the audit or evaluation of government-supported education programs, or for the enforcement of or compliance with State legal requirements that relate to those programs.
- To University officials, academic advisors, and faculty on a need-to-know basis.
- To comply with a judicial order or a lawfully issued subpoena.

TRANSCRIPTS

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

SCHOLARSHIPS & FINANCIAL AID

OFFICE OF SCHOLARSHIP AND FINANCIAL AID
AUK ACADEMIC SCHOLARSHIPS
SCHOLARSHIP APPLICATION PROCESS AND DEADLINES
- First-Time College Students
- Continuing Students
- Retention of Scholarship

PUC SCHOLARSHIPS AT AUK
OTHER SCHOLARSHIPS AT AUK
AUK FINANCIAL AID PROGRAM

OFFICE OF SCHOLARSHIP AND FINANCIAL AID

The Office of Scholarship and Financial Aid provides students with a centralized gateway to everything related to government, private, and University scholarships, AUK financial aid, and government allowances. The office serves more than fifty five percent of the student population through scholarship support, in addition to the cohort of students who wish to apply for a scholarship or allowance. The office works with other University units to optimize students' educational experiences by communicating and implementing all applicable University and award sponsors' rules and conditions and managing relevant processes and applications according to established guidelines.

The Office of Scholarship and Financial Aid serves the University student body, in addition to award sponsors and internal departments. The Office receives and processes scholarships, financial aid, and allowance applications in coordination with the involved internal and external bodies. In addition, it centralizes all scholarship, financial aid, and allowance-related communications and announcements to the University's student body or departments, as relevant. The Office also corresponds with and generates academic and financial reports for scholarship sponsors. Its operations are scheduled with the University's academic year, and the government scholarship and allowance applications cycles.

Table 1. AUK and non-AUK Scholarship types

Scholarship / Support Type	Provider	Main Basis	Who It Targets	What It Typically Covers	Notes
AUK Academic Scholarships	American University of Kuwait	Merit-based	First-time and continuing students	Scholarship support determined by University rules	Awarded to academically deserving students; eligibility and retention conditions apply.
PUC Scholarships at AUK	Private Universities Council (PUC)	Government scholarship allocation based on academic standing	Eligible Kuwaiti students and children of Kuwaiti mothers	Tuition fees and book allowance	Seats are allocated each academic year and are subject to PUC rules and conditions.
Other Scholarships at AUK	Private sponsors in coordination with AUK	Merit and/or financial need	Eligible students based on sponsor criteria	Financial support varies by sponsor	Criteria, conditions, and selection processes differ by award.
AUK Financial Aid Program	American University of Kuwait	Financial hardship	Currently enrolled non-scholarship students	Partial tuition support only	Does not cover University fees; limited to eligible students meeting credit-hour and GPA requirements.
Government Allowances	Government sponsors / relevant external bodies	Sponsor-based eligibility	Students eligible for government allowances	Allowance support according to applicable sponsor rules	Mentioned as part of the office's scope and administered through related processes.

AUK ACADEMIC SCHOLARSHIPS

AUK offers a limited number of merit-based academic scholarships (based on a student's academic aptitude, performance, and achievement), to its most academically deserving first-time and continuing students. Students interested in applying to this award when announced, must meet all the requirements of their category. The AUK scholarship criteria, application eligibility and processes, and application due dates are listed below:

SCHOLARSHIP APPLICATION ELIGIBILITY MINIMUM CRITERIA FOR FIRST-TIME UNDERGRADUATE COLLEGE STUDENTS:

- Must have at least 3.75 high school GPA or higher.

- Will be evaluated on academic measures, including but not limited to, high school grades, TOE- FL scores, and class rank.

SCHOLARSHIP APPLICATION ELIGIBILITY MINIMUM CRITERIA FOR CONTINUING STUDENTS (EARNED 60 AUK CREDITS OR MORE):

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

SCHOLARSHIP APPLICATION PROCESS AND DEADLINES:

When a scholarship application period is announced for a new academic year, the following documents must be submitted to the relevant office prior to the announced application deadline and before the commencement of the Fall semester of the academic year as follows:

FIRST-TIME UNDERGRADUATE COLLEGE STUDENTS

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

CONTINUING STUDENTS

- Complete AUK Scholarship Application Form for Junior & Senior AUK Students.
- Submit form to the Office of Scholarship and Financial Aid prior to the application deadline announced via AUK email.

Applications will be reviewed by the University Scholarship Committee. All applicants will be in- formed of their application status of the academic year. Although AUK strives to acknowledge and award all its deserving students, eligibility to apply for the AUK Academic Scholarship award does not guarantee the applicant an award.

RETENTION OF SCHOLARSHIP

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

Recipients must maintain the following academic standings to retain their AUK scholarship award at AUK:

- Maintain a cumulative AUK GPA of 3.50 or better by the end of each semester.

- Register for 12 credit hours or more per regular semester (Fall and Spring semesters), unless it is the recipient's graduating semester.

- May take a leave of absence only after submitting a deferral request through the Office of Scholarship and Financial Aid and receive the approval of the supervising University committee.

PUC SCHOLARSHIPS AT AUK

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

PUC INTERNAL SCHOLARSHIP RULES & CONDITIONS

- The recipients should not be government employees, or private sector employees, or business owner, or on 'study leave', or a recipient of any other type of award throughout the duration of their study (government institutions include both those with supplementary and independent budgets).

- The recipients must adhere to the rules and conditions of the university they are admitted to.

- The recipients must adhere to all the decrees and decisions issues by the Private Universities

  Council—Ministry of Higher Education in the state of Kuwait.

- The scholarship has a limited number of language and remedial courses an award recipient can register for and repeat, defined by the PUC per scholarship category, without the possibility of an extension.

- The recipients are committed to maintain a full-time status (register for a minimum of 12 credit hours) per regular semester (Fall and Spring). Recipients in their graduation semester may be exempt from this condition as per their degree completion status.

- The scholarship covers the tuition and book allowance only, and does not cover any late registration fees, or tuition fees due for courses withdrawn after the add/drop week without violating the abovementioned full-time status condition; the tuition of any such withdrawn course will be charged to the recipient.

- The scholarship only covers the tuition of the maximum credit hours assigned to complete the scholarship major in accordance with the University degree requirements and as per the University catalog.

- The recipients must not register in courses that are not used towards their assigned scholarship major, and the tuition of any such course will be charged to the recipient.

- The recipients cannot change their assigned scholarship major without the approval of the University and the PUC. The recipients are financially liable for the tuition fees of any courses not transferrable towards the new scholarship major.

- The recipients must register in all regular semesters (fall & spring) and may take a leave of absence only after applying for a scholarship deferral through the Office of Scholarship and Financial Aid and receiving the approval of the University and the PUC.

- The scholarship will be cancelled for recipients who are dismissed from the University.

- Academically dismissed recipients whose scholarships have been cancelled may submit a Scholar- ship Reinstatement application when they meet the PUC's announced conditions for scholarship reinstatement.

OTHER SCHOLARSHIPS AT AUK

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

AUK FINANCIAL AID PROGRAM

AUK awards a limited number of financial aids to its currently enrolled non-scholarship students based on financial hardship. The financial aid is only partial and depends on the applicant's financial status. Students who want to apply for this program must have earned a minimum of 45 AUK credit hours and at least 2.00 cumulative AUK GPA. AUK financial aid covers tuition only (not University fees) for a maximum of two semesters of an academic year (not including summer), for up to 12 credits per semester. The program does not cover the tuition fees for withdrawn or failed courses, and the recipient would be fully liable for the tuition fees of such courses.

FINANCIAL AID APPLICATION PROCESS

Students who want to apply for this program must complete and submit the application form made available for each application period, alongside the required documents, before the announced dead- line. The rules, conditions, and the required documents of a set financial aid application period are announced by the office of Scholarship & Financial Aid prior to the beginning of said period via AUK email. Incomplete and/or misrepresented and/or late applications will not be considered. Submission of a complete financial aid application package does not guarantee the applicant a financial aid.

RETENTION OF FINANCIAL AID

Recipients of AUK financial aid may not combine it with any other award or tuition assistance provided to them by the University or PUC. In such a case, the recipient will be required to choose one award, or else be disqualified.

Recipients must maintain the following academic standings to retain their AUK financial aid at AUK

for the period they have received it:

- Maintain a cumulative AUK GPA of 2.00 or better by the end of the semester.
- Register for at least 12 credit hours per regular semester (e.g. fall and spring semesters), unless it is the recipient's graduating semester.

TUITION & FEES 2026-2027

TUITION & FEES 2026-2027

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

STUDENT FEES AND CHARGES	KWD		Comments
TUITION			
Standard Undergraduate Tuition	**210**	Per credit hour	An additional KWD 20 per credit hour for Engineering courses.
College of Engineering and Applied Sciences Majors	**230**	Per credit hour	All courses including any other non-engineering cours- es will be charged at this rate upon declaring a major in the College of Engineering & Applied Sciences.
Intensive English Program	**2,250**	Per semester	
EXTRACURRICULAR ACTIVITIES FEE	**50**	**Per semes- ter. Non-re- fund- able**	**Student activity fees are reduced by 50% for the summer semester.**
OTHER FEES and CHARGES			
Application	20	Non-refund- able	The application fee is charged for processing a candidate's application.
Placement Test	5	Per test	Non-refundable
Enrollment Deposit	100	Non-refund- able	Adjusted towards tuition & fees and it is only valid for two regular semes- ters from the semester of admission
To Whom It May Concern Letter	2	Per letter	
Student ID Card Re-Issuance	5	Per student ID card	
Late Registration Fee	5	Per semester	
Reactivation of Student En- rollment	10		
Transcript Issuance Fee	5	Per transcript	
Graduation	25	Per graduate	
Diploma Re-Issuance Fee	10	Per diploma	

NOTES:

1. **Students should refer to the Academic Calendar & check their University emails on a regular basis to keep up-to-date on the due dates for payment & de-registration.**

2. If a student withdraws from the university before the last day of the first week of classes, 100% of tuition and fees will be refunded *(this does not include the non-refundable enrollment deposit*). If the student withdraws before the last day of the second week of classes, 50% of tuition and fees will be refunded *(this does not include the non-refundable enrollment deposit)*. After the end of the second week, **the student is liable for the tuition and fees in full,** therefore no refunds of tuition and fees will be processed.

3. Library fines are determined and administered by the library director.

4. Other fees and charges are applicable for both UG and IEP courses. Students are responsible for the cost of their textbooks and other course materials and supplies.

5. **Government scholarship students are subject to the PUC scholarship rules and regula- tions.**

6. Siblings attending AUK may be eligible for a tuition fee discount – contact the AUK Finance Department for further information.

7. Fees and charges are payable in the AUK Finance Department located on the first floor of the Administration Building.

8. AUK accepts the following methods of payments:

A. Checks
B. Credit Cards
C. Debit Cards
D. Cash
E. Payment gateway through AUK Self-Service

(www.http://ssbbanner.auk.edu.kw:9010/BANPROD/twbkwbis.P_WWWLogin)

ENROLLMENT DEPOSIT

Once an application has been accepted and the applicant has received an offer of admission from AUK, the applicant is required to confirm his/her enrollment by submitting a **KWD 100** non-refundable enrollment deposit to the AUK Finance Department. The deposit will be adjusted with the student's first tuition payment, and it is only valid for two regular semesters from the semester of admission.

If the AUK Finance Department does not receive the enrollment deposit, the applicant will be considered not attending AUK and cannot register for courses.

LEGAL CONTRACT

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

PAYMENT OF FEES AND CHARGES

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

NON-PAYMENT

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

DE-REGISTRATION

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

PAYMENT OPTIONS

Full Payment

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

Deferred Payment Scheme

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

TUITION FEES REFUND

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

1. **Dropping courses per the provision outlined in the University Catalog.**
2. **Withdrawal from the semester or AUK per the provision outlined in the University Cata- log.**
3. **Due to extenuating circumstances.**
4. **Students petitioning for a refund based on extenuating circumstances must:**
5. **Withdraw from courses by completing a "Withdrawal from AUK Form" and sub- mitting it to the Office of the Registrar.**
6. **Provide a letter of request and verifiable written documentation supporting the request to the director of the Finance Department.**

"Extenuating circumstances" may include death of an immediate family member, call to military duty, legal proceedings, and medical illness requiring hospital stay. Students receive their refund checks in their name. Management will have the final discretion in deciding refunds on a case-by-case basis when student withdrawal from AUK is due to extenuating circumstances.

HOLDS

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

STUDENT AFFAIRS

WHERE UNIVERSITY COMES TO LIFE
MISSION
OBJECTIVES
OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS
CO-CURRICULAR TRANSCRIPTS
INTERNATIONAL PROGRAMS
OFFICE OF THE DEAN OF STUDENT AFFAIRS
JUDICIAL AFFAIRS
STUDENT SUCCESS CENTER (SSC)
ACADEMIC ADVISING RETENTION
INITIATIVES STUDENT ADVISING
RECORDS WRITING AND TUTORING CENTER
COUNSELING CENTER (CC)
PERSONAL COUNSELING
DISABILITY SERVICES
ART AND MUSIC THERAPY
STUDENT RECORDS
OFFICE OF STUDENT LIFE AND ALUMNI AFFAIRS (OSLAA)
STUDENT ACTIVITIES
STUDENT EMPLOYMENT
STUDENT DEVELOPMENT PROGRAMS
STUDENT CLUBS AND ORGANIZATIONS SPORTS AND
RECREATIONAL PROGRAMS STUDENT LOUNGE
ALUMNI AFFAIRS
STUDENT CODES
MAINTAINING EDUCATIONAL ENVIRONMENTS: POLICIES & PROCEDURES

STUDENT AFFAIRS

WHERE UNIVERSITY COMES TO LIFE

The Division of Student Affairs believes that involvement is an important component of a well-rounded college experience and that students are more apt to be successful if they lead a balanced academic and social collegiate life. The departments within the division are devoted to providing the student with an environment that enhances their academic life and encourages social growth and maturity.

MISSION

The Division of Student Affairs strives to provide a comprehensive array of effective programs and services designed to support students from matriculation to degree completion and beyond, facilitating personal and academic development and promoting lifelong learning which sustains a mutually beneficial relationship with the University.

OBJECTIVES

- Maintain services and programs that support students' mental and physical well-being, enabling them to succeed academically and socially.
- Promote academic success and timely degree completion through academic advising and student support services.
- Foster student engagement and personal growth by providing opportunities that encourage leadership, social integration, global awareness, and active involvement in campus life.
- Cultivate a strong sense of community and belonging within the University through inclusive programs and meaningful student experiences.

OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS

The Office of the Vice President for Student Affairs oversees all student affairs departments: the Office of Student Life and Alumni Affairs, the Counseling Center, and the Student Success Center. The Office ensures the delivery of programs and services that support AUK students from matriculation through degree completion. It works with other administrative and academic units to provide students with the tools and resources necessary for their continued success and wellness.

CO-CURRICULAR TRANSCRIPT

The Co-Curricular Transcript is a record of a student's involvement in educational experiences that take place outside of the classroom. It is a verifiable University document that reflects active participation in campus life by documenting a student's roles, positions, and periods of involvement.
The Co-Curricular Transcript highlights student involvement in the following areas:

- Clubs & Organizations
- Athletics
- Student Employment

INTERNATIONAL PROGRAMS

International Programs coordinates the University's study-abroad, exchange, and international opportunities, supporting students in broadening their global awareness and intercultural experience. The office assists students with the planning, application, and support processes for participating in approved international and exchange programs.

OFFICE OF THE DEAN OF STUDENT AFFAIRS

The Office of the Dean of Student Affairs reports to the Vice President for Student Affairs and provides operational leadership across the Division's student-facing departments. The Dean of Student Affairs oversees the Office of Student Life and Alumni Affairs (OSLAA), the Counseling Center (CC), and the Student Success Center (SSC), ensuring the coordinated delivery of programs and services that support students from matriculation to degree completion and beyond, as well as the University's judicial affairs and student conduct processes.

JUDICIAL AFFAIRS

Judicial affairs encompass the services that oversee infractions of institutional policy. All AUK students must comply with the academic and behavioral regulations of the American University of Kuwait, as well as observe national laws. The Division of Student Affairs is responsible for adjudicating student violations of the University Code of Conduct. Student violations related to academic integrity are adjudicated by academic affairs.

Violations may include, but are not limited to, disregard of campus safety regulations and/or institutional operating procedures, misuse of campus facilities, and/or actions which impede the educational process. Institutional policies, inclusive of policy and procedural components that govern student behavior, are addressed in the Student Code of Conduct. Violations can be submitted via self-service to the Office of Student Life and Alumni Affairs.

STUDENT SUCCESS CENTER (SSC)

The Student Success Center is dedicated to the academic success of AUK students. SSC advisors empower students to take an active role in their own education by guiding them to a deeper under- standing of the liberal arts curriculum. The SSC provides academic advising, educational planning, course selection, retention initiatives, and registration to all currently undeclared students. Academic advising is a shared responsibility and planning process in which an advisor serves as a mentor/ teacher aiming to enhance the student's self-awareness, personal responsibility, and ability to define, develop, and reach academic and educational goals that are consistent with the student's personal interests. Students meet with SSC advisors to discuss their educational plans and progress and identify the academic requirements to achieve their career goals. The SSC consistently provides accurate information, in-depth and holistic advising support, and appropriate referrals to all other University resources.

ACADEMIC ADVISING

All first-year and new transfer undergraduate students are assigned to the SSC for advising. The SSC also advises declared major students on academic probation. Students enrolled in semester 2 of the Intensive English Program should seek advising assistance from the SSC to facilitate a smooth transition to the undergraduate program. **Scholarship students are required to seek advising from SSC based on their scholarship-defined major**.

When a student completes 60 credits of undergraduate work, s/he is required to declare a major. However, students may declare a major prior to reaching 60 earned credits. The Registrar's Office sends a list of students who may be eligible to declare and who will have a declaration hold placed on their account to the Student Success Center. The Student Success Center will then confirm who is eligible to declare per college, and this list of confirmed declaration applicants will be used by the Registrar's Office to declarestudents accordingly. When students declare a major, they are assigned a faculty advisor by the appropriate department chair. The assigned faculty advisor is responsible for working with the student on such issues as course selection and academic challenges. Students are ultimately responsible for reviewing and understanding the requirements of the degree program in which they are declared.

To facilitate the advising process, students are encouraged to become familiar with AUK's online advising program—**DegreeWorks**, and the University's academic catalog and requirements for degree completion. Students are responsible for contacting their advisors before each registration period or when help is needed. The academic advisor assists the student in the identification and selection of courses that meet general education and degree requirements after which the student is provided with a RAC (Registration Access Control) number for online registration.

RETENTION INITIATIVES

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

STUDENT ADVISING RECORDS

Student advising records with the SSC are part of the college record. Advising information is released when necessary for purposes of registration and follow-up. It is the SSC's professional and ethical responsibility to respect and consider all information confidential including academic records and status, family information, health (mental and physical), and all other issues pertaining to the student.

WRITING AND TUTORING CENTER

The Writing and Tutoring Center supports students' academic success through individualized and group tutoring, writing assistance, and peer-learning support across a range of subjects, helping students strengthen their writing, study, and critical-thinking skills in coordination with the Student Success Center's advising and retention services.

COUNSELING CENTER (CC)

The Counseling Center (CC) works to ensure the students' wellness as they navigate their AUK experience. The CC offers services that include personal counseling and disability accommodations to support students as they overcome obstacles to their success and prepare them for lifelong learning and development. The CC ensures the University is equipped with adequate resources to support the students' physical and mental well-being by providing personal counseling sessions, disability accommodations, adequate clinical support, and workshops.

PERSONAL COUNSELING

Personal counseling is provided to students to assist them with concerns including anxiety, depression, interpersonal relationships, academic and online learning concerns, family and social issues, and personal problems. Counseling approaches are personalized to fit each student's needs, and the sessions are strictly confidential. Information is not released without a student's written consent.

The CC also offers support groups, workshops and training on various topics, facilitates events and guest-speaking opportunities in the field of counseling and psychology. In addition, the Center develops and evaluates programs and initiatives designed to promote student wellness, thus enhancing persistence, retention, and preparation for life after graduation.

DISABILITY SERVICES

The CC plays a crucial role in the selection of students for university programs by assessing the nature and severity of disclosed disabilities on a case-by-case basis and providing reasonable accommodations for students with documented disabilities. Disability services include identifying and implementing strategies to support the learning needs of students with disabilities.

Prospective students with disabilities who are requesting accommodations must declare this in the relevant section of their admission application packet and provide specific, verifiable documentation. Students seeking accommodations who have not disclosed a disability at the time of admission, or who, after matriculation, have discovered an impairment impeding their academic progress and success, must follow the same verification procedure as described for prospective students.

The CC communicates with professors and assists them in providing the approved accommodations, refers students to other services on campus if needed, provides workshops on topics related to students with disabilities, and liaisons with various departments to maintain current and accurate information regarding students with disabilities. The CC provides short-term, solution-focused disability counseling services and crisis intervention, and identifies, implements, and evaluates initiatives and accommodations designed to assist students with disabilities.

ART AND MUSIC THERAPY

Art and music therapy is provided to engage and encourage students towards creative self-expression through art and music to promote student wellness. Two rooms are equipped to offer students a space to relieve anxiety and stress and to communicate issues they may be struggling with in creative and therapeutic ways.

Art therapy focuses on activities such as sketching, painting, clay sculpting, soap carving, drawing, and more. The room is stocked with a variety of art materials and tools, including canvases, paints, brushes, and clay. Music therapy focuses on musical expression, and the room is equipped with various musical instruments such as keyboard, guitars, drums, and ouds.

The CC hosts regular events and workshops in the Art and Music Therapy rooms, aimed at encouraging the creative process and raising awareness of mental, physical and social well-being topics. The CC also invites external collaborators to contribute to these events and enrich the experience.

STUDENT RECORDS

Student records with the Counseling Center fall under the University's confidentiality policy and are consistent with American Counseling Association Standards. Records are maintained within the Counseling Center and are not part of any academic, educational, or job placement file. Records may be released without an individual's consent when there is imminent (immediate) danger to oneself or others, if it is learned that a child, disabled adult, or elderly adult has been abused or neglected, or when ordered to release information to a court of law.

OFFICE OF STUDENT LIFE AND ALUMNI AFFAIRS

The Office of Student Life and Alumni Affairs plays an integral role in AUK's mission of building a society of diverse, critical thinkers and competent leaders who will continue to engage in the pursuit of lifelong learning. The Office provides programs, services, opportunities, and environments for students to become involved in purposeful activities outside the classroom. The programs are designed to build responsible communities of learners and support their educational and personal development, and to help students accomplish their educational goals, high ethical standards and intellectual development, and respect for diversity through student engagement activities.

STUDENT ACTIVITIES

A variety of activities and events are organized for students throughout the year to help them connect with the community, network with guest speakers, and develop themselves to be better leaders of tomorrow. Additionally, many annual events take place for the AUK community to celebrate the accomplishments and achievements of students.

STUDENT EMPLOYMENT

The AUK on-campus Student Employment Program is designed to financially support a student's educational experience and develop the student's career skills while providing a necessary service to the University community. AUK students have the opportunity to work in various departments within the University; employment depends on the individual departmental needs and financial resources, as well as the skillset an applicant brings to the required position.

STUDENT DEVELOPMENT PROGRAMS

The Office of Student Life and Alumni Affairs organizes certified leadership programs that provide students the opportunity to develop and hone-in on their leadership skills. Upon completion of the program, the student is awarded a certificate for the semester and a plaque for the year at Awards Night. Other programs introduced recently focus on bringing guest speakers to share their knowledge and experience in the area of their expertise, providing students the opportunity to learn practical skills, ignite new passions, and get a glimpse of their daily lives at their jobs, in addition to bringing in staff and faculty members to inform students of their rights within AUK, focusing on the code of conduct, grade appeals, and academic integrity.

In addition, there are other programs organized in collaboration with NGO's.
Upon completion of any program, information is eligible for entry into the co-curricular transcript—a verifiable record of a student's involvement in educational experiences taking place outside of the classroom.

STUDENT CLUBS AND ORGANIZATIONS

Student clubs and organizations at AUK are student-led groups that create programs, events, and initiatives that contribute to campus life.

STUDENT CLUBS

Clubs provide opportunities for students to explore interests, build leadership skills, collaborate across disciplines, and engage with the broader university community. Recognized clubs operate under the guidance of the Office of Student Life and Alumni Affairs and are expected to follow established policies and procedures for planning events and managing activities. Students can join existing clubs or start a new club, from academic and literary to social and cultural. Currently, there are many clubs open to students who wish to join. An Involvement Fair is held twice a year (once every semester) to promote clubs and encourage membership.

STUDENT ORGANIZATIONS

Wolf Pack Advisory Board (WPAB) provides selected students with the opportunity to develop leadership, collaboration, and strategic thinking skills while contributing meaningfully to the student experience at AUK.

Members are appointed through a selection process and serve as an internal advisory body that works closely with university leadership. WPAB provides structured feedback on student life, campus initiatives, and institutional priorities, ensuring that student perspectives are considered in decision-making processes.

In addition to its advisory role, WPAB initiates projects and programs that enhance campus life and address areas of student need. Members may also serve on university committees or working groups where student insight is valuable.

Voice is a student-run, multi-platform publication that includes a print/digital magazine and active social media presence. It seeks to foster communication across the AUK community by covering diverse and relevant campus issues, highlighting student perspectives, and documenting university events and initiatives.

Through news reporting, feature writing, interviews, and digital content creation, *Voice* promotes awareness of the rights and responsibilities of AUK community members while supporting academic freedom and freedom of expression.

Students involved in *Voice* gain hands-on experience in reporting, editing, content creation, media production, and publication management, and are expected to uphold established standards of professional journalism.

All student clubs and organizations, including Wolf Pack Advisory Board (WPAB) and *Voice*, are advised and guided by a faculty or staff member.

SPORTS AND RECREATIONAL PROGRAMS

The American University of Kuwait (AUK) offers a comprehensive intercollegiate athletics program that enables student-athletes to compete locally and regionally in sports such as soccer, basketball, volleyball, table tennis, futsal, squash, and padel. AUK proudly represents the university community through annual participation in major competitions, including the University Athletics Association of Kuwait (UAAK) and the KIPCO Universities Championship (KUC).

In addition to competitive athletics, AUK promotes health, fitness, and community engagement through

its recreational programs, which are open to students, alumni, faculty, and staff. These programs include fitness classes, sport-learning opportunities, and intramural tournaments in soccer, badminton, table tennis, basketball, and volleyball, providing participants with diverse options for both individual and team activities

The university's athletic facilities feature a men's gym, a women's gym, and an indoor court located in the Student Center, complemented by a well-maintained outdoor soccer field. Beyond facilities and competition, AUK emphasizes holistic wellness through initiatives such as Health Week, the Health and Wellness Program, and workshops designed specifically for student-athletes. These programs focus on physical fitness, mental health, nutrition, leadership, and teamwork, reflecting AUK's commitment to developing well-rounded individuals who value both athletic excellence and personal well-being.

STUDENT LOUNGE

Students can relax and be entertained in the student lounge. They can spend their free time playing board games, Foosball, PlayStation, pool, or watch television. Additionally, the lounge coordinates larger scale activities for students throughout the year such as PS4 tournaments and billiard tournaments.

STUDENT CODES
(2026-2027 ACADEMIC YEAR)

To maintain an atmosphere that fosters ideal learning and personal development, the American University of Kuwait has set forth certain expectations for all individuals within the community. All members of the University, including students, must comply with the institution's policies and guide- lines. The University's codes, policies, and procedures serve as a framework for ethical conduct and institutional values in higher education.

This section includes University codes that articulate expectations for behavior and conduct by members of the community, along with specific policies and procedures.

1) University Code of Conduct
2) Student Rights & Responsibilities
3) Student Code of Conduct
4) Code of Academic Honesty and Integrity
5) Student – Faculty Grievance

This section includes specific policies and procedures and provides a broader overview of student rights and responsibilities. The University Code of Conduct, Student Code of Conduct, and Code of Academic Honesty and Integrity establish a general framework outlining acceptable and unacceptable behaviors for AUK students and the appropriate disciplinary procedures and consequences.

AUK has established policies and procedures for students to address academic and non-academic concerns. Students should refer to the University Catalog and other policies or procedures that may not be included in this document for guidance. However, students may still appeal to issues that need to be explicitly outlined in these resources.

I. UNIVERSITY CODE OF CONDUCT

Applicability: This University Code of Conduct applies to:

- All American University of Kuwait (AUK) employees, including faculty, staff, and student employees, while working for the University or otherwise engaged in University-related activities.
- Consultants, vendors, and contractors when required by contract to conduct business with the University.
- Individuals who perform services for the University as volunteers, including the Trustees and those who assert an association with the University; and
- Students of AUK when participating in University-sponsored activities on or off campus.

All of these individuals are referred to in the code as "members of the University Community" or "community members."

I.1. INTRODUCTION AND PURPOSE

I.1.A. Introduction:
As members of the University community, all faculty, staff, students, members of the Board of Trustees, University officers, and affiliates are responsible for upholding the institution's and community's highest ethical standards. As reflected in the Faculty Manual, Student Code of Conduct, Administrative Policies and Procedures, and all other University policies, the University is committed to integrating honesty, integrity, fairness, and responsible stewardship into all that we do. This

Code of Conduct is intended to provide an overarching general statement that supplements existing University policies and codes but does not replace them. Other University policies and codes offer more specific guidance and must be applied as necessary.

I.1.B. Purpose:
In this spirit, this Code of Conduct (the Code) is a shared declaration of our dedication to upholding the ethical, professional, and legal standards that guide our daily and long-term decisions and conduct. We will all be aware of and adhere to the pertinent policies, standards, laws, and regulations that govern our actions. Individually, we are responsible for our actions, and collectively, as members of the University Community, we are responsible for upholding these standards and complying with all applicable laws and policies.

I.2. STANDARDS OF INTEGRITY AND QUALITY

The University recognizes the importance of maintaining a reputation for integrity that includes, but is not limited to, compliance with laws and regulations and its contractual obligations. AUK strives at all times to maintain the highest standards of quality and integrity.

Frequently, the operating activities and conduct of the community members of AUK are not governed by specific laws or regulations. In these instances, rules of fairness, honesty, respect for the rights of others, for local traditions and values, and shared global human values govern our conduct at all times. In addition, each individual is required to conduct University business and academic activities with the utmost honesty, professionalism, accuracy, and fairness.

I.3. COMPLIANCE WITH LAWS

The University is in a heavily regulated environment. Compliance with laws is important as a matter of principle. Members of the University Community will conduct University activities in compliance with applicable laws, regulations, and University policies and procedures. Administrators, supervisors, and faculty are responsible for teaching and monitoring compliance. When questions arise about the interpretation or applicability of policy, the individual with a question should contact the appropriate individual or office with oversight responsibility for the policy.

I.4. CONTRACTUAL OBLIGATIONS

The acceptance of an agreement may create a legal obligation on the part of the American University of Kuwait to comply with the terms and conditions of the agreement and applicable laws and regulations. Therefore, only individuals who have authority delegated by an appropriate University official are authorized to commit to or enter into agreements on behalf of the University.

I.5. CONFIDENTIALITY AND PRIVACY

On behalf of the University, community members receive and have access to various types of confidential, proprietary, and private information. Each community member will comply with all Kuwait laws and regulations, agreements with third parties, and University policies and principles pertaining to the use, protection, and disclosure of such information. No unauthorized use or disclosure of such information is allowed either during the community member's association with the University or after the association with the University ends.

I.6. CONFLICT OF INTEREST

Every member within our community bears the responsibility of understanding and complying with the University's conflict of interest policies. There may be instances when personal financial interests, external professional pursuits, or the acquisition of benefits from third parties might result in an actual or apparent conflict between an individual's private interests and the mission of the University.

I.7. COMMUNITY RESPECT AND EQUALITY

The American University of Kuwait is an institution deeply committed to the pursuit of outstanding scholarship and the creation of an environment that cultivates this goal. At the core of this commitment is the principle of treating each member of our community with fairness and respect. The University thus forbids any form of discrimination and harassment and assures equal opportunities for all community members and applicants, irrespective of their sex, race, religion, age, disability, or any other status protected by Kuwait laws. When actions contravene this standard, the University will swiftly intervene to halt offensive conduct, avert its recurrence, and impose suitable disciplinary measures on those responsible.

I.8. FINANCIAL INTEGRITY AND TRANSPARENCY

The University upholds stringent principles of honesty and transparency in all its financial activities. This includes but is not limited to accounting entries, financial reports, expense reimbursements, and time sheets, along with any related supporting documents. All such documents must be accurate, clear, comprehensive, and strictly adhere to applicable policies, agreements, standards, and regulations.

I.9. USE OF UNIVERSITY RESOURCES

University resources are reserved for operating purposes on behalf of the University in the pursuit of its mission. They may not be used for personal gain or personal use except in a manner that is incidental and reasonable in light of the person's role and responsibilities. University resources include but are not limited to, the use of University systems, such as telephone systems, data communication and networking services, and the American University of Kuwait domain for electronic communication forums; and the use of University equipment, such as computers and peripherals, University vehicles, and other equipment; and the use of procurement tools such as credit/purchasing cards and petty cash; and the time and effort of other staff, students, and others at the University.

I.10. PROFESSION-SPECIFIC STANDARDS

Some professions and disciplines represented at the University are governed by standards and codes specific to their profession. Those professional standards generally advance the quality of the profession and/or discipline by developing codes of ethics, conduct, and professional responsibility and standards by which their members are guided. Those belonging to such organizations are expected to adhere to university policies and codes of conduct in addition to any professional standards. If a community member believes there is a conflict between a professional standard and University policy, s/he will consult with the appropriate member of the University administration.

I.11. REPORTING POSSIBLE VIOLATIONS

Members of the AUK community should report possible violations of applicable laws, regulations, contractual requirements, or other violations of this Code. The reporting should be made through avenues specified in applicable University policies and codes, normally beginning with the immediate supervisor. In the absence of applicable University policies and reporting processes, possible violations should be reported to the appropriate avenues. If the possible violation includes students, then it would be reported to the Dean of Student Affairs. If the possible violation only includes staff and/or faculty then it would be reported to the HR. Reports may be made confidentially, and the University will make every effort to honor confidentiality to the extent it does not conflict with external regulations and laws.

Each report will be reviewed as timely as possible, and at the appropriate level within the University. If a report involves an issue that should be dealt with through processes identified in other published University policies and codes, an appropriate and timely referral will be made. The Executive Com-

mittee of the Board of Trustees will receive regular reports of compliance violations from the Vice President of Student Affairs or the Office of the President.

I.12. CONSEQUENCES OF VIOLATION

Community members should recognize that non-compliance can have severe adverse financial and other consequences, potentially affecting the reputation and operations of the entire University. Violation of the code, laws, and regulations, or related University policies and procedures may carry disciplinary consequences, including dismissal.

II. STUDENT RIGHTS & RESPONSIBILITIES

At the American University of Kuwait, the standards for student conduct are based on the principle that individual rights must be exercised responsibly to ensure that they are not denied to others. As a member of the University community, each student bears a responsibility to act in a manner that reflects positively on both themselves and the larger community. Students acquire both rights and responsibilities when they become members of the University community. The American University of Kuwait recognizes that these rights and responsibilities are inherent in the student experience and within the AUK community. The following sections detail these rights and responsibilities for students.

II.1. STUDENT RIGHTS

At the American University of Kuwait, students can anticipate exceptional instruction and support services provided by a committed team of faculty and staff. AUK students are entitled to the following fundamental rights:

These rights encompass, but are not restricted to:

- The right to be treated equally in academic and social settings
- The right to attend classes in a physically safe environment
- The right to be free from discrimination and harassment
- The right to express diverse opinions
- The right to learn without disruption
- The right to due process
- The right to access academic and support services that enhance student learning
- The right to explore personal growth and development
- The right to participate in the creation of knowledge
- The right to know academic requirements and to be evaluated fairly
- The right to be informed of, and share opinions on, matters affecting the University community
- The right to have access to leadership development opportunities
- The right to participate in free and responsible journalism
- The right to engage in educational opportunities that enhance learning outcomes, both with- in and outside of the campus community
- The right to form student organizations and peacefully assemble on campus property per the guidelines outlined in University policy.

II.2. STUDENT RESPONSIBILITIES

Along with the aforementioned rights, all AUK students bear the responsibilities that come with being members of the University community. Admission to the American University of Kuwait is a privilege, and each student voluntarily agrees to abide by the mission, values, policies, and procedures of the University upon admission and registration. A student must recognize that their actions reflect on both themselves and the entire University community, and as such, all AUK students are

responsible for upholding University policies and maintaining the highest standards of moral and ethical behavior. These general responsibilities encompass, but are not restricted to:

- Personal responsibility and accountability for one's own actions
- Responsibility to maintain the property and facilities of the University
- Responsibility for showing respect to faculty, staff, and fellow students
- Responsibility for cultivating personal growth and development
- Responsibility to communicate and work towards problem resolution utilizing appropriate methods
- Responsibility to pursue educational opportunities to the best of one's ability
- Responsibility for academic progression and career planning
- Responsibility to participate in campus life
- Responsible for approaching differing and diverse viewpoints with an open mind
- Responsibility to recognize the value of diversity and an exchange of ideas within a University community
- Responsibility to the community
- Responsibility for being acquainted with and complying with rules and regulations (both academic & social)
- Responsibility to maintain a positive image of the University

Please Note: *Specific standards of behavior are outlined in the Student Code of Conduct section.*

II.3. CONFIDENTIALITY OF RECORDS

We value the trust our students place in us, and we are dedicated to safeguarding their privacy and maintaining the confidentiality of their records. Our commitment to confidentiality extends to all aspects of student records, ensuring the protection and privacy of student information throughout their academic journey at the American University of Kuwait.

- Student records, including academic, conduct, counseling, medical, pre-matriculation, and student life records, are considered confidential and will be handled with the utmost care and discretion. These records are directly related to students and are maintained by designated offices within the university.
- Student records will only be disclosed to family members, third parties, or university officials with a legitimate educational interest if the student provides written consent or if required by law, court orders, subpoenas, or situations involving the safety of individuals or property.
- Students have the right to request the release of specific educational information to identified individuals within a designated timeframe, following the procedures outlined by the Office of the Registrar.
- Directory Information, excluding sensitive details, may be released without consent in certain university publications, while personal information such as race, gender, ID number, grades, GPA, country of citizenship, and religion remains strictly confidential.

Exceptions to the Policy: The policy acknowledges several exceptions to non-consensual disclosure of personally identifiable information, including situations involving authorized representatives of the Ministry of Higher Education, organizations conducting studies on behalf of the university, or compliance with judicial orders or lawfully issued subpoenas.

III. STUDENT CODE OF CONDUCT

Upon acceptance to the American University of Kuwait, students agree to conduct themselves responsibly in all personal and social areas and to take full accountability for their individual and collective actions. A conducive learning environment can only be attained in a setting free from coercion and intimidation; therefore, students are required to adhere to both the local laws of

Kuwait and the academic and behavioral regulations of the American University of Kuwait. The University is com-mitted to facilitating students' academic and personal development in accordance with its mission statement, and any behavior that contradicts this commitment will not be tolerated. Violations of institutional policy, including campus safety regulations, institutional operational procedures, misuse of campus facilities, and any behavior that impedes the educational process, are subject to disciplinary action. Any student, student organization, or alumni found to have violated University policy, either on or off-campus, will be subject to the disciplinary sanctions outlined in the Student Code of Conduct. As English is the language of instruction at the American University of Kuwait, all official meetings with students and disciplinary proceedings will be conducted in English. Students who experience difficulty in comprehending the proceedings in English will be offered the option of a neutral third party to translate the proceedings.

Definitions for specific terms used within the Student Code of Conduct may be found at the end of section III.

CONDUCT REGULATIONS

The American University of Kuwait values the welfare, safety, and integrity of our campus community. In this section, we outline the primary conduct regulations that guide our commitment to fostering an environment conducive to academic, cultural, and personal growth. These regulations cover aspects ranging from physical and non-physical misconduct to substance abuse, weapons possession, discrimination, and violations of law. We emphasize the need for all community members to respect these guidelines as a matter of principle, ethical responsibility, and legal obligation. Non-compliance will be addressed with appropriate disciplinary actions, in line with our resolve to maintain an exemplary academic environment.

Failure to adhere to these regulations may result in severe consequences including immediate removal from campus, and suspension or expulsion from the University or classes, pending investigation, irrespective of fault. Our goal is to ensure everyone's actions align with our dedication to maintaining an exemplary academic environment.

III.1. CAMPUS WELFARE & SAFETY

III.1.A. Non-physical Misconduct:

Dishonesty, verbal abuse, harassment, threats, intimidation, social media/internet harassment, and/or other non-physical conduct endangers any person's physical or emotional health or safety.

III.1.B. Physical Misconduct:

Physical abuse, threats, inappropriate physical contact, or contact which causes bodily harm, coercion, and/or other conduct, which endangers any person's physical or emotional health or safety.

III.1.C. Endangering behavior:

Taking or threatening action that endangers the safety, physical or mental health, or life of any person, or creates a reasonable fear of such action, whether intentionally or as a result of recklessness or gross negligence.

III.1.D. Hazing:

Engaging in any form of persecution, humiliation, or harassment of another individual on campus, particularly as part of the initiation process of a campus group or organization.

III.1.E. Fire Regulations:

Abuse, removal, tampering or wrongly activating fire and safety equipment. Falsely reporting a fire or dangerous materials on campus, or failure to comply with fire and safety regulations.

III.1.F. Controlled Substances and Alcohol:

The use, possession, or distribution of narcotics, other controlled substances, or alcoholic beverages is strictly prohibited by State law and AUK regulations, except as expressly permitted by law. Violating these rules regarding controlled substances or alcohol is considered a serious offense, potentially

leading to significant legal and academic consequences.

III.1.G. Weapons and Dangerous Materials:

Illegal or unauthorized possession of firearms, explosives, other weapons, dangerous chemicals, or other dangerous articles or substances on AUK premises, at functions sponsored by AUK, or participated in by AUK is not permitted.

III.1.H. Discrimination as defined in AUK Policy:

The American University of Kuwait prohibits discrimination and harassment based on race, color, religion, age, disability, gender, national origin, or marital status. The university provides equal opportunities and established procedures for filing complaints. Discrimination and harassment are defined, and conduct falling into those categories is prohibited, including retaliation. It is a violation of policy and can result in disciplinary or other actions for any student or student applicant who engages in such behavior during all educational, cultural, and social activities.

See details later in the *Maintaining Educational Environments: Policies & Procedures* section.

III.1.I. Law Adherence and University Discipline:

III.1.I.a. Obligatory compliance with all national laws within AUK campus and during AUK-led activities.
III.1.I.b. AUK reserves the right to proceed with disciplinary actions against any student for off-campus legal violations, particularly when these infractions critically undermine the AUK community or inter-fere with the University's core educational mission.
III.1.I.c. The University holds the authority to initiate disciplinary proceedings against a student for legal breaches, with these proceedings potentially being carried out in tandem with, or subsequent to, off-campus legal proceedings.
III.1.I.d. Should a student face legal charges, AUK neither requests nor grants any exceptional allowances because of the student's academic status.
III.1.I.e. If the accused violation also contravenes the Student Code of Conduct, AUK reserves the right to alert off-campus law enforcement about the Student Code of Conduct and the internal handling of the violation.
III.1.I.f. AUK is committed to full cooperation with law enforcement and associated government entities in enforcing the law on campus and adhering to any judicially imposed stipulations.
III.1.I.g. AUK acknowledges that students and faculty members, in their personal capacity, have the autonomy to communicate with government officials as they deem fit.

III.2. UNIVERSITY OPERATIONS

III.2.A. Disruption:

Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other AUK activities, including its public-service functions on or off campus, or other authorized non-AUK activities, when the act takes place on AUK property. Refer to the Maintaining Educational Environments: Policies and Procedures section for additional information. *Maintaining Educational Environments: Policies & Procedures* section.

III.2.B. Disorderly Conduct:

Conduct which is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on AUK premises or at functions sponsored by, or participated in by AUK.

III.2.C. Offensive Material:

Students are not to produce, view, store, possess, or transmit offensive materials (including harassing or obscene). Although personal opinions as to what is considered offensive may vary, the following items are viewed as offensive: lewd images, excessively violent or graphic content, and items considered discriminatory or demeaning.

III.2.D. Bribery:
Offering or giving money or any item of service to an AUK employee for the purpose of attempting to obtain assistance that would not have otherwise been provided.

III.2.E. University Identification:
Failure to adequately identify oneself and/or produce a valid AUK student identification card to a University official or designee upon request, including Campus Security. Every effort will be made to abide by cultural standards when requesting student identification.

III.2.F. Non-Compliance with Directions:
Non-compliance with directions of AUK officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.

III.2.G. Unauthorized Soliciting or Distribution of Materials:
Unauthorized soliciting, selling or promoting private business, or distributing unauthorized materials by any individual, group, or organization on or adjacent to University premises or at any University event or function without authorization is a violation of the Student Code of Conduct.

III.2.H. Prohibited Disruptions and Obstructions:
Engaging in a campus demonstration that disrupts the normal operations of AUK, violates the rights of other members of the community, incites others to disrupt scheduled or normal activities within any campus building or area, or intentionally obstructs the freedom of movement, whether pedestrian or vehicular, on campus, is strictly prohibited."

III.2.I. Animal Presence on Campus:
Students are not permitted to bring animals onto campus due to potential health and emotional risks to others. Exceptions to this policy can be granted by the University's Division of Student Affairs under special circumstances and must be approved in advance.

This prohibition does not apply to service animals assisting individuals with disabilities.

III.2.J. University Guests & Visitors:
AUK welcomes visitors who come to campus for educational programs, activities, or business purposes. It is expected that all visitors respect and adhere to the university's policies, procedures, regulations, and instructions from authorized campus personnel.
If a visitor behaves in a manner inconsistent with this policy or any other university policy, or if their behavior is not in the best interests of the university, they will be asked to cease such conduct and may be required to immediately leave the AUK campus.

Procedure:

- All visitors must register at any of the designated gates and obtain a visitor's badge.
- Visitors need to present a valid personal photo ID and state their destination before receiving the badge.
- Visitor access is limited to regular business hours (Sunday to Thursday, 8:00 am to 4:00 pm) or
- the designated hours of an AUK-sanctioned event.

Protocols and Guidelines:
III.2.J.1. All Visitors:

- Visitors without a pre-booked visit should report to the reception on the ground floor
- of the G building as directed by gate security.
- Access is granted only to relevant information and departments during the visit.
- Visitors must return their visitor passes and sign out at the gates before leaving.
- Visitors should visibly wear their visitor ID badge or be prepared to show their ID.

- Visitors under 18 years old are generally not allowed, except for admissions purposes or approved university activities or events.

III.2.J.2. Additional provisions:

III.2.J.2.a. Student Guests**:**

- Student guests are permitted on campus on weekdays from 8:00 am to 4:00 pm, excluding university-approved public events.
- The hosting student must be present at the relevant gate and provide their valid AUK ID, while the guest must provide a valid photo ID.
- Each student is allowed to host only one guest on campus simultaneously, with exceptions for certain events.
- Students are responsible for ensuring that their guests comply with all AUK policies and procedures. Violations may result in a ban for the guest and disciplinary action for the student host.

III.2.J.2.b. Dignitaries:
- AUK departments, student clubs, and organizations must follow event guidelines and obtain necessary approvals for inviting dignitaries.
- Dignitary visitors and their entourage will receive access upon approval by the Public Relations and Marketing department, with coordination with the security team.

III.2.J.2.c. Event Access:
- Event organizers must inform the Campus Services Department about the event's nature and specify whether it is open to the public or by invitation.
- For invitation-only events, visitors must present their invitation at the gates for entry.
- Organizers must email the security team at least 24 hours in advance to provide essential information.

Disclaimer: AUK reserves the right to refuse admission to any visitor or guest at its discretion.

III.2.K. Unacceptable Behavior:
Behavior that contradicts the laws of the State of Kuwait, practices, or the standards of personal conduct set by AUK, either on University premises or at University-sponsored or -participated events, is strictly prohibited.
III.2.L. Physical Displays of Intimacy
Open displays of affection, encompassing but not limited to handholding, hugging, kissing, or any other intimate behavior, are expressly forbidden on campus and at any events endorsed by the University.

III.2.M. Dress Code:
Students at AUK are expected to respect and adhere to the cultural norms and traditions of Kuwait, and dressing appropriately is a key part of this. Prohibited clothing includes, but is not limited to, items with inappropriate or offensive language or imagery, tank tops, low-cut tops, short garments, and any clothing that excessively reveals skin or exposes the waist or back.

III.2.N. Gender Separation:
Students must comply with university policies and regulations as well as local or country laws pertaining to the separation of genders.

III.2.O. Charitable Fundraising:
Cash fundraising is strictly prohibited. Fundraising is restricted to sanctioned Student Clubs and Organizations. Student Clubs and Organizations who wish to solicit donations such as food, clothing, etc., must follow the procedures outlined below. All fundraising activities must be registered and approved in advance by the Office of Student Life, Division of Student Affairs. The proposal should

include the following information:

- The intended recipient(s) of the funds being raised.
- The specific details regarding the collection of funds, including the dates, methods, and
- duration of the fundraising campaign.
- The procedure for securely storing the funds collected.
- The scheduled date for the distribution of funds and the designated recipient(s) (e.g., Red Crescent, etc.).

Additionally, it is mandatory to announce the total amount of funds raised on campus. Moreover, written confirmation of the delivery of funds to the appropriate parties must be submitted to the Division of Student Affairs for documentation and verification purposes.

III.2.P. Disruptive Student as defined in AUK Policy:
The Disruptive Student Policy prohibits disruptive behavior by students that interferes with the educational process and other university functions. The policy applies to students who are unable to adhere to the appropriate behavior standards set by the American University of Kuwait.
See details later in the *Maintaining Educational Environments: Policies & Procedures* section.

III.3. UNIVERSITY FACILITIES, PROPERTY, & RESOURCES

This section outlines the standards and regulations pertaining to the use of American University of Kuwait's (AUK) resources. As members of the AUK community, it is incumbent upon all students, faculty, and staff to respect and uphold these rules. They cover a broad range of areas, including, but not limited to, the appropriate use of university facilities, resources, and materials, the adherence to policies regarding theft and damage to property, smoking regulations, key usage, obstruction of movement, and specific guidelines related to the use of AUK's computer systems. The goal of these guidelines is to ensure the ethical, legal, and responsible utilization of university resources, thereby fostering an environment conducive to learning, growth, and community welfare.

III.3.A. Unauthorized Usage of University Facilities:
Entry or use of AUK facilities or property without consent or authorization.

III.3.B. Unauthorized Usage of University Resources:
Use of University resources for unauthorized activities or applications is prohibited. Resource usage should align with a person's role and responsibilities at the University. University resources include, but are not limited to, the use of University systems, and the use of University equipment, such as computers and peripherals, and other property; and the use of petty cash; and the time and effort of staff, students, and others at the University.

III.3.C. Unauthorized Usage of University Materials/Falsely Representing AUK:
Misuse of any University document, record, or instrument of institutional identification. Failing to use University identification documents in a manner other than their intended use is strictly prohibited. Usage of such items, including the University logo, seal, and mascot, requires prior written approval.

III.3.D. Theft or Damage to Property:
Attempted or actual theft of and/or damage to property of AUK or property of a member of the AUK community or other personal or public property.

III.3.E. Smoking and Vaping:
Smoking cigarettes, cigars, vaping, and the use of e-cigarettes or other related devices are not permitted at university building entrances, within university buildings, or in University vehicles. This

includes the main hallway connecting the Administration Building to the Sciences Building, which is designated as a smoke-free zone. Adherence to this policy is crucial in maintaining a healthy and conducive environment for all members of the AUK community.

III.3.F. Unauthorized Entry & Key Usage:
Unauthorized possession, duplication, or use of keys to any AUK premises or unauthorized entry to or use of AUK premises.

III.3.G. Obstruction of Movement:
Obstruction of the free flow of pedestrian or vehicular traffic on any AUK premises or at AUK-sponsored or supervised functions.

III.3.H. Computer Usage:
The use of AUK computing systems for purposes unrelated to the mission of AUK is prohibited, although AUK computing systems and services may be used for personal purposes provided that such use does not directly or indirectly interfere with the operation of computing facilities, interfere with the computer user's obligations to AUK, or violate AUK policies or the laws of the State of Kuwait.

The following outlines some, but not all, prohibited actions related to AUK computing systems and services:

III.3.H.1. Sending or posting confidential material, trade secrets, and proprietary information outside AUK.
III.3.H.2. Infringing on the privacy of others or using or disclosing someone else's username or password without authorization or attempting to break into the computer system of AUK or another organization or person.
III.3.H.3. Sending or posting chain letters, solicitations, or advertisements unrelated to AUK business purposes or activities, or using AUK computing systems and services for any sort of unauthorized usage.
III.3.H.4. Sending or posting discriminatory, harassing, threatening messages, or images, or sending or posting messages that defame or slander other individuals.
III.3.H.5. Violating copyright law and failing to observe licensing agreements.
III.3.H.6. Participating in the viewing or exchange of inappropriate or obscene materials.
III.3.H.7. Jeopardizing the security of AUK's computing systems and services or tampering with or falsifying electronic information.

III.4. DISHONESTY & FALSE REPRESENTATION

III.4.A. Acts of dishonesty include, but are not limited to:
III.4.A.1. Cheating, plagiarism, or other forms of academic dishonesty. The term "cheating" includes but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when specifically prohibited from doing so by the instructor, looking at text, notes or another person's paper during an examination when not permitted to do so. Cheating also includes the giving of work information to another student to be copied and/ or used as his/her own. This includes but is not limited to, giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic term; giving or selling a term paper, report, project or other restricted written materials to another student.

III.4.A.2. The term "*plagiarism*" includes, but is not limited to, an attempt of an individual to claim the work of another as the product of his/her own thoughts, regardless of whether that work has been published. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written mate- rial submitted to an instructor as one's own work. Plagiarism also includes handing in a paper to an instructor that was purchased from a term paper service or downloaded from the Internet and presenting another person's academic work as one's own. Individual academic departments may

provide additional examples in writing of what does and does not constitute plagiarism, provided that such examples do not conflict with the intent of this policy.

III.4.B. Furnishing false information to any AUK official or faculty member.

Providing inaccurate or misleading information to any AUK official or faculty member is strictly prohibited. This includes, but is not limited to, falsifying academic or personal records, providing dishonest information during inquiries or investigations, and misrepresenting oneself or others in any communications within the AUK community. The integrity of the university community is built on the truthfulness, transparency, and honesty of its members.

III.4.C. Forgery, Alteration, or Misuse of AUK Documents:

Forgery, alteration, or misuse of any AUK document, record, or instrument of identification is a serious offense. This can include modifying academic transcripts, altering or fabricating University documents, or using another person's identification as your own. Any such actions undermine the trust and integrity of the University and its records. This behavior will not be tolerated and can lead to severe disciplinary actions, including suspension or expulsion.

III.4.D. False Representation:

Engaging in unauthorized representation or contracting in the name of the University is strictly prohibited. This includes falsely portraying oneself as an official representative of the University for financial transactions, agreements, or any actions that could bind or impact the University's interests. Such false representation undermines the University's credibility and reputation. Only individuals with proper authorization are permitted to act on behalf of the University, following established protocols and procedures. Violations of this policy may result in disciplinary actions, including legal consequences, to uphold the integrity of the University.

III.4.E. Recording (video and/or audio), Photography, Sharing, and Communication:

The following guidelines address the responsible use of recording (video and/or audio), photography, sharing, and communication with- in the University community.
Recording Prohibition: Recording an instructor, student, staff member, or speaker without prior consent is strictly prohibited, unless required under the Disabilities Act, in which case consent must be obtained from the Counseling Center.

Respecting Privacy and Academic Integrity: Respecting the privacy and rights of individuals is crucial in the academic environment. Violations of the recording policy may result in academic penalties and/or disciplinary action, as determined by the instructor and in accordance with the Code of Aca-demic Honesty and Integrity outlined later in this section of the Student Handbook.

Sharing News, Videos, and Photos: Upholding the values of integrity and respect, students are not to share news, videos, or photos with news or social media outlets. It is essential to consider the privacy, consent, and reputation of individuals and the University when engaging in any form of public communication.

Violations and Consequences: Any violations of these policies may result in disciplinary action, as outlined in the Student Conduct Code and at the discretion of the designated authorities. Responsible and ethical communication practices contribute to a positive and inclusive academic community.

III.5. STUDENT ORGANIZATIONS

Student organizations, members, and officers, individually and collectively, must comply with all university policies and procedures at the American University of Kuwait. Violations by Student Organizations of the Student Code of Conduct will be evaluated on a case-by-case basis by the Director of Student Life, and the Coordinator of Student Organizations. Violations will be adjudicated as defined by the Code of Conduct procedure.

In addition, organizations, officers, or individual students may be held accountable per the applicable policies/procedures when an alleged offense is committed by one or more members or guests of the organization. Specific violations may include, but are not limited to:

III.5.A. Committing any act in violation of any policy, procedure, or agreement, as well as rules and regulations established by appropriate University departments/officials. Examples may include sponsorship, Office of Public Affairs policies and procedures and/or Student Affairs policies and procedures applicable to AUK Clubs & Organizations.
III.5.B. Inappropriate use of Organizational/University funds to finance the activity in question.
III.5.C. Occurrence of an offense at an event that is substantially affiliated with or sponsored by the organization's membership.
III.5.D. Occurrence of an offense/violation at an event by an officer of the organization or member acting in a leadership role.
III.5.E. Members with knowledge of a forthcoming violation who refrain from attempting to prevent the infraction.
III.5.F. An organization collectively, or individual officers/members, fail to promptly report or choose to protect an individual(s) alleged to have committed an offense.
III.5.G. Tampering with the election of any recognized AUK student organization.

Please refer to the Student Clubs and Organizations Manual for further information and details. A copy will be provided by the Office of Student Life to all registered Clubs and Organizations.

III.6. MAINTAINING EDUCATIONAL ENVIRONMENTS: POLICIES & PROCEDURES

AUK is committed to preserving an environment free of intimidation and harassment. The Non-Discrimination and Disruptive Student policies were developed to uphold the principles of protecting community members and maintaining a productive educational environment.

III.6.A. INCLUSION & EQUALITY POLICY

III.6.A.1. Purpose:
At the American University of Kuwait, we are committed to providing an environment free from all forms of discrimination, including those based on race, color, religion, age, disability, gender, nation-al origin, or marital status. We believe that a diverse campus community, representing various perspectives, enriches the overall educational experience. The University is dedicated to providing equal opportunities for all members of the community. To ensure this commitment, we have established procedures for filing a complaint against any alleged discrimination or harassment.

III.6.A.2. Definitions:
For the purpose of this policy, discrimination and harassment are defined below as follows:

- Discrimination is defined as treating any student or student applicant differently than others are treated based on race, color, religion, age, disability, gender, national origin, or marital status.
- Harassment is defined as conduct that interferes unreasonably with the status or performance of a student or student applicant by creating an intimidating, hostile, or offensive environment.

Conduct that falls into the definition of discrimination includes, but is not limited to:

- Disparity of treatment in educational programs and related support services on the basis of membership in one of the listed groups.
- Limitation in access to participation in athletic, social, cultural or other activities of the University because of membership in one of the listed groups.
- Discrimination of the foregoing types on the basis of gender, unless based on legal distinctions

in needs for restrooms, athletics, and other such areas.
- Retaliation for filing complaints or protesting practices that are prohibited under this policy.

Conduct that falls into the definition of harassment includes, but is not limited to:

- Harassment based on race, color, religion, age, disability, gender, national origin, or marital status.
- Offensive or demeaning language or treatment of an individual where such language or treatment is based typically on prejudicial stereotypes of a group to which an individual may belong.
- Objectionable epithets threatened or actual physical harm or abuse, or other intimidating or insulting conduct directed against the individual.

III.6.A.3. Scope:
It shall be a violation of this policy for any student or student applicant to engage in behaviors or activities, which discriminate or harass other members of the AUK community. Discrimination and harassment are forms of conduct that shall result in disciplinary or other action as provided by the rules of the University. Activities covered under this policy include, but are not limited to, all educational, cultural, and social activities occurring on campus or sponsored by AUK.

The University does not condone any community members, including faculty, employees, or other agents of the University to discriminate against or harass, as previously defined, any student or student applicant. Any possible infractions for non-student community members should be addressed to the appropriate University department for clarification on related policies and procedures.

III.6.A.4. Procedures:

III.6.A.4.a. Administration:
The Dean of Student Affairs, as designated by the Vice President of Student Affairs, shall administer procedures as they apply to students. The Dean of Student Affairs or their designee shall answer inquiries regarding procedures contained in the policy and may provide informal advice to students who are unsure whether they have been victims of discrimination or harassment.

III.6.A.4.b. Informal Complaints:
To initiate an informal complaint, the student or student applicant must submit their complaint with-in five working days from the date the alleged incident occurred to the Office of the Dean of Student Affairs. The informal complaint may be addressed verbally or in the form of an e-mail or letter. The Dean of Student Affairs or designee may participate in informal conflict resolution and mediate if all parties agree.

Students are encouraged to participate in the informal complaint process to assist in a timely and productive resolution before engaging in the formal complaint process. Should the problem not be resolved satisfactorily using the informal process, the complainant shall have five working days from the date of initiating the informal process to initiate a formal complaint. In total, a student has a maximum of 10 working days from the date the alleged incident occurred to submit a formal complaint.

III.6.A.4.c. Formal Complaints:
A formal student complaint must be submitted on self service. The individual must complete an Incident Report Form, which shall contain the name of the complainant and state the nature of the act(s) complained of, including such details as the name of the alleged offender(s) and the date(s) on which the offending act(s) occurred, the name(s) of any witnesses, and the desired resolution(s). The complaint must be submitted within 10 days of initiating the informal process, or within 5 days of the alleged act(s).

The Dean of Student Affairs or designee may attempt resolution during the course of an investigation of a complaint. If a resolution was reached between the parties, but the alleged offender fails to comply with the agreement or retaliates against the alleged victim, the administrator may require the complaint to proceed as if no resolution was reached.

If the complainant believes that the Office of the Dean of Student Affairs or designee lack impartiality, the complainant may choose to file a formal complaint with the Office of the Vice President of Student Affairs.

In the event of incidents involving AUK employees, the Office of Human Resources will be involved.

III.6.A.4.d. Resolution:
The investigating University administrator may reasonably resolve the complaint and recommend or take disciplinary action against the alleged offender. Disciplinary action shall be taken in accordance with the Student Code of Conduct in the case of a student.

III.6.A.4.e. Prohibition of Retaliation:
No University student or employee shall retaliate against a complainant. Any attempt to retaliate against a student, employee, or agent for initiating a complaint shall be treated as a separate incident of discrimination or harassment.

III.6.A.4.f. Confidentiality:
All complaints of discrimination, harassment, or retaliation and investigations of the same will be kept as confidential as possible to the extent deemed possible.

III.6.A.4.g. Frivolous or Malicious Complaints:
In the event that a claim of discrimination, harassment, or retaliation is found to be frivolous or malicious, appropriate University sanctions, including disciplinary action as appropriate, shall be taken against the complainant.

III.6.A.4.h. Concurrent Grievance:
Nothing contained in this procedure shall affect the right of a complainant to pursue the matter with an appropriate external agency.

Informal and formal complaints regarding the academic treatment of students with disabilities will be referred to the Vice President of Student Affairs or College Deans.

III.6.B. DISRUPTIVE BEHAVIOR POLICY

The Disruptive Student Policy protects AUK community members, inclusive of students, faculty, and
staff, from any disruptive behavior of students:

III.6.B.1. Purpose:
Student rights and responsibilities and University standards of conduct prohibit disruptive student behavior. This policy aims to clarify what constitutes disruptive behavior and outline the proceedings for addressing disruptive student conduct. For purposes of this policy, it may also be considered disruptive behavior for a student to exhibit threatening, intimidating, or other inappropriate behavior toward any AUK community member.

III.6.B.2. Definition:
Disruptive behavior by a student, whether on or off-campus, interferes with the educational process and other University functions. This can include acts such as yelling profanity in public areas on campus or during AUK sponsored events, unreasonably disrupting University operations, intimidating or threatening individuals, or engaging in any behavior that unreasonably interrupts the educational environment. Inappropriate demands for time and attention from faculty, staff, and other students may also be considered disruptive, depending on the nature of the student's behavior.

III.6.B.3. Scope:
This policy applies to students who fail to comply with the standards of appropriate behavior set by the American University of Kuwait. It is unacceptable to hinder other students' access to their educational experience. The Vice President of Student Affairs or their designated representative possesses the authority to suspend students pending investigation in response to disruptive behavior. In cases where nonviolent student dissent is involved, this policy does not apply. If a student's disruptive behavior warrants disciplinary action, the University may refer them to the Counseling Center for further evaluation.

The University reserves the right to employ appropriate legal processes, as necessary, in addressing disruptive student conduct.

III.6.B.4. Procedures:

III.6.B.4.a. Initiation and Investigation of Disruptive Students:
Depending upon the nature of the incident and student behavior, some disruptive student actions may require reporting for appropriate follow-up and, in more severe cases, reported for immediate intervention.

III.6.B.4.b. Immediate Intervention:
Any incidents in which a student is severely disruptive, threatens the health of themselves or others, or acts in a manner grossly inappropriate should be reported immediately for assistance and intervention. All referrals for immediate intervention must be made directly via phone call or personal contact to the Office of the Vice President of Student Affairs or Dean of Student Affairs in conjunction with the Counseling Center designated staff member to adequately intervene and assess student behavior.

III.6.B.4.c. Follow-Up:
Any cases or incidents which do not require immediate intervention by professional staff must be reported within 5 working days from the date the alleged act(s) occurred by submitting a for-mal incident report. The student's actions and general condition will be assessed accordingly in order to foster a safe and productive campus environment.

Depending on the circumstances and the type of intervention required, the Dean of Student Affairs or designee or the Coordinator of Safety & Security (CSS) may begin an initial review of the reports and collect supporting materials and/or information. Further steps regarding the initiation and investigation of student incidents are outlined in the *Adjudication Procedures: Student Code of Conduct section*.

III.6.B.5. Evaluation of Disruptive Students:
Based on the information collected, the Vice President of Student Affairs or Dean of Student Affairs or designee in consultation with the Director of the Counseling Center and/or designated staff member, will determine whether a formal evaluation is necessary and if a referral to a professional clinician for psychological and/or psychiatric evaluation is required. The University shall retain the names of psycho-logical/psychiatric evaluators who can assess the behavior and psychological condition of students who exhibit disruptive behavior or threaten bodily harm to themselves or others or exhibit severely disoriented perceptions and/or behaviors. Students who exhibit less severe

disruptive behavior will be assisted by appropriate staff and/or referred to the appropriate agency for a formal evaluation. All records associated with the treatment or disciplinary process shall be kept confidential.

If a student is referred for a formal evaluation, they will be provided with the reason(s) for the referral and the evaluation must be conducted within 10 working days of notification. During this evaluation period, additional conditions may be imposed on the student, such as suspension or limited access to campus, as deemed necessary. The results of the evaluation will be used by the Vice President of Student Affairs and the Counseling Center to recommend the student's enrollment status with Pres-ident's Cabinet.

These measures are put in place to ensure the safety and well-being of the University community.

The University identifies the services of professional clinicians as follows:

- Are appropriately licensed and have appropriate credentials in the field of mental health.
- Are available to the student within twenty-four hours after initial contact with the Office of
- the Vice President of Student Affairs and his/her designee.
- Provide services that are available daily through 10:00 pm, seven days a week.
- Are geographically accessible at convenient locations.
- Will provide a written evaluation and diagnosis of the student in a timely manner following referral.
- Will provide information regarding follow-up treatment if necessary.
- Have the ability and available personnel to provide immediate crisis intervention, if the se- verity of the incident or client's condition so warrants.

III.6.B.6. Dismissal of Disruptive Students:
If a student is suspended under this policy, a hold will be placed on their account by relevant offices in the division of student affairs. To be eligible for re-enrollment, suspended students must obtain certification from a licensed clinical psychologist or psychiatrist. The recommendation of the mental health professional will be submitted to the Vice President of Student Affairs, who will then consult with the President.

In cases where a student's return is permitted and there is a need to safeguard the educational environment, the Vice President of Student Affairs reserves the right to disclose relevant and confidential information about the student to their faculty. This disclosure aims to support the student's well-being and academic progress. The Vice President of Student Affairs will personally communicate with the faculty member(s), emphasizing the nature and educational relevance of the shared information, while upholding confidentiality. Copying the record is strictly prohibited.

III.6.B.7. Re-entry Procedures:
If a student has been removed from the University under the Disruptive Student Policy, the following process applies for re-entry to the University:
III.6.B.7.a. The student must contact the Office of the Dean of Student Affairs regarding his/her request for re-entry.
III.6.B.7.b. The Office of the Dean of Student Affairs or designee in coordination with the Director of Counseling Center will review the request for re-entry along with any support documents and recommendations in order to assess the student's ability to reasonably re-enter the University. The Vice President of Student Affairs will offer the recommendation to members of the President's Cabinet.
III.6.B.7.c. Determination of suitability for re-entry to the institution may be based on a number of factors including health & safety issues, student progress, and may include conditions to promote student success as set forth by the Office of the Vice President of Student Affairs.
III.6.B.7.d. Upon approval for re-entry, the Director of the Student Success Center must approve the student's course selection during their first term re-enrolled at the University. Classes chosen will be appropriate to the student's background and to their educational plans.

III.6.B.7.e. Prior to the beginning of the student's first term of re-enrollment, the Dean of Student Affairs or designee will inform the student's instructor of any relevant educational information.

III.7. DISCIPLINARY PROCESS - NON-ACADEMIC MISCONDUCT

ADJUDICATION PROCEDURES: STUDENT CODE OF CONDUCT

The administration of student discipline shall be flexible and consistent with the philosophy and educational objectives of the American University of Kuwait. The Division of Student Affairs is responsible for the administration of the University Judicial Affairs Program, which includes the administration of the Student Code of Conduct, the delivery of student sanctions, and the imposition of varying degrees of disciplinary actions.

Note: *The University disciplinary process is independent of governmental judicial processes.*

Scholarship Students:
In cases where a student receiving a scholarship from the Ministry of Higher Education is found to have committed a disciplinary violation, the case will also be referred to the relevant disciplinary committee at the Ministry. The Ministry reserves the right to review the matter independently and may recommend suspension or revocation of the student's scholarship in accordance with its own regulations.

III.7.A. ARTICLE I: JURISDICTION & ENFORCEMENT

The University student discipline process extends to conduct which adversely affects the University community and/or the pursuit of its mission. Students or organizations are subject to the Student Code of Conduct for any action found in violation of the Code, which occurs on university premises, at university-sponsored events, or as a part of the University activities.

III.7.A.1. The Division of Student Affairs is responsible for the administration of the University student codes and the imposition of varying degrees of disciplinary actions. The Dean of Student Affairs directly oversees the student adjudication process and authorizes the Code of Conduct Board and the Student Life and Alumni Affairs Director to fulfill designated roles as needed within the student adjudication processes. Decisions of the Code of Conduct Board are subject to the approval of the Vice President for Student Affairs and the President.
III.7.A.2. The Dean of Student Affairs (or designee) is authorized to adjudicate student disciplinary cases and to impose sanctions upon any student(s) or student organization found to have violated the University policies.
III.7.A.3. The Code of Conduct Board is a committee comprised of faculty, administrative staff, and a student representative that serves to investigate referred alleged breaches of the AUK Student Code of Conduct, make determinations on such charges, and recommend disciplinary sanctions as appropriate. The Board will be convened under the chairmanship of the Dean of Student Affairs (a non-voting member) when required. In cases involving students receiving scholarships from the Ministry of Higher Education (applicable to students admitted from Academic Year 2025–2026 onwards), a representative from the Ministry may attend the proceedings as an observer.
III.7.A.4. Recommendations made by the Code of Conduct Board shall be raised to the Vice President of Student Affairs pending final decision. In all cases, the appeal process begins after the decision is final. If the decision is to suspend or expel students, then the recommendation by the Vice President of Student Affairs will be raised to the President for review and final decision.
III.7.A.5. Campus Security, as their primary responsibility and duty, is tasked with maintaining a safe and secure environment to safeguard the university community. They work diligently to enforce the university's rules and regulations, ensuring the safety and well-being of all members.
III.7.A.6. Any member of the AUK community may file a complaint against any student or student organization for misconduct as it pertains to university policy. Complaints shall be prepared in writing and submitted on the Self-Service portal within 48 hours. The Dean of Student Affairs (or designee) will review the allegations, and initiate the inquiry or investigative process as appropriate,

which may include interviewing the complainant, witnesses, and the accused.
III.7.A.7. Campus security and Dean of Student Affairs (or designee) are authorized to investigate alleged violations that involve suspected infraction of university policies other than those involving academic misconduct.
III.7.A.8. Based upon careful review of the evidence, the Dean of Student Affairs (or designee), will determine one of the following courses of actions:
III.7.A.8.a. *No Action*: review of the evidence was inconclusive, or the infraction was unsubstantiated.
III.7.A.8.b. *Administrative Hearing*: If the case is considered to be less severe in nature, which may result in probation or loss of privileges (such as violation of the dress code, minor disruptions or minor damage), the Dean of Student Affairs (or designee) will meet with the student(s) charged, will determine the appropriate sanction, and impose the sanctions.
III.7.A.8.c. *Code of Conduct Board*: if the case may result in suspension or expulsion of involved parties (such as physical altercations, use of controlled substances or repeated violation of the Code of Conduct) the incident will be referred to the Code of Conduct Board.

III.7.B. ARTICLE II: STUDENT CONDUCT PROCESS & PROCEEDINGS

The below procedures apply to students and student organizations accused of violating the Student Code of Conduct. Note: If the student or student organization poses a threat to any person, is unruly, disruptive, uncontrollable, damages or threatens to damage any property or some other very serious condition exists, the Vice President of Student Affairs (or designee) may suspend the student or organization from activity at AUK immediately pending investigation and have the student(s) escorted off AUK property.

III.7.B.1. Initiation:
Person(s) witnessing or experiencing what they believe to be a possible non- academic code violation should complete an Incident Report Form and submit it within 48 hours of the alleged incident as appropriate. Incident Reports submitted after this timeframe will be assessed by the Stu-dent Life designee, who will determine whether the Incident Report should be investigated further as set forth in II.2.
III.7.B.1.a. If the alleged is an AUK student, the report should be submitted to the Dean of Student Affairs or designee.
III.7.B.1.b.. If the alleged is unknown or a non-AUK student, the report should be submitted to the Coordinator of Safety & Security (CSS).
III.7.B.1.c. If the alleged is a faculty or staff member the report should be submitted to his/her direct supervisor.

For CCTV Review:
- *University CCTV cameras will be utilized for monitoring and reviewing incidents occurring on campus premises and its immediate surroundings.*
- *For incidents involving car accidents, a police report or official document from the police is mandatory. With-out this documentation, CCTV footage cannot be reviewed.*

III.7.B.2. Initial Review:
Dean of Student Affairs (or designee) or the coordinator of safety & security (CSS) as designated above will begin an Initial Review of the complaint and supported materials and/or information. The process may include meeting with the indicated student(s) involved to determine whether relevant evidence exists and if there is a reasonable basis for believing the University's Student Code of Conduct was violated. Based on the nature of the incident further investigations and evidence gathering may be required. The involved person(s) will be informed that her/his name appears on an Incident Report and an initial meeting with the is to be scheduled within 5 working days of receiving the incident report.

III.7.B.3. Investigations & Gathering Evidence:
Campus Security in conjunction with the Dean of Student Affairs (or designee) shall have primary

responsibility for the investigation of acts that involve suspected violation of university policies. Any person believed to have information relevant to an investigation may be contacted and requested to make an appointment to discuss the matter. Investigations, witnesses' interviews, and hearing sessions will be scheduled during the 5 working days following the initial meeting.

All students have rights and responsibilities and are expected to comply with the University rules and regulations. During periods of investigation and inquiry throughout the adjudication process the complainant and the accused will have similar rights, even if another member of the University community submitted the charge itself. Deviations of such rights are at the discretion of Dean of Student Affairs (or designee) in compliance with his/her duties.
Upon completion of an investigation, the investigator will decide upon an appropriate course of action, which may include, but is not limited to, taking no further action, deferring further action with or without conditions, or initiating charges. Please note: All investigations involving suspected students will be referred for determination of the appropriate course of action.

At the conclusion of the initial review and the investigations, the Dean of Student Affairs (or designee) will conclude either that the referred incident has been dismissed or that the referral has been accepted, requiring further investigation and follow-up.

If the case is considered to be less severe in nature which may result in probation or loss of privileges (such as violation of the dress code, minor disruptions or minor damage), the Dean of Student Affairs (or designee) will meet with the student(s) charged and will conduct the hearing.

If the case may result in suspension or expulsion of involved parties (such as physical altercations, use of controlled substances or repeated violation of the Code of Conduct) the hearing will be conducted by the Code of Conduct Board (COCB).

III.7.B.4. Hearing:
The accused student shall be provided with information about the charges or pertinent information that has been provided to the Dean of Student Affairs (or designee). The accused must meet with the COCB, to discuss the allegations. Failure for a student to meet with the COCB, within an adequate time period (set forth by the administrator), will require a decision to be made on the case without both sides being presented. It is the responsibility of the accused to make necessary arrangements to meet with the COCB, or they will forfeit the opportunity to present their case. In all cases, the evidence in support of the charges shall be presented and considered. The COCB will make a determination on the appropriate course of action within 3 working days of the final hearing/meeting with the accused.

The timelines set forth in this document may be extended in unusual circumstances or if the incident is overseen by the Code of Conduct Board (please refer to III) or as determined by the Dean of Student Affairs or his/her designee. Requests for extensions and approvals must be made in writing and all parties will be notified of the extension granted.

Incidents which fall under *Maintaining Educational Environments Policies & Procedures* will follow the due process outlined within each individual section.

III.7.B.5. General Principles Applicable to Student Conduct Processes and Proceedings
III.7.B.5.a. The hearing sessions shall be conducted in private. Admission of any person to a meeting, other than those directly involved, shall be at the discretion of the Dean of Student Affairs (or designee).
III.7.B.5.b. In sessions involving more than one accused student, the Dean of Student Affairs (or designee), at his/her discretion, may permit the session concerning each student to be conducted separately.
III.7.B.5.c. The complainant and the accused have the privilege of being assisted by any advisor they choose. The complainant and/or the accused are responsible for presenting his/her own case and, therefore, advisors are not permitted to speak or to participate directly.

III.7.B.5.d. The complainant and the accused shall have the privilege of presenting witnesses, subject to questioning by the COCB.
III.7.B.5.e. The complainant or the accused must notify the Dean of Student Affairs (or designee)/ COCB prior to the hearing of any witnesses and/or evidence they wish to present.
III.7.B.5.f. Pertinent records, exhibits and written statements may be accepted as evidence for consideration at the discretion of the Dean of Student Affairs (or designee)/COCB.
III.7.B.5.g. All procedural questions regarding the case are subject to the final decision of the Dean of Student Affairs (or designee)/COCB (as applicable). *For information on Appeals please refer to Section V.*
III.7.B.5.h. At the discretion of the Dean of Student Affairs (or designee)/COCB, the accused may have the privilege of facing the accuser.
III.7.B.5.i. As appropriate, the Dean of Student Affairs (or designee) will maintain recordings or notes of the evidence gathering sessions. These records shall be the property of AUK and stored in the Division of Student Affairs.
III.7.B.5.j. Based upon the information gathered from the review of information and interviews con-ducted, the COCB shall determine if the accused has violated section(s) of the Student Code of Conduct.
III.7.B.5.k. COCB shall determine whether it is more likely than not that the accused student violated a University policy or policies.
III.7.B.5.l. If the COCB determines a violation(s) of the Student Code has occurred, the appropriate sanction will be recommended by the COCB to the Vice President of Student Affairs/designee.
III.7.B.5.m. Sanctions shall be delivered to the student/student organization in writing.
III.7.B.5.n. The decision of the Vice President of Student Affairs shall be definitive, pending the normal appeal process. Appeals must be made on legitimate grounds and based upon extenuating circumstances or violation of procedures.
III.7.B.5.p. Abuse of the student discipline system, including but not limited to:

- Failure to appear before the requesting AUK official, such as Code of Conduct Board Chair, Code of Conduct Board, or Student Affairs Officers when required.
- Falsification, distortion, or misrepresentation of information presented as part of the adjudication process.
- Disruption or interference with the orderly conduct of the disciplinary hearing and overall process.
- False accusations of student misconduct knowingly without cause.
- Attempting to discourage an individual's proper participation in, or use of, the student discipline system.
- Attempting to influence the impartiality of a member of the Code of Conduct Board prior to, and/or during the course of, the Code of Conduct Hearing.
- Harassment (verbal or physical) and/or intimidation of a member of the student disciplinary process, including the Code of Conduct Board prior to, during, and/or after the Conduct Hearing.
- Failure to comply with the sanction(s) imposed under the Student Code of Conduct.
- Influencing or attempting to influence another person to commit an abuse of the student discipline system.

III.7.C. ARTICLE III: CODE OF CONDUCT BOARD

The Code of Conduct Board is comprised of faculty, administrative staff, and students who serve to investigate alleged breaches of the AUK Student Code of Conduct, to make determinations on such charges, and to recommend disciplinary sanctions as appropriate. The Board is comprised of 3 faculty, 1 administrative staff, and 1 student. Board members will be appointed for 2 consecutive years; however, at any point if a member is separated from the University a replacement member will be recruited. Board members are nominated for the board as follows: faculty and staff are appointed by the University President, and students appointed by Student Council (cannot be SC officers). As a standing committee, the group will be convened under the Chairmanship (a non-voting member) of the Dean of Student Affairs or designee.

III.7.C.1. REFERRAL for a BOARD HEARING

III.7.C.1.a. An incident will be referred to in the Code of Conduct Board as indicated in Article II: Student Conduct Process & Proceedings or by the Vice President of Student Affairs as relevant. If a case initially reviewed by the Vice President of Student Affairs/Director of Student Life is deemed necessary for referral, the accused will be informed in writing of the date, time, and location of the Code of Conduct Board hearing.

III.7.C.1.b. The Dean of Student Affairs (or designee) will confirm the participation of the designated *quorum* (5 Board members) which will hear the case, and notify them in writing of the date, time, and location of the Code of Conduct Board hearing.

III.7.C.1.c. The Code of Conduct Board reserves the right to conduct its proceedings in an adequate timeframe that will allow for a thorough examination of the case presented, including provisions for reviewing reports, interviewing those involved, calling witnesses, and adequate time for deliberation.

III.7.C.1.d. In hearings involving more than one accused student, the Board Chair, in his/her discretion may permit the hearings concerning each student to be conducted separately. At the discretion of the Code of Conduct Board Chair, the accused may have the privilege of facing the accuser.

III.7.C.1.e. The complainant and the accused have the privilege of being assisted by any advisor they choose. The complainant and/or the accused are responsible for presenting his/her own case and, therefore, advisors are not permitted to speak or to participate directly in any hearing. Advisors may not be legal counsel, as University judicial processes are independent of any governmental procedures

III.7.C.2. HEARING PROCEDURES

III.7.C.2.a. All procedural questions regarding the student's case are subject to the final decision of the Board Chair

III.7.C.2.b. Code of Conduct Board hearings shall be conducted in private. Admission of any person to the hearing shall be at the discretion of the Chair of the Code of Conduct Board. All persons involved at the beginning of the hearing are reminded of the confidentiality of the case and the continuous obligation to maintain confidentiality even after the proceedings have completed. In addition, the Board Chair will describe the procedures under which the hearing will progress.

III.7.C.2.c. The Board Chair shall present to the Board a short overview of the case including all in-formation and evidence pertinent to the incident in question. Information should include but is not limited to written reports, notes from the administrative evidence gathering procedures, and other physical evidence. The Board has the right to request further documentation or evidence as it deems appropriate.

III.7.C.2.d. Following the overview of the case the accused is asked if s/he understands the violation charged, and how s/he wishes to plea.

III.7.C.2.e. The complainant, the accused, and the Code of Conduct Board shall have the privilege of presenting witnesses, subject to questioning by the Code of Conduct Board. The complainant and the accused must notify the Board Chair of any witnesses and/or evidence they wish to present, at least three working days prior to the hearing. Character witnesses are not permitted, only witnesses relevant to the case. All witnesses must be honest and provide accurate accounts to the best of their ability. The Board has the right to individually question each of the parties involved and witnesses. Each Board member conducting the hearing may question those giving accounts.

III.7.C.2.f. There shall be a single verbatim record, such as a tape recording, of all hearings before the Code of Conduct Board. The record shall be the property of AUK and stored in the Division of Student Affairs.

III.7.C.2.g. After the hearing, the Code of Conduct Board shall determine by simple majority vote if the student has violated the section(s) of the Student Code that the student is charged with violating.

If the Code of Conduct Board determines that a violation(s) of the Student Code has occurred, they will recommend the appropriate sanctions to the Vice President of Student Affairs for approval; approved sanctions are issued and administered by the Dean of Student Affairs.

III.7.C.2.h. The violation of the Student Code of Conduct along with sanctions determined by the Code of Conduct Board shall be delivered to the student in writing. The letter must be reviewed by the Board Hearing members for accuracy and confirmation. The letter must be dated and signed by the Board Chair, outlining the conditions of the sanction, and the timeline for appeal. Copies of the letter must be sent to the student's file, the Vice President of Student Affairs, and other offices deemed necessary given the nature of the violation and sanction.

III.7.C.2.i. After verification of the sanctions and notification to the student, and following approval by the Vice President of Student Affairs (and the President in cases of suspension or expulsion), the Dean of Student Affairs shall impose and administer sanctions on the student or student organization as appropriate.

III.7.D. ARTICLE IV: SANCTIONS

Student Code of Conduct sanctions are administered as a component of the overall educational and personal growth process of a student at the American University of Kuwait. The below information identifies the means of resolution under which student sanctions are administered.

VIOLATIONS – DISCIPLINARY PHASES	POSSIBLE DISCIPLINARY SANCTIONS*
Phase 1 ~ includes but is not limited to: Disruptive behavior, Inappropriate or Disorderly conduct, Minor Damage to AUK property, etc.	Mediation Verbal or Written Warning Probation – minimum of 30 days and no greater than one academic year Restitution/Fines/Loss of Privileges Discretionary Sanctions
Phase 2 ~ includes but is not limited to: Non-physical misconduct, Disrespectful behavior, Dis-crimination, Disorderly Conduct, Major Damage of AUK property, Physical altercations, etc.	**Probation** – minimum of one semester and no greater than one academic year Campus ban minimum of two weeks and no greater than four weeks Restitution/Fines/Loss of Privileges Discretionary Sanctions
Phase 3 ~ includes but is not limited to: Controlled substances, Theft, Weapons and dangerous materials, Physical altercations.	**Suspension** – Minimum of one semester and no greater than one academic year with Mandatory Probation Expulsion
NOTE: *Physical altercations on campus or at a university-sanctioned event are not tolerated, and any violation of this policy will result in immediate removal from campus and a temporary suspension from the University or classes (without consideration of fault) pending investigation.* *Any additional violation during the probationary period will increase the nature of the violation to the next highest disciplinary phase.* ** Above listed sanctions serve as a guide and may be administered as deemed appropriate by the administration given the specific violation and student's history.* ** Suspensions require the approval of the Vice President of Student Affairs.* ** Expulsions require the affirmation of the President.* ** Suspensions can lead to students losing their government scholarship*	

Mediation – A means by which people in conflict can positively express their views, feelings, and opinions in a safe and controlled environment. The ultimate objective is to work towards an agree-

able resolution for all parties involved. Mediation is conducted by an impartial individual and is confidential.

Warning – An oral or written notice in writing to the student that s/he is violating or has violated institutional regulations.

Probation – A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to be violating any institutional regulation(s) during or after the probationary period.

Loss of Privileges – Denial of specified privileges for a designated period of time.

Fines – Established and published fines may be imposed.

Restitution – Compensation for loss, damage or injury. This may take the form of appropriate ser-vice and/or monetary or material replacement.

Discretionary Sanctions – Work assignments, service to AUK or other related discretionary assignments.

AUK Suspension – Separation of the student from AUK for a defined period of time, after which the student is eligible to return. Conditions for readmission may be specified. The Vice President of Student Affairs affirms the student suspension. Students may also be suspended pending investigation.

AUK Expulsion – Permanent separation of the student from AUK. Expulsion is recommended to the University President who in turn imposes the sanction.

The following sanctions may be imposed upon AUK groups or organizations:

- Those sanctions listed above.
- Deactivation or loss of specific organizational privileges for a specified period of time.

Other than AUK expulsion, disciplinary sanctions shall not be made part of the student's permanent academic record but shall become part of the student's confidential record held in the Dean of Student Affairs' office. Upon graduation, the student's confidential record may be expunged of disciplinary actions other than expulsion and suspension upon written application to the Vice President of Stu-dent Affairs. Cases involving the imposition of sanctions other than suspension or expulsion shall be expunged from the student's confidential record seven (7) years after the student's last registration at the American University of Kuwait.

III.7.E. ARTICLE V: APPEALS

III.7.E.1. In extenuating circumstances, a student, student organization, or complainant may appeal the sanctions imposed by the Dean of Student Affairs (or designee) or the decision made by the Vice President of Student Affairs following a Code of Conduct Board hearing. Such appeals must be in writing, specifying on what grounds the appeal is being made. The appeal must be complete and thorough for consideration. The appeal letter must be delivered to the Office of the President within five working days of the receipt of the sanctions.
III.7.E.2. If a student appeals the decision, the President shall decide if sanctions shall be in effect immediately or pending the outcome of the appeal process. If the student or student organization poses a threat to any person, is unruly, disruptive, uncontrollable, damages or threatens to damage any property or some other very serious condition exists, the President may suspend the student or organization from activity at AUK immediately, and have the student escorted off AUK property.
III.7.E.3. The President will review all necessary paperwork, including, but not limited to, all incident

re-ports filled out by AUK personnel, all security reports, any witness statements, and any police reports and refer back to the Code of Conduct Board if necessary
III.7.E.4. After reviewing the case the Code of Conduct Board will make a determination to uphold, modify or overturn the decision, and will submit the recommendation in writing to the President within 7-10 working days of receiving the appeal letter from the student.

Appeals, if necessary, should be based on grounds related to procedural issues and not on an undesirable outcome. The grounds for appeal must be thorough and relevant otherwise the appeal may not be considered. Once the appeal decision is rendered, all appeal matters are considered final.

IV. CODE OF ACADEMIC HONESTY & INTEGRITY

Members of the American University of Kuwait community study and work together in an institutional framework dedicated to the pursuit of knowledge and learning. Freedom of inquiry, learning and intellectual pursuit flourishes only in a community in which the participants are committed to the mutual respect of each other's role and activity. Academic freedom, freedom of expression and dissent, tolerance of diversity are values that guide the norms of conduct of students, faculty, staff and administration at AUK. The educational mission of the University community is best realized and advanced when the rights, responsibilities, and reasonable standards of conduct and academic integrity are observed. The American University of Kuwait expects the highest standards of academic integrity and honesty from its students.

In light of the above noted values and norms of conduct, the Student Code of Academic Honesty outlines acceptable and unacceptable academic behavior for AUK students as well as appropriate disciplinary procedures, penalties and sanctions for violations of academic integrity.

Upon admission to the American University of Kuwait, students agree to act responsibly in all areas of academic, personal and social conduct and to take full responsibility for their individual and collective action. Such regulations are found in the American University of Kuwait Catalog, Student Handbook, and the AUK website at **www.auk.edu.kw**. Any question of interpretation regarding the Code of Academic Honesty and Integrity shall be reported to the appropriate Academic Dean. The Code shall be reviewed annually at the discretion of the Academic Deans.

Any student or student organization found to have committed the following violations or misconduct, either on or off campus, is subject to the disciplinary sanctions outlined in Adjudication Procedures.

IV.1. VIOLATIONS OF ACADEMIC HONESTY AND INTEGRITY

IV.1.A. ACADEMIC DISHONESTY

Including but not limited to the following:

Cheating:
The term "cheating" includes but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when not approved by the Instructor, looking at and/or copying text, notes or another person's paper during an examination when not permitted to do so.

Cheating also includes the giving of work information to another student to be copied and/or used as his/her own. This includes but is not limited to giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic semester; giving or selling a term paper, report, project or other restricted written materials to another student. Some forms of

dishonesty are detailed below.

Plagiarism:
The term "plagiarism" includes, but is not limited to, an attempt of an individual to claim the work of another as the product of his/her own thoughts, regardless of whether that work has been published. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written material sub- mitted to an Instructor as one's own work. Plagiarism also includes handing in a paper to an Instructor that was purchased from a term paper service or downloaded from the Internet and presenting another person's academic work as one's own.

Individual academic departments may provide additional examples in writing of what does and does not constitute plagiarism, provided that such examples do not conflict with the intent of this policy.

Violations of Copyrights:
International copyright laws must be observed by all students. Violations of copyright laws include making unauthorized use of printed materials, duplicating computer software, duplicating copy-right-ed materials, and reproducing audio-visual works. Students found in the possession of materials violating international copyright laws will be referred in writing to the Chair of the appropriate discipline and to the appropriate Academic Dean.

Dishonesty in Papers:
Papers submitted in courses must be the original work of the student with appropriate citations and references. Papers or other reports prepared by another person or purchased from another person or company and submitted as one's own work is a violation of academic honesty.

Work for One Course Submitted for Another:
Work submitted for one course may not be submitted for another. It is a violation of academic integrity to submit the same work in more than one course. The incorporation by students of past writing or research into current projects must be clearly indicated.

Falsification of Data:
Deliberate falsification of data for coursework, research papers or projects and other academic activity is a violation of academic integrity.

Inappropriate Collaboration:
Working and collaborating with a fellow student or others without acknowledging their assistance is a violation of academic integrity.

Dishonesty During Exams:
This includes the use of unauthorized materials, receipt of information and/or answers from others during the examination, or the transfer of unauthorized materials, information or answers to another student.

Adjudication of Academic Dishonesty and Integrity:
The University reserves the right of imposing on the violators of academic honesty disciplinary action ranging from a failing grade in the exam, paper or course to suspension or dismissal from the University.

IV.1.B. JURISDICTION

Faculty Jurisdiction:
The course Instructor has full authority to impose penalties in cases of academic violation of the University's Code of Academic Honesty and Integrity that occur in his/her course.
Students wishing to bring charges of violation of academic honesty against another student should do so through the faculty member in whose course or academic activity the alleged code violation has occurred. In the case of students bringing charges against other students, the student bringing charges must identify himself or herself to the faculty member. All cases of violations of academic honesty must be reported in writing to the Chairs of the appropriate discipline and the appropriate Academic Dean.

Frivolous or Malicious Complaints:
In the event that a claim of violation of academic honesty against another student is found to be frivolous or malicious, the appropriate University sanctions, including disciplinary action as appropriate, shall be taken against the complainant.

Administration Jurisdiction:
In circumstances in which the faculty member chooses to refer such violation to the Chair, the following procedures will be observed:

Faculty members reporting an alleged case or incident of dishonesty must do so within two weeks from the date of discovery of the alleged dishonesty. The charge of dishonesty must be supported by appropriate documentation for the Chair's review.

The Chair will notify the student of the charge and will arrange to discuss the charge with the student in a preliminary meeting. The Chair will also notify the appropriate Academic Dean that the alleged offense occurred. At the preliminary meeting, the student will be presented with the charge made and the evidence provided by the faculty member. The student will be advised of the adjudication procedures including his/her rights and given the opportunity to respond. The student may respond immediately or may be asked to respond in writing within five (5) working days. Any statement or signed document by the student will become part of the evidence in the case.

If the student fails to attend the preliminary meeting, the Chair may proceed with the process as appropriate. The Chair may gather additional evidence from the student, the complainant, and other appropriate parties prior to the adjudication process.

Faculty members will not submit grades for the work in question or for the course until the case has been adjudicated. The faculty member may, at his/her discretion, discuss the alleged case of dishonesty with the student before the case has been adjudicated. If a semester grade is to be submitted before the resolution of the case, a grade of "NR" will be entered on the transcript for that course.

After reviewing the charges and evidence, the Chair will make a decision about the case. The Chair may dismiss the case, remand the case to the faculty member bringing charges or assign a penalty. The Chair has the authority to request a meeting with the student at any time.

No legal counsel or external advisor is permitted at any point during the adjudication procedure.

Penalties:
Students are advised that violations of the Code of Academic Honesty and Integrity will be treated seriously by the University. The adjudication of violations will take into account both the seriousness of the offense and any particular circumstances involved in assigning a penalty. Repeat offenders may be subject to more severe penalties.
Penalties for an academic offense may include but are not limited to one or more of the following, progressively more severe:

- Resubmission of the work or the retaking of the exam in question. The resubmitted work or retaken examinations will be subject to a one (1) grade penalty; providing for a maximum of Grade "B" for that work or exam.
- Submission of alternative work or exam for the course in which the offense occurred. The sub-mission of alternative work or examinations will be subject to a one (1) grade penalty; providing for a maximum Grade "B" for that work or exam.
- Disciplinary probation.
- A grade of "F" or "NP" for the work found to be in violation of the Code of Academic Honesty and Integrity.
- A grade of "F" or "NP" for the course in which the offense occurred.
- Denial of credit for the course in which the offense occurred.
- Suspension for one or more academic semesters, including the semester or session in which the offense occurred.
- Dismissal for a specified time or permanently from the University.
- The student found in violation of the Code may not withdraw from a course in which an academic infraction has occurred and a penalty applied.

No refund or cancellation of tuition or fees is provided in such cases.

The Chair of the department will notify the student in writing of the finding of violation and the appropriate penalty assigned. The faculty member bringing the charge will also be notified in writing of these results.

Student's Right of Appeal:
Students have the right of appeal of the adjudication process. Appeals must be made in writing within 21 days of the date of notice.

Appeals are limited to grounds of improper procedure or lack of relevant evidence at the time of the original administrative review, or excessive penalty. The appropriate Academic Dean will review appeals. This Dean may consult the record of the case, the appeal request, and any person involved in the process of adjudication. This Dean will make the final decision.

Records of Disciplinary Actions:
All records related to student violation of the Code of Academic Honesty and Integrity will be retained for a period of seven (7) years after the student's last registration at the American University of Kuwait. The record will be housed in the Department adjudicating the student. If the violation and penalty is noted on the student's permanent record, the record is maintained indefinitely. These, as all student records, are subject to University regulations of confidentiality of student records.

Students have the right to review their records of the violations of the Code of Academic Honesty and Integrity through a written request to the appropriate Academic Dean.

V. STUDENT COMPLAINTS CONCERNING FACULTY

V.1. POLICY

The University is committed to providing a respectful and supportive learning environment and ensuring that students concerns regarding faculty are addressed promptly and fairly. Student complaints concerning the actions of faculty members are to be addressed through the below principles:
- Fairness and Impartiality: All complaints will be handled impartially and with utmost fairness to protect the rights of both the students and the faculty members involved
- Confidentiality: The identity of the student complainants and the faculty members involved will be kept confidential to the extent possible during the investigation and resolution process
- Timeliness: The university will strive to resolve complaints promptly and efficiently to avoid escalation.

- No Retaliation: The university will not tolerate any form of retaliation against students who file complaints in good faith

The general process involves the following steps:

V.1.A. Initial Resolution:
The student should first attempt to resolve the issue by discussing their concerns directly with the faculty member involved.

V.1.B. Departmental Level:
If an informal resolution is not achievable or if the issue remains unresolved, the student should contact the department chair, if applicable, to seek further assistance.

V.1.C. College Level:
If the college has no departments, or the issue remains unresolved at the department level, the student may escalate the complaint to the college dean for further consideration.

V.2. PROCESS:

V.2.A. Academic Department Level:

V.2.A.1. Initial Resolution:
Students with concerns about the actions of a faculty member should first attempt to resolve the issue through direct communication with the faculty member involved. This approach encourages constructive dialogue and provides an opportunity to address issues without formal escalation.

V.2.A.2. In case of unresolved issues:
The student may contact the department chair responsible for over-seeing the department where the faculty member belongs.

V.2.A.3. Reporting the complaint:
The student should submit their complaint in writing to the department chair, clearly stating the nature of the complaint and providing any supporting documentation or evidence. The complaint should be filed within thirty (30) working days of the alleged incident.

V.2.A.4. Investigation and resolution:
The department chair will investigate the complaint within (10) working days, which may involve gathering information from both the student and the faculty member involved, as well as any relevant witnesses. The department chair will assess the situation and take appropriate actions to address the complaint, which may include mediation, further discussions, or other measures.

V.3.B. College Level

V.3.B.1. Escalation:
If the college has no departments, or if the students are not satisfied with the outcome at the departmental level, they can escalate the matter to the college level within thirty (30) working days of the alleged incident

V.3.B.2. Formal Complaint:
The student will submit a formal written complaint detailing the nature of the complaint and providing any relevant documentation or evidence.

V.3.B.3. Investigation and review:
The college will initiate an investigation into the complaint, ensuring a fair and impartial review. This may include gathering additional evidence, conducting interviews, and considering the perspectives

of all parties involved. For complex cases, a committee may be formed to further investigate the concerns and findings. Following this fact-finding process, the committee will submit a recommendation to the college Dean with- in ten (10) working days.

V.3.B.4. Decision and resolution:
Based on the findings of the investigation, the college dean will make a decision or take appropriate actions to address the complaint. The student will be informed of the decision and any corrective measures implemented.

V.3. APPEAL:

If a student remains dissatisfied with the outcome of at the college level, they may request a review by the Office of the President within five (5) working days of receipt of the Dean's decision. The Office of the President evaluates the complaint to ensure that the outcome was supported by substantial evidence in the record and that relevant procedures of the department and/or college were followed. To initiate an appeal, the student should submit the following to the Office of the President:

- a letter explaining how the outcome lacked substantial evidence and/or relevant procedures were not followed, and
- copies of all previous documents provided by or to the student during the departmental and college reviews.
- The President's decision will be final and binding on all parties.

GENERAL ACADEMIC INFORMATION

STUDENT RESPONSIBILITIES
UNIVERSITY DEGREE REQUIREMENTS
ACADEMIC POLICIES
- CATALOG YEAR
- MATRICULATION TO THE UNDERGRADUATE DEGREE PROGRAM
- CLASS ATTENDANCE
- GRADING SYSTEM

COURSE REPETITION POLICY
- REPETITION DUE TO FAILURE
- REPETITION FOR IMPROVEMENT OF GRADE
- INCLUDE/EXCLUDE GRADES, EARNED CREDITS, & GPA CALCULATION
- INCOMPLETE GRADES
- COURSE GRADE APPEALS

CHANGE OF FINAL GRADES
STUDENT COMPLAINTS CONCERNING STAFF & FACULTY
TESTS AND EXAMINATIONS
CHALLENGING EDUCATIONAL MATERIALS
- ACADEMIC PROBATION
- ACADEMIC DISMISSAL

REGISTRATION
STUDY AT ANOTHER INSTITUTION
- *STUDY ABROAD*
- *AUK-EXCHANGE PROGRAM STUDENTS ONLY*

COURSES AND CLASS SCHEDULES
- COURSE SCHEDULES
- COURSE PREFIX, LEVEL, TITLE, AND CREDIT HOURS
- PREREQUISITES
- CO-REQUISITES
- CONCURRENT COURSE
- INDEPENDENT STUDY COURSES
- SPECIAL TOPICS COURSES
- COURSE SUBSTITUTIONS
- ACADEMIC OPERATION AND CLASS PERIODS
- COURSE DESCRIPTIONS AND SYLLABI

ACADEMIC LOAD
GENERAL EDUCATION
- MISSION STATEMENT
- LEARNING OUTCOMES
- GENERAL EDUCATION REQUIREMENTS (45 CREDIT HOURS)
- GENERAL EDUCATION GRADE REQUIREMENT
- GENERAL EDUCATION, FOUNDATION COURSES, AND PREREQUISITES

DEGREE PROGRAMS AND MAJOR REQUIREMENTS
- DECLARATION OF MAJOR IN THE DEGREE PROGRAM
- CHANGE IN DEGREE PROGRAM MAJOR, AND/OR MINOR
- COMPLETION OF THE MAJOR IN THE DEGREE PROGRAM
- DOUBLE MAJOR
- STUDENTS WITH A BACHELOR'S DEGREE

GRADUATION
- ELIGIBILITY FOR GRADUATION AND CREDIT HOUR REQUIREMENTS
- APPLICATION FOR GRADUATION
- CONFERRAL OF DEGREES

UNIVERSITY HONORS AND AWARDS
UNIVERSITY LIABILITY

UNIVERSITY ACADEMIC INFORMATION

STUDENT RESPONSIBILITIES

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

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

UNIVERSITY DEGREE REQUIREMENTS

The College of Arts and Sciences offers the following degrees:

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in English
- Bachelor of Arts in Design (Concentration in Graphic Design)
- Bachelor of Arts in International Relations
- Bachelor of Arts in Social and Behavioral Sciences (Concentration in Anthropology)

The College of Business and Economics offers the following degrees:

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

The College of Engineering and Applied Sciences offers the following degrees:

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

To graduate with a bachelor's degree in arts, or sciences, or business administration (BA, BS, BBA), students must complete a minimum of 120 credit hours. To graduate with a Bachelor of Engineering degree (BE), students must complete a minimum of 140 credit hours. These credit hours are composed of the general education requirements and all degree program or major requirements. Any of the required credit hours remaining after the completion of all requirements may be used to complete a minor in another discipline or for free electives, or both. Students are encouraged to complete a minor either in a field related to their degree program or major, or in any other area of their interest.

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

ACADEMIC POLICIES

CATALOG YEAR

Students seeking readmission must meet all admission requirements and deadlines as per the most current catalog at the time of readmission. If readmitted, students must also follow the most recent academic catalog for degree requirements. Students enrolled in AUK more than 8 years must follow the recent academic catalog for degree requirements.

MATRICULATION TO THE UNDERGRADUATE DEGREE PROGRAM

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

CLASS ATTENDANCE

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

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

GRADING SYSTEM

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

The following general education requirements must be completed with a grade of C- or better:

- English Language [E]
- Any course that is a prerequisite for a major or minor course.

All students must have a minimum cumulative GPA of 2.00 to graduate.
A student will be awarded credit only once for any passed course counted toward their degree or in the calculation of the GPA. Grades for all courses completed at AUK will be recorded on the student's AUK transcript. Repeated courses will be designated to distinguish them from other courses. The grade point average (GPA) is based on grades earned in courses at the American University of Kuwait, and is calculated based on the following equivalencies (the qualities of performance associated with the different grades are explained below):

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

1.30	D+	67-69	The D range represents less than satisfactory work, demonstrating that coursework falls below the accept- able standards in quality and quantity. This grade range implies that the student has a limited understanding of the course material and concepts and does not display leadership in thought. **The D range is a passing grade for MATH 095, free electives, and most general education courses.**
1.00	D	64-66	
0.70	D-	60-63	
0.00	F	0-59	An F represents a failing performance, demonstrating incomplete comprehension of the material, and/or incomplete submission of materials required for the course. It implies that the student has not met the standards set by the course. **An F is a failing grade.**
0.00	FN	0-59	Failure for non-attendance

Grade notations not calculated in the GPA

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

THE PASS/NO PASS OPTION:

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

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

Computing the Grade Point Average

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

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

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

COURSE REPETITION POLICY

REPETITION DUE TO FAILURE

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

REPETITION FOR IMPROVEMENT OF GRADE

- Students may elect to repeat up to four courses with a minimum earned grade of C-.
- Prerequisite courses and courses that have catalog restrictions due to duplication of subject matter may not be repeated.
- The repetition of foundation courses, including ENGL 100, ENGL 10 is not permitted for students.
- A single course may only be repeated once.
- Students may not repeat a course outside AUK and transferred repeated courses will not replace failed AUK courses.
- Students will not receive credits for taking a course at AUK for which they have received transfer credit.
- A repeated transfer course at AUK will be excluded from use toward graduation or in the student's GPA.
- A student will receive credit only once for any AUK course, with the highest grade earned counted in the calculation of the GPA.
- Exceptions to the repeat policy are DRAM 360, MUSC 110, 160, 260, 310, 365, 399, and courses numbered 369 (Short Course), 388 (Independent Study), 389 (Special Topics), and 470 (Internship).
- Students may repeat courses in: DRAM 160, MUSC 110, 160, 260, 310, 365, 399, and all courses numbered as 470 for credit, provided the course material is sufficiently distinct.

- Students may repeat short courses, independent studies, and special topic courses for credit,
- provided the course material is sufficiently distinct.
- Grades for all courses completed at AUK will be recorded on the student's AUK transcript, and
- repeated courses will be identified.

INCLUDE/EXCLUDE GRADES, EARNED CREDITS, & GPA CALCULATION

- All course grades and credits for all attempts will appear on the student's transcript, but only the highest grade earned for a repeated course will be included in the calculation of the student's earned hours and grade point average (GPA).
- On the transcript, included repeat courses are indicated as I and are included in the GPA and earned hours calculation.
- Excluded repeat courses are referred to as E and the course attempt is excluded from the GPA calculation and earned hours calculation.

INCOMPLETE GRADES

- Requirements noted on the course syllabus must be completed by the last day of the semester.
- An Incomplete grade (I) may be given when a compelling and verifiable emergency prevents timely completion of course requirements, provided that the student was doing passing work at the time of the emergency.
- A student who receives an incomplete grade (I) must complete the coursework within one month of the first day of the following semester (fall into spring, spring into summer, summer into fall).
- If the incomplete grades for any one semester/term are more than two, the future registration will be removed to facilitate the student's success without jeopardizing the student's academic progress.
- Students in this situation may submit an appeal to the appropriate dean to extend the one calendar month.
- If the coursework is completed within the specified period, the instructor must complete a Change of Grade form and submit it with supporting evidence; if approved, s/he will sign the form and submit it for final approval to the appropriate dean.
- If the coursework is not completed within the period specified, the I will be replaced with an F or NP as the final grade.
- PUC scholarship students must contact the AUK Scholarship and Financial Aid Office regarding the possibility of submitting a scholarship deferral request.

NOT REPORTED GRADES (NR)

- A grade code of NR will be recorded for grades not reported by the instructor.
- The grade NR should be replaced within 48 hours by an instructor submitting to the department chair a Change of Grade form with appropriate supporting documentation for the change.
- The department chair and appropriate dean must approve the change of grade and send it to the Office of the Registrar for an official grade change.

COURSE GRADE APPEALS

Students are entitled to an objective, professional evaluation of their academic work and to a fair, equitable treatment during their academic relationships with the faculty. These criteria are observed by the AUK faculty as part of their professional responsibilities. A final grade assigned by an instructor may be appealed if a student can provide evidence to the effect that there is/are:

- Clerical/mathematical/mechanical error in the computation of the final grade.
- Inconsistent standard of evaluation that include, among others:
- Unfair or unannounced deviation from the grading criteria as outlined in the course syllabus.

- The final grade determination was based on factors other than the student's performance in the
- course and/or completion of course requirements.
- The student's final grade was determined by different standards than other students in the same
- section of the course.

A grade appeal must be submitted within 14 days of receiving the disputed grade or by no later than the first day of the commencement of the fall, spring, or summer semester, whichever comes first after the assigning of the grade that is appealed. Failure to do so will preclude any possibility of subsequent action.

The following steps apply to the grade appeal process, as per the AUK policy on grade appeals:

Step 1: Consultation with and Appeal to the Faculty Member

Students with questions concerning the final posted grade should first consult with their course instructor within 48 hours once final grades are officially made available to students by the Registrar's Office, then with the course supervisor or department chair. This requirement allows for any circumstances to be considered and computational errors to be corrected by the faculty member by means of the Change of Grade Form without the necessity of filing an appeal.

In all instances, students who believe that an appropriate grade has not been assigned must first seek to resolve the matter informally with the instructor of record or the course supervisor or department chair within 48 hours of the grades being published. In the event the issue remains unresolved, the student may then proceed to formalize the grade appeal process, by completing and signing the Grade Appeal Form available at the Registrar's Office and submitting it to a designee in the Office of the Dean within 14 days of receiving the disputed grade or by the first day of the following semester (fall, spring, summer, whichever comes first). Upon receipt of the package, the designee in the Office of the Dean will submit this to the Grade Appeal Committee.

Step 2: Formal Appeal to University Grade Appeal Committee

If the grade is still in dispute after consultation with the faculty member and/or course supervisor and/or the chair, the student must notify the faculty of his/her intention to appeal the grade and must complete the Grade Appeal Form available at the dean's office and to be signed by the faculty. The student's Grade Appeal Packet must include:

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

A detailed report of the initial consultation with the faculty/course supervisor or chair is required and a response of the faculty are to be submitted to the dean.
Upon receiving the Grade Appeal Packet, the designee in the Office of the Dean will submit the documentation to the chair of the University Grade Appeal Committee.

A. MEMBERSHIP AND TERMS OF THE UNIVERSITY GRADE APPEAL COMMITTEE

1. The University Grade Appeal Committee will be comprised of seven members:

- Two faculty member representatives from each college (3 colleges).
- One designated staff member from the Office of Student Affairs.

2. The chair of the committee will be elected by the Committee members.
3. The committee members will serve for a period of two consecutive terms and are eligible for reappointment.
4. If the concerned instructor is a committee member, the committee will choose a substitute in consultation with the dean. The instructor will not participate in this decision.
5. A substitute member will be appointed in the event a member is not available.
6. The quorum for a meeting shall be 4 members and must include at least one representative from each college.
7. The Grade Appeal Committee will make its decisions based on a majority vote, and will have the power to raise or keep a grade unchanged or to award an incomplete (I) grade.
8. Grade Appeal Committee meetings are called into session by the request of a dean or deans of the colleges.

B. POWERS OF A GRADE APPEAL COMMITTEE

1. The decision of the Committee shall be binding and final.
2. The Committee can either deny the appeal or uphold the appeal and to direct the relevant parties to further actions consistent with best pedagogic practices that sustain academic integrity.
3. The Grade Appeal Committee will have the power to raise or keep a grade unchanged or to award an incomplete (I) grade.
4. In cases where the Grade Appeal Committee determines that the student's final grade should be raised, the chair of the Committee must complete and submit the appropriate form to the dean who will finalize the record of the grade at the Office of the Registrar.
5. Where a decision calls for administrative action on the part of the college, the Grade Appeal Committee will render the decision to the respective dean to follow through.
6. The Committee may also report to the dean matters applicable to the process and may recommend changes to policy and/or procedure.
7. In cases of an incomplete grade being awarded, the dean is required to follow through and mitigate against any irretrievable relationships between the student and the faculty. In this instance, the dean's decision is final and binding.

C. DEADLINES

1. Submission of an appeal packet to the dean's office:

- The student has 14 days after having received the grade or by the first day of the next semester (fall, spring, summer, whichever comes first) to submit supporting documents to the designee in the dean's office who will immediately email it to the faculty if additional information is required.
- By 4:00PM the following day, the faculty member must respond to the appeal, providing the
- necessary documents.
- The designee in the dean's office will finalize the appeal packet by collecting the required documents from the student and the faculty and submitting to the chair of the University Grade Appeal Committee by no later than 10:00AM of the third day.
- In special circumstances, a dean may call for a meeting of the Grade Appeal Committee that deviates from the timeline.
- Decision and Student Notification:
- The University Grade Appeal Committee meets from 2:00-5:00PM by the 3rd day to carefully
- review the files. If necessary, the committee will continue into the 4th day.
- The chair of the committee will notify the parties involved by the end of the fourth day. This accords students the opportunity to register for the course of their choice at least a day before the add and drop week when meetings are scheduled the following semester.

CHANGE OF FINAL GRADES

After final grades are posted in the AUK student self-service system, a change of grade is not allowed unless a demonstrable mistake was made in calculating the grade. In such a case, the instructor must complete a Change of Grade Request form no later than one week after the end of final examinations and submit it to the appropriate dean in which the course is offered with the supporting evidence for the mistake warranting the change of grade. The dean's decision is final. The dean's decision is final. Approved Change of Grade forms must be submitted to the Office of the Registrar no later than four class days after the beginning of the next term. A change of grade is not allowed beyond this date.

STUDENT COMPLAINTS CONCERNING STAFF & FACULTY

Policies and procedures for student complaints concerning staff and faculty are included in the University Codes.

TESTS AND EXAMINATIONS

General Guidelines

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

These assessment measures will demonstrate an understanding of the information presented primarily during lectures.

Exam Logistics

Examination dates are usually announced in course syllabi. Final examinations must be offered by the faculty and they must be taken by the students during the scheduled period as assigned by the Office of the Registrar. Students may be asked to provide some form of photo identification, preferably their AUK ID, to enter the examination room. These proctored exams will be closed-book exams and students will not be allowed to refer to texts, notes, or other materials while taking the exams. Additionally, students must abide by the AUK Code of Academic Honesty and Integrity (see University Codes) when undertaking examinations. As per the code, dishonest behavior during exams "includes the use of unauthorized materials, receipt of information and/or answers from others during the examination, or the transfer of unauthorized materials, information, or answers to another student." Students are not obligated to sit for more than three examinations per day during the formal examination periods. Should a student be scheduled to more than three exams on the same day, the other exams may be rescheduled as a make-up exam. A student who misses an exam because of a legitimate emergency must present documented evidence to the course instructor. The course instructor will provide a make-up for the missed exam. This policy may be noted in the instructor's course syllabus.

CHALLENGING EDUCATIONAL MATERIALS

Challenges to educational materials, whether in the classroom or the library, may come from any AUK faculty, student, or staff member. When a library material challenge occurs, the individual is required to complete a Challenged Materials form and submit it to the library director. For classroom materials,

the individual must submit the form to the appropriate academic dean. The appropriate academic dean will convene a panel to review the form and determine the appropriate action. The outcome will be communicated to the individual who has completed the form.

Academic Probation

A student is placed on academic probation when their cumulative AUK GPA falls below the required benchmark based on earned credit hours:

- 0–44 earned credit hours: below 1.70 GPA
- 45–59 earned credit hours: below 1.87 GPA
- 60+ earned credit hours: below 2.00 GPA

Students on academic probation are expected to improve their academic performance over the course of up to three consecutive semesters. Failure to do so may result in academic dismissal.

Probation Stages

- **First Probation**: Applied after the first semester when the student's GPA falls below the benchmark.
- **Second Probation**: Applied if the GPA remains below the benchmark following the first probation.
- **Final Probation**: The last opportunity to meet the required GPA before dismissal.

Probation Conditions

Students on probation must comply with specific conditions to support their academic recovery:

- **Mandatory advising meetings** to develop and monitor an academic success plan.
- **Course retakes** for grades of D(+/-), F, or FN, subject to availability.
- **Credit hour limitations**: up to 14 credits in fall/spring and 7 in summer. Final probation students may take summer courses only if recommended by the Academic Advising Center.

A probation hold will be placed on the student's account, preventing registration until a plan is developed with an advisor.

Academic Dismissal

Students who do not meet the required GPA within the probation period will be academically dismissed from the University without the right to appeal.

Exceptions for Graduating Students

Students with only one semester remaining to graduate and a cumulative GPA of 1.90 or higher may be granted an additional semester on final probation.

Readmission Following Dismissal

Academically dismissed students may apply for readmission after one regular semester of separation (excluding summer). Upon return, they will be placed on first probation and are not eligible for summer enrollment until good standing is restored. Credits earned elsewhere during dismissal will not be transferred.

Students dismissed for a second time will be permanently dismissed from AUK, with no option for future readmission.

Inactive Status

Dismissed students who do not reapply for over one year will be considered inactive. Upon reapplying and being readmitted, they will return on first probation status with applicable limitations.

REGISTRATION

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

Registration Holds

Students may have a hold that prevents registration. Holds may be placed by the Office of Finance, the Office of Admissions, the Office of the Registrar, the AUK library, the Academic Advising Center, or other University departments. All holds must be cleared by the appropriate office before students can register for the upcoming term. Students can view their hold information via the AUK self-service.

Drop and Add

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

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

WITHDRAWAL

WITHDRAWAL FROM INDIVIDUAL COURSES

- Students are permitted to withdraw from individual courses with the understanding that to maintain a full-time status, the student must be registered for a minimum of 12 credits per semester.
- Withdrawal from individual courses is permitted up until the withdrawal deadline for the respective semester which is generally five weeks before the last day of classes for the fall and spring semesters, two weeks before the last day of classes of the IEP summer semester, and one week before the last day of the UG summer semester.
- A grade of W will be recorded in the student's transcript for the course from which the student
- has voluntarily withdrawn after the drop/add deadline for the semester.
- Upon withdrawal, a student maintains his/her financial obligations but is free from the academic
- responsibilities associated with the course.

For specific information regarding the individual course withdrawal deadlines for each semester, visit the AUK website/academic calendar. Students are also encouraged to consult the tuition refund schedule before withdrawing from a course.

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

Withdrawal from the Semester

- Students may withdraw from all courses for the semester by submitting an approved Withdrawal
- from the Semester Request form to the Office of the Registrar.
- This request must be submitted before the semester withdrawal deadline.
- The student's account will remain active so that s/he can register for the following semester.
- If a student plans on taking courses at another institution during this semester, s/he must also submit an approved Study at Another Institution Request form.
- A grade of W will be recorded in the student's transcript for all courses from which the student has voluntarily withdrawn after the drop/add deadline for the semester.
- Upon withdrawal, a student still maintains his/her financial obligations but is free from the academic responsibilities associated with the course.

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

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

Withdrawal from the University

Students may withdraw from the American University of Kuwait by submitting a completed and signed Withdrawal from AUK form to the Office of the Registrar. This request must be completed before the semester withdrawal deadline. If submitted after the withdrawal deadline, the action will be recorded for the following term and the registration status of the current term will be maintained. If a student withdraws from the University by the last day of the second week of classes, 50% of tuition and fees will be refunded. After the end of the second week, no refunds of tuition or fees will be made.

A student who withdraws from the University is inactivated and must apply for readmission to the University. All returning students must meet the readmission requirements and all admissions deadlines if applying after one academic year. If the student takes courses elsewhere during this period, only a maximum of 60 credit hours may be considered for transfer towards a degree program.
Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further assistance regarding procedures, please contact the AUK Scholarship & Financial Aid Office at **scholarship@auk.edu.kw.**

LEAVE OF ABSENCE

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

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

RESUMING STUDY AT AUK

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

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

AUDITING

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

STUDY AT ANOTHER INSTITUTION

General Guidelines

AUK students may apply to study abroad in which they take courses at another institution for a full semester or a year and transfer those courses to AUK; or they may choose to apply to study away where they take limited coursework (less than 9 credit hours) at another institution. Students must meet the following requirements for each category (Study Abroad & Study Away):

Study Abroad

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

- Have a minimum cumulative GPA of 3.0.
- Have declared a major.
- Have earned 30 credit hours of the 60 required towards AUK residency at the time of application to study abroad.
- Be in good disciplinary standing per the student code of conduct.
- Not have a financial hold on their student account.
- Be 18 years of age or above as of the program start date.
- Meet the language proficiency requirements of the program to which they apply.
- Meet the eligibility requirements of the program to which they apply.
- Courses taken abroad must meet AUK prerequisite requirements and be pre-approved by the appropriate department and college dean to be transferred for full academic credit.
- The institution and major program for which courses are to be taken must be approved by the Kuwait Ministry of Higher Education (MOHE).

Students are encouraged to register at the host institution for a minimum of 12 credits or equivalent.
Scholarship students cannot change their enrollment status without prior approval from their scholarship provider. For further information and assistance regarding scholarship rules, conditions, and procedures students must contact the AUK Office of Scholarship & Financial Aid.

Students may not repeat a course outside AUK and transferred repeated courses will not replace

failed AUK courses (see Repetition for Improvement of Grade section of AUK Academic Catalog). Students must also meet the upper division credit hours requirement for graduation as specified in the AUK Academic Catalog.

The study abroad period cannot be during his/her senior year at AUK (last 30 credit hour residence requirement for graduation).

*See note below on Students in an AUK-Exchange Program

International students studying at AUK and planning to take courses at another institution are to contact the Corporate Relations Office regarding visa and residency implications of the Kuwait residency prior to the completion of the Study at Another Institution form.

Other requirements as noted in other AUK policies as set forth in the academic catalog, student handbook, and other institutional documents.

AUK Exchange Program - Students Only

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

Study Away

- The student must be in good academic standing.
- The student must have earned at least 30 credit hours towards AUK residency at the time of application.
- The institution and program must be on the approved list of the Kuwait Ministry of Higher Education (foreign institutions).
- The course is required for the student's degree program and will not be offered at AUK prior to the student's graduation.
- Scholarship students cannot change their enrollment status without prior approval from their scholarship provider.
- Students who wish to study away during their final year at AUK can apply to do so pending the
- approval of their respective college dean.
- Study away at institutions in Kuwait is permitted if the course is required for the student's degree program and will not be offered at AUK prior to the student's graduation.
- In addition to meeting the above, students must complete the appropriate form for each type of experience:
- Study at Another Institution—Study Abroad form (for full semester or year)
- OR
- Study at Another Institution—Study Away form (for less than 9 credit hours)

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

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

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

COURSES AND CLASS SCHEDULES

COURSE SCHEDULES

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

COURSE PREFIX, LEVEL, TITLE, AND CREDIT HOURS

Each course offered by the University is identified by a letter prefix signifying the academic discipline (field of study), followed by a three-digit number indicating the level of the course content. For example, ENGL 207: Introduction to Rhetorical Studies (3) is a sophomore-level course offered by the English Department that follows freshman course(s) at the 100-level such as ENGL 101: Approaches to Critical Reading and Writing (3). The number in parentheses following the title of a course indicates the number of credit hours for the course. All courses are valued in credit hours. Generally, each credit hour is equal to 15 contact hours. Each credit hour of laboratory is equal to at least 40 hours of laboratory experience.

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

PREREQUISITES

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

CO-REQUISITES

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

CONCURRENT COURSE

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

INDEPENDENT STUDY COURSES

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

SPECIAL TOPICS COURSES

A special topics course is an upper-level course with topics that vary by semester. These courses are normally restricted to juniors and seniors who have received instructor approval. Students can register no more than 12 credit hours of special topic courses. Students may not take more than six (6) credits of special topics courses that have study abroad toward the 124-credit hour minimum required for graduation. Students are not limited in taking special topics courses that do not have a study abroad component or are full-semester study abroad programs and/or institutions approved by AUK.

COURSE SUBSTITUTIONS

Course substitution is restricted as follows:

- The original course is not offered prior to the student's graduation from AUK.
- The substituted course must be in the same field of study as the original course.
- The substituted course contains similar content according to the course syllabi.
- The substituted course is of equal rank or higher level.
- All course substitutions require the approval of the department chair and the appropriate academic dean.

ACADEMIC OPERATION AND CLASS PERIODS

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

COURSE DESCRIPTIONS AND SYLLABI

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

ACADEMIC LOAD

FULL-TIME STUDENTS

Full-time students must carry a course load of 12-18 credit hours per regular semester. Full-time students may enroll in a maximum of 10 credit hours for the UG summer term.

PART-TIME STUDENTS

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

MAXIMUM CREDIT LOADS

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

CLASS STANDING

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

Freshman:	0-29 credit hours
Sophomore:	30-59 credit hours
Junior:	60-89 credit hours
Senior:	90+

GENERAL EDUCATION

The general education requirements reflect AUK's liberal arts philosophy and constitute an essential component of all bachelor's degree programs offered at AUK.

MISSION STATEMENT

The General Education program at the American University of Kuwait is designed to give students a comprehensive foundation in liberal arts, covering the sciences, social sciences, humanities, and business. Our mission is to equip students with critical skills needed for the future, emphasizing real-world problem-solving, innovation, and societal contribution. The curriculum fosters personal and intellectual growth, critical and creative thinking, digital fluency, and effective communication. We aim to prepare students for diverse roles, encouraging leadership, teamwork, and an appreciation for cultural diversity. Aligning with AUK's dedication to a broad educational perspective, our program's goal is to develop versatile, informed individuals in a rapidly evolving global landscape.

LEARNING OUTCOMES

Upon completion of the general education requirements, AUK students and graduates will be able to use the following skills, knowledge, and dispositions:

Disciplinary Knowledge

A
UK students and graduates will be able to describe human cultures and the physical and natural worlds through inquiry and examination of topics in the arts, humanities, histories, languages, social sciences, and natural sciences.

Integrative Reasoning

AUK students and graduates will be able to integrate diverse perspectives and knowledge from across disciplines to investigate real-world challenges.

Critical Analysis and Reasoning

AUK students and graduates will be able to critically investigate, analyze, and reflect on concepts, issues, beliefs, and ideas to formulate conclusions based on evidence; develop innovative solutions to problems and make informed judgments and decisions.

Information Literacy

AUK students and graduates will be able to demonstrate information literacy by effectively using library technologies to successfully search, locate, and critically evaluate information.

Aesthetic and Cultural Analysis and Expression

AUK students and graduates will be able to engage in the creative process to analyze, interpret, critique, and produce works of literature, unique artwork, designs, and performances.

Scientific Reasoning

AUK students and graduates will be able to engage in inquiry through scientific reasoning to interpret, design, and conduct basic research.

Quantitative Reasoning

AUK students and graduates will be able to analyze quantitative and numerical data to evaluate problems; communicate arguments in various formats, including words, graphs, tables, and mathematical equations, as appropriate.

Written Communication

AUK students and graduates will be able to demonstrate effective expression of ideas in writing across genres and styles according to the purpose and audience; display competency in both English and Arabic.

Oral Communication

AUK students and graduates will be able to exhibit effective presentation skills for different purposes, audiences, and contexts; display competency in both English and Arabic.

Digital and Technological Literacy

AUK students and graduates will be able to demonstrate digital literacy through appropriate, ethical, and practical use of digital technologies to develop, design, and exchange ideas and information.

Leadership Skills

AUK students and graduates will be able to enhance teamwork through the effective use of interpersonal skills.

Social Responsibility

AUK students and graduates will be able to develop socially responsible courses of action when confronted with, among others, issues of justice, peace, and equality; actively engage in civic engagement and public service within the local communities.

Cultural and Global Awareness and Sensitivity

AUK students and graduates will be able to demonstrate knowledge of the multiple interconnections of human groups across time and space; develop awareness and appreciation of diversity across local, regional, and global settings.

GENERAL EDUCATION REQUIREMENTS (42-46 CREDIT HOURS)

Each general education requirement is noted in the course description listings with an area code. This code designates which general education area the course satisfies, e.g., courses labeled with a [P] code fulfill the *Science and the Natural World* general education requirement. Grades earned in courses numbered 095 and below are not computed into the GPA, and the credit hours earned for these courses are not applied towards the total hours required for graduation. Students must complete forty-two to forty-six (42-46) general education credit hours in the following areas:

Tier 1: The Core Curriculum			**20 credit hours**
The Core Curriculum at AUK is strategically designed to ensure students develop essential intellectual and academic skills such as language proficiency, analytical and critical thinking, and effective communication, regardless of their major. Students are required to complete these courses within the first two years of their degree.			
	[E] English Language Requirement		**6 credit hours**
	Students can satisfy the English requirement with a grade of D- or better by taking the following courses. Students may be exempt from ENGL 100 if their TOEFL, IELTS, or Accuplacer scores meet ENGL 101 minimum requirements.		
		ENGL 101: First-Year Composition (this course should be completed by the end of the second semes- ter)	(3) [E]
		AND	
		ENGL 102: Introduction to Writing Across the Cur- riculum (this course should be completed by the end of the third semester)	(3) [E]
	[I] Arabic Language Requirement		**3 credit Hours**

	Proficiency level is determined by an Arabic placement exam. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they have been placed (an exception to this being ARAB 215; students may take ARAB 215 after having passed ARAB 220 to improve their Arabic composition). The following are guidelines for fulfilling the Arabic language requirements:		
		[ ] Arabic language requirement is fulfilled by taking one of the following courses:	
		ARAB 101: Arabic as a Second Language	(3) [I]
		OR	
		ARAB 114: Arabic Basic Language Skills	(3) [I]
		OR	
		ARAB 215: Arabic Composition	(3) [I]
		OR	
		ARAB 220: Readings in Arabic Heritage	(3) [I]
	[R] Core Requirements		**11 credit Hours**
	Students can satisfy these requirements with a grade of D- or better and are required to complete these courses within the first two years of their degree.		
		GENE 101: Information Literacy	(2) [R]
		GENE 102: Critical Reasoning	(3) [R]
		GENE 103: Public Speaking	(3) [R]
		GENE 104: Scientific Inquiry OR GSCI 100: General Science	(3) [R] (1 or 3) [R]

Tier 2: Thematic Areas			**19 credit Hours**
The second tier of the General Education program, known as "Thematic Areas," takes the foundational knowledge and skills introduced in the Core Curriculum and enables students to apply them in more focused and specialized areas of study. Thus, the course selection in Tier 2 serves as a space for academic exploration and specialization that encourages students to broaden their perspectives and deepen their understanding of disciplinary knowledge. These courses should be completed by the end of the third year. Each of the concentrations of the thematic areas is described below:			
	[B] Arab Culture and Society Requirement		**3 credit hours**
	Offering students a deeper insight into their culture and history, this thematic area focuses on various aspects of the Arab world, including its history, politics, culture, and contributions to global civilization. This concentration promotes a deep understanding of the region's complexities and role in the global landscape. To fulfill the Arab World Studies requirement, students can take one course from the following areas:		

		Arabic (ARAB) (150, 189, 205, 303, 304, 310, 312, 313, 314, 315, 316, 318)	[B]
		Art History (ARTH) (103, 203, 303)	[B]
		English (ENGL 376)	[B]
		History (HIST) (110, 201, 221)	[B]
		MUSIC (MUSC) (370, 399)	[B]
	[O] The Arts and Humanities Requirement		**3 credit hours**
	This thematic area introduces students to the world of art and culture, appreciate and engage with various artistic expressions, historical periods, and cultural practices. By studying these disciplines, students will develop a deeper understanding of global cultural diversity and the ways in which art reflects and shapes our world. To fulfill the Art and Cultural Explorations requirement, students can take one course from the following areas:		
		Art (ART) (100, 104, 120, 121, 122)	[O]
		Communication and Media (COMM) (110, 111)	[O]
		Drama (DRAM) (150, 160, 360)	[O]
		English (ENGL) (200, 207,)	[O]
		Humanities (HUMN) (189)	
		Music (MUSC) (110, 120, 160, 165, 215, 216, 217, 220, 260, 310, 365)	[O]
		Social and Behavioral Sciences (SBSA) (260)	[O]
	[G] Global Studies Requirement		**3 credit hours**
	This thematic area enables students to appreciate and understand the global community. It covers an array of topics, including global politics, economics, and social issues. Students will analyze how global trends and events impact societies and individuals, preparing them to navigate and contribute to an interconnected world. To fulfill the Global Studies requirement, students can take one course from the following areas:		
		American Studies (AMST) (121)	[G]
		Art History (ARTH) (101, 102, 201, 204, 205, 208, 211, 315)	[G]
		Drama (DRAM) (101, 211)	[G]
		English (ENGL) (349, 355, 375, 378)	[G]

		Engineering (ENGR 201)	[G]
		History (HIST) (105, 202, 204, 205, 221)	[G]
		International Relations (IR) (101, 189)	[G]
		Music (MUSC) (101, 105)	[G]
		Political Science (PLSC) (101, 203)	[G]
		Social and Behavioral Sciences (SBSA) (101, 235, 270, 280,)	[G]
	[Q] Quantitative Reasoning Requirement		3
	Focused on developing strong analytical and problem-solving skills, this thematic area equips students with the mathematical and statistical tools needed to analyze and interpret quantitative data effectively. These skills are fundamental in today's data-driven world, helping students understand and critically evaluate numerical and statistical information. To fulfill the Quantitative Reasoning requirement, students can take one course from the following areas:		
		Mathematics (MATH) (100, 102, 103, 105, 110, 201, 213) Business (BUS) (109)	[Q]
		Statistics (STAT 201)	[Q]
	[P] Science and the Natural World Requirement		**4 credit hours**
	This area promotes scientific literacy among students by engaging them with key scientific principles and methodologies. Courses in this area will focus on the natural and physical sciences, equipping students with the necessary skills to understand, analyze, and evaluate scientific information in fields such as biology, chemistry, physics, and others. To fulfill the Scientific Encounters requirement, students can take one course and its related lab from the following areas:		
		Biology (BIOL) (101, 103)	[P]
		Chemistry (CHEM) (101, 103)	[P]
		Physics (PHYS) (101, 115, 116)	[P]
		Natural Sciences (NSCI 100)	[P]

	[X] Social Sciences and Humanities Requirement		**3 credit hours**
	This concentration of courses allows students to delve into the intricate aspects of human society and behavior. They will engage with theories and research from fields such as anthropology, psychology, philoso- phy, English literature, and history, exploring various facets of human culture, civilization, and individual and collective behavior. To fulfill the Social Sciences and Humanities requirement, students can take one course from the following areas:		
		Arabic (ARAB 215)	[X]
		Communication and Media (COMM) (101, 230, 240)	[X]
		Drama (DRAM) (212, 213)	[X]
		Economics (ECON 101)	[X]
		Environmental Studies (ENVS 101)	[X]
		French Language (FRNC) (101, 102)	[X]
		Humanities (HUMN 100)	
		Philosophy (PHIL) (100, 101, 103)	[X]
		Psychology (PSYC) (101, 202, 203, 204, 235,)	[X]
		Religion (RELG) (315)	[X]
		Social Sciences (SOCS) (100, 189)	[X]
		Social and Behavioral Sciences (SBSA) (255)	[X]
		Spanish Language (SPAN) (101, 102)	[X]
[Z] Tier 3: The Senior Level			**3 credit hours**
The Senior Level tier allows students to tailor their education, blending the depth of their chosen major with the breadth offered by interdisciplinary exploration. It embodies a broad scope of advanced courses that offer theoretical and practical perspectives, culminating in a well-rounded, comprehensive education. The requirements can be fulfilled by choosing from an array of advanced courses such as Capstone projects, Senior Seminars, Internships, Study Abroad opportunities, and other relevant 300- and 400-level courses during the student's final year of study.			
	ACCT 388: Independent Study		[Z]
	AMST 388: Independent Study		[Z]
	ARAB 388: Independent Study		[Z]
	ART 388: Independent Study		[Z]
	ARTH 303: Arab Design History		[Z]
	ARTH 388: Independent Study		[Z]
	BEAL 401: Legal & Ethical Issues in Business		[Z]
	BIOL 388: Independent Study		[Z]
	BUS 489: Interdisciplinary Honors Seminar		[Z]
	CHEM 388: Independent Study		[Z]

	COMM 425: International Case Studies in Public Relations	[Z]
	COMM 427: Media and Arab Society	[Z]
	CPEG 388: Independent Study	[Z]
	CPEG 475: Senior Design Capstone I	[Z]
	CSIS 388: Independent Study	[Z]
	CSIS 490: Computer Science and Information Systems Capstone I	[Z]
	DRAM 388: Independent Study	[Z]
	ECON 388: Independent Study	[Z]
	ELEG 388: Independent Study	[Z]
	ELEG 475: Senior Design Capstone I	[Z]
	ENGL 388: Independent Study	[Z]
	ENGL 400: Seminar on British Authors	[Z]
	ENGL 401: Seminar of American Authors	[Z]
	ENGL 402: Seminar on History of Theatre and Drama	[Z]
	ENGL 405: Seminar on Postcolonial Literature	[Z]
	ENGL 406: Seminar on Ethnic American Literature	[Z]
	ENGL 470: Internship in English Language and Literature	[Z]
	ENGL 485: Senior Thesis	[Z]
	ENGR 388: Independent Study	[Z]
	ENTR 388: Independent Study	[Z]
	ENTR 470: Internship in Entrepreneurship	[Z]
	ENVS 388: Independent Study	[Z]
	FINC 388: Independent Study	[Z]
	FRNC 388: Independent Study	[Z]
	FRNC 399: French Study Abroad	[Z]
	GDES 388: Independent Study	[Z]
	HIST 388: Independent Study	[Z]
	HR 388: Independent Study	[Z]
	HUCM 473: Intern Free Elective - COMM	[Z]
	HUEL 473: Internship for Free Elective Arts & Humanities	[Z]
	HUGD 473: Intern for Free Elective - GDES	[Z]
	IR 388: Independent Study	[Z]
	IR 470: Internship in International Relations	[Z]
	MATH 388: Independent Study	[Z]
	MGMT 388: Independent Study	[Z]
	MRKT 388: Independent Study	[Z]
	MUSC 388: Independent Study	[Z]

	PHIL 388: Independent Study	[Z]
	PHYS 388: Independent Study	[Z]
	PLSC 388: Independent Study	[Z]
	PSYC 388: Independent Study	[Z]
	PSYC 470: Internship in Psychology	[Z]
	RELG 388: Independent Study	[Z]
	SBSA 388: Independent Study	[Z]
	SBSA 470: Internship in Social and Behavioral Sciences - Concentration Anthropology	[Z]
	SCEL 473: Internship for Free Elective Sciences & Engineering	[Z]
	SCSC 473: Intern for Free Elective - SCIS	[Z]
	SOCS 470: Internship in the Social Sciences	[Z]
	SOEL 473: Internship for Free Elective Social Sciences	[Z]
	SOSA 473: Intern for Free Elective-SBSA	[Z]
	SPAN 388: Independent Study	[Z]
	SPAN 399: Spanish Study Abroad	[Z]
	STAT 388: Independent Study	[Z]
	STEG 388: Independent Study	[Z]
	STEG 475: Senior Design Capstone I	[Z]
	TRAN 388: Independent Study	[Z]

GENERAL EDUCATION GRADE REQUIREMENT

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

- Arabic Language [I]
- English Language [E]
- Any course that is a prerequisite for a major or minor course.
-

GENERAL EDUCATION, FOUNDATION COURSES, AND PREREQUISITES

Undergraduate students at AUK must complete all remedial and foundation courses (ENGL 100, ENGL 101, and ENGL 102) before registering for any 300-level course and above. These foundation courses and other general education requirements provide students with the skillsets and foundational knowledge to prepare for their major courses. Students generally declare their degree program or major after completing many of the general education requirements, which normally is at the end of the second year (fourth semester). All students must declare their majors by the time they complete 60 credit hours. Students may not apply any general education credit hours toward their first major and vice versa. Students are also not allowed to consider credit hours taken under general education to also apply to major requirements.

UPPER-LEVEL COURSES

Students are required to complete a minimum of 30 credit hours of upper-level (300 or 400-level) classes, of which at least 18 credit hours need to be taken in the major. Some majors or degree programs require additional upper-level courses to graduate. Refer to individual program sections for more information.

INTERNSHIPS

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

- The major internship course (470) is a variable credit, from one to three credit hours. Additional non-major internships are registered as (473). Students may be interested in participating in an in- ternship for reasons related to their degree programs or majors. Some degree programs require an internship while others recommend participation in an internship. Internships are graded on a pass/no pass basis. Non-degree and visiting students are not permitted to take internship study courses. Students interested in an internship must satisfy the following conditions:

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

DEGREE PROGRAMS AND MAJOR REQUIREMENTS

The University offers four bachelor's degrees: Bachelor of Arts, Bachelor of Science, Bachelor of Business Administration, and Bachelor of Engineering. The term major refers to the specialty (major field of study) in the degree program. Within all bachelor's degree programs, students may choose no more than two majors (see double majors). All degree programs include major requirements as well as general education requirements (see graduation requirements table). No general education requirements may apply toward the first major in any degree program. Students must complete at least 30 credit hours of upper-level (300 and 400-level) courses, of which at least 18 credit hours need to be taken in the major. Individual majors or degree programs may require additional upper-level courses. Students may indicate their intended field of study at the time of application but admission to AUK does not guarantee acceptance into any specific program as a major or degree candidate.

DECLARATION OF MAJOR IN THE DEGREE PROGRAM

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

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

All scholarship students must declare their major at AUK in accordance with their scholarship-assigned major.

CHANGE IN DEGREE PROGRAM, MAJOR, AND/OR MINOR

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

All scholarship students MUST declare their majors at AUK in accordance with their scholarship-assigned major. Changing from one degree program or major to another, must be approved by the scholarship provider.

COMPLETION OF THE MAJOR IN THE DEGREE PROGRAM

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

DOUBLE MAJOR

Students may complete two majors by satisfactorily completing all the major and major-related coursework required by the two majors. Students with double majors are not allowed to pursue a minor.
A double major must be pursued within the same degree program: i.e. two majors in the Bachelor of Business Administration program, two majors in the Bachelor of Arts program, or two majors in the Bachelor of Science program. No more than three courses (a total of 9 credit hours) earned for general education requirements and applied for the first major requirements may be applied to the second major. Each program will determine number of credits earned in the first major that can be applied to the second major. See individual program sections for specific requirements.
Scholarship students choosing to double major are financially liable for any additional credit hours beyond those required for their assigned scholarship major.

STUDENTS WITH A BACHELOR'S DEGREE

STUDENTS WITH A BACHELOR'S DEGREE

Students in possession of a bachelor's degree may pursue a second bachelor's degree as long as they meet all AUK undergraduate admissions requirements for the semester of intended admissions. Students must submit all appropriate application materials and supporting documents to the Office of Admissions. Requirements for completing a second bachelor's degree are as follows:

Non-AUK Graduates

Students who have earned their first bachelor's degree from other institutions may earn a second bachelor's degree from AUK. However, the second degree cannot be from within the same college. In addition, they must meet all AUK general education requirements. AUK will evaluate coursework from their first bachelor's degree for possible transfer of courses. Students from internationally accredited four-year institutions of higher education approved by the Ministry of Higher Education in the State of Kuwait with grades of C- and above may petition for up to an additional 30 credits. Any general education requirement not satisfied by transfer credits must be taken in residence at AUK. Students holding business degrees from other institutions may not pursue a BBA degree at AUK. However, they may pursue a BA, BE, or BS degree.

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

conditions:

Applicants must have earned their first bachelor's degree from an institution approved by the Kuwait Ministry of Higher Education.

Applicants who have earned their first bachelor's degree from institutions whose language of instruction is not English must meet AUK's English proficiency requirements for admissions purposes.

MINOR REQUIREMENTS AND DECLARATION OF A MINOR

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

COMPLETION OF A MINOR

- Each course in the minor requires a final grade of C- or better.
- Failure to maintain the required minimum cumulative GPA of 2.00 in all minor courses may result in the student being dropped from the minor program.

- Courses required for the minor that receive grades lower than C- must be repeated, or an equivalent course taken to satisfy the specific minor requirements.
- The minor will be noted on the student's transcript; however, it does not appear on the diploma.
- Students' minor catalog year must be the same as their major catalog year.
- Scholarship students are financially liable for any additional credit hours beyond those required
- for their assigned scholarship major.

GRADUATION

ELIGIBILITY FOR GRADUATION AND CREDIT HOUR REQUIREMENTS

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

GRADUATION REQUIREMENT	STANDARD	REMARKS
Credit hours	Minimum 120 credit hours	
General Education Requirements	45-49 credit hours	See General Education section for distribution
Upper division credit hours	A minimum of 30 credit hours of which at least 18 credit hours are in the major; individual majors or degree programs may require more	Numbered 300 or above
Grades	C- or better in individual courses in the major and in a few General Education courses. Cumulative 2.00 GPA for all courses required by the major	
GPA	2.00 cumulative GPA	
Residence requirement	60 credit hours, the last 30 of which must be at AUK	Senior year must be spent at AUK or in AUK-approved exchange programs. Exchange program courses will count in the AUK residency requirement.
Application for graduation	Must be made by deadline (see Registrar's webpage)	
Eligibility for participation in commencement	Completion of all degree requirements by end of spring semester	
Graduation Fee	A graduation fee applies	

APPLICATION FOR GRADUATION

The American University of Kuwait confers degrees at the end of each academic term (fall, spring, and summer). Candidates for graduation must submit a completed application for graduation via the Self-Service Graduation Application. After the application has been filed, the Office of the Registrar conducts a degree audit and informs the student and his/her advisor of the remaining requirements via DegreeWorks.

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

CONFERRAL OF DEGREES

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

AUK degrees are as follows:

COLLEGE OF ARTS AND SCIENCES

- Bachelor of Arts in Communication and Media Bachelor of Arts in English
- Bachelor of Arts in Design (Concentration in Graphic Design) Bachelor of Arts in International Relations
- Bachelor of Arts in Social and Behavioral Science (concentration in Anthropology)

COLLEGE OF BUSINESS AND ECONOMICS

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

COLLEGE OF ENGINEERING AND APPLIED SCIENCES

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

UNIVERSITY HONORS AND AWARDS

PRESIDENT'S HONOR ROLL

The president's honor roll will be published at the end of each semester. To be placed on the list for the semester, a student must:

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

DEAN'S HONOR LIST

The dean's honor list will be published at the end of each semester. To be placed on the list for the semester, a student must:

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

GRADUATION HONORS

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

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

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

UNIVERSITY LIABILITY

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

INTENSIVE ENGLISH PROGRAM (IEP)

MISSION
VALUES
VISION
ACCREDITATION
IEP LEARNING OUTCOMES
PROGRAM BENEFITS
ADMISSION AND PLACEMENT
PROGRAM STRUCTURE
DURATION OF IEP LANGUAGE STUDY
METHODS OF INSTRUCTION
CERTIFICATE OF COMPLETION
CURRICULUM OVERVIEW
- RECEPTIVE SKILLS
- PRODUCTIVE SKILLS

SATISFACTORY COMPLETION OF THE IEP
ADVANCEMENT TO THE UNDERGRADUATE PROGRAM
POLICY ON ATTENDANCE AND LATENESS
EVALUATION OF STUDENT PROGRESS
ACADEMIC PROBATION
INITIAL PROBATION

INTENSIVE ENGLISH PROGRAM (IEP)

MISSION

The mission of the American University of Kuwait's (AUK) Intensive English Program (IEP) is to prepare students seeking admission to the academic degree programs of AUK by enabling them to gain sufficient mastery of the English language and successfully apply the critical thinking skills they need to succeed as students during their undergraduate studies. IEP will achieve its mission by providing quality English language instruction and promoting international, intercultural, and self-understanding.

VALUES

The Intensive English Program (IEP) is committed to the following values:

- Responsible interaction with and creation of text
- Ownership of skills and appreciation of their applicability to various situations
- Metacognition of learning processes
- Understanding of and respect for cause-effect relationships with regards to student success

VISION

The Intensive English Program (IEP) aspires to:

- Prepare AUK students to pursue academic majors successfully in the medium of English language.
- Create critical thinkers able to evaluate ideas and concepts and to express themselves effectively.
- Nurture a sense of responsibility and encourage a work ethic amongst our students.

IEP LEARNING OUTCOMES

The Intensive English Program at the American University of Kuwait prepares students for entrance to the University's undergraduate program. Students in the program are integrated into the academic, social, and cultural life of the University, giving them a fully enriched experience. The IEP learning outcomes are:

- Analyze academic texts (Receptive Skills).
- Produce coherent academic writing and presentations (Productive Skills).
- Apply academic vocabulary, grammar, and discourse awareness across skills.
- Demonstrate critical thinking and strategy transfer.Perform with increasing fluency and accuracy under timed conditions.

ACCREDITATION

The American University of Kuwait Intensive English Program is accredited by the Commission on English Language Program Accreditation for the period April 2026 through April 2035 and agrees to uphold the CEA Standards for English Language Programs and Institutions. CEA is recognized by the U.S. Secretary of Education as a nationally recognized accrediting agency for English language programs and institutions in the U.S. For further information about this accreditation, please contact CEA, 1001 N. Fairfax Street, Suite 630, Alexandria, VA 22314, (703) 665-3400, www.cea-accredit.org.

Complaints

For any complaints against the accredited program, please visit: http://cea-accredit.org/about-cea/complaints

CEA Standards

To view the full list of CEA Standards, please visit: http://cea-accredit.org/about-cea/standards

ADMISSION AND PLACEMENT

English is the medium of instruction at the American University of Kuwait; therefore, competence in the language is a prerequisite for success in academic pursuits. Applicants whose TOEFL average score is below 60 (reading 13-18, writing 14-17) on the internet-based test or whose IELTS average score is below 6.0 (reading 6.0, writing 5.0) and who otherwise qualify for admission to AUK are eligible for admission into the Intensive English Program (IEP). Upon IEP admission, students take the ESL Accuplacer (Language Proficiency Test–LPT and WritePlacer). Accuplacer results determine course placement as shown below. When valid, recent IELTS or TOEFL iBT scores are submitted, they may also be used for initial placement according to the same bands. Benchmarks are subject to periodic review.

	ESL Accuplacer		IELTS	TOEFL iBT
Course	LPT Scores Average	Write Placer Score		
Level 0	0 – 19	0		
IEP Level 1	20 - 59	1 – 2	Reading 4 — 4.5 Writing 4 —4.5 Overall 4 — 4 5	Reading 0 — 3 Writing 0 — 11 Overall 31 — 34
IEP Level 2	60 - 85	2 – 3	Reading 5 — 5.5 Writing 5 — 5.5 Overall 5 — 5.5	Reading 4 — 12 Writing 12 — 13 Overall 35 — 59
ENGL 100	86 - 105	4 – 5	Reading 6.0 Writing 5.0 Overall 6.0	Reading 13 — 18 Writing 14 —17 Overall 60 — 78
ENGL 101	106 - 120	5 – 6	Reading 6.5 Writing 5.5 Overall 6.5	Reading 19 — 30 Writing 18 — 30 Overall 79 — 120

PROGRAM STRUCTURE

IEP offers two semesters of instruction in receptive skills and productive skills. In each of semester I and semester II, students are required to attend 20 instructional hours per week: 10 hours of combined reading and listening classes and 10 hours of combined writing and speaking classes. Grammar and vocabulary instruction are included in both receptive and productive skills classes.

DURATION OF IEP LANGUAGE STUDY

The length of time required to complete the Intensive English Program varies with the language ability, background, and performance of the student in his/her studies. Students who enter the program require one or two semesters to complete the objectives and attain the necessary skills for admission into the degree programs of the University.

METHODS OF INSTRUCTION

The program delivers the curriculum by applying a range of pedagogical strategies appropriate for learners of English as a second language. These strategies are inclusive of communicative language learning and cognitive academic language learning approaches. Class enrollment capacity is controlled to provide optimal learning and teaching within groups and on a one-on-one basis.

The IEP meets in-person 5 days per week for 4 hours each daily, and material is presented through lectures and class activities. All course assignments are posted on Moodle, which can be accessed at auk.edu.kw. All assignments must also be submitted through Moodle.
The methods of evaluation are stated in succeeding pages.

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CURRICULUM OVERVIEW

The Intensive English Program (IEP) consists of two levels. Each level includes two concurrent courses—Receptive Skills and Productive Skills—that together develop the language proficiency needed for academic study in English.

RECEPTIVE SKILLS COURSE

Receptive Skills develops students' ability to read and listen with accuracy and purpose. Instruction emphasizes recognizing organization, purpose, main ideas, and key details across print, audio, and multimodal texts. Students practice practical strategies for annotation and effective note-taking to support comprehension and study skills. Grammar is taught in context, and academic vocabulary is developed systematically to support understanding across disciplines.

PRODUCTIVE SKILLS COURSE

Productive Skills builds students' ability to communicate clearly in writing and speaking, drawing on assigned texts as well as their own experience and knowledge. Students plan, draft, revise, and edit organized responses in common academic modes appropriate to the audience and purpose. Targeted practice in accurate grammar and academic vocabulary supports effective expression. By the end of the course, students present ideas confidently in written and oral formats appropriate to university study.

Together, these courses strengthen the language and academic competencies required for successful study in AUK's degree programs.

PROGRAM BENEFITS

The Intensive English Program at the American University of Kuwait helps prepare students with intensive English training for entrance to the University. Students in the program are integrated into the academic, social, and cultural life of the University, giving them a fully enriched experience. Some advantages include:

1. Intensive instruction in American English for Academic Purposes
2. Efficient, effective, integrated, focused program
3. College entrance preparation
4. Experience with the American model of higher education.
5. Guidance in using electronic technologies
6. 16-week courses, September to January and February to June
7. 9-week summer course, June to August
8. Small classes
9. One-on-one tutoring
10. Admission to AUK undergraduate courses without a TOEFL/IELTS score
11. Instructors with master's degrees and experience in Teaching English as a Second Language (TESL) or related field with TESOL education
12. Scholarships for qualified students
13. Certificate of completion, along with a grade transcript
14. Morning, afternoon, or evening classes
15. Computer lab access
16. Ongoing orientation program
17. Retention measures

SATISFACTORY COMPLETION OF THE IEP

Satisfactory completion of a level is determined by a semester grade average of 70% (C-) or higher for each of the two components (receptive and productive skills). Credits earned cannot be used for graduation.

The courses are weighted according to their importance as follows:

100%	Receptive Skills
100%	Productive Skills

Successful completion of the Intensive English Program indicates that the student satisfies the University English proficiency requirements for placement into undergraduate courses.

CERTIFICATE OF COMPLETION

Certificate of completion provides proof of English language skills to undergraduate admissions. Students who complete Level 2 with a grade of 70% (C-) or above for each of the two components (receptive and productive skills) are exempt from the English placement test and TOEFL exam required for post-secondary programs at the American University of Kuwait.

IEP ACHIEVEMENT SCALE

The Achievement Scale below describes what a student is able to do at the completion of each level.

	Receptive Skills	Productive Skills
LEVEL 1:	Students demonstrate pre-intermediate reading and listening by using previewing, skimming, scanning, guided annotating, and guided notetaking to understand level-appropriate texts and audio. They identify mode, main idea, key details, and contextualized vocabulary; confirm relationships between ideas (listing, comparison–contrast) by marking signal words or completing organizers; and show progress in fluency on scheduled timed assessments and independent readings.	Students use newly learned academic vocabulary accurately in writing and speaking; make cohesive single-topic paragraphs and short presentation scripts with unity and control of basic sentence patterns; produce timed writing and oral presentations that stay focused on one main idea with connected support and meet rubric criteria for organization and language control; revise and edit to improve content, grammar, mechanics, and organization; respond briefly to academic prompts with organized key ideas; and participate in guided academic dialogues with logical, complete, context-appropriate responses using level-appropriate academic and idiomatic expressions.
LEVEL 2:	Students apply intermediate strategies—previewing, annotating, independent notetaking, and outlining- to comprehend and organize information from academic and informational sources. They identify and interpret organizational patterns, main ideas, supporting details, and contextualized vocabulary; connect ideas and relationships (cause–effect, comparison, problem–solution, listing) by referring to specific words, phrases, recognize and use academic and major-related vocabulary in tasks; and demonstrate comprehension and fluency on structured, timed assessments.	Students demonstrate level-appropriate productive control by using academic and topic-specific vocabulary accurately in writing and speaking; compose organized multi-paragraph texts and structured presentation scripts with clear focus, logical progression, and cohesive devices; produce extended timed written and oral tasks that meet rubric criteria for content development, organization, grammatical accuracy, and fluent delivery; revising and editing to improve content, coherence, vocabulary precision, and grammatical control; and deliver prepared presentations that are clear, well organized, and appropriately academic in register.

ADVANCEMENT TO THE UNDERGRADUATE PROGRAM

Students enrolled in Semester II of the Intensive English Program will receive advising assistance from the Academic Advising Center to facilitate a smooth transition to the undergraduate program.

IEP GRADING SYSTEM

The Intensive English Program follows the American University of Kuwait's official grading system. Grades earned in IEP courses are reported using the same letter grades and grade-point ranges applied throughout the University.

DESCRIPTIONS OF GRADE ACHIEVEMENTS FOR IEP LEVEL 1

Letter Grade (as seen on grade report)	**Percent**	**Letter | Grade Explanation**
A	90-100	The student demonstrates high achievement in Semester I courses, Receptive Skills I and Productive Skills I. The student reliably performs basic academic tasks in English on familiar, course-related topics.
B	80-89	The student demonstrates above-average achievement in Semester I courses, Receptive Skills I and Productive Skills I. The student generally performs academic tasks in English with some minor lapses in control.
C	70-79	The student meets minimum expectations in Semester I courses, Receptive Skills I and Productive Skills I. Performance is uneven and often requires guidance.
D	60-69	The student is below the Level 1 standard and does not consistently meet course outcomes in Semester I, Receptive Skills I and Productive Skills I
F	50-59	The student does not meet Level 1 outcomes in Semester I, Receptive Skills I, and Productive Skills I.
F	49-0	Very limited control; frequent breakdowns; minimal successful task completion; relies on extensive support; cannot demonstrate SLOs.
FN	Failur for non-attendance	Student was absent.

DESCRIPTIONS OF GRADE ACHIEVEMENTS FOR IEP LEVEL 2

Letter Grade (as seen on grade report)	Percent	Letter | Grade Explanation
A	90-100	The student demonstrates high achievement in Semester II courses, Receptive Skills II and Productive Skills II. The student performs academic tasks in English with clear, consistent control on familiar and course-related topics.
B	80-89	The student demonstrates above-average achievement in Semester II courses, Receptive Skills II and Productive Skills II. The student performs academic tasks in English with good control and minor gaps in accuracy or consistency.
C	70-79	The student meets minimum expectations in Semester II courses, Receptive Skills II and Productive Skills II. Performance shows basic control with recurring gaps in development and accuracy.
D	60-69	The student is below the Level 2 standard and does not consistently meet B1 outcomes in Semester II, Receptive Skills II and Productive Skills II.
F	50-59	The student does not meet Level 2 outcomes in Semester II, Receptive Skills II and Productive Skills II.
F	49-0	Very limited control; frequent breakdowns; minimal successful task completion; relies on extensive support; cannot demonstrate SLOs.
FN	Failure for non-attendance	Student was absent.

IEP Promotion

To advance to the next level, students must earn C- (≥70%) or higher in both the Receptive and Productive courses at the current level. Students who do not pass both courses are encouraged to repeat the level. Progression decisions are based on overall achievement and attendance, in accordance with IEP policies.

EVALUATION OF STUDENT PROGRESS

Student achievement is assessed regularly. Unified class tasks and assessments, as well as oral and written assignments, are used to measure students' progress in the program.
Advancement within the Intensive English Program and from the IEP to the undergraduate program requires a grade of 70% (C-) or higher in each of the two components.

POLICY ON ATTENDANCE AND LATENESS

Intensive English classes meet five times a week, Sunday through Thursday. Because of the intensive nature of the program, regular attendance by students in all courses is expected and required. The IEP adheres to the University's policy on attendance. The University policy on class attendance is as follows:

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

COLLEGE OF ARTS & SCIENCES

MISSION
VISION
VALUES
PROGRAM ACCREDITATION
- AMERICAN ACADEMY FOR LIBERAL EDUCATION (AALE)
- COMMISSION ON ENGLISH LANGUAGE PROGRAM ACCREDITATION (CEA)
- NATIONAL ASSOCIATION OF SCHOOLS OF ART AND DESIGN (NASAD)

UNDERGRADUATE PROGRAMS
- DEPARTMENT OF ART AND GRAPHIC DESIGN
  - BACHELOR OF ARTS IN DESIGN (CONCENTRATION IN GRAPHIC DESIGN)
  - MINOR IN DESIGN - CONCENTRATION IN GRAPHIC DESIGN
- DEPARTMENT OF COMMUNICATION AND MEDIA
  - BACHELOR OF ARTS IN COMMUNICATION AND MEDIA
  - MINOR IN COMMUNICATION & MEDIA
- DEPARTMENT OF ENGLISH
  - BACHELOR OF ARTS IN ENGLISH
  - MINOR IN ENGLISH
- DEPARTMENT OF ARABIC AND FOREIGN LANGUAGES
  - MINOR IN ARABIC
- DEPARTMENT OF MUSIC AND DRAMA
- DEPARTMENT OF MATH AND NATURAL SCIENCES
  - MINOR IN MATHEMATICS
  - MINOR IN THE NATURAL SCIENCES [BIOLOGY, CHEMISTRY, PHYSICS]
- DEPARTMENT OF INTERNATIONAL RELATIONS
  - BACHELOR OF ARTS IN INTERNATIONAL RELATIONS
  - MINOR IN HISTORY
  - MINOR IN INTERNATIONAL RELATIONS
- DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES
  - BACHELOR OF ARTS IN SOCIAL AND BEHAVIORAL SCIENCES – CONCENTRATION IN ANTHROPOLOGY
  - MINOR IN SOCIAL AND BEHAVIORAL SCIENCES – CONCENTRATION IN ANTHROPOLOGY

FIRST-YEAR EXPERIENCE (FYE)

COLLEGE OF ARTS & SCIENCES

MISSION

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

VISION

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

VALUES

EXCELLENCE IN *EDUCATION*

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

SCHOLARLY RESEARCH AND CREATIVE ACTIVITY

Encourage and support research and creative activity that maintains high standards of education, attracts quality faculty, and promotes students' research skills.

LEADERSHIP & INTEGRITY

Foster within the College community the values of leadership, intellectual curiosity, ethics, civic responsibility, and respect for diversity.

PROGRAM ACCREDITATION

AMERICAN ACADEMY FOR LIBERAL EDUCATION (AALE)

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

COMMISSION ON ENGLISH LANGUAGE PROGRAM ACCREDITATION (CEA)

The Intensive English Program (IEP) at the American University of Kuwait is accredited by the Commission on English Language Program Accreditation (CEA) since August 2009. In 2014, CEA granted the IEP a 10-year re-accreditation, ending December 2024. For further information about this accreditation, visit the website: **www.cea.accredit.org.**

NATIONAL ASSOCIATION OF SCHOOLS OF ART AND DESIGN (NASAD)

The Bachelor of Arts in Design (Concentration in Graphic Design) received Substantial Equivalency from the National Association of Schools of Art and Design (NASAD). For further information about this, visit the website: https://nasad.arts-accredit.org/directory-lists/substantial-equivalency-programs/

UNDERGRADUATE PROGRAMS

The College of Arts and Sciences is comprised of three major areas of study and eight departments
(both degree and non-degree-offering departments):

ARTS AND HUMANITIES

Department of Art and Graphic Design (Major & Minor) Department of Communication and Media (Major & Minor) Department of English (Major & Minor)
Department of Arabic and Foreign Languages (Minor) Department of Music and Drama (Certificate)

SCIENCES

Department of Math and Natural Sciences (Minor in both)

SOCIAL SCIENCES

Department of International Relations (Major & Minor) Department of Social and Behavioral Sciences (Major & Minor) Gulf Studies Certificate Program (Certificate)

DEPARTMENT OF ART & GRAPHIC DESIGN

MISSION STATEMENT

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

VALUES

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

VISION

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

BACHELOR OF ARTS IN DESIGN

LEARNING *OUTCOMES*

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

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

ADMISSION TO THE PROGRAM

Students must formally choose and declare a major no later than the completion of 60 credit hours by completing the Degree Program, Major, and/or Minor Declaration Request form, and submitting it to the Academic Advising Center. Students wishing to major in graphic design must satisfy the following requirements:

- The graphic design concentration requirements include 9 credit hours of program prerequisites from the following list: ART 120, ART 121, and GDES 110.

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To receive a Bachelor of Arts in Design—Concentration in Graphic Design, students must complete at least 120 credit hours. In addition, students are required to complete a minimum of ten courses (30 credit hours) of upper-level courses (300-level and above) at AUK, of which at least 21 credit hours need to be taken in the major.

General education requirements composed of:	(42-46)
Design major requirements comprised of:	(69)
Program Prerequisites: ART 120, ART 121, GDES 110	(9)
Core Courses	(36)
Design Electives	(12)
Design Related Field Electives	(6)
Art History Field Electives	(6)
Free Electives	(9)

MAJOR REQUIREMENTS (69 CREDIT HOURS)

The graphic design concentration requirements include 9 credit hours of program prerequisites, 36 credit hours of core courses, 12 credit hours of graphic design electives, 6 credits of Art History Field Electives, and 6 credit hours of design-related field electives. Students may earn a minimum grade of C- in individual courses required for the design major; however, they must maintain a cumulative major GPA of at least 2.00 in their major requirements to earn the BA in Design—Concentration in Graphic Design. The development and completion of an e-portfolio is part of the degree requirement.

Program Prerequisites (9 credit hours)

ART 120	2-D Design	(3)[H,O]
ART 121	Drawing I	(3)[H,O]
GDES 110	Digital Foundations	(3) [O]

Core Courses (36 credit hours)

Students must complete the following twelve core courses (36 credit hours):

ART 122 GDES 150	3-D Design Introduction to Time-Based Media	(3) [O] (3)
GDES 220	Graphic Design I	(3)

GDES 221	Typography I	(3)
GDES 242	Digital Imaging, I	(3)
ARTH 315	History of Design	(3)
GDES 320	Graphic Design II	(3)
GDES 321	Typography II	(3)
GDES 330	Print Production	(3)
GDES 420	Graphic Design III	(3)
GDES 470	Internship in Graphic Design	(3)
GDES 490	Capstone	(3)

Design Electives (12 credit hours)

Students must select four (12 credit hours), of which 3 hours must be upper-level courses (300-level or higher) from GDES designated courses that are not Core Courses or Program Prerequisites:

Design Related Field Electives (6 credit hours)

Students must select three courses (6 credit hours) in consultation with their academic advisor from the following designations: ART, or ARTH.

Art History Field Electives (6 credit hours)

Students must select two Art History-type courses with the designation of ARTH

Free Electives (9 credit hours)

Students are expected to successfully complete three courses (9 credit hours) of their choice.

MINOR IN DESIGN - CONCENTRATION GRAPHIC DESIGN (21 CREDIT HOURS)

A minor in the graphic design concentration provides students with the tools necessary to compete creatively in the graphic design world. The classes taught are designed to prepare students for real world situations. Students will develop basic skills that meet international graphic design standards. The minor requires a minimum of 21 credit hours including the core of four GDES courses (12 credit hours) listed below and one course (3 credit hours) from the GDES electives list. Please check the graphic design major listing for the GDES electives list.

Minor Prerequisites (9 credit hours)

The following courses may be applied to fulfill the general education humanities [H] requirement:

ART 120	2-D Design	(3) [H,O]
ART 121 GDES 110	Drawing I Digital Foundations	(3)[H,O] (3) [O]

Minor Core Requirements (9 credit hours)

ARTH 315	History of Design	(3)
GDES 220	Graphic Design I	(3)
GDES 221	Typography I	(3)

Minor Elective Requirements (3 credit hours)

Students must complete at least 1 additional 200-level or above GDES course (3 credit hours) in consultation with their academic advisor.

INTERNSHIP

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

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

DEPARTMENT OF COMMUNICATION AND MEDIA

MISSION AND VISION

The Department of Communication and Media is committed to educating students to observe, analyze, and create impactful media content that inspires awareness. We provide students with the skills to craft and critically engage with media of local, regional, and global importance as ethical producers, consumers, and community members.

VALUES

- Academic excellence and student success in media and communication studies
- Ethical communication, professionalism, and competency
- Strong student-faculty relationships
- Practical and hands-on learning in oral and mediated communication
- Continuous intellectual and professional growth in the ever-changing field of media studies for both faculty and students
- Service to students, college, university, community, and profession
- Sustaining faculty excellence in communication and media research
- Dedication to principles concerning freedom of speech and the press

BACHELOR OF ARTS IN COMMUNICATION AND MEDIA

LEARNING OUTCOMES

Upon completion of a major in communication and media, the student will be able to:

- Identify ways that communication impacts interactions and behaviors between individuals and across societies.
- Understand the history and role of mediated communications within Kuwait, the Arab region, and internationally.
- Employ communication and media theories, perspectives, principles, and concepts.
- Engage in communication inquiry built upon critical thinking and leading methodologies in the discipline.
- Apply appropriate technologies in the development of media messages for varied audiences according to purpose and context.
- Develop communication strategies based on ethical principles that exhibit respect for diversity, equity, and inclusion.
- Demonstrate the ability to apply communicative goals and skills to confidently enter the work-force.

ADMISSION TO THE PROGRAM

Students must formally choose and declare a major no later than the completion of 60 credit hours, by completing the Degree Program, Major, and/or Minor Declaration Request form and submitting it to the Academic Advising Center.

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To earn a Bachelor of Arts in Communication and Media, students must complete at least 120 credit hours. Students are required to complete a minimum of ten courses (30 credit hours) of upper-level courses (300-level and above), of which at least 18 credit hours need to be taken in the major.

General Education Requirements	(42-46)
Major Requirements, composed of:	(57)
COMM Core Courses	(12)
COMM Concentration Courses	(24)
COMM Electives	(21)
Free Electives	(21)

MAJOR REQUIREMENTS (51 CREDIT HOURS)

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

Communication and Media Core Courses (18 Credit Hours)

COMM 100	Media Literacy	(3)
COMM 206	Media Writing	(3)
COMM 211	Communication Theory	(3)
COMM 311	Research Methods in Media and Communication	(3)
COMM 320	Media Law and Ethics	(3)
COMM 470	Internship in Communication	(3)

COMMUNICATION AND MEDIA CONCENTRATION COURSES

Students must choose one primary concentration from the three options available as their area of specialization (Promotional Media, Digital Media Production, or Media Studies). Students are strongly encouraged to take additional courses in the other concentrations as part of their communication and free elective requirements in order to strengthen their communication and media skills as well as develop a broad awareness of the field.

PROMOTIONAL MEDIA (15 CREDIT HOURS)

COMM 230	Principles of Advertising	(3) [X]
COMM 240	Principles of Public Relations	(3) [X]
COMM 330	Copywriting for PR & Advertising	(3)
COMM 390	Strategic Communication Campaigns	(3)
COMM 440	Media Planning	(3)

DIGITAL MEDIA PRODUCTION (15 CREDIT HOURS)

COMM 219	Introduction to A/V Production	(3)
COMM 229	Studio Production	(3)
COMM 319	The Art of Video Editing	(3)
COMM 329	Time-Based Visual Storytelling	(3)
COMM 419	Media Production Capstone	(3)

MEDIA STUDIES (15 CREDIT HOURS)

COMM 200	Social Media Principles and Practices	(3)
OPEN XXX	*Additional Theory or Methods Course	(3)
COMM 350	Organizational Communication and Leadership	(3)
COMM 370	Political Communication	(3)
OR		
COMM 373	Communication Strategies in International Relations	(3)
COMM 427	Arab Media and Society	(3) [Z]

***Additional Theory or Methods Courses (external to COMM Dept)**
Check course descriptions for pre-requisite requirements, some of which are outside of the COMM course offerings.

SBSA 200	Ethnographic and Research Methods	(3)
STAT 201	Introduction to Statistics	(3) [Q]
ENGL 207	Introduction to Rhetorical Studies	(3) [O]
IR 210 (cross listed) PLSC 210	Methods of Research in International Relations OR Methods of Research in Political Science	(3)

COMMUNICATION ELECTIVES (18 CREDIT HOURS)

Students must complete, in consultation with their academic advisor, a total of 18 total credit hours for their major electives that are not otherwise part of their chosen concentration.

FREE ELECTIVES (27 CREDIT HOURS)

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

MINOR IN COMMUNICATION & MEDIA (18 CREDIT HOURS)

The minor requires a minimum of 18 credit hours. These include:

- Two core courses (6 credit hours): COMM 100: Media Literacy & COMM 101: Introduction to Mass Communication.
- One additional course (3 credit hours) from any of the COMM concentration or COMM elective credits at the 200-level.
- Three COMM courses (9 credit hours) from any of the COMM concentration or COMM elective credits at the 300-level and above.

At least nine credit hours must be taken in residence at AUK. Students enrolling in the communication and media minor should have normally completed a minimum of 30 credit hours of coursework and be in good academic standing.

INTERNSHIP

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

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

DEPARTMENT OF ENGLISH

In the AUK English Department, studying English literature and language is both a noble endeavor and one with practical and immediate benefits. The Department is committed to teaching rigorous analysis, clear and successful communication, good writing, and cultural critique and understanding.

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

Research shows that students who master the reading, writing, and analytic skills provided by the English major gain a competitive advantage in the pursuit of careers in a variety of fields, including education, media, business, management, technology, and civil service or, with appropriate graduate work in professions such as law and higher education.

MISSION

In keeping with the American University of Kuwait's liberal arts tradition, the English department provides its majors with knowledges and abilities to develop an appreciation for the aesthetic, cultural, and critical aspects found in works of literature, with a focus on British and American literature and their relation to world literature, while also enriching their learning with topics in the related fields of linguistics, theory, and cultural studies. Further, the Department provides all students with a solid foundation in academic reading, writing, and research through our writing courses.

VALUES

The following five core values are imperative to the success and well-being of the department:

HONESTY

In an academic sense, honesty means representing original work and being transparent and accountable.

FREEDOM

Freedom means being allowed to make choices appropriate to the University's objectives as well as offering a supportive environment for expressing views.

QUALITY

We value quality as a measurement of the effectiveness of any task, be it curricular or extra-curricular.

INTEGRITY

We support a code of conduct that affirms the individual's right (faculty, staff, or student) to express her or himself morally, intelligently, and respectfully.

DIVERSITY

The cornerstone to any serious educational undertaking is a healthy and respectful appreciation for the different and new.

VISION

The English Department at the American University of Kuwait aspires to be a leading English department locally and regionally, recognized for its academic excellence and the accomplishments of its graduates.

BACHELOR OF ARTS IN ENGLISH LEARNING OUTCOMES

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

- Describe a wide range of literary forms and movements with a focus on English and American literature, in addition to other world cultures, sub-cultures, and minority groups.
- Compare and contrast texts produced in different periods and genres.
- Identify and discuss representative authors, works, and movements.
- Use appropriate theory to enhance the analysis of aesthetic objects
- Develop the research skills necessary for engaging in academic discourse
- Develop and communicate ideas clearly in writing.
- Analyze cultural and literary texts within socio-political, historical, and economic contexts.

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

ADMISSION TO THE PROGRAM

Students must formally choose and declare a major no later than the completion of 60 credit hours, by completing the Degree Program, Major, and/or Minor Declaration Request form, and submitting it to the Academic Advising Center. Students wishing to major in English must satisfy the following requirements:

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To receive a Bachelor of Arts in English, students must complete at least 120 credit hours. In addition, students are required to complete a minimum of 30 credit hours of upper-level courses (300-level and above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements	(42-46)
Major Requirements, composed of:	(60)
Core Courses	(18)
English Electives	(42)
Free Electives	(18)

MAJOR REQUIREMENTS (60 CREDIT HOURS)

Major requirements include six required core courses (18 credit hours), followed by fourteen English elective courses (42 credit hours):

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

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

English Electives (42 credit hours)

In consultation with their academic advisor, students must complete fourteen courses (42 credit hours) from any remaining ENGL 300 or 400-level courses, ENGL 207, or any one TRAN 200-300-level course. ENGL 485: Senior Thesis (3 credit hours), applies as an English elective.

FREE ELECTIVES (18 CREDIT HOURS)

Choose six courses (18 credit hours) in consultation with the academic advisor.

MINOR IN ENGLISH (18 CREDIT HOURS)

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

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

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

INTERNSHIP ENGL 470

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

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

DEPARTMENT OF ARABIC AND FOREIGN LANGUAGES

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

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

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

MISSION

The Department of Arabic and Foreign Languages aims to develop the skills of students in Arabic, French, and Spanish. It seeks to introduce students to the extraordinarily rich Arabic literary heritage and to develop skills of close reading, critical thinking, and creative writing. It furthermore strives to encourage creativity, analytical skills, and research capacity, as well as to motivate students to become active members of their larger communities.

VALUES

The Department of Arabic and Foreign Languages adheres to the values of the American University of Kuwait and emphasizes excellence in teaching Arabic language, in teaching Arabic literature, in teaching translation skills, and in teaching French and Spanish languages. It values freedom of expression, intellectual integrity, and respect for cultural diversity.

VISION

We aspire to be the leading department for the study of Arabic and foreign languages in the Gulf region, offering rigorous instruction in languages across the variety of competence levels, as well as advanced instruction in translation and the Arabic literary heritage. We look forward to preparing students for successful careers both on the regional and global arenas.

LIST OF ARABIC COURSES

ARAB 101	Arabic as a Second Language I	(3) [A,I]	Once a year
ARAB 114	Arabic Basic Language Skills	(3) [A,I]	Every semester
ARAB 150	Human Development in the Arab World	(3) [H,K,B]	Occasionally
ARAB 205	Survey of Arab-Islamic Civilization	(3) H,K,B]	Every Semester
ARAB 215	Arabic Composition I	(3) [A,I,X]	Every Semester
ARAB 220	Readings in Arabic Heritage	(3) [A,H, I]	Every Semester

ARAB 221	Creative Writing	(3) [H]	Occasionally
ARAB 303	Literature of the Arabian Gulf	(3) [H,K]	Every Semester
ARAB 304	Arabic Drama	(3) [H,K,B]	Occasionally
ARAB 308	Arab Women in History	(3) [H, B]	Occasionally
ARAB 310	Classical Arabic Prose	(3) [H,K,B]	Occasionally
ARAB 312	Modern Arabic Literature	(3) [H,K,B]	Once A Year
ARAB 313	Arab Women and Literature	(3) [H,K,B]	Occasionally
ARAB 314	Classical Arabic Poetry	(3) [H,K,B]	Occasionally
ARAB 315	Literature of Al-Andalus	(3) [H,K,B]	Occasionally
ARAB 316	Literature in the Abbasid Era	(3) [H,K,B]	Occasionally
ARAB 318	Modern Arabic Novel	(3) [H,K,B]	Occasionally
ARAB 369	Short Course	(1-3)	Occasionally
ARAB 388	Independent Study	(1-3)	Occasionally
ARAB 389	Special Topics	(3)	Occasionally
TRAN 101	Introduction to Translation	(3) [H]	Every Semester
TRAN 102	Theoretical and Practical Issues in Translation	(3) [H]	Every Semester
TRAN 380	Media Translation	(3)	Occasionally

MINOR IN ARABIC (18 CREDIT HOURS)

The minor in Arabic Studies strengthens students' communication skills in Arabic and familiarizes students with the rich Arabic literary heritage. It furthermore allows them to specialize in literary, cultural, and political aspects of Arabic.
Learning Outcomes
Upon completion of the AUK minor in Arabic, the student will be able to:

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

Minor Requirements
A minimum of 9 credit hours must be taken at AUK.

Minor Core Requirements (6 Credit Hours)

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

ARAB 205 Survey of Arab-Islamic Civilization (3)[H][K,B]
AND
ARAB 215 Arabic Composition I (3)[A,I,X] OR
ARAB 220 Readings in Arabic Heritage (3)[A][H] [I]

Minor Electives (12 Credit Hours)

In addition, students must complete (in consultation with their academic advisor) four other ARAB courses (12 credit hours) at the 300-level or higher.

All Arabic courses are listed in the academic catalog as either taught in English or Arabic, except for

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

FOREIGN LANGUAGES

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

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

List of Foreign Language Courses

FRNC 101	Introduction to French I	(3) [X]	Every Semester
FRNC 102	Introduction to French II	(3) [X]	Every Semester
FRNC 201	Intermediate French	(3)	Every Semester
FRNC 202	Intermediate French II	(3)	Occasionally
FRNC 333	Language and Civilization	(3)	Occasionally
FRNC 369	Short Course	(1-3)	Occasionally
FRNC 388	Independent Study	(1-3) [Z]	Occasionally
FRNC 389	Special Topics	(3)	Occasionally
FRNC 399	French Study Abroad	(3) [Z]	Occasionally
SPAN 101	Introduction to Spanish I	(3) [X]	Every Semester
SPAN 102	Introduction to Spanish II	(3) [X]	Every Semester
SPAN 201	Intermediate Spanish	(3)	Every Semester
SPAN 202	Intermediate Spanish II	(3)	Occasionally
SPAN 333	Language and Culture	(3)	Occasionally
SPAN 369	Short Course	(1-3)	Occasionally
SPAN 388	Independent Study	(1-3) [Z]	Occasionally
SPAN 389	Special Topics	(3)	Occasionally
SPAN 399	Spanish Study Abroad	(3) [Z]	Occasionally

DEPARTMENT OF MUSIC AND DRAMA

MISSION

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

VALUES

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

VISION

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

LEARNING OUTCOMES

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

- Practical Skills: Demonstrate an understanding of musical and dramatic components and processes.
- Knowledge and Understanding: Develop an understanding of various musical and dramatic cultures, historical periods, and theories of the art.

Transferable, generic skills:

- Interact effectively as part of a team.
- Communicate and present their work.
- Evaluate their product and planning process.

MUSIC COURSES

MUSC 101	Music Appreciation	(3) [H,G]
MUSC 105	Introduction to World Music	(3) [H,G]
MUSC 110	Applied Lessons: Drums and Percussion, Piano, Voice, Violin, Cello, Saxophone, Clarinet, Trumpet, Flute	(1-3) [H,O]
MUSC 160	Ensemble (variable each semester)	(3) [H,O]
MUSC 165	Percussion Ensemble	(3) [H,O]
MUSC 215	Guitar Class	(3) [H,O]
MUSC 216	Piano Class	(3) [H,O]
MUSC 217	Voice Class	(3) [H,O]
MUSC 220	Music Theory I	(3) [H,O]
MUSC 230	Music Theory II	(3) [H,O]
MUSC 260	Choir Class	(3) [H,O]
MUSC 310	Applied Lessons II	(1-3) [H,O]
MUSC 365	Percussion Ensemble II	(3) [H,O]
MUSC 369	Short Course	(1-3)
MUSC 370	Music of the Arabian Peninsula	(3) [H][K][B[
MUSC 388	Independent Study	(3) [H]
MUSC 389	Special Topics	(3) [H]
MUSC 399	Music and Culture Study Abroad	(1-3) [H,B]

DRAMA COURSES

DRAM 101	Theatre Appreciation	(3) [H,G]
DRAM 150	Introduction to Acting	(3) [H,O]
DRAM 160	Theatre Practicum	(3) [H,O]
DRAM 211	Contemporary Theatre	(3) [H,G]
DRAM 212	Ancient Greek Theatre	(3) [H,X]
DRAM 213	Shakespeare for Beginners	(3) [H,X]
DRAM 250	Acting I	(3) [H,O]
DRAM 350	Shakespeare in Performance	(3) [H,O]
DRAM 360	Theatre Production	(3) [H,O]
DRAM 369	Short Course	(1-3)
DRAM 388	Independent Study	(1-3) [Z]
DRAM 389	Special Topics	(1-3)

CERTIFICATES IN MUSIC AND DRAMA

The Department of Music and Drama recognizes students who excel in the performing arts. AUK students who graduate with 12 credits of courses that have the prefix MUSC are eligible for the prestigious Department Certificate in Music. SBSA 370 credits also count towards the music certificate. Several courses, like ensembles, can be repeated for credit, and students can take private lessons (MUSC 110 and 310) up to 4 times each, and each time these credits will be added to the cumulative certificate totals. The certificate in drama is awarded to AUK students who take 9 credits of courses with the prefix DRAM or who in combination take the following drama-related courses: ARAB 304: Arabic Drama; ENGL 402: History of Theatre and Drama; and ENGL 403: Modern Drama.

The certificates are issued at the departmental level, and students who are highly involved in department plays and concerts as an extracurricular activity (without receiving credit) are also eligible for the certificate upon formal departmental review.

DEPARTMENT OF MATH AND NATURAL SCIENCES

MISSION

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

VALUES

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

VISION

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

LEARNING OUTCOMES

Students who complete the mathematical and natural sciences requirement will demonstrate an:

- Understanding of the realm and importance of math and natural sciences.
- Ability in problem-solving.
- Ability to acquire, analyze, and interpret data and think critically.
- Ability to communicate scientific and mathematical ideas clearly.
- Understanding of principles and theories used to explain natural phenomena.

MINOR IN MATHEMATICS (17-19 CREDIT HOURS)

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

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

LEARNING OUTCOMES FOR THE MATHEMATICS MINOR

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

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

PROGRAM REQUIREMENTS

To satisfy the 18 credits required for a minor, at least 9 credit hours must be taken at AUK. A cumulative GPA of at least 2.00 in the minor requirements is needed to successfully complete the mathematics minor program.

Core Courses (12-13 credit hours)

To complete a minor in mathematics, students must complete the following three core courses:

MATH 201	Calculus I	(3)[M,Q]
MATH 203	Calculus II	(3)[M,Q]
MATH 205	Linear Algebra	(3)[M]
And one of the following courses:		
MATH 206	Calculus III	(3)[M]
	OR	
MATH 207	Advanced Engineering Mathematics	(4)

Minor Electives (5-6 credit hours)

In addition, students must complete 5-6 credit hours of the following:

MATH 210	Differential Equations	(3) [M]
MATH 213	Discrete Mathematics	(3) [M,Q]
MATH 325	Numerical Computing	(3)
MATH 388	Independent Study	(1-3) [Z]
MATH 389	Special Topics	(3)
STAT 214	Statistics for Engineers	(4) [M]

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

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

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

The broad flexibility of the program is intended to accommodate the needs and goals of students who wish to pursue a career in natural sciences as well as the needs of students who are taking courses in business, English literature, computer science, history and international relations, and other disciplines. The minor in natural sciences which is administered by the Department of Mathematics and Natural Sciences, combined with any major in liberal arts, prepares students for further studies and helps them in future employment in biology, physics, chemistry, medicine and allied health fields, engineering, bioinformatics, and environment management. Science-based career opportunities are widely distributed among business, industry, journalism, government, and education.

A minor in natural sciences requires the completion of 21 credit hours of coursework in natural sciences. The 7 credit hours of science courses taken under the general education requirements can be used toward fulfilling the minor requirements.

LEARNING OUTCOMES

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

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

PROGRAM REQUIREMENTS

At least 9 credit hours must be taken at AUK.

A cumulative GPA of at least 2.00 in the minor requirements is needed to successfully complete the natural sciences minor program.

Core Courses (8 credit hours)

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

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

Minor Electives (13 credit hours)

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

DEPARTMENT OF INTERNATIONAL RELATIONS

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

The program is structured with a set of general core course requirements which students should complete by the beginning of their junior year. Additionally, students take courses in three of the IR fields in which the student chooses to concentrate (diplomacy and conflict resolution, international law and organizations, international political economy, and international relations and history). Finally, in consultation with their advisor, students select courses as international relations electives.

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

MISSION STATEMENT

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

VALUES

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

VISION

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

BACHELOR OF ARTS IN INTERNATIONAL RELATIONS

LEARNING OUTCOMES

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

1. Examine diverse theories and perspectives of international relations.
2. Identify problems, issues, patterns, and questions relevant to the study of international politics.
3. Apply research methods involved in the study of contemporary international relations.

4. Assess both qualitative and quantitative data relevant to different political and economic systems and their institutional arrangements.
5. Apply critical thinking and writing skills when analyzing political and economic problems, i sues, and arguments in a variety of local, national, regional, and international contexts.
6. Reconstruct concepts, models, and theories of international relations.
7. Communicate decisions as leaders in the national, regional, and international arena.

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To earn a degree of Bachelor of Arts in International Relations, students must complete at least 120 credit hours. Students should be mindful of the college requirement that a minimum of 30 hours of upper-level (300-level and above) courses must be completed. at AUK.

General education requirements composed of	(42-46)
Major Requirements composed of:	(63)
IR Core Courses	(15)
IR Field Concentration Courses	(27)
IR Capstone	(3)
International Relations Electives	(18)
Free Electives	(15)

MAJOR REQUIREMENTS (63 CREDIT HOURS)

Major requirements include five required core courses (15 credit hours) followed by nine area studies courses (27 credit hours) in Diplomacy and Conflict Resolution, International Law and Organizations, International Political Economy, and International Relations and History, and one (3 credit hours) capstone. Students also complete 6 classes (18 credits) in IR electives. A cumulative major GPA of at least 2.00 in the major courses is required to earn an undergraduate degree in international relations.

CORE COURSES (15 CREDIT HOURS)

The core requirements constitute the foundation of knowledge that is needed by all majors in international relations regardless of field concentrations. They are comprised of broad introductory courses that introduce students to the major themes and debates within the discipline of international

relations. These six courses are as follows:

HIST 105	World History Since 1900	(3) [S, G]
HIST 201	History and Politics of Kuwait	(3) [S, B]
IR 202	Trends in International Relations	(3) [S]
IR 206	International Political Economy	(3) [S]
	AND	
IR 210	Methods of Research in International Relations	(3) [S]
	OR	
PLSC 210	Methods of Research in Political	(3) [S]

FIELD CONCENTRATION COURSES (27 CREDIT HOURS)

Students are also expected to take nine (27 credit hours) additional upper-level (300-level or above) courses, three courses from three of the four fields in which the student chooses to concentrate. Students may also select, with the approval of their advisor, special topic courses in history (HIST 389) or international relations (IR 389) or political science (PLSC 389) or American studies (AMST 389) to fulfill field concentration requirements.

DIPLOMACY AND CONFLICT RESOLUTION

Students pursuing the concentration in diplomacy and conflict resolution study the evolution of international diplomacy and conflict resolution and examine the practices of bilateral and multilateral diplomacy, coercive diplomacy, preventive diplomacy and the efforts of conflict resolution (track two diplomacy, mediation, negotiation, and facilitation). This concentration endeavors to go beyond traditional conceptions of diplomacy (i.e. as the preservation of states) and conflict resolution by investigating the emergence and activities of new actors such as non-governmental organizations (NGOs), multinational corporations, armed groups, international experts and technocrats, and private citizens. Also, students taking the concentration are exposed to the complex relationship between religion and diplomacy, conflict management, prevention, and resolution. The learning goals are obtained through course readings, class discussion, case studies, papers, article reviews, presentations, internships, and exams.

Examples of courses in the **Diplomacy and Conflict Resolution concentration** include but are not limited to:

AMST 409	American Foreign Policy Since World War II	(3)
IR 345	Conflict Resolution	(3)
IR 385	Kuwait Foreign Policy	(3)
IR 373	Communication Strategies in International Relations	(3)

INTERNATIONAL LAW AND ORGANIZATIONS

International Law & Organizations concentrators learn the basic principles of international law, as well as the organizational structure for discussing, developing, and enforcing international norms. Students explore how international law affects the relationships between states, and as such, is used as both a language of diplomacy and contest. Students study international law as a framework to analyze international issues and disputes—including economic, political, and security issues—with an emphasis on problem-solving and policy development. Students also study how international organizations impact the practice of international cooperation and conflict, as well as maintain international peace and security. The learning goals of the field are obtained through course readings, class discussion, case studies, papers, reflective journals, presentations, and exams.

Examples of courses in the **International Law and Organizations concentration** include but are not limited to:

IR 339	International Organizations	(3)
IR 341	Public International Law	(3)
IR 342	International Human Rights	(3)
IR 343	Terrorism and International Law	(3)

INTERNATIONAL POLITICAL ECONOMY

International Political Economy students study an intersection between international politics and economics. They will learn about the effects of politics on economic policy at the national, regional, and international levels. Students will be exposed to a multidisciplinary curriculum that allows them to analyze their findings through a variety of theoretical approaches. The concentration of International Political Economy relies on course readings, class discussion, case studies, papers, presentations, article reviews, reflective journals, and exams to achieve these learning goals.

Examples of courses in the **International Political Economy concentration** include but are not limited to:

HIST 401	Economic History: 20th Century	(3)
IR 306	Global Political Economy	(3)
IR 344	Politics of MNCs	(3)
PLSC 405	Comparative Political and Economic Systems	(3)

INTERNATIONAL RELATIONS AND HISTORY

International relations and history concentrators study the broader social and historical context of the formation of societies in association with the examination of the key issues and structure of power in contemporary international relations. They will learn about the nature of the expansion of the West and of the political international system which arose in Europe in the beginning of the Modern Age. Students will study the Revolt against the West and its empires and the emergence of the future non-Western global powers. They will acquire an understanding of the nature of the post-Western global order and the articulation between Western and non-Western powers. The field adopts the historical method and, therefore, the analysis of these themes is made through the study of modern political history. The field relies on course readings, class discussion, case studies, papers, presentations, reflective journals, and exams to achieve these learning goals.

Examples of courses in the **International Relations and History concentration** include but are not limited to:

HIST 305	History of the Islamic World (622-1800)	(3)
HIST 383	The reign of Sh. Mubarak: 1896-1915	(3)
HIST 311	Ottoman History (1400-1923)	(3)
PLSC 317	Government and Politics of Kuwait	(3)

Capstone (3 credit hours)

In consultation with his/her advisor, students must take the capstone seminar (IR 480) designed to demonstrate their accumulated training in international relations during their senior year.

International Relations Electives (18 credit hours)

Students complete six courses (18 credit hours) for their International Relations electives.

Students must choose two courses (6 credit hours) in consultation with their academic advisors from the following prefix designations: AMST, HIST, IR, and PLSC.

For the other four courses (12 credit hours), students must choose in consultation with their aca-

demic advisors from the following prefix designations: AMST, COMM, HIST, IR, PLSC, and SBSA. Students may also substitute courses approved by the department chair from the following prefix designations: ECON, FRNC, ITAL, PHIL, and SPAN.

Free Electives (18 credit hours)

Majors are expected to successfully complete five courses (18 credit hours) of their choice from courses in CAS or CBE.

INTERNSHIP

The internship is a practicum course that explores international relations through a variety of work experiences—both governmental and non-governmental. Students are expected to perform work for academic credit and submit as part of their course requirements, written evaluative reports based on their experiences under the guidance of faculty of the Department of IR, as well as an oral presentation at the end of the internship. Students with a cumulative GPA of 2.00 in the major at the beginning of the junior year may petition the Department for internship approval.

MINOR IN HISTORY (18 CREDIT HOURS)

LEARNING OUTCOMES

Upon completion of the history minor, the student will be able to:

1. Demonstrate a basic historical understanding of modern world history.
2. Acquire familiarity with the uses of historical comparison as an analytic tool.
3. Demonstrate the capacity to deal with differences in interpretation.
4. Demonstrate an ability to recognize and interpret multiple forms of evidence (textual, visual, oral, statistical, artifacts from material culture).
5. Apply basic historical methods of research.
6. Recognize the distinction between primary and secondary sources, understand how each are used to make historical claims.

Students minoring in history* are required to take six courses (18 credit hours) of which at least three courses (9 credit hours) must be taken at AUK. Students must complete three core courses (9 credit hours):

HIST 105	World History Since 1900	(3) [S, G]
HIST 205	Modern Europe	(3) [S, G]
AND		
HIST 110	Twentieth Century Middle East	(3) [S, B]
OR		
HIST 201	History and Politics of Kuwait	(3) [S, B]

Students must also take an additional three 300-level or above HIST courses (9 credit hours) and/or history courses which are 300-level and above in AMST, IR, or PLSC. Courses with different prefixes than those listed may be counted upon approval of the academic advisor and department chair.

MINOR IN INTERNATIONAL RELATIONS (18 CREDIT HOURS)

Students minoring in international relations are required to take six courses (18 credit hours) of which at least three courses (9 credit hours) must be taken at AUK. Students must complete the following four core courses (12 credit hours):

HIST 201	History and Politics of Kuwait	(3) [S,B]
IR 101	Introduction to International Relations	(3) [S,G]
IR 202	Trends in International Relations	(3) [S]
AND		
PLSC 203	Comparative Politics	(3) [S]
OR		
IR 206	International Political Economy	(3) [S]

Students must also take two 300-level or above courses (6 credit hours) in the following prefixes: AMST, HIST, IR, and PLSC. Students may substitute one upper-level course approved by the minor's program lead from the following prefix designations: ECON, PHIL, and SBSA.

DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES

MISSION

The mission of the Department of Social and Behavioral Sciences is to advance knowledge of humanity through critical inquiry. The Department strives to achieve this mission by employing multidisciplinary methods to examine the human mind, individual and group behavior, societies, cultures, and the environment. Coursework in the disciplines of anthropology, psychology, and environmental studies prepare students for lifelong learning, to continue their education at the post-graduate level, and for careers in the public, private, and nonprofit sectors.

VALUES

The Department of Social and Behavioral Sciences endorses the core values of a liberal arts education and supports the values of professionalism, dedication, honesty, and transparency in all academic and professional activities.

VISION

The Department of Social and Behavioral Sciences aspires to offer intellectually-engaging, challenging, and dynamic programs in anthropology, psychology, and environmental studies for the enrichment of university faculty, students, and the public. The Department seeks to advance these disciplines by pursuing excellence in all areas of teaching, research, and service, both locally and internationally.

DISCIPLINES

The Department of Social and Behavioral Sciences includes the following disciplines (fields of study):

- Anthropology (SBSA)
- Psychology (PSYC)
- Environmental Studies (ENVS)

DEGREE PROGRAMS

The Department of Social and Behavioral Sciences offers a Bachelor of Arts in Social and Behavioral Sciences—Concentration in Anthropology, and a minor in the same.

BACHELOR OF ARTS IN SOCIAL AND BEHAVIORAL SCIENCES—CONCENTRATION IN ANTHROPOLOGY

The Social and Behavioral Sciences—Concentration in Anthropology major is the study of human beings and societies across time and around the globe. This includes how human societies and cultures comprise and are shaped by natural and human-made environments, systems of social groupings and status relationships, material exchanges, and capacities for symbolic expression and communication; as well as issues such as class formation, gender relationships, ethnicity and ethnic revitalization, violence, visual culture and mass media, and migration.

Graduates of the SBSA program find employment in government agencies, non-governmental organizations, international aid, and development agencies, and in the private sector in management positions, community service, social service, and in media and research organizations. With knowledge of quantitative and qualitative research methods, graduates can also be employed by research and consulting agencies, polling organizations, and print and electronic media institutions. Students can also pursue graduate studies in anthropology, cultural studies, social work, media studies, and related fields.

LEARNING OUTCOMES

Upon completion of the AUK major in Social and Behavioral Sciences—Concentration in Anthropology, the student will be able to:

Goal 1. Knowledge Base

- Articulate broad knowledge of culture, society, environment, and behavior, and
- apply principles of the social and behavioral sciences to understand human experience.
- Evaluate and explain the important theoretical perspectives as well as classic
- and contemporary research in the social and behavioral sciences.

Goal 2. Scientific Inquiry and Critical Thinking

- Demonstrate proficiency in designing and conducting research in social and behavioral
- sciences.

Goal 3. Ethical, Cultural, and Social Responsibility

- Identify, explain, and evaluate individual, socio-cultural, or ecological diversity at local,
- regional, and global scales.
- Evaluate research findings in the social and behavioral sciences using an ethical framework.

Goal 4. Communication

- Communicate research findings in written and verbal form.

Goal 5. Professional Development

- Apply theory and skills in the social and behavioral sciences for personal and professional
- development.

UNIVERSITY DEGREE REQUIREMENTS (124 CREDIT HOURS)

To earn a Bachelor of Arts in Social and Behavioral Sciences—Concentration in Anthropology, students must complete at least 120 credit hours. Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level and above) as part of their 120-credit hour degree requirement at AUK, of which at least 18 credit hours need to be taken in the SBSA major. All core and concentration courses must be passed with a C- or better, and a cumulative major GPA of at least 2.00 in the major courses is required to earn a Bachelor of Arts in Social and Behavioral Sciences — concentration in anthropology.

General Education Requirements	(42-46)
Major Requirements composed of:	(60)
• Core Courses	(9)
• Concentration Courses	(39)
• Social and Behavioral Science Electives	(12)
Free Electives	(18)

MAJOR REQUIREMENTS (60 CREDIT HOURS)

Core Courses (9 credit hours)

SBSA 101	Introduction to Social and Behavioral Sciences–Concentration in Anthropology	(3) [S,G]
SBSA 200	Ethnographic and Research Methods	(3)
SBSA 485	Capstone: Seminar in Social and Behavioral Sciences–Concentration in Anthropology	(3)

Concentration Courses (39 credit hours)

Students must complete, in consultation with their academic advisors, a total of 39 credit hours from the courses listed below. 15 of these total credit hours must be upper-level (300-level or above).

SBSA 205	Fundamentals of Arab Society	(3) [K,S]
SBSA 210	Arab Society and Culture	(3) [K,S]
SBSA 222	Global Media and Spaces of Identity	(3) [S]
SBSA 224	Shopping and Consumerism	(3) [S]
SBSA 235	Identity, Difference and Deviance	(3) [G]
SBSA 239	Nation and Migration	(3) [S]
SBSA 249	Images of Women in the Media	(3) [S]
SBSA 255	Health, Medicine and Curing	(3) [O]
SBSA 260	Ethnographic Film	(3) [O]
SBSA 270	The Indigenous Americas	(3) [G]
SBSA 280	Kinship and Family in the Global Era	(3) [G]
SBSA 341	Women in Cross-Cultural Perspective	(3) [S]
SBSA 344	Tourism and Culture Change	(3) [S]

SBSA 345	Globalization: Opportunities and Challenges	(3) [S,G]
SBSA 348	Anthropology of Human Rights	(3) [S,G]
SBSA 360	Genocide and Refugees	(3) [S,G]
SBSA 370	Music of the Arabian Peninsula	(3) [B,K,S]
SBSA 372	Anthropology of Business	(3)
SBSA 389	Special Topics*	(3)

* Can be repeated for credit under different topics.

Social and Behavioral Sciences Electives (12 credit hours)

Majors must choose four courses (12 credit hours) of which one (3 credit hours) must be upper- level (300-level or above), in consultation with their academic advisor, from the following disciplines: AMST, HIST, PLSC, IR, PSYC, SBSA. Courses with different prefixes than those listed may be counted upon approval of the academic advisor and department chair.

Free Electives (18 credit hours)

Majors must complete six courses (18 credit hours) of their choice from among courses in the College of Arts and Sciences.

INTERNSHIP

The internship is a practicum course that explores the social and behavioral sciences through a variety of work experiences, both governmental and non-governmental. Students are expected to perform work for academic credit and submit as part of their course requirements written evaluative reports based on their experiences under the guidance of faculty of the Department of Social and Behavioral Sciences. Students with junior or senior standing and a minimum cumulative GPA of 2.00 may petition the department for internship approval.

MINOR IN SOCIAL AND BEHAVIORAL SCIENCES— CONCENTRATION IN ANTHROPOLOGY

(18 CREDIT HOURS)

Students must complete one core course: SBSA 101 (3). Students must also complete five additional courses (15 credit hours) from any of the concentration courses listed above for the SBSA major. At least three courses (9 credit hours) must be upper-level (300-level and above). The core and concentration courses must be passed with a grade of C- or better.

GULF STUDIES CERTIFICATE PROGRAM

BENEFITS OF A GULF STUDIES CERTIFICATE PROGRAM

1. Exposure to Gulf society, culture, and lifestyle
2. Opportunity to begin/expand Arabic language study
3. Enhanced understanding of Arab traditions, history, and culture

Preparation for careers in a variety of fields

The Gulf Studies Certificate Program is designed for visiting students or non-degree-seeking students who wish to spend a semester at AUK focusing on regional history, politics, society, culture, and the arts. Students are required to take a total of four courses (12 credit hours) from the courses recommended by the Department of International Relations. Students are asked to contact the department chair for current course listings.

A cumulative GPA of at least 2.00 in the requirements is needed to successfully complete the Gulf Studies Certificate Program.

Not all courses may be available every semester. As new courses are developed, more choices will become available for certificate electives. For students with no background in Arabic, ARAB 101 or ARAB 201 (Arabic as a Second Language I or II) is recommended. For students with a background in Arabic, ARAB 215 (Arabic Composition I) or ARAB 205 (Survey of Arab-Islamic Civilization) is recommended.

It is recommended that students choose courses applicable to the Gulf Studies Certificate Program in both the humanities (including the following prefixes: ARAB, ART, COMM, ENGL, and MUSC) and in the social sciences (including the following prefixes: HIST, IR, PLSC, and SBSA) in consultation with the director and/or their academic advisor.

COLLEGE OF BUSINESS & ECONOMICS

MISSION
VALUES
VISION
ACCREDITATION
BACHELOR OF BUSINESS ADMINISTRATION (BBA) MAJORS
MINORS IN BUSINESS ADMINISTRATION
DISCIPLINES (FIELDS OF STUDY)
OVERVIEW OF DEGREE REQUIREMENTS
BACHELOR OF BUSINESS ADMINISTRATION IN ACCOUNTING
BACHELOR OF BUSINESS ADMINISTRATION IN FINANCE
BACHELOR OF BUSINESS ADMINISTRATION IN ECONOMICS
BACHELOR OF BUSINESS ADMINISTRATION IN HUMAN RESOURCE MANAGEMENT
BACHELOR OF BUSINESS ADMINISTRATION IN MANAGEMENT
BACHELOR OF BUSINESS ADMINISTRATION IN MARKETING
MINORS IN THE COLLEGE OF BUSINESS AND ECONOMICS
- MINOR IN BUSINESS ADMINISTRATION
- MINOR IN ECONOMICS
- MINOR IN HUMAN RESOURCE MANAGEMENT

COLLEGE OF BUSINESS & ECONOMICS

OFFICE OF THE DEAN

MISSION

The College of Business and Economics at AUK provides a transformative education inspired by the liberal arts education philosophy, fostering intellectual curiosity, critical thinking, ethical leadership, and sustainability principles. Through innovative interdisciplinary pedagogy, rigorous scholarship, and experiential learning, we empower students with the analytical and decision-making skills necessary to drive sustainable development and contribute meaningfully to society.
The focus is on:

- **Communication:** Demonstrate effective English language communication skills in writing and oral presentations.
- **Ethical behavior:** Articulate ethical and professional responsibilities, recognize ethical dilemmas, and formulate ethical strategies that integrate sustainable practices, balancing environmental, social, and economic impacts in decision-making.
- **Critical thinking**: identify, evaluate, analyze, and solve diverse and unstructured management problems in unfamiliar settings, use, synthesize, and evaluate data / evidence, exercise judgment, and assess risks, understand the holistic and systemic nature of the organization and its internal and external environment.
- **Global and multi-cultural aspects of business**: Understand diverse cultures; develop intercultural skills; understand global processes; and be prepared for citizenship, both local and global.
- **Entrepreneurial behavior**: Entrepreneurship is value creation, iterative learning, opportunity identification, business development, venture creation and growth. Becoming entrepreneurial is personal development, creativity, self-reliance, initiative taking, and action orientation.
- **Technological Agility**: Develop a mastery of appropriate ICT in decision-making.

VALUES

The College of Business and Economics strives to uphold the following values:

- Intellectual freedom, curiosity, and adaptability that inspire critical thinking, creative problem-solving, and leadership in a challenging global landscape.
- Cultural awareness, inclusivity, and ethical decision-making in an interconnected world.
- Integrity, transparency, and accountability to inspire responsible leadership in business and society.
- High standards of professionalism, continuous learning, and ethical leadership in the global economy.
- Spirit of unity, loyalty, and community to promote responsible stewardship.

VISION

The College of Business and Economics at AUK aims to be a distinguished institution recognized for excellence in business education, sustainability, and innovation. We aspire to advance socially responsible and sustainable business practices that create long-term value for organizations and society through cultivating ethical and forward-thinking leaders.

ACCREDITATION

In April 2019, AACSB International awarded accreditation to the College of Business and Economics and has recognized all degree programs offered by the College. AACSB, founded in 1916, is the most internationally prestigious accreditation awarded to business schools. Approximately 5% of business schools awarding bachelor's degrees and above have achieved this accreditation.

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

MAJORS

The College of Business and Economics offers the Bachelor of Business Administration Degree program with majors in the following disciplines:

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

MINORS IN BUSINESS ADMINISTRATION

The College of Business and Economics oversees the following minor programs:
Business Administration (for non-business majors) Economics
Human Resource Management

DISCIPLINES (FIELDS OF STUDY)

The College of Business and Economics offers courses in the following disciplines:
Accounting (ACCT) Business (BUS)
Business Ethics and Law (BEAL) Economics (ECON) Entrepreneurship (ENTR) Finance (FINC)
Human Resource Management (HR) Management (MGMT)
Marketing (MRKT)

OVERVIEW OF DEGREE REQUIREMENTS

Students must formally declare their interest in earning a BBA degree by the end of their second year of full-time coursework (60 credit hours). Students are required to have earned a cumulative GPA of at least 2.0, and successfully completed BUS 109.

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To earn a BBA with a major in accounting, economics, finance, management, or marketing, students must complete at least 120 credit hours:

General Education Requirements	(42-46)
BBA Core Courses	(36)
BBA Major	(24)
• Major Courses	(18)
• Major Electives	(6)
Internship & Common Capstone	(6)
Free Electives	(12)

Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level and above), of which at least 24 credit hours need to be taken in the major, depending on the stipulations of each program. Of the 42 credit hours of upper-level courses required for the BBA, 27 credit hours should be in residence at AUK.

BBA CORE COURSES (36 CREDIT HOURS)

BBA students must complete the following twelve core courses:

Lower Level Courses (total credits)		**(24)**
ACCT 201	Principles of Financial Accounting	(3)
ACCT 205	Managerial Accounting	(3)
BUS 209	Data Analytics 1	(3)
ECON 200	Principles of Microeconomics	(3)
ECON 201	Principles of Macroeconomics	(3)
FINC 232	Financial Management	(3)
MGMT 201	Principles of Management	(3)
MRKT 200	Principles of Marketing	(3)
Upper Level Courses (total credits)		**(12)**
BEAL 401	Legal & Ethical Issues in Business	(3)
BUS 321	International Business Management	(3)
ENTR 313	Managing Entrepreneurial Ventures	(3)
MGMT 346	Production & Operations Management	(3)

INTERNSHIP AND COMMON CAPSTONE (6 CREDIT HOURS)

Internship (3 credit hours)

All students must participate in an internship program. The internship program provides students with an opportunity to demonstrate their capacity for leadership, teamwork, and business activity in the context of work experience. Internships are completed in the senior year and while in residency at AUK. Priority is given to graduating students. For the duration of the semester, students are responsible for working 42 hours per semester for each credit hour. Students are to refer to the College's Internship Handbook for further details of the internship process, requirements, and method of assessment.

Common Capstone BUS 490 (3 credit hours)

All BBA students are required to complete the Common Business Administration Capstone course. This course uses case studies to integrate material from the different business subjects learned in the BBA program. The capstone requires senior standing and substantial completion of the common core.

Free Electives (12 credit hours)

Students must take adequate and sufficient electives to complete the 120 credit hour requirements for graduation and are strongly advised to consult with their academic advisor when choosing their free electives.

BACHELOR OF BUSINESS ADMINISTRATION IN ACCOUNTING

Accounting is at the heart of every company and essentially functions as the "measuring stick" for all business transactions. The department's primary objective for the accounting program is to expose students to the many facets of accounting. Students learn to manage and translate data generated through accounting information systems and other technology-related data sources. Preparing students to guide clients and organizations in making better business decisions in an increasingly complex and data-driven world is a critical component of the program. Using accounting information for effective managerial decision-making, the program prepares students for careers in private, public, and non-profit organizations. It also provides a solid undergraduate foundation for students interested in graduate programs in accounting or other fields of study. The Department of Accounting reviews its curriculum on a regular basis to meet dynamic changes occurring in the accounting profession and business—both local and international.

Accounting major students have the choice to continue with their education by pursuing a master's degree program or professional designations such as the Certified Public Accountant (CPA) and Chartered Institute of Management Accountants (CIMA) to complement their degree and to make them highly attractive for a job anywhere in the world.

LEARNING OUTCOMES

In addition to the BBA learning outcomes, students graduating with a BBA in Accounting will be able to:

- Construct, interpret, compare, and audit annual financial statements.
- Use key financial and nonfinancial measures to evaluate performance.
- Apply International Financial Reporting Standards and US GAAP.
- Assume the role of a professional accountant in compliance with local and international regulatory authorities.
- Integrate ethical standards in financial and managerial accounting and auditing practices and
- overcome impediments to ethical behavior.
- Present different costing methods applied in manufacturing and service industries.
- Design, use, and maintain accounting information systems to substantiate decisions.

ACCOUNTING MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Accounting, students must complete the following six courses (18 credit hours):

ACCT 301	Intermediate Accounting I	(3)
ACCT 305	Intermediate Accounting II	(3)
ACCT 401	Advanced Managerial Accounting	(3)
ACCT 405	Advanced Financial Accounting	(3)
ACCT 410	Auditing	(3)
ACCT 413	Accounting Capstone	(3)

In addition, students must complete two courses (6 credits) at the 300-level or above, from the following courses:

ACCT 334	Accounting for Tax	(3)
ACCT 389	Special Topics	(3)
ACCT 421	International Financial Reporting Standards	(3)
BUS 389	Special Topics	(3)
BUS 489	Interdisciplinary Honors Seminar	(3)
BEAL 403	Corporate Governance and Ethics	(3)
ACCT 365	Financial Statement Analysis	(3)

BACHELOR OF BUSINESS ADMINISTRATION IN ECONOMICS

Economics is the science of making choices in allocating scarce resources for consumption, production, and distribution of goods and services. It endeavors to rationally understand behaviors of decision-makers and how these behaviors can be changed. Decision-makers are called upon to make economic choices within various institutional settings such as households, firms, financial institutions, and governments. Economics emphasizes the use of problem-solving skills and applies quantitative methods of analysis to investigate choices-constrained maximization to satisfy human needs. The program offers students the opportunity to translate and manage technology-related data and prepares them to guide clients and organizations to make effective decisions in an increasingly complex and data-driven world. It provides the skills to assess market fluctuations by identifying correlative factors and determine their impacts on various economic sectors.

Careers in economics span a broad range of sectors such as financial, environmental, political, education, and research. Graduates in economics are sought by financial institutions, insurance companies, international businesses, and non-business organizations and governments. Many graduates elect to pursue graduate education to improve their knowledge and skill to perform complex economic analyses and provide information necessary to formulate business strategies and develop public policies. The BBA in Economics complements other business concentrations and related social sciences to provide a strong undergraduate foundation for graduate studies in economics and other related disciplines.

LEARNING OUTCOMES

In addition to the BBA learning outcomes, upon completion of the BBA in Economics, students will be able to:

- Attain a broad understanding of the core economic functions at micro and macro levels.
- Demonstrate ability to characterize problems, recognize role of assumptions and apply analytical skills to solve business and economic problems.
- Utilize information technology in data analysis in support of decisions.
- Recognize ethical dimensions and social responsibility in economic decision-making.
- Use written and oral presentations to communicate interpretation of statistical measures to problems in economics.
- Work across disciplinary teams to solve complex business and economic problems.

ECONOMICS MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Economics, students must complete the following six courses (18 credit hours):

ECON 305	International Economics	(3)
ECON 310	Intermediate Microeconomics	(3)
ECON 312	Intermediate Macroeconomics	(3)
ECON 315	Managerial Economics	(3)
ECON 363	Environmental and Resources Economics	(3)
ECON 413	Economics Capstone	(3)

In addition, students must complete two courses (6 credits) at the 300-level or above, from the following courses:

ECON 304	Economics of Labor	(3)
ECON 389	Special Topics	(3)
ECON 405	Comparative Economic Systems	(3)
ECON 409	Economic Development	(3)
ECON 429	Environmental and Energy Policy	(3)
ECON 452	Econometrics	(3)
ECON 485	Seminar in Economics	(3)
BUS 389	Special Topics	(3)
BUS 489	Interdisciplinary Honors Seminar	(3)
BEAL 403	Corporate Governance and Ethics	(3)

BACHELOR OF BUSINESS ADMINISTRATION IN FINANCE

Finance is a functional area that impacts all decisions in a business. Finance employs mathematics and economic concepts using information from accounting data and quantitative techniques to assess results to make decisions. Students learn to translate and manage technology-related data and are prepared to guide clients and organizations in making effective financial decisions in an increasingly complex and data-driven world.

Students can specialize in any of the fields within finance to focus on a career path. Finance graduates can choose a career in the finance division of a bank, an investment company, a multinational corporation, a government entity, a not-for-profit organization, and international institutions such as the World Bank and the IMF, to support major tactical and strategic financial decisions. Graduates in finance can also become successful entrepreneurs (private equity, investment banking, financial planning, and so on); career titles in finance run the spectrum from entry-level positions to the CEO. Finance major students have the choice to continue their education via a master's degree program or professional designations such as the Chartered Financial Analyst (CFA) Program to complement their degree and to make them highly attractive for a job anywhere in the world.

LEARNING OUTCOMES:

In addition to the BBA learning outcomes, students graduating with a BBA in Finance will be able to:

- Use time value of money concepts.
- Value a corporation and its financial assets and obligations.
- Construct and diversify investment portfolios.
- Report on financial feasibility of projects and making capital investment decisions.
- Develop the finance function from an international context.
- Assess financial market trends in Kuwait and the Gulf and their interrelations with global financial markets.

FINANCE MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Finance, students must complete the following six courses (18 credit hours):

FINC 341	Corporate Finance	(3)
FINC 345	Investment and Securities Analysis	(3)
FINC 355	Financial Institutions of the Gulf	(3)
FINC 365	International Finance	(3)
FINC 413	Finance Capstone	(3)
FINC 445	Portfolio Management	(3)

In addition, students must complete two courses (6 credits) at the 300-level or above, from the following courses:

FINC 343	Financial Services Management	(3)
FINC 350	Islamic Banking and Finance	(3)
FINC 360	Financial Derivatives	(3)
FINC 389	Special Topics	(3)
FINC 440	Fixed Income Analysis	(3)
ACCT 365	Financial Statement Analysis	(3)
BUS 389	Special Topics	(3)
BUS 489	Interdisciplinary Honors Seminar	(3)
BEAL 403	Corporate Governance and Ethics	(3)

BACHELOR OF BUSINESS ADMINISTRATION IN HUMAN RESOURCE MANAGEMENT

A major in Human Resource Management (HRM) is the foundation of a career that has the potential for enabling a meaningful and positive impact on the health, well-being, and achievements of working individuals where human talent increasingly becomes a contributing factor for achieving a competitive business advantage. HRM plays a central role in this process by attracting, retaining, and developing human capital in organizations. HRM coursework focuses on developing a combination of professionally specific skills as well as soft skills critically needed for success in all business fields including management, marketing, accounting, and finance. Furthermore, human talent increasingly accounts for competitive business advantages. HRM plays a central role in this process by attracting, retaining, and developing human capital in organizations. The program offers students to translate and manage technology-related data and prepares them to guide clients and organizations to make effective human resource decisions.

LEARNING OUTCOMES

Upon completion of the AUK major in human resource management, the student will be able to:

- Effectively manage and plan key human resource functions within organizations.
- Examine current issues, trends, practices, and processes in HRM.
- Contribute to employee performance management and organizational effectiveness.
- Problem-solve human resource challenges.
- Identify and develop employability skills for the Kuwaiti workplace.
- Become a meaningful change agent.
- Demonstrate effective written and oral communication skills.

The human resource management (HRM) major is a challenging program that prepares students to become more effective managers and leaders. HRM professionals are the "employee relations" specialists in organizations, managing employee planning, recruitment, selection, compensation, training and development, health and safety, and evaluation. They are also active in labor relations taking the lead in union contract negotiations, grievance handling, including mediation and arbitration, and all other employee-related legal matters such as wrongful dismissal, personal harassment, or privacy.
Increasing numbers of graduates are deciding to earn their Certified Human Resource Professional (CHRP) designation reflecting the rising level of professionalism in the field. After acquiring some needed work experience, students will be well prepared to complete a graduate degree in either HRM or labor relations on the path to a position in senior management or a career in teaching and research at a college or university level.

BBA students pursuing the HRM major are required to complete 24 credit hours that include the following:

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

HR 305	Human Resources Management	(3)
HR 310	Recruitment, Staffing and Talent Management	(3)
HR 311	Total Rewards: Compensation	(3)
HR 320	Data Analytics for HRM	(3)
HR 413	Capstone - Strategic Human Resources Management	(3)

HR 350	International Human Resource Management	(3)

In addition, students must complete an additional 2 courses, 6 credit hours (at least 3 credit hours from business) from the following options:

HR 344	Managing Conflict	(3)
MGMT 333	Organizational Behavior	(3)
HR 389	Special Topic	(3)
ECON 304	Economics of Labor	(3)
MGMT 301	Organizational Development and Change	(3)
IR 309	Dynamics of Globalization	(3)
IR 345	Conflict Resolutions	(3)
PSYC 332	Personality Theories	(3)
BEAL 403	Corporate Governance and Ethics	(3)
HR 325	Work and Well-Being	(3)

BACHELOR OF BUSINESS ADMINISTRATION IN MANAGEMENT

Management today is an exacting, challenging, and exciting field. Management systems play an essential role in powering the economy, and management decisions and practices can have substantial impact on individual lives. The management major allows students to learn strategies, techniques, and ethics for effective organization. The required courses—Quality Management; Change Management; Decision-Making in Management; Organizational Behavior; Organizational Communication and Leadership Management—provide students with an essential foundation for effective management skills and employability. Failure to master the art and science of management could result in the function of management becoming a contingent liability. The entrepreneurial approach to management education opens opportunities for creativity and initiation of new businesses. Flexibility in dynamic environments and exploitation of business opportunities are addressed in the study of Change Management. The human element in business is fundamental to success yet is often seen as difficult to manage. In response to this dilemma, the course in Organizational Behavior explores theories and perspectives on human behavior in organizations that lend an understanding of this complex aspec of business. The program focuses on achieving competitive advantage by improving efficiency and customer experiences. Management skills are in high demand worldwide. A degree in management opens employment possibilities in a broad range of industries as well as in the non-profit sector of the economy.

LEARNING OUTCOMES

In addition to the BBA learning outcomes, upon completion of the BBA in Management students will be able to:

- Demonstrate an understanding of planning, leading, organizing, and controlling as managerial functions.
- Assess managerial responses to motivation theories and formulate managerial decisions.
- Assess alternative corporate policies and use ethical dimensions and social responsibility in management activities.
- Structure cross-disciplinary teams to carry out necessary projects.
- Assume leadership roles and promote innovative and sustainable practices.

MANAGEMENT MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Management, students must complete the following six courses (18 credit hours):

HR 305	Human Resources Management	(3)
MGMT 301	Organizational Development and Change	(3)
MGMT 315	Strategic Management	(3)
MGMT 333	Organizational Behavior	(3)
MGMT 350	Essentials of Business Communication	(3)
MGMT 413	Management Capstone	(3)

In addition, students must complete two courses (6 credits) at the 300-level or above, from the following courses:

MGMT 303	Management and Leadership	(3)
MGMT 343	Quantitative Research Methods for Business	(3)
MGMT 389	Special Topics	(3)
MGMT 415	Services Management	(3)
MGMT 300	Quality Management	(3)
BUS 389	Special Topics	(3)
BUS 489	Interdisciplinary Honors Seminar	(3)
BEAL 403	Corporate Governance and Ethics	(3)

BACHELOR OF BUSINESS ADMINISTRATION IN MARKETING

Marketing is a leading field in business, responsible for researching and satisfying customer needs through product and service development, pricing, promotion, and distribution. In addition to being an exciting and creative academic major, marketing is practical and provides vital skills for success in both professional and personal lives. In today's competitive market, no business can succeed without effective marketing. At AUK, the Marketing Department offers exciting and powerful courses that include Principles of Marketing, International Marketing, Advertising and Promotion, Consumer Behavior, Marketing Research, Marketing Strategy, E-Commerce, Marketing of Services, and Supply Chain Management. These courses provide professional skills needed in the job market, both in Kuwait and internationally.

Graduates with a BBA in Marketing are sought by many employers including international corporations, governmental agencies, private and non-governmental organizations, and financial institutions. Students with a BBA in Marketing can be employed in a diverse range of jobs in areas such as sales, retailing, advertising, public relations, logistics management, international marketing management, customer relationship management, marketing research, tourism management, e-commerce, media marketing, brand management, career (placement) marketing, real estate, market analysis, digital marketing, social media marketing, and marketing strategy. Marketing is the number one field of employment in many countries. In addition, marketing graduates with a BBA degree can pursue a great variety of graduate degrees anywhere in the world.

LEARNING OUTCOMES

In addition to the BBA learning outcomes, upon completion of the BBA in Marketing students will be able to:

- Analyze customer segments and make optimal decisions about which segment(s) to target.
- Use basic marketing research skills for gathering necessary data and for analyzing customer data.
- Make product/service decisions to fit with customer needs in target segments.
- Set prices consistent with customer willingness to pay and consistent with company needs to be
- profitable.
- Plan supply chain and distribution channel structures and set channel policies.
- Plan marketing communications adapted to the characteristics of the product/service and to the customer segment.
- Develop a coherent marketing plan.

MARKETING MAJOR COURSES (24 CREDIT HOURS)

To be awarded a BBA in Marketing, students must complete the following six courses (18 credit hours):

MRKT 309	Digital Marketing	(3)
MRKT 329	International Marketing	(3)
MRKT 330	Service Marketing	(3)
MRKT 349	Buyer Behavior	(3)
MRKT 355	Promotion and Advertising	(3)
MRKT 401	Marketing Research	(3)
MRKT 413	Marketing Capstone	(3)

In addition, students must complete two courses (6 credits) at the 300-level or above from the following courses:

MRKT 330	Service Marketing	(3)
MRKT 340	Social Media Marketing	(3)
MRKT 365	Branding	(3)
MRKT 389	Special Topics	(3)
MRKT 415	Supply Chain Management	(3)
BUS 389	Special Topics	(3)
BUS 489	Interdisciplinary Honors Seminar	(3)
BEAL 403	Corporate Governance and Ethics	(3)

MINORS IN THE COLLEGE OF BUSINESS AND ECONOMICS

Students may elect to complement their major with a minor, defined as specialization in a discipline outside their chosen major. Students choosing to add a minor in one of the following areas should consult an academic advisor in the appropriate discipline.

- The College oversees the following minors:
- Business Administration (for non-business majors)
- Economics
- Human Resource Management

The minor in business administration is designed for students majoring in any of AUK's degree programs (BA, BE, or BS) except the BBA degree programs in Accounting, Economics, Finance, Management, and Marketing.
The minor in human resource management is designed for students majoring in any of AUK's degree programs.

GENERAL DEGREE REQUIREMENTS FOR A MINOR

Students may pursue one minor only. All AUK minor programs consist of a minimum of 18 credit hours, at least 9 credit hours of which must be taken in residence at AUK. No more than 9 credit hours earned from the major or general education requirements may apply towards any one minor.

MINOR IN BUSINESS ADMINISTRATION

This minor is designed to provide non-business majors the opportunity to complement their undergraduate education with an understanding of business administration.

PROGRAM REQUIREMENTS

The program requires students to complete six courses (18 credits) comprised of four core courses and two electives. The program may be completed in three consecutive semesters. Commencing in the student's junior year, the four core courses provide students with a balanced and integrated ex-

posure to key functional areas in business and ways of thinking about, and analyzing, the world from a responsible business perspective. The two electives provide students the opportunity to develop knowledge in or explore a specific aspect of business of their choice.

Required Core Courses (12 credit hours)

The program requires students to complete six courses (18 credit hours). Ideally, the courses must be selected from the twelve courses (36 credit hours) designated as BBA core courses. Notwithstanding this, at least 2 courses (6 credit hours) must be from the upper-level courses in business designated 300 or above with prefix ACCT; BEAL; BUS; ECON; ENTR; HR; MGMT; and MRKT.

BBA Core Courses

Lower-Level Courses (Total Credits)		
ACCT 201	Principles of Financial Accounting	(3)
ACCT 205	Managerial Accounting	(3)
BUS 209 Data Analytics 1 (3)		
ECON 200	Principles of Microeconomics	(3)
ECON 201	Principles of Macroeconomics	(3)
FINC 232	Financial Management	(3)
MGMT 201	Principles of Management	(3)
MRKT 200	Principles of Marketing	(3)
Upper-Level Courses (Total Credits)		12
BEAL 401	Legal & Ethical Issues in Business	(3)
BUS 321 International Business Management		(3)
ENTR 313	Managing Entrepreneurial Ventures	(3)
MGMT 346	Production & Operations Management	(3)

MINOR IN ECONOMICS

A minor in economics acquaints students with economic knowledge that will be complementary to business and non-business majors. In a vastly transforming and globalizing world, an economics minor improves our understanding of economic, political, and social events and the context in which they develop. It also enhances one's analytical and decision-making competence in the realm of business and even on a personal level.

PROGRAM REQUIREMENTS

Students must complete six courses (18 credit hours) for the minor. In terms of the University program requirements, students may pursue one minor only. All AUK minor programs consist of a minimum of 18 credit hours, at least 9 credit hours of which must be taken in residence at AUK. No more than 9 credit hours earned from the major or general education requirements may apply towards any one minor.

Required Core Courses (6 credit hours)

The following two courses (6 credit hours) are core courses for the economics minor:

ECON 200	Principles of Microeconomics	(3)
ECON 201	Principles of Macroeconomics	(3)

Electives (12 credit hours)

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

ECON 302	Quantitative Methods for Business and Economics	(3)
CON 304	Economics of Labor	(3)
ECON 305	International Economics	(3)
ECON 310	Intermediate Microeconomics	(3)
ECON 312	Intermediate Macroeconomics	(3)
ECON 315	Managerial Economics	(3)
ECON 351	Money and Banking	(3)
ECON 363	Environmental & Resource Economics	(3)
ECON 369	Short Course	(1-3)
ECON 389	Special Topics	(3)
ECON 405	Comparative Economic Systems	(3)
ECON 409	Economic Development	(3)
ECON 429	Environmental & Energy Policy	(3)
ECON 452	Econometrics	(3)
ECON 485	Seminar in Economics	(3)

Notwithstanding the electives offered above, students may opt to pursue at most 2 courses (6 credit hours) in two non-economic related courses at the 300-level or above. These courses may include at most two of the following:

BUS 389	Special Topics in Business	(3)
BUS 489	Interdisciplinary Honors Seminar	(3)
PLSC 302	Public Policy	(3) [S]
PLSC 306	Global Political Economy	(3) [S]
ELEG 400	Environmental Aspects of Energy Systems	(3)
ELEG 412	Renewal Energy Systems	(3)
ENGR 330	Engineering Economics	(3)
ENVS 310	Environmental Ethics	(3) [S]
ENVS 320	Global Environment Policy	(3) [S]
IR 309	Dynamics of Globalization	(3) [S]
IR 339	International Organizations	(3) [S]
IR 405	Comparative Economic and Political Systems	(3)

MINOR IN HUMAN RESOURCE MANAGEMENT

This interdisciplinary minor seeks to develop well-rounded graduates with personal qualities and skills that extend beyond familiarity with current HR practices to include a sound understanding of social, behavioral, and political sciences. It seeks to develop graduates who can think critically, act ethically, and meet the challenges of an ever-changing environment.

The minor is structured with a small core—comprised of courses in Human Resource Management, Organizational Behavior, and Work and Well-being—embedded in a selection of electives reflecting a traditional liberal arts and interdisciplinary curriculum. The electives include courses from such disciplines as economics, international relations, political science, psychology, and the behavioral sciences. Because an interdisciplinary background is especially appropriate for positions in HR, this minor is ideal for students majoring in one of the social science programs as well as those majoring in business. The minor is for those who want to pursue careers in business, government, and/or educational institutions.

LEARNING OUTCOMES

- Upon completion of the minor in human resource management the student will be able to:
- Discuss the importance of thinking systematically and strategically about managing human assets.
- Explain how cultures frame options open to human resource managers around the world.
- Formulate, implement, and evaluate human resource policies and procedures.
- Demonstrate understanding of theories and practices affecting employee motivation and control.
- Critically discuss and assess contemporary issues confronting human resource policy formulation and implementation in private, public, for profit, and not-for-profit organizations.

PROGRAM REQUIREMENTS

Students wanting to earn a minor in human resource management are required to take six courses (18 credit hours) comprised of three required core courses and three electives.

Required Core Courses (9 Credit Hours)

Students are required to complete the following three core courses (9 credit hours):

MGMT 201	Principles of Management	(3)
MGMT 333	Organizational Behavior	(3)
HR 305	Human Resources Management	(3)

In addition, students must complete three courses (9 credit hours) designated 300 or above with the prefix HR, BUS, ECON, MGMT, PLSC, PSYC, and SBSA.

Students may, upon advisement, pursue other upper-level courses offered at AUK.

COLLEGE OF ENGINEERING & APPLIED SCIENCES

OFFICE OF THE DEAN
- MISSION
- VISION
- VALUES
- PROGRAM ACCREDITATION
- UNDERGRADUATE PROGRAMS

BACHELOR OF ENGINEERING (BE) PROGRAMS
- BACHELOR OF ENGINEERING IN COMPUTER ENGINEERING
- BACHELOR OF ENGINEERING IN ELECTRICAL ENGINEERING
- BACHELOR OF ENGINEERING IN SYSTEMS ENGINEERING
- DOUBLE MAJOR IN ELECTRICAL/COMPUTER ENGINEERING
- DOUBLE MAJOR IN COMPUTER/SYSTEMS ENGINEERING
- DOUBLE MAJOR IN ELECTRICAL/SYSTEMS ENGINEERING

BACHELOR OF SCIENCE (BS) PROGRAMS
- BACHELOR OF SCIENCE IN COMPUTER SCIENCE
- BACHELOR OF SCIENCE IN INFORMATION SYSTEMS
- MINOR IN COMPUTER SCIENCE
- MINOR IN INFORMATION SYSTEMS
- DOUBLE MAJOR
- INTERNSHIP

COLLEGE OF ENGINEERING & APPLIED SCIENCES

OFFICE OF THE DEAN

MISSION

The College of Engineering and Applied Sciences (CEAS) is committed to cultivating an inspiring and innovative learning environment that contributes to a culture of lifelong learning driven by the core values of liberal arts education. In its pursuit of excellence in teaching, research and community engagement, the College offers high quality programs in engineering and computing.

VISION

CEAS aims to establish a presence as a leading college recognized locally, regionally, and internationally for offering high quality education in different fields of engineering and computing, innovative multidisciplinary research, and the positive contributions of its graduates.

ALUES
The values of the College of Engineering and Applied Sciences are:

- Excellence: Commitment to high quality teaching and research
- Integrity: Commitment to professional standards and ethics
- Creativity: Fostering ingenuity and innovation
- Collaboration: Encouraging cross-discipline and cross-border partnerships
- Professionalism: Reflecting collegiality, leadership, and civic responsibility

PROGRAM ACCREDITATION

ABET – Formerly known as the Accreditation Board for Engineering & Technology

The BE degree program in Computer Engineering is accredited by the Engineering Accreditation Commission of ABET, the global accreditor of college and university programs in applied science, computing, engineering, and engineering technology.

The BE degree program in Electrical Engineering is accredited by the ABET Engineering Accreditation Commission, the global accreditor of college and university programs in applied science, computing, engineering, and engineering technology.

The BSc degree program in Computer Science is accredited by the ABET Computing Accreditation Commission, the global accreditor of college and university programs in applied science, computing, engineering, and engineering technology.

UNDERGRADUATE PROGRAMS

Students entering the College of Engineering and Applied Sciences select one of the following degrees:

Bachelor of Engineering (BE)
Within BE, students can choose between the following programs:

BE in Computer Engineering BE in Electrical Engineering BE in Systems Engineering

Bachelor of Science (BS)
Within BS, students can choose between the following programs:

BS in Computer Science BS in Information Systems

BACHELOR OF ENGINEERING (BE) PROGRAMS

Three undergraduate programs are offered by the college, that lead to the degree of Bachelor of Engineering:

Computer Engineering (CPEG) Electrical Engineering (ELEG) Systems Engineering (STEG)

ADMISSION TO THE PROGRAMS

Admission to the computer, electrical, or systems engineering programs takes place upon the successful completion of the course MATH 110 with a grade of (C-).

Transfer equivalencies from ABET accredited programs (http://www.abet.org) or equivalent will be considered. We also accept transfer from non-accredited programs for the courses that do not fall under the prefixes CPEG, ELEG, STEG, ENGR, or CSIS.

PROGRAM EDUCATIONAL OBJECTIVES

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

- Succeed in an electrical, computer, or systems engineering career by demonstrating leadership and ability to grow professionally in competence.
- Demonstrate their commitment to continuous learning and adaptation in response to evolving
- technological landscapes to develop Electrical/ Computer/ Systems Engineering solutions.
- Communicate effectively with professionals from different areas of specialization.
- Expand their ethical practices in professional, societal and global contexts, contributing to the advancement of the profession and community throughout their evolving career.

STUDENT OUTCOMES

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

- An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
- An ability to apply engineering design to produce solutions that meet specific needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
- An ability to communicate effectively with a range of audiences.
- An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
- An ability to function effectively on a team whose members together provide leadership, create a

- collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
- An ability to develop and conduct appropriate experimentation, analyze, and interpret data, and use engineering judgment to draw conclusions.
- An ability to acquire and apply new knowledge as needed, using appropriate learning strategies.

BACHELOR OF ENGINEERING IN COMPUTER

UNIVERSITY DEGREE REQUIREMENTS (134 CREDIT HOURS):

To receive a Bachelor of Engineering in Computer Engineering, students must complete at least 134 credit hours. Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements, composed of:	(42-46)
Related field requirements applicable to Gen Ed requirements	(13)
Remaining Gen Ed requirements	(29)
Related Field Requirements not applicable to Gen Ed	(27)
Major Requirements composed of:	(65)
Computer Engineering Core	(51)
Computer Engineering Electives	(14)

MAJOR REQUIREMENTS (65 CREDIT HOURS)

Students must complete all courses (51 credit hours) listed in the computer engineering core courses and four elective courses and two lab electives (14 credit hours) from the computer engineering course electives.

Computer Engineering Core Courses (51 credit hours)

CPEG 210	Digital Logic Design	(3)
CPEG 210L	Digital Logic Design Laboratory	(1)
CPEG 220	Computer Organization and Architecture	(3)
CPEG 330	Microprocessors and Interfacing	(3)
CPEG 330L	Microprocessors and Interfacing Laboratory	(1)
CPEG 340	Embedded System Design	(3)
CPEG 340L	Embedded System Design Laboratory	(1)
CPEG 350	Data Communications and Computer Networks	(3)
CPEG 475	Senior Design Capstone I	(3)
CPEG 480	Senior Design Capstone II	(3)
CSIS 130	Computer Programming II	(4)[T]

CSIS 210	Data Structures and Algorithms	(3)
CSIS 310	Introduction to Operating Systems	(3)
CSIS 330	Software Engineering	(3)
ELEG 220	Electric Circuits I	(3)
ELEG 220L	Electric Circuits I Laboratory	(1)
ELEG 270	Electronics	(3)
ELEG 270L	Electronics Laboratory	(1)
ELEG 320	Signals and Systems	(3)
ENGR 330	Engineering Economics	(3)

Computer Engineering Course Electives (14 credit **hours)**Four course electives (12 credit hours) and two lab electives (2 credit hours) must be selected in consultation with the academic advisor from 200-level or higher CPEG, ELEG, STEG, ENGR, and/or CSIS courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be CPEG courses.
- At least one of the lab electives must be a CPEG lab.
- At least two of the course electives must be 400-level or higher courses.

A maximum of one course elective can be selected from the following CSIS courses:

CSIS 230	Programming in a Second Language	(3)
CSIS 250	Database Systems	(3)
CSIS 255	Web Technologies	(3)
CSIS 260	System Analysis, Design and Acquisition	(3)
CSIS 300	E-Commerce	(3)
CSIS 320	Principles of Programming Languages	(3)
CSIS 370	Computer Graphics	(3)
CSIS 400	Theory of Computation	(3)
CSIS 401	Mobile Computing	(3)
CSIS 402	Fundamental Techniques for Data Science Applications	(3)
CSIS 404	Data Mining and Knowledge Discovery	(3)
CSIS 405	Analysis of Algorithms	(3)
CSIS 406	Big Data Technologies	(3)
CSIS 425	Advanced Software Engineering	(3)
CSIS 440	Software Project Management	(3)
CSIS 476	Computer Security and Information Assurance	(3)

The remaining course electives are restricted to the following:

CPEG 301	IT Governance	(3)
CPEG 303	Introduction to Cybersecurity	(3)
CPEG 369	Short Course	(1-3)
CPEG 388	Independent Study	(1-4)
CPEG 389	Special Topics in Computer Engineering	(3)

CPEG 390	Introduction to the Internet of Things	(3)
CPEG 411	Ethical Hacking	(3)
CPEG 412	Introduction to Cryptography	(3)
CPEG 415	Artificial Intelligence	(3)
CPEG 418	Computer Vision	(3)
CPEG 422	Digital Signal Processing	(3)
CPEG 426	Digital Forensics	(3)
CPEG 430	Introduction to Soft Computing	(3)
CPEG 435	Introduction to Machine Learning	(3)
CPEG 438	Neural Networks and Deep Learning	(3)
CPEG 441	Hardware/Software Co-Design	(3)
CPEG 445	Cloud Computing	(3)
CPEG 450	Network Security	(3)
CPEG 455	Wireless Networks and Mobile Systems	(3)
CPEG 460	Robotics	(3)
CPEG 470	Internship in Computer Engineering	(1-3)
CPEG 495	Professional Certification in Artificial Intelligence	(3)
CPEG 496	Professional Certification in Security	(3)
ELEG 305	Introduction to Biomedical Engineering	(3)
ELEG 323	Measurement and Instrumentation	(3)
ELEG 389	Special Topics in Electrical Engineering	(3)
ELEG 421	Control Systems	(3)
ELEG 422	Digital Control Systems	(3)
ELEG 472	CMOS Digital Circuit Design	(3)
STEG 220	Engineering Statistical Analysis	(3)
STEG 330	Operations Research I	(3)
STEG 345	Quality Control	(3)
STEG 350	Human Factors Engineering	(3)
STEG 389	Special Topics in Systems Engineering	(3)
ENGR 200	Engineering Design	(3)
ENGR 300	Engineering Ethics	(3)
ENGR 310	Engineering Entrepreneurship II	(3)
ENGR 340	Engineering Project Management	(3)
ENGR 389	Special Topics in Engineering	(3)

Lab electives are restricted to the following:

CPEG 201L	MATLAB Programming Laboratory	(1)
CPEG 303L	Advanced Programming for Engineers Laboratory	(1)
CPEG 331L	Automation and Data Acquisition Laboratory	(1)
CPEG 350L	Data Communications and Computer Networks Laboratory	(1)
ELEG 301L	Programmable Logic Controllers Laboratory	(1)

ELEG 320L	Signals and Systems Laboratory	(1)
ELEG 323L	Measurement and Instrumentation Laboratory	(1)
ELEG 421L	Control Systems Laboratory	(1)
STEG 220L	Engineering Statistical Analysis Laboratory	(1)
ENGR 340L	Engineering Project Management Laboratory	(1)

For the Artificial Intelligence track, a minimum of three elective courses must be selected from thefollowing:

CPEG 415	Artificial Intelligence	(3)
CPEG 418	Computer Vision	(3)
CPEG 430	Introduction to Soft Computing	(3)
CPEG 435	Introduction to Machine Learning	(3)
CPEG 438	Neural Networks and Deep Learning	(3)

For the Cybersecurity track, a minimum of three elective courses must be selected from the following:

CPEG 301	IT Governance	(3)
CPEG 303	Introduction to Cybersecurity	(3)
CPEG 411	Ethical Hacking	(3)
CPEG 412	Introduction to Cryptography	(3)
CPEG 426	Digital Forensics	(3)
CPEG 445	Cloud Computing	(3)
CPEG 450	Network Security	(3)

For the IoT and Embedded Systems track, a minimum of three elective courses must be selected from the following:

CPEG 390	Introduction to the Internet of Things	(3)
CPEG 422	Digital Signal Processing	(3)
CPEG 441	Hardware/Software Co-Design	(3)
CPEG 445	Cloud Computing	(3)
CPEG 455	Wireless Networks and Mobile Systems	(3)
CPEG 460	Robotics	(3)
ELEG 323	Measurement and Instrumentation	(3)

RELATED FIELD REQUIREMENTS (40 CREDIT HOURS)

The related field requirements component is composed of six math courses (18 credit hours), three science courses (12 credit hours), one computer science course (4 credit hours), and two management and entrepreneurship courses (6 credit hours). Students must complete:

Math Courses (18 credit hours)

MATH 201	Calculus I	(3)[M]
MATH 203	Calculus II	(3)[M]
MATH 205	Linear Algebra	(3)[M]
MATH 210	Differential Equations	(3)[M]
MATH 213	Discrete Mathematics	(3)[M]
STAT 214	Statistics for Engineers	(3)[M]

Sciences Courses (12 credit hours)

PHYS 115	General Physics I	(3)[P]
PHYS 115L	General Physics I Laboratory	(1)[P]
PHYS 116	General Physics II	(3)[P]
PHYS 116L	General Physics II Laboratory	(1)[P]

AND

CHEM 101	General Chemistry I	(3)[P]
CHEM 101L	General Chemistry Laboratory I	(1)[P]

OR

BIOL 101	General Biology I	(3)[P]
BIOL 101L	General Biology Laboratory I	(1)[P]

Computer Science Course (4 credit hours)

CSIS 120	Computer Programming I	(4)[T]

Management and Entrepreneurship Courses (6 credit hours)

MGMT 201	Principles of Management	(3)
ENGR 210	Engineering Entrepreneurship I	(3)

BACHELOR OF ENGINEERING IN ELECTRICAL

UNIVERSITY DEGREE REQUIREMENTS (134 CREDIT HOURS):

To receive a Bachelor of Engineering in Electrical Engineering, students must complete at least 134 credit hours. Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements, composed of:	(42-46)
Related field requirements applicable to Gen Ed requirements	(13)
Remaining Gen Ed requirements	(29)
Related Field Requirements not applicable to Gen Ed	(27)
Major Requirements composed of:	(65)
Electrical Engineering Core	(51)
Electrical Engineering Electives	(14)

MAJOR REQUIREMENTS (65 CREDIT HOURS)

Students must complete all courses (51 credit hours) listed in the electrical engineering core courses and four elective courses and two lab electives (14 credit hours) from the electrical engineering course electives.

Electrical Engineering Core Courses (51 credit hours)

CPEG 210	Digital Logic Design	(3)
CPEG 210L	Digital Logic Design Laboratory	(1)
CPEG 220	Computer Organization and Architecture	(3)
CPEG 330	Microprocessors and Interfacing	(3)
CPEG 330L	Microprocessors and Interfacing Laboratory	(1)
CPEG 350	Data and Computer Communications	(3)
ELEG 220	Electric Circuits	(3)
ELEG 220L	Electric Circuits Laboratory	(1)
ELEG 270	Electronics	(3)
ELEG 270L	Electronics Laboratory	(1)
ELEG 300	Engineering Electromagnetics	(3)
ELEG 310	Electric Machines and Power Fundamentals	(3)
ELEG 310L	Electric Machines Laboratory	(1)
ELEG 320	Signals and Systems	(3)
ELEG 330	Power System Analysis	(3)
ELEG 330L	Power Systems Laboratory	(1)

ELEG 421	Control Systems	(3)
ELEG 471	Power Electronics	(3)
ELEG 475	Senior Design Capstone I	(3)
ELEG 480	Senior Design Capstone II	(3)
ENGR 330	Engineering Economics	(3)

Electrical Engineering Course Electives (14 credit **hours)**Four course electives (12 credit hours) and two lab electives (2 credit hours) must be selected in consultation with the academic advisor from 200-level or higher CPEG, ELEG, STEG, and/or ENGR courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be ELEG courses.
- At least one of the lab electives must be an ELEG lab.

At least two of the course electives must be 300-level or higher courses.
Course electives are restricted to the following:

CPEG 340	Embedded System Design	(3)
CPEG 389	Special Topics in Computer Engineering	(3)
CPEG 390	Introduction to the Internet of Things	(3)
CPEG 422	Digital Signal Processing	(3)
CPEG 432	Introduction to Soft Computing	(3)
CPEG 441	Hardware/Software Co-Design	(3)
CPEG 450	Network Security	(3)
CPEG 455	Wireless Networks and Mobile Systems	(3)
CPEG 460	Robotics	(3)
ELEG 305	Introduction to Biomedical Engineering	(3)
ELEG 311	Power Distribution and Utilization	(3)
ELEG 321	Analog and Digital Filters	(3)
ELEG 323	Measurement and Instrumentation	(3)
ELEG 325	Communication Systems	(3)
ELEG 331	Power System Protection	(3)
ELEG 340	Fundamentals of High Voltage Engineering	(3)
ELEG 369	Short Course	(1-3)
ELEG 388	Independent Study	(1-3)
ELEG 389	Special Topics in Electrical Engineering	(3)
ELEG 411	Electric Drives	(3)
ELEG 412	Renewable Energy Systems	(3)
ELEG 422	Digital Control Systems	(3)
ELEG 450	Modern Antennas in Wireless Telecommunications	(3)
ELEG 470	Internship in Electrical Engineering	(1-3)
ELEG 472	CMOS Digital Circuit Design	(3)
STEG 220	Engineering Statistical Analysis	(3)
STEG 330	Operations Research I	(3)
STEG 341	Production and Operations Management	(3)

STEG 345	Quality Control	(3)
STEG 350	Human Factors Engineering	(3)
STEG 389	Special Topics in Systems Engineering	(3)
STEG 451	Health and Safety Engineering	(3)
ENGR 200	Engineering Design	(3)
ENGR 300	Engineering Ethics	(3)
ENGR 310	Engineering Entrepreneurship II	(3)
ENGR 340	Engineering Project Management	(3)
ENGR 389	Special Topics	(3)

Lab electives are restricted to the following:

CPEG 201L	MATLAB Programming Laboratory	(1)
CPEG 331L	Automation and Data Acquisition Laboratory	(1)
CPEG 340L	Embedded System Design Laboratory	(1)
CPEG 350L	Data Communications and Computer Networks Laboratory	(1)
ELEG 301L	Programmable Logic Controllers Laboratory	(1)
ELEG 320L	Signals and Systems Laboratory	(1)
ELEG 323L	Measurement and Instrumentation Laboratory	(1)
ELEG 331L	Power System Protection Laboratory	(1)
ELEG 421L	Control Systems Laboratory	(1)
ELEG 471L	Power Electronics Laboratory	(1)
STEG 220L	Engineering Statistical Analysis Laboratory	(1)
ENGR 340L	Engineering Project Management Laboratory	(1)

For the Power and Energy Systems track, a minimum of three elective courses must be selected from the following:

ELEG 311	Power Distribution and Utilization	(3)
ELEG 331	Power System Protection	(3)
ELEG 340	Fundamentals of High Voltage Engineering	(3)
ELEG 411	Electric Drives	(3)
ELEG 412	Renewable Energy Systems	(3)

For the Electronics and Telecommunication Systems track, a minimum of three elective courses must be selected from the following:

ELEG 321	Analog and Digital Filters	(3)
ELEG 323	Measurement and Instrumentations	(3)
ELEG 325	Communication Systems	(3)
ELEG 450	Modern Antennas in Wireless Telecommunications	(3)
ELEG 472	CMOS Digital Circuit Design	(3)

RELATED FIELD REQUIREMENTS (40 CREDIT HOURS)

The related field requirement component is composed of six math courses (18 credit hours), three science courses (12 credit hours), one computer science course (4 credit hours), and two management and entrepreneurship courses (6 credit hours). Students must complete:

Math Courses (18 credit hours)

MATH 201	Calculus I	(3)[M]
MATH 203	Calculus II	(3)[M]
MATH 205	Linear Algebra	(3)[M]
MATH 206	Calculus III	(3)
MATH 210	Differential Equations	(3)
STAT 214	Statistics for Engineers	(3)

Sciences Courses (12 credit hours)

PHYS 115	General Physics I	(3)[P]
PHYS 115L	General Physics I Laboratory	(1)[P]
PHYS 116	General Physics II	(3)[P]
PHYS 116L	General Physics II Laboratory	(1)[P]

AND

CHEM 101	General Chemistry I	(3)[P]
CHEM 101L	General Chemistry Laboratory I	(1)[P]

OR

BIOL 101	General Biology I	(3)[P]
BIOL 101L	General Biology Laboratory I	(1)[P]

Computer Science Course (4 credit hours)

CSIS 120	Computer Programming I	(4)[T]

Management and Entrepreneurship Courses (6 credit hours)

MGMT 201	Principles of Management	(3)
ENGR 210	Engineering Entrepreneurship I	(3)

BACHELOR OF ENGINEERING IN SYSTEMS ENGINEERING

REQUIREMENTS (134 CREDIT HOURS):

To receive a Bachelor of Engineering in Systems Engineering, students must complete at least 134 credit hours. Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements, composed of:	(42-46)
Related field requirements applicable to Gen Ed requirements	(13)
Remaining Gen Ed requirements	(29)
Related Field Requirements not applicable to Gen Ed	(27)
Major Requirements composed of:	(65)
Systems Engineering Core	(51)
Systems Engineering Electives	(14)

MAJOR REQUIREMENTS (65 CREDIT HOURS)

Students must complete all courses (51 credit hours) listed in the systems engineering core courses and four elective courses and two lab electives (14 credit hours) from the systems engineering course electives.
Systems Engineering Core Courses (51)

STEG 210	Dynamic Systems	(3)
STEG 210L	Dynamic Systems Laboratory	(1)
STEG 220	Engineering Statistical Analysis	(3)
STEG 230	Introduction to Manufacturing Systems	(3)
STEG 321	Systems Simulation	(3)
STEG 321L	Systems Simulation Laboratory	(1)
STEG 330	Operations Research I	(3)
STEG 341	Production and Operations Management	(3)
STEG 345	Quality Control	(3)
STEG 350	Human Factors Engineering	(3)
STEG 431	Stochastic Operations Research	(3)
STEG 442	Supply Chain Engineering	(3)
STEG 475	Senior Design Capstone I	(3)
STEG 480	Senior Design Capstone II	(3)
ELEG 220	Electric Circuits	(3)
ELEG 220L	Electric Circuits Laboratory	(1)

ELEG 421	Control Systems	(3)
ENGR 200	Engineering Design	(3)
ENGR 330	Engineering Economics	(3)

Systems Engineering Course Electives (14 credit hours)Four course electives (12 credit hours) and two lab electives (2 credit hours) must be selected in consultation with the academic advisor from 200-level or higher CPEG, ELEG, STEG, and/or ENGR. The electives must be chosen according to the following rules:

- At least two of the course electives must be STEG courses.
- At least one of the lab electives must be a STEG lab.

At least two of the course electives must be 300-level or higher courses.
Course electives are restricted to the following:

CPEG 210	Digital Logic Design	(3)
CPEG 389	Special Topics in Computer Engineering	(3)
ELEG 305	Introduction to Biomedical Engineering	(3)
ELEG 323	Measurement and Instrumentation	(3)
ELEG 389	Special Topics in Electrical Engineering	(3)
ELEG 422	Digital Control Systems	(3)
STEG 331	Operations Research II	(3)
STEG 369	Short Course	(1-3)
STEG 388	Independent Study	(1-4)
STEG 389	Special Topics in Systems Engineering	(3)
STEG 420	Facilities Planning and Design	(3)
STEG 422	Advanced Simulation	(3)
STEG 440	Risk Management in Systems Engineering	(3)
STEG 446	Engineering Reliability	(3)
STEG 451	Health and Safety Engineering	(3)
STEG 452	Productivity Improvement	(3)
STEG 465	Petroleum Engineering	(3)
STEG 470	Internship in Systems Engineering	(1-3)
STEG 495	Professional Certification in Lean and Six Sigma	(3)
ENGR 300	Engineering Ethics	(3)
ENGR 310	Engineering Entrepreneurship II	(3)
ENGR 389	Special Topics	(3)

Lab electives are restricted to the following:

CPEG 201L	MATLAB Programming Laboratory	(1)
CPEG 210L	Digital Logic Design Laboratory	(1)
CPEG 331L	Automation and Data Acquisition Laboratory	(1)
ELEG 301L	Programmable Logic Controllers Laboratory	(1)
ELEG 323L	Measurement and Instrumentation Laboratory	(1)

ELEG 421L	Control Systems Laboratory	(1)
STEG 220L	Engineering Statistical Analysis Laboratory	(1)
STEG 230L	Introduction to Manufacturing Systems Laboratory	(3)
ENGR 340L	Engineering Project Management Laboratory	(1)

For the Lean and Six Sigma track, a minimum of three elective courses must be selected from the following:

STEG 331	Operations Research II	(3)
STEG 420	Facilities Planning and Design	(3)
STEG 446	Engineering Reliability	(3)
STEG 452	Productivity Improvement	(3)

For the Petroleum Engineering Systems track, a minimum of three elective courses must be selected from the following:

STEG 422	Advanced Simulation	(3)
STEG 440	Risk Management in Systems Engineering	(3)
STEG 451	Health and Safety Engineering	(3)
STEG 465	Petroleum Engineering	(3)

RELATED FIELD REQUIREMENTS (40 CREDIT HOURS)

The related field requirement component is composed of five math courses (15 credit hours), three science courses (12 credit hours), one computer science course (4 credit hours), and three management and entrepreneurship courses (9 credit hours). Students must complete:

Math Courses (15 credit hours)

MATH 201	Calculus I	(3)[M]
MATH 203	Calculus II	(3)[M]
MATH 205	Linear Algebra	(3)[M]
MATH 210	Differential Equations	(3)[M]
STAT 203	Probability and Statistics	(3)[M]

Sciences Courses (12 credit hours)

PHYS 115	General Physics I	(3)[P]
PHYS 115L	General Physics I Laboratory	(1)[P]
PHYS 116	General Physics II	(3)[P]
PHYS 116L	General Physics II Laboratory	(1)[P]

AND

CHEM 101	General Chemistry I	(3)[P]
CHEM 101L	General Chemistry Laboratory I	(1)[P]

OR

BIOL 101	General Biology I	(3)[P]
BIOL 101L	General Biology Laboratory I	(1)[P]

Computer Science Course (4 credit hours)

CSIS 120	Computer Programming I	(4)[T]

Management and Entrepreneurship Courses (9 credit hours)

MGMT 201	Principles of Management	(3)
ENGR 210	Engineering Entrepreneurship I	(3)
ENGR 340	Engineering Project Management	(3)

INTERNSHIP

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

- Program Discussion: Potential interns (junior or senior majors) are advised on the nature and purpose of an internship. The essential point is that they learn that there is a significant difference between the theory they learn in the classroom and the practice they will encounter during their internship.
- Internship Contract Signed: The next stage is to have a meeting with the organization that has agreed to provide the internship. At this meeting, the nature of the internship is discussed, and the student, the off-campus supervisor, and the 470-course instructor sign the form. At this meeting, special details of the internship are agreed upon in the format of a contract between the three parties.
- Visit to Place of Work: At the time of the contract signing, or at a time near to this meeting, the 470 instructor visits the place of work where the student is going to be working and checks that the environment is suitable and that the nature of the work and the place of work go together.
- Contact Off-campus Supervisor: Contact is established between the off-campus supervisor and the 470 instructor to ensure that if any problems arise during the internship there is a clear understanding of the roles each party will play in making sure that the student has a quality learning experience.
- Weekly Progress Reports from Intern: During the period of the internship, interns are expected to email the 470-course instructor every week to report on progress and activity. Students are expected to record their activities so that they can, in the future, review what activities have occupied their time while they were on an internship.
- Continuous Assessment of the Intern: Interns will be required to fill a logbook. They should record their daily activities and have their on-site supervisor sign it at the end of every week. Also, the off-campus supervisor will be consulted by the 470-course instructor one week after the beginning of the internship to make sure that the student successfully started her/his activities.
- Intern's Final Report: At the end of an intern's period of work the intern is required to present a Report of Activity. This report is to record the activities that the student has completed. The program will provide a general template for the report, which is a summary of their logbook. Students may add to the template. Once the report is submitted it is reviewed by the 470-course instructor, additions may be requested during an interview and discussion with the student.
- Final Presentation: The student must give a public presentation to the College about his/her experience. This may be done on-site, if necessary.

- Final Assessment: Students should obtain a certificate of completion/accomplishment from their off-campus supervisor at the end of their internship. The 470-course instructor then confirms the off-campus supervisor's assessment. After the student presents her/his findings and submits all the required deliverables, the 470 instructor submits the final grade of either Pass or No Pass.
- Grade Distribution:
- Weekly progress reports 30% Work supervisor report 20% Final Report 30%
- Final Presentation 20%

Guidelines

- The student is limited to a maximum of 6 credits hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2 or 3 credits) may be applied to the major electives. An additional 3 credit hours of internship may be counted towards a second major, minor or as free electives.
- For the durations of the semester—16 weeks, students should work at least 2.5 hours per week (for 1 credit); 7.5 hours per week (for 3 credits); 10 hours per week (for 4 credits); and 15 hours per week (for 6 credits). A minimum of 120 hours is required for 3 credits, 80 hours for 2 credits, and 40 hours for 1 credit. For the summer semester, a minimum of 25 hours per week is required (6 weeks).
- The College sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
- The College may assist students to find suitable employment.
- Students are encouraged to find their own placements. However, the college must be advised
- before a student approaches a prospective organization.
- The 470 instructors will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of work are in synergy.
- Contact will be established between the 470 instructors and on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience.
- A placement is not secured until it has been approved by the College and the student has signed and returned the Student Internship Agreement.
- Students are required to meet with the 470 instructor at least once a week to report on progress and activity.
- Any student who is dismissed from his/her internship must notify the College immediately. Failure to do so within a reasonable amount of time will result in a failing grade.

DOUBLE MAJOR IN ELECTRICAL & COMPUTER ENGINEERING

Students pursuing a double major in electrical and computer engineering need to complete at least 160 credit hours to meet the requirements of both majors. Students can choose between the two capstone course sequences CPEG 475 and CPEG 480, or ELEG 475 and ELEG 480; however, the selected capstone project topic must be a cross of both majors. Six course electives (18 credit hours) and two lab electives (2 credit hours) must be selected in consultation with the academic advisor from 200-level or higher CPEG, ELEG, STEG, ENGR, and/or CSIS courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be CPEG courses
- At least two of the course electives must be ELEG courses
- A maximum of one CSIS course elective
- One of the lab electives must be a CPEG lab
- One of the lab electives must be an ELEG lab
- At least four of the course electives must be 300-level or higher courses

The course electives are restricted to the following:

CPEG Electives:
CPEG 301, 305, , 369, 372, 388, 389, 390, 411, 415, 416, 420, 422, 430, 435, 438, 441, 445, 450, 455, 460, 470, 495, 496

ELEG Electives:
ELEG 305, 311, 321, 323, 325, 331, 340, 369, 388, 389, 411, 412, 422, 450, 470, 472

STEG Electives:
STEG 220, 330, 341, 345, 350, 389,451
ENGR ELECTIVES:
ENGR 200, 300, 310, 340, 389

CSIS Electives:
CSIS 230, 250, 255, 260, 300, 320, 370, 400, 401, 402, 404, 405, 406, 425, 440, 476

CPEG Lab Electives:
CPEG 201L, 303L, 331L, 350L

ELEG Lab Electives:
ELEG 301L, 320L, 323L, 331L, 421L, 471L

STEG Lab Electives:
STEG 220L

ENGR Lab Electives:
ENGR 340L

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

- Two of the course electives must be CPEG courses
- Two of the course electives must be ELEG courses
- One of the lab electives must be a CPEG lab
- One of the lab electives must be an ELEG lab
- At least two of the course electives must be 300-level or higher courses

Applications from students required to finish less than 144 credit hours for their electrical/computer engineering degree (catalogs prior to AY 2014-15) to join the double major option or to have a second-degree (both AUK and non-AUK graduates) will be considered on a case-by-case basis and might be subject to additional requirements.

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

DOUBLE MAJOR IN COMPUTER & SYSTEMS ENGINEERING

Students pursuing a double major in computer and systems engineering need to complete at least 181 credit hours to meet the requirements of both majors. Students can choose between the two capstone course sequences CPEG 475 and CPEG 480, or STEG 475 and STEG 480; however, the selected capstone project topic must be a cross of both majors. Six course electives (18 credit hours) and two lab electives (2 credit hours) must be selected, in consultation with the academic advisor from 200-level or higher CPEG, ELEG, STEG, ENGR, and/or CSIS courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be CPEG courses
- At least two of the course electives must be STEG courses
- A maximum of one CSIS course elective
- One of the lab electives must be a CPEG lab
- One of the lab electives must be a STEG lab
- At least four of the course electives must be 300-level or higher courses

The course electives are restricted to the following:

CPEG Electives:
CPEG 301, 305, 360, 369, 372, 388, 389, 390, 411, 415, 416, 420, 422, 430, 435, 438, 441, 450, 455, 460, 470, 495, 496

ELEG Electives:
ELEG 305, 323, 389, 422

STEG Electives:
STEG 331, 345, 350, 388, 389, 420, 422, 440, 446, 451, 452,465, 470, 495

ENGR Electives:
ENGR 300, 310, 389

CSIS Electives:
CSIS 230, 250, 255, 260, 300, 320, 370, 400, 401, 402, 404, 405, 406, 425, 440, 476

CPEG Lab Electives:
CPEG 201L, 303L, 331L, 350L

ELEG Lab Electives:
ELEG 301L, 323L, 421L

STEG Lab Electives:
STEG 220L, 230L

ENGR Lab Electives:
ENGR 340L

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

- Two of the course electives must be CPEG courses
- Two of the course electives must be STEG courses
- One of the lab electives must be a CPEG lab
- One of the lab electives must be a STEG lab
- At least two of the course electives must be 300-level or higher courses

Applications from students required to finish less than 144 credit hours for their computer/systems engineering degree (catalogs prior to AY 2014-15) to join the double major option or to have a second-degree (both AUK and non-AUK graduates) will be considered on a case-by-case basis and might be subject to additional requirements.

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

DOUBLE MAJOR IN ELECTRICAL & SYSTEMS ENGINEERING

Students pursuing a double major in electrical and systems engineering need to complete at least 178 credit hours to meet the requirements of both majors. Students can choose between the two capstone course sequences ELEG 475 and ELEG 480, or STEG 475 and STEG 480; however, the selected capstone project topic must be a cross of both majors. Six course electives (18 credit hours) and two lab electives (2 credit hours) must be selected in consultation with the academic advisor from 200-level or higher CPEG, ELEG, STEG, and/or ENGR courses. The electives must be chosen according to the following rules:

- At least two of the course electives must be ELEG courses
- At least two of the course electives must be STEG courses
- No CSIS course electives
- One of the lab electives must be an ELEG lab
- One of the lab electives must be a STEG lab
- At least four of the course electives must be 300-level or higher courses

The course electives are restricted to the following:

CPEG Electives:
CPEG 340, 389, 390, 422, 441, 450, 455, 460

ELEG Electives:
ELEG 305, 311, 321, 323, 325, 331, 340, 369, 388, 389, 411, 412, 422, 450, 470, 472

STEG Electives:
STEG 331, 369, 388, 389, 420, 422, 440, 446, 451, 452, 465, 470, 495

ENGR Electives:
ENGR 300, 310, 389

CPEG Lab Electives:
CPEG 201L, 331L, 340L, 350L

ELEG Lab Electives:
ELEG 301L, 320L, 323L, 331L, 421L, 471L

STEG Lab Electives:
STEG 220L, 230L

ENGR Lab Electives:
ENGR 340L

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

- Two of the course electives must be ELEG courses
- Two of the course electives must be STEG courses
- One of the lab electives must be an ELEG lab
- One of the lab electives must be a STEG lab
- At least two of the course electives must be 300-level or higher courses

Applications from students required to finish less than 144 credit hours for their electrical/systems engineering degree (catalogs prior to AY 2014-15) to join the double major option or to have a second-degree (both AUK and non-AUK graduates) will be considered on a case-by-case basis and might be subject to additional requirements.

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

BACHELOR OF SCIENCE (BS) PROGRAMS

Two undergraduate programs are offered by the College that lead to the degree of Bachelor of Science:
Computer Science (CS) Information Systems (IS)
The College also offers two minors—a minor in computer science and a minor in information systems.

ADMISSION TO THE PROGRAMS

Admission to the computer science or information systems programs takes place upon the successful completion of the course MATH 110 with a grade of (C-).

Transfer equivalencies from ABET accredited programs (http://abet.org) or equivalent will be considered. We also accept transfer from non-accredited programs for the courses that do not fall under the prefix CSIS.

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

PROGRAM EDUCATIONAL OBJECTIVES

The objectives of the CS program are to graduate students who:

- Succeed in a CS related career by demonstrating leadership and ability to grow professionally in competence; and/or pursue and successfully complete advanced degrees.
- Demonstrate their commitment to continuous learning and adaptation in response to
- evolving technological landscapes to develop computer-based reliable solutions.
- Communicate and work effectively and efficiently with professionals from different areas
- of specialization.
- Expand their ethical practices in professional, societal and global contexts, contributing to
- the betterment of the profession and community throughout their evolving career.

STUDENT OUTCOMES

By the time of graduation, CS students will be able to:

- Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions.
- Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
- Communicate effectively in a variety of professional contexts.
- Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles.
- Function effectively as a member or leader of a team engaged in activities appropriate to
- the program's discipline.
- Apply computer science theory and software development fundamentals to produce computing-based solutions.

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To receive a Bachelor of Science in Computer Science, students must complete at least 120 credit hours. Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements, composed of:	(42-46)
Related field requirements applicable to Gen Ed requirements	(13)
Remaining Gen Ed requirements	(29)
Related Field Requirements not applicable to Gen Ed	(16)
Major Requirements composed of:	(62)
Computer Science Core	(53)
Computer Science Electives	(9)

MAJOR REQUIREMENTS (62 CREDIT HOURS)

Computer Science Core Course Requirements (53 credit hours)

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

CSIS 130	Computer Programming II	(4) [T]
CSIS 150	Professional and Ethical Issues in CSIS	(3)
CSIS 210	Data Structures and Algorithms	(3)
CSIS 220	Assembly Language Programming	(3)
CSIS 240	Introduction to Data Science	(3)
CSIS 240L	Introduction to Data Science Laboratory	(1)
CSIS 250	Database Systems	(3)
CSIS 255	Web Technologies	(3)
CSIS 310	Introduction to Operating Systems	(3)
CSIS 320	Theory and Implementation of Programming Languages	(3)
CSIS 322	Computer Networks and Data Communication	(3)
CSIS 329	Introduction to Computer Architecture	(3)
CSIS 330	Software Engineering	(3)
CSIS 401	Mobile Computing	(3)
CSIS 405	Analysis of Algorithms	(3)
CSIS 476	Computer Security and Information Assurance	(3)
CSIS 490	CSIS Capstone I	(3)
CSIS 491	CSIS Capstone II	(3)

Computer Science Elective Courses (9 credit hours)

Students must complete three CSIS courses (9 credit hours) with a grade of C- or better, selected in consultation with the academic advisor to fulfill the CSIS Electives requirement. The electives must be chosen according to the following rules:

- Two courses must be 300 level or higher.
- One course can be 200 level or higher.
- The three courses must be from CSIS.
- All electives must be selected from the following list:

CSIS 230	Programming in a Second Language	(3)
CSIS 260	System Analysis, Design and Acquisition	(3)
CSIS 300	E-Commerce	(3)
CSIS 301	IT Governance	(3)
CSIS 303	Introduction to Cybersecurity	(3)
CSIS 302	IT Infrastructure	(3)
CSIS 370	Computer Graphics	(3)
CSIS 371	Human Computer Interaction	(3)

CSIS 389	Special Topics in Computer Science	(3)
CSIS 390	Special Topics in Information Systems	(3)
CSIS 395	Enterprise Systems	(3)
CSIS 402	Fundamental Techniques for Data Science Applications	(3)
CSIS 404	Data Mining and Knowledge Discovery	(3)
CSIS 406	Big Data Technologies	(3)
CSIS 411	Ethical Hacking	(3)
CSIS 412	Introduction to Cryptography	(3)
CSIS 415	Artificial Intelligence	(3)
CSIS 417	Intelligent Systems	(3)
CSIS 418	Computer Vision	(3)
CSIS 425	Advanced Software Engineering	(3)
CSIS 426	Digital Forensics	(3)
CSIS 432	Introduction to Soft Computing	(3)
CSIS 435	Introduction to Machine Learning	(3)
CSIS 438	Neural Networks and Deep learning	(3)
CSIS 440	Software Project Management	(3)
CSIS 445	Cloud Computing	(3)
CSIS 450	Network Security	(3)
CSIS 470	Practicum in Computing and Information Systems	(3)
CSIS 475	Compiler Construction	(3)
CSIS 480	Business Project Management	(3)
CSIS 493	Professional Certification in Data Science	(3)

For the Artificial Intelligence track, all three elective courses must be selected from the following:

CSIS 415	Artificial Intelligence	(3)
CSIS 418	Computer Vision	(3)
CSIS 432	Introduction to Soft Computing	(3)
CSIS 435	Introduction to Machine Learning	(3)
CSIS 438	Neural Networks and Deep Learning	(3)

For the Cybersecurity track, all three elective courses must be selected from the following:

CSIS 301	IT Governance	(3)
CSIS 303	Introduction to Cybersecurity	(3)
CSIS 411	Ethical Hacking	(3)
CSIS 412	Introduction to Cryptography	(3)
CSIS 426	Digital Forensics	(3)
CSIS 445	Cloud Computing	(3)
CSIS 450	Network Security	(3)

For the Data Science track, all three elective courses must be selected from the following:

CSIS 402	Fundamental Techniques for Data Science Applications	(3)
CSIS 404	Data Mining and Knowledge Discovery	(3)
CSIS 406	Big Data Technologies	(3)
CSIS 435	Introduction to Machine Learning	(3)

RELATED FIELD REQUIREMENTS (29 CREDIT HOURS)

CS students are also expected to complete 29 credit hours of related field requirements, of which 16 credit hours are applicable to Gen Ed. The passing grade in related field requirements is C-. The related field requirement component is composed of CSIS, MATH, science, and business.

CSIS Requirements (4 credit hours)

CSIS 120	Computer Programming I	(4) [T]

Computer science and information systems majors do not need to take CSIS 101 to fulfill their general education requirements, as CSIS 120 will automatically fulfill that requirement.

Math Requirements (15 credit hours)*

MATH 201	Calculus I	(3) [M]
MATH 203	Calculus II	(3)
MATH 205	Linear Algebra	(3)
MATH 213	Discrete Mathematics	(3) [M]
STAT 203	Probability and Statistics	(3)

* The total credit hours for the Math Requirements MUST be 15 credit hours.

Science Requirements (4 credit hours)

BIOL 101	General Biology I	(3) [P]
BIOL 101L	General Biology I Laboratory	(1) [P]
	OR	
PHYS 115	General Physics I	(3) [P]
PHYS 115L	General Physics I Laboratory	(1) [P]

Management and Entrepreneurship Courses (6 credit hours)

MGMT 201	Principles of Management	(3)
ENGR 210	Engineering Entrepreneurship I	(3)

BACHELOR OF SCIENCE IN INFORMATION SYSTEMS

PROGRAM EDUCATIONAL OBJECTIVES

The objectives of the IS program are to graduate students who:

- Succeed in a IS related career by demonstrating leadership and ability to grow professionally in competence; and/or pursue and successfully complete advanced degrees.
- Demonstrate their commitment to continuous learning and adaptation in response to
- evolving technological landscapes to administer solutions for information systems.
- Communicate and work effectively and efficiently with professionals from different areas
- of specialization.
- Expand their ethical practices in professional, societal and global contexts, contributing to the advancement of the profession and community throughout their evolving career.

STUDENT OUTCOMES

By the time of graduation, IS students will be able to:

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

UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To receive a Bachelor of Science in Information Systems, students must complete at least 120 credit hours. Students are required to complete a minimum of 30 credit hours of upper-level courses (300-level or above) at AUK, of which at least 18 credit hours need to be taken in the major.

General Education Requirements, composed of:	(42-46)
Related field requirements applicable to Gen Ed requirements	(13)
Remaining Gen Ed requirements	(29)
Related Field Requirements not applicable to Gen Ed	(16)
Major Requirements composed of:	(62)
Information Systems Core	(53)
Information Systems Electives	(9)

Students are not permitted to take more than one professional certification course.

MAJOR REQUIREMENTS (62 CREDIT HOURS)

Information Systems Core Course Requirements (53 credit hours)

Students should earn a grade of C- or better in individual courses in the IS major. A cumulative major GPA of at least 2.00 in the major requirements (core, related field, and IS electives) is needed to earn an undergraduate degree in information systems.

CSIS 110	Foundations of Information Systems	(3)
CSIS 130	Computer Programming II	(4) [T]
CSIS 150	Professional and Ethical Issues in CSIS	(3)
CSIS 210	Data Structures and Algorithms	(3)
CSIS 240	Introduction to Data Science	(3)
CSIS 240L	Introduction to Data Science Laboratory	(1)
CSIS 250	Database Systems	(3)
CSIS 255	Web Technologies	(3)
CSIS 260	Systems Analysis, Design, and Acquisition	(3)
CSIS 302	IT Infrastructure	(3)
CSIS 322	Computer Networks and Data Communication	(3)
CSIS 330	Software Engineering	(3)
CSIS 401	Mobile Computing	(3)
CSIS 440	Software Project Management	(3)
CSIS 476	Computer Security and Information Assurance	(3)
CSIS 480	Business Process Management	(3)
CSIS 490	CSIS Capstone I	(3)
CSIS 491	CSIS Capstone II	(3)

Information Systems Elective Courses (9 credit hours)

Students must complete three CSIS courses (9 credit hours) with a grade of C- or better, selected in consultation with the academic advisor to fulfill the IS Electives requirement. The electives must be chosen according to the following rules:

- Two courses must be 300 level or higher.
- One course can be 200 level or higher.
- The three courses must be from CSIS.
- All electives must be selected from the following list:

CSIS 220	Assembly Language Programming	(3)
CSIS 230	Programming in a Second Language	(3)
CSIS 300	E-Commerce	(3)
CSIS 301	IT Governance	(3)
CSIS 303	Introduction to Cybersecurity	(3)
CSIS 310	Introduction to Operating Systems	(3)
CSIS 320	Theory and Implementation of Programming Languages	(3)
CSIS 329	Introduction to Computer Architecture	(3)

CSIS 371	Human Computer Interaction	(3)
CSIS 389	Special Topics in Computer Science	(3)
CSIS 390	Special Topics in Information Systems	(3)
CSIS 395	Enterprise Systems	(3)
CSIS 400	Theory of Computation	(3)
CSIS 402	Fundamental Techniques for Data Science Applications	(3)
CSIS 404	Data Mining and Knowledge Discovery	(3)
CSIS 406	Big Data Technologies	(3)
CSIS 411	Ethical Hacking	(3)
CSIS 412	Introduction to Cryptography	(3)
CSIS 415	Artificial Intelligence	(3)
CSIS 418	Computer Vision	(3)
CSIS 417	Intelligent Systems	(3)
CSIS 425	Advanced Software Engineering	(3)
CSIS 426	Digital Forensics	(3)
CSIS 432	Introduction to Soft Computing	(3)
CSIS 435	Introduction to Machine Learning	(3)
CSIS 438	Neural Networks and Deep learning	(3)
CSIS 445	Cloud Computing	(3)
CSIS 450	Network Security	(3)
CSIS 470	Practicum in Computing and Information Systems	(3)
CSIS 475	Compiler Construction	(3)

For the Artificial Intelligence track, all three elective courses must be selected from the following:

CSIS 415	Artificial Intelligence	(3)
CSIS 418	Computer Vision	(3)
CSIS 432	Introduction to Soft Computing	(3)
CSIS 435	Introduction to Machine Learning	(3)
CSIS 438	Neural Networks and Deep Learning	(3)

For the Cybersecurity track, all three elective courses must be selected from the following:

CSIS 301	IT Governance	(3)
CSIS 303	Introduction to Cybersecurity	(3)
CSIS 411	Ethical Hacking	(3)
CSIS 412	Introduction to Cryptography	(3)
CSIS 426	Digital Forensics	(3)
CSIS 445	Cloud Computing	(3)
CSIS 450	Network Security	(3)

For the Data Science track, all three elective courses must be selected from the following:

CSIS 402	Fundamental Techniques for Data Science Applications	(3)
CSIS 404	Data Mining and Knowledge Discovery	(3)
CSIS 406	Big Data Technologies	(3)
CSIS 435	Introduction to Machine Learning	(3)

RELATED FIELD REQUIREMENTS (29 CREDIT HOURS)

IS students are also expected to complete 29 credit hours of related field requirements, of which 16 credit hours are applicable to Gen Ed. The related field requirement component is composed of CSIS, MATH, science, and business.

CSIS Requirements (4 credit hours)

CSIS 120	Computer Programming I	(4) [T]

Computer science and information systems majors do not need to take CSIS 101 to fulfill their general education requirements, as CSIS 120 will automatically fulfill that requirement.

Math Requirements (6 credit hours)

MATH 213	Discrete Mathematics	(3) [M]
STAT 203	Probability and Statistics	(3) [M]

Science Requirements (4 credit hours)

BIOL 101	General Biology I	(3) [P]
BIOL 101L	General Biology I Lab	(1) [P]
	OR	
PHYS 101	Introduction to Physics I	(3) [P]
PHYS 101L	Introduction to Physics I Lab	(1) [P]

Business Requirements (15 credit hours)
The following two courses are required for IS students:

MGMT 201	Principles of Management	(3)
ENGR 210	Engineering Entrepreneurship I	(3)

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

Option 1: Management		
MGMT 301	Change Management	(3)
MGMT 315	Decision-Making in Management	(3)
ENGR 310	Engineering Entrepreneurship II	(3)
Option 2: Accounting		
ACCT 201	Principles of Financial Accounting	(3)
ACCT 205	Managerial Accounting	(3)
ACCT 301	Intermediate Accounting I	(3)
Option 3: Finance		
ACCT 201	Principles of Financial Accounting	(3)

FINC 232	Financial Management	(3)
FINC 341	Corporate Finance	(3)
Option 4: Marketing		
ECON 200	Principles of Microeconomics	(3)
MRKT 200	Principles of Marketing	(3)
MRKT 309	Principles of E-Commerce	(3)

MINOR IN COMPUTER SCIENCE (18 CREDIT HOURS)

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

CSIS 210	Data Structures and Algorithms	(3)
CSIS 310	Introduction to Operating Systems	(3)
CSIS 330	Software Engineering	(3)

And three additional courses (9 credit hours) from the following list of courses:

CSIS 320	Theory and Implementation of Programming Languages	(3)
CSIS 322	Computer Networks and Data Communication	(3)
CSIS 401	Mobile Computing	(3)
CSIS 405	Analysis of Algorithms	(3)
CSIS 476	Computer Security and Information Assurance	(3)

MINOR IN INFORMATION SYSTEMS (18 CREDIT HOURS)

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

CSIS 110	Information Systems	(3)[T]
CSIS 210	Data Structures and Algorithms	(3)
CSIS 330	Software Engineering	(3)

And three additional courses (9 credit hours) from the following list of courses:

CSIS 302	IT Infrastructure	(3)
CSIS 322	Computer Networks and Data Communication	(3)
CSIS 401	Mobile Computing	(3)
CSIS 440	Software Project Management	(3)
CSIS 476	Computer Security and Information Assurance	(3)

DOUBLE MAJOR

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

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

INTERNSHIP

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

- Program Discussion: Potential interns (junior or senior majors) are advised on the nature and purpose of an internship. The essential point they learn is that there is a significant difference between the theory they learn in the classroom and the practice they will encounter during their internship.
- Internship Contract Signed: The next stage is to have a meeting with the organization that has agreed to provide the internship. At this meeting, the nature of the internship is dis- cussed, and the student, the off-campus supervisor, and the 470-course instructor all sign the form. At this meeting, special details of the internship are agreed upon in the format of a contract between the three parties.
- Visit to Place of Work: At the time of the contract signing, or at a time near to this meeting, the 470 course instructor visits the place of work where the student is going to intern and checks that the environment is suitable and that the nature of the work and the place of work go together.
- Contact Off-campus Supervisor: Contact is established between the off-campus supervisor and the 470 course instructor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play in making sure that the student has a quality learning experience.
- Weekly Progress Reports from Intern: During the period of the internship, interns are
- expected to email the 470-course instructor bi-monthly to report on progress and activity. Students are expected to record their activities so that in the future they can review what activities occupied their time while they participated in the internship.
- Continuous Assessment of the Intern: Interns will be required to fill a logbook. They should record their daily activities and have their on-site supervisor sign it at the end of every week. Also, the off-campus supervisor will be consulted by the 470-course instructor one week after the beginning of the internship to make sure that the student successfully started her/his activities.
- Intern's Final Report: At the end of an intern's period of work, the intern is required to present a Report of Activity. This report is to record the activities that the student has completed. The program will provide a general template for the report. Students may add to the template. Once the report is submitted, it is reviewed by the 470-course instructor, and additions may be requested during an interview and discussion with the student.
- Final Presentation: The student must give a public presentation to the College about his/ her experience. This may be done on-site, if necessary.
- Final Assessment: Students should obtain a certificate of completion/accomplishment from their off-campus supervisor at the end of their internship. The 470-course instructor then confirms the off-campus supervisor's assessment. After the student presents her/his findings and submits all the required deliverables, the 470 instructor submits the final grade of either Pass or No Pass.

Grade Distribution:
Weekly progress reports 30% Work supervisor report 20% Final Report 30%
Final Presentation 20%

Guidelines

- The student is limited to a maximum of 6 credits hours of internship. A maximum of 3 credit hours (taken in increments of 1, 2 or 3 credits) may be applied to the major electives. An additional 3 credit hours of internship may be counted towards a second major, minor, or as free electives.
- For the durations of the semester—16 weeks, students should work at least 2.5 hours per week (for 1 credit); 7.5 hours per week (for 3 credits); 10 hours per week (for 4 credits); and 15 hours per week (for 6 credits). A minimum of 120 hours is required for 3 credits, 80 hours for 2 credits, and 40 hours for 1 credit. For the Summer semester, a minimum of 25 hours per week is required (6 weeks).
- The College sets the standards for the internship and reserves the right to decide on the suitability of the work experience.
- The College may assist students to find suitable employment.
- Students are encouraged to find their own placements. However, the college must be ad- vised before a student approaches a prospective organization.
- The 470-course instructor will visit the place of work where the student will be working to determine if the environment is suitable and that the nature of the work and place of work are in synergy.
- Contact will be established between the 470 instructors and on-site supervisor to ensure that if any problems arise during the internship, there is a clear understanding of the roles each party will play to ensure that the student has a quality learning experience.
- A placement is not secured until it has been approved by the 470-course instructor and the College, and the student has signed and returned the Student Internship Agreement.
- Students are required to meet with the 470-course instructor at least once a week to report on progress and activity.
- Any student who is dismissed from his/her internship must notify the college immediately. Failure to do so within a reasonable amount of time will result in a failing grade.

UNDERGRADUATE COURSE DESCRIPTIONS

UNDERGRADUATE COURSE DESCRIPTIONS

ACCOUNTING (ACCT)

ACCT 201
Principles of Financial Accounting (3)
This course provides a comprehensive introduction to Financial Accounting. Students will learn about the accounting cycle, including the recording, summarizing, and reporting of financial transactions. Key topics covered include cash management, receivables, inventory valuation, long-term assets, and liabilities. The course also delves into corporate accounting, focusing on the financial statements of corporations. By the end of the course, students will have a solid foundation in financial accounting principles and practices. Prerequisite: MATH 103, 110, 201, or BUS 109.

ACCT 205
Managerial Accounting (3)
The course introduces students to the critical role of accounting in managerial processes such as planning, controlling, and decision-making. Key topics include cost concepts and classifications, job-order costing, process costing, variable costing, and activity- based costing. Students will also explore cost-volume-profit analysis, budgeting, and making short-term decisions. By the end of the course, students will understand how to apply accounting information to support managerial decisions and improve organizational performance. Prerequisite: MATH 103 or BUS 109 and ACCT 201.

ACCT 301
Intermediate Accounting I (3)
The course provides an in-depth analysis of financial accounting at an intermediate level. Students will delve into accounting standards and theory, the conceptual framework of financial reporting, and the accounting information system. Key topics include the elements of the statement of financial position, the statement of cash flows, and the statement of comprehensive income. The course also covers cash, receivables, inventory, departures from historic cost, operational assets, long-term assets, revaluation surplus, and impairment. By the end of the course, students will have a solid understanding of intermediate financial accounting principles and practices. Prerequisite: ACCT 201.

ACCT 305
Intermediate Accounting II (3)
The course build on the applications, standards, and practices introduced in ACCT 301, offering an advanced analysis of financial accounting with a focus on liabilities and owners' equity. Students will explore key topics such as revenue recognition, accounting for investments, and preparing the statement of cash flows. The course also covers accounting for intangible assets, current liabilities, contingencies, provisions bonds, long-term notes, and leases. Additionally, students will delve into shareholders' equity, including contributed capital, retained earnings, dividends, and earnings per share. Finally, the course covers the statement of Cash flows. By the end of the course, students will have a comprehensive understanding of intermediate financial accounting principles and practices. Concurrent enrollment in ACCT 301.

ACCT 334
Accounting for Tax (3)
ACCT 334 provides a comprehensive understanding for taxation principles, integrating both U.S. and GCC systems. The course covers recent amendments to the IRS code, focusing on individual and corporate taxation topics, including taxable income, exclusions, deductions, retirement accounts, capital gains, tax credits, self-employment tax, and U.S. corporate tax. Furthermore, the course explores GCC VAT systems, including taxable and deemed supplies, VAT rates, exempt supplies, registration processes, tax groups, reverse charge mechanism, and the capital asset scheme. The course highlights BEPS 2.0, emphasizing the OECD's Pillar Two framework, which introduces global minimum tax and has been recently implemented in Kuwait, as well as Kuwait's proposed Business Profit Tax (BPT) and other anticipated charges. Students will develop practical skills in tax compliance and filing, equipping them to navigate the evolving global and regional tax landscape, including Kuwait's new tax reforms.
Prerequisite: ACCT 201.

ACCT 365
Financial Statement Analysis (3)
This course is designed to equip students with the knowledge and skills needed to use financial statements for firm valuation in various capital markets contexts. Students will learn different valuation tools to evaluate a firm's accounting and financial performance, understand the concept of earnings quality, and address other valuation-related issues. Key topic include financial ratio analysis, cash flow analysis, and the assessment of financial health and performance. By the end of the course, students will be proficient in analyzing financial statements to make informed investment and business decisions. Prerequisite: ACCT 301 and FINC 232.

ACCT 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ACCT 388
Independent Study (1 - 3)[Z]
A research and writing project to be determined in consultation with the Instructor. Can be repeated for credit with a different topic. Junior standing. Prerequisite: ACCT 201.

ACCT 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

ACCT 401
Advanced Managerial Accounting (3)
The course addresses advanced issues in cost management and its application to achieve organizational goals. Students will explore the relationship between performance measurement, compensation, and authority within the context of organizational structure. Key topics include cost control, strategic cost management, and the use of accounting information for decision-making. The course also examines organizational development and success, focusing on how managerial accounting practices can drive performance and efficiency. By the end of the course, students will have deep understanding of advanced managerial accounting concepts and their practical applications. Prerequisite: ACCT 205

ACCT 405
Advanced Financial Accounting (3)
This course builds on the knowledge and skills developed in earlier Financial Accounting courses, equipping students with the advanced cognitive and technical abilities required to address complex accounting issues. Students will delve into advanced topics such as business combinations, equity

method, valuation of assets and liabilities, consolidation techniques, foreign currency transactions, and the accounting treatment of financial instruments. The course emphasizes the preparation of consolidated financial statements and working papers, focusing on eliminating entries, intercompany transaction, and related adjustments. By the end of the course, students will be prepared to solve advanced accounting challenges and contribute effectively to the field.
Prerequisite: ACCT 301.

ACCT 410
Auditing (3)
ACCT 410 is designed to provide in great depth and detail understanding of generally accepted auditing standards and procedures followed in the examination of financial statements and operating control reviews. Topics include evaluation and analysis of internal control and control risk, nature of and procedures for gathering audit evidence, audit planning and audit program, analytical procedures, fraud auditing, audit sampling for tests of controls and substantive test of transactions, and audit sampling for tests of details of balances. Prerequisite: ACCT 305.

ACCT 413
Accounting Capstone (3)
This capstone course integrates advanced accounting concepts and practices to prepare students for the CPA exam. It covers financial accounting, auditing, and business environment and concepts, emphasizing critical thinking, ethical behavior, and professional responsibilities. Prerequisite: ACCT 301.

ACCT 421
International Financial Reporting Standards (3)
This course provides an in-depth exploration of International Financial Reporting Standards (IFRS) and Kuwait's generally accepted accounting standards, focusing on financial reporting requirements for global capital markets. The course emphasizes advanced topics such as fair value measurement, income tax accounting, share-based payments, leases, financial instruments, revenue recognition, and segment reporting. Students will also examine the disclosure of interests in other entities and investments in associates. Additionally, the course enhances students' understanding of the institutional and practical differences in accounting practices across international contexts. By the end of the course, students will gain advanced knowledge and practical skills necessary for global financial reporting. Prerequisite: ACCT 301.

ACCT 470
Internship in Accounting (1 - 3)
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Accounting and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor and senior standing.

AMERICAN STUDIES (AMST)

AMST 121
US History since 1900 (3)[G], [S]
Examination of the major political and economic themes in the US from 1900 to the present. Topics will include the world wars, prohibition and the Depression, the rise of the US as a global power, the Cold War, and the Gulf War.

AMST 220
Early American Political History (3)[S]
The course traces the political history of America from the period of European colonial settlement through the Gilded Age. Topics include colonialism, independence, the US Constitution, Jacksonian Democracy, the Civil War and Reconstruction, westward expansion, and modernization. Prerequisite: ENGL 101.

AMST 333
American Culture (3)[S]
An interdisciplinary study of America's view of itself: contemporary society including race, ethnicity, politics, literature and film; issues of violence, discrimination, racism, and attitudes that shape contemporary American culture. Sophomore standing or permission of instructor.

AMST 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

AMST 388
Independent Study (1 - 3)[Z]
A research and writing project to be determined in consultation with the instructor. Can be repeated for credit with a different topic. Senior standing and permission of instructor.

AMST 389
Special Topics (1 - 3)
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: any 100 or 200-level HIST course, or AMST course. Pre-requisite: IR 101.

AMST 402
American Social History in the 20th Century (3)
The economic boom and the conservative/traditional 50s; the Civil Rights movement; the anti-war movement; the feminist movement; the counter-culture movement; the student movement; the response of the political right; the information revolution; transformation of the culture and the political landscape. Prerequisite: IR 202.

AMST 409
American Foreign Policy since WWII (3)
Investigation of American foreign policy since World War II: the process of decision making, the role of the Presidency, the State Department and Pentagon bureaucracy, the Congress, and Public Opinion. Focuses on the Cold War and the Middle East.
Prerequisite: IR 202.

ARABIC LANGUAGE & LITERATURE (ARAB)

ARAB 101
Arabic as a Second Language (3)[A], [I]
This course introduces the student to the Arabic alphabet, the script of modern written Arabic, and develops the student's knowledge in the four language skill areas. The materials are designed in the effective modern approach to foreign language teaching. This course is taught in the Arabic language. Prerequisite: Arabic placement exam score less than or equal to 4.

ARAB 114
Arabic Basic Language Skills (3)[A], [I]
This course introduces students to basic Arabic language skills: listening, speaking, reading, and writing. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic placement exam score between 5 and 14.

ARAB 150
Human Development in the Arab World [(B3]), [H], [K]
This course examines Human Development in the Arab World using the Reports of the UN Development Program and The Arab Fund for Economic and Social Development, which were released in 2003/2004. It provides students with detailed description and critical evaluation of the economic, demographic, social, and political conditions in the Arab countries. This course is taught in the English language. Prerequisite: ENGL 101.

ARAB 189
Arab Culture and Society Special Topics (3)[B]
This is a special topics course that fulfills the "Arab Culture and Society" General Education Thematic Area. Permission of Instructor.

ARAB 201
Arabic as a Second Language II (3)[A], [I]
This course extends ARAB 101 and is designed to enhance further the non-native speaker's knowledge and proficiency of Arabic. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: ARAB 101.

ARAB 205
Survey of Arab-Islamic Civilization [(B3]), [H], [K]
The course acquaints students with the past influence and present importance of Arab-Islamic civilization. It investigates how Islam has shaped many different cultures in Asia, Europe, and Africa over the last 1400 years. The religious, political, and cultural values associated with Arab-Islamic culture will be discussed. Furthermore, students will be familiarized with the historical forces that shaped the past, and what these forces mean for the world today. This course is taught in the English language. This course satisfies the General Education Requirement for Arab Culture. Prerequisite: ENG

ARAB 215
Arabic Composition I ([A3)], [I], [X]
This course introduces native speakers of Arabic – with English curricula education – to intermediate reading and writing skills in Arabic. Using various literary and non-literary styles, students will be exposed to functional grammar, sentence structure, and paragraph writing. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic placement exam score 15 or higher.

ARAB 220
Readings in Arabic Heritage [(A3)], [H], [I]
This course surveys selections of writings from classical Arabic works. The main aim of the selections is to reflect the intellectual, literary, and cultural developments of the Arabs from pre-Islamic times up to the present day. The course is thematically organized to allow students the opportunity to study the continuity or changes of certain values and beliefs in Arabic culture. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: Arabic placement exam score 25 or higher.

ARAB 221
Creative Writing (3)[H], [I]
This course introduces students to the skills of writing the genre of the short story and novel. This course is taught in the Arabic language.

ARAB 301
Arabic as a Second Language III (3)[A], [I]
This course builds on the earlier Arabic courses for non-native speakers. It uses more advanced materials to strengthen the reading, writing, listening, and speaking abilities of the student. This course is taught in the Arabic language. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: ARAB 201.

ARAB 303
Literature of the Arabian Gulf [(B3]), [H], [K]
This course looks at the contribution of literary figures from the Arabian Gulf, especially those of Kuwait, to Arabic literature in general. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arabic Culture. Sophomore standing or permission of instructor.

ARAB 304
Arabic Drama [(B3]), [H], [K]
The course looks at the emergence of Arabic drama in the 19th century until the present day, and assesses prototype drama forms of the medieval period. Through a study of selected plays by prominent authors, a picture will emerge as the influence of Arabic drama on Arabic literature. A selection of video recordings will also accompany the course. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arabic Culture. Sophomore standing or permission of instructor.

ARAB 308
Arab Women in History (3)[H]
An exploration of the diversity of voices of Arab women, both past and present, from a multidisciplinary perspective. Topics include women as revolutionaries and nationalists, male-female relations, women in the workforce, female circumcision, family structures, and lifestyles. This course is taught in the Arabic language. Sophomore standing or permission of instructor.

ARAB 310
Classical Arabic Prose [(B3]), [H], [K]
This course surveys Classical Arabic prose. The main aim of the selections is to introduce a few of the outstanding literary achievements of the Arabs in prose from the 8th to the 14th centuries. Readings will include works by Ibn al-Muqaffa', al-Jahiz, Ikhwan al-Safa', Badi' al-Zaman al-Hamadhani, and others. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.

ARAB 312
Modern Arabic Literature [(B3]), [H], [K]
This course surveys modern and postmodern Arabic creative writing: novel, short story, drama, poetry, and literary criticism. Themes in this course include, but are not limited to, love, death, exile, social pressures, and political concerns. The course demonstrates the nexus between Arabic literary production and contemporary challenges of Arab life. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arab Culture. Sophomore standing or permission of instructor. Prerequisite: ARAB 220.

ARAB 313
Arab Women and Literature [(B3]), [H], [K]
A survey of the history of Arab women's literature, from the medieval period to the present day. Special attention is paid to the questions of literary tradition. This course is taught in the Arabic language. Sophomore standing or permission of instructor.

ARAB 314
Classical Arabic Poetry [(B3]), [H], [K]
This course focuses on selected masterpieces of classical Arabic poetry. Individual works are studied with an aim to understanding the historical context of their composition and to appreciating their literary value. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arab Culture. Sophomore standing or permission of instructor.
Prerequisite: ARAB 220.

ARAB 315
Literature of Al-Andalus [(B3]), [H], [K]
A survey of poetry and prose from the nearly eight centuries of Arab-Islamic civilization in Al-Andalus. This course is taught in the Arabic language. This course satisfies the General Education Requirement for Arab Culture. Sophomore standing or permission of instructor. Prerequisite: ARAB 220.

ARAB 316
Literature in the Abbasid Era [(B3]), [H], [K]
This course involves the study of literature in the Abbasid Era, both early and later ages up to the fall of Baghdad in 1258. Through a literary analysis of poetry and prose of the Abbasid period, some of the historical characteristics of the period, as well as the development of music, cuisine, and the arts will be highlighted. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.

ARAB 318
Modern Arabic Novel [(B3]), [H], [K]
This course focuses on the development of the Arabic novel, and surveys the main factors that led to the rise of the novel. Students will analyze a number of works by prominent Arab novelists: Naguib Mahfouz, Jamal Ghitani, Tayyib Saleh, Ghada Samman, and Ghassan Kanafani. Exile, post-colonialism, feminine discourse will be among the themes discussed. The readings will be supplemented with critical theory by leading Arab literary critics. This course is taught in the Arabic language. Sophomore standing. Prerequisite: ARAB 220.

ARAB 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ARAB 388
Independent Study (1 - 3) [Z]
Can be repeated for credit with a different topic. Permission of instructor.

ARAB 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

ART (ART)

ART 100
Introduction to Creativity (3) [H], [O]
This course introduces students to a variety of art media including drawing, painting, collage, and sculpture through studio exercises and/or lectures. It focuses on the mental processes involved in the generation of ideas or concepts necessary to develop a student's ability to imagine and construct, that is, to create.

ART 104
Art Appreciation (3) [H], [O]
This is an introductory-level class that emphasizes understanding and aesthetic pleasure in the visual arts through the study of styles, materials, terminology, and techniques of the art world, as well as major artists and art movements.

ART 1202-D
Design (3) [H], [O]
This is an introductory studio course investigating the basic elements and principles of the visual arts in two-dimensional media and form.

ART 121
Drawing I (3) [H], [O]
A studio course that introduces drawing materials and methods. Students gain an understanding of the techniques of drawing, including perceptions, shading, line weight, and representation drawing.

ART 122
3-D Design I (3) [H], [O]
This course is a studio course investigating the basic elements and principles of the visual arts in three dimensional media and form.

ART 221
Drawing II (3)[H]
Drawing II is the second of two fundamental drawing courses. It continues the processes and concepts introduced in Drawing I and introduces interpretive approaches to drawing with a growing emphasis on creativity and content. Prerequisite: ART 121.

ART 240
Painting I (3)[H]
This course provides a foundation in the practices and materials associated with water-based painting. Working from direct observation as well as expressive and conceptual approaches, students develop an understanding of formal concerns as well as paint manipulation to produce strong representational and/or non-representational painting. Prerequisite: ART 121.

ART 340
Painting II (3)[H]
This course provides a continuing investigation of the materials, processes, and techniques of water-based painting. Students will develop an expanded vocabulary of paint language and increased skill in rendering volume, space, light, color, and movement in their work based on observation as well as expressive and conceptual approaches. Prerequisite: ART 240.

ART 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ART 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

ART 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor or Junior standing.

ART HISTORY (ARTH)

ARTH 101
Art History I (3) [G], [H]
A chronological survey highlighting the developments in Western Art from the prehistoric to the early Renaissance.

ARTH 102
Art History II (3) [G], [H]
A chronological survey highlighting the developments in Western Art from the Renaissance to the late 20th C.

ARTH 103
Arab and Islamic Art [(B3]), [H], [K]
A critical survey of the chronological development of Islamic Art. This course satisfies the General Education Requirement for Arab Culture.

ARTH 201
Art and Society (3) [G], [H]
Focus on significant artists and artworks in the context of historical periods and requirements of the societies.

ARTH 203
Arabic and Islamic Calligraphy [(B3]), [H], [K]

This course examines the development and various Arab and Islamic scripts from ancient through modern times.

ARTH 204
Art of Africa, Oceania and the Americas (3) [G], [H]
An introduction to the visual culture of select regions of Africa, Oceania, and the Americas from ancient through modern times.

ARTH 205
Contemporary Art (3) [G], [H]
A study and discussion of current art practices around the world.

ARTH 208
Asian Art (3) [G], [H]
This comparative study focuses on the material and visual cultures of Asia from ancient to modern times. Topics will include architecture, sculpture, painting and functional art from regions such as India, Southeast Asia, China, Japan and Korea.

ARTH 211
Cities in Art
(3) [G], [H]
An examination of various historic cities, with a discussion of their history and evolution, important artworks, landmarks, and buildings.

ARTH 303
Arab Design History
[B], [H(3]), [K], [Z]
This course explores the evolution of Arab graphic design from past to present. It will identify the works and pioneers that contributed to its birth and development. Junior standing.

ARTH 315
History of Design
(3) [G], [H]
This course explores the evolution of graphic design from past to present.

ARTH 389
Special Topics (3)
Can be repeated for a credit a different topic. Permission of instructor or Junior Standing.

BUSINESS ETHICS AND LAW (BEAL)

BEAL 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

BEAL 388
Independent Study (1 - 3)
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MGMT 304.

BEAL 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

BEAL 401
Legal & Ethical Issues in Business (3)[Z]
This course examines the impact of legal systems on business. Topics Include: Constitutional law, Contract law principles, Torts, Intellectual Property, legal forms of business entities, business regulation and Negotiable Instruments. Much emphasis will be on Kuwait Law, the Business setting, and ethical decision making. Senior Standing.

BEAL 403
Corporate Governance & Ethics (3)
This course seeks to generate a critical understanding of corporate governance, including government regulatory compliance, the exploitation of legal and regulatory loopholes, business ethics, social auditing, and corporate social responsibility, and the role of these practices in the profitability and sustainability of business. Senior Standing.

BEAL 407
International Business Law (3)
A study of international investment law, the law of international trade, currency exchange, and World Trade Organization regulations. Prerequisite: FINC 341.

BIOLOGY (BIOL)

BIOL 101
General Biology I (3) [P]
Part one of a two-semester course. An in-depth introduction to scientific method, and exploration of study of life from atoms to cellular levels of organization. Emphasis on the cell structure, function, energy and metabolism, genes, evolution and speciation, the origins of life, bacteria, plants, and animals. Concurrent: BIOL 101L.

BIOL 101L
General Biology I Laboratory (1)[P]
A laboratory component for the General Biology I course. Concurrent: BIOL 101.

BIOL 102
General Biology II (3)[P]
Part two of a two-semester course. Emphasis on the organismal and higher levels of biological organization. The plant and animal diversity, plant and animal form and function, body systems, animal behavior, ecology and conservation of biology. A required laboratory is part of the course. Prerequisite: BIOL 101 and BIOL 101L Concurrent: BIOL 102L.

BIOL 102L
General Biology II Laboratory (1)[P]
A laboratory component for the General Biology II course. Prerequisites: BIOL 101 and BIOL 101L. Concurrent: BIOL 102.

BIOL 103
Biology in Everyday Life (3)[P]
An exploration of biological concepts related to everyday life. The student is introduced to the basic principles that govern the biological world. Topics include cell structure and function, energy and metabolism, evolution and diversity of life, plant structure and function, animal anatomy and physiology, and genetics. A required laboratory is part of the course. Concurrent: BIOL 103L.

BIOL 103L
Biology in Everyday Life Laboratory (1)[P]
A laboratory component for the Biology in Everyday Life course. Concurrent: BIOL 103.

BIOL 105
Environmental Science (3)[P]
This introductory course addresses the relationship between human activity and the environment. Emphasis on ecosystems, energy flow and nutrient cycling, population dynamics, resource use and conservation, pollution, management and eradication of pollution, ethics and the environment.

BIOL 200
Structure and Function of the Human Body (3)[P]
A course designed to help students understand the biological basis of human health and disease. The course covers the study of cell and molecular biology, physiology, anatomy, reproductive biology, and functions of the human body. Emphasis will be placed on specific topics in human health and disease.

BIOL 220
Ecology (3)[P]
An examination of the interactions of living organisms with their physical and biological environments. Special attention will be given to popular dynamics and the interactions among organisms that determine the structure, function, evolutionary development of biological communities, and the ecological role played by man. Prerequisite: BIOL 101 or BIOL 103 or BIOL 105.

BIOL 317
Introduction to Neurobiology (3)[P]
A general introduction to basic anatomy and physiology of the brain. Specific topics include neuronal function, synaptic transmission, sensory processing, movement, sleep and wakefulness, hunger, thirst, caloric and body fluid homeostasis, recovery of function after brain damage, and various neurological and psychiatric disorders. Sophomore standing or permission of instructor. Prerequisite: BIOL 101 or BIOL 103.

BIOL 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

BIOL 388
Independent Study (1 - 4)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

BIOL 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

INTERNSHIP FREE ELECTIVE BUEC (BUEL)

BUEL 473
Internship for Free Elective Business (1 - 3)
This is a supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly journals, and final report explaining what the internship added to the student's knowledge in an approved discipline. Senior standing and permission of instructor. Prerequisite: minimum GPA of 2.00.

BUSINESS (BUS)

BUS 100
Introduction to Business (3)
Business 100 provides an overview of business and the role business plays in economic, social, and political environments. It will also provide exposure to the functional areas of business such as management, operations, marketing, and finance. There will be opportunities to discuss current events in business as they apply to the topics being covered.

BUS 109
Quantitative Data Literacy (3)[Q]
The course provides students with quantitative data literacy skills and reinforces the application of mathematical notations to business and economics, and builds on business analytics that focuses on analytical models and tools. Topics include algebraic techniques, applied differential calculus and financial mathematics together with descriptive statistics for univariate and bivariate analysis. A radical shift in technology provides students techniques to apply mathematical tools, conduct statistical analysis, and examine data to extract information and generate insights. The course further aims to enhance students' mathematics knowledge and develop the quantitative methods needed to solve various problems in business and economics. Pre-requisite: MATH 100 or by placement test.

BUS 209
Data Analytics I (3)
This course introduces students to the foundational concepts and techniques of data analytics for business applications. Emphasizing experiential learning, the curriculum combines theoretical knowledge with practical skills to analyze and interpret data for informed decision-making in business and economics. The course covers key topics including descriptive analyses, numerical measures, estimation and hypothesis testing, analysis of variance (ANOVA), and regression using statistical packages like RStudio, Excel, and Python. Prerequisite: MATH 103 or BUS 109. Concurrent: ENGL 102.

BUS 210
Research Methods for Business (3)
This course explains and describes the different aspects and stages of conducting business research. It presents the various analytical frameworks and methodological tools used for this purpose with emphasis on empirical approach, data collection, and analysis. Prerequisite: MGMT 201 and STAT 201.

BUS 211
Introduction to Statistical Programming for Business (3)
This course introduces students to the principles of computer programming with emphasis on data analytical for business applications. The radical shift in data science requires students to obtain skills in data abstraction and algorithms development. Topic include program development, debugging, and testing; data variables; decisions structures and Boolean logic, repetition structures, functions, data structures, and basic input/output operations with files and databases. Hands-on exercises in Python are designed for the course. Pre-requisite: BUS 109.

BUS 309
Advanced Data Analytics for Business (3)
This course provides an in-depth study of business analytics with a focus on machine learning and artificial intelligence. Students will learn how to use popular software tools such as Python, RStudio, Tableau and Gretl to perform data analysis, visualization, and modeling. Students will also learn how to use machine learning and artificial intelligence techniques to solve business problems, including classification, regression, clustering, and natural language processing. Pre-requisite: BUS 209 and Con-current: ENGL 102

BUS 310
Strategies for Data Governance (3)
The course provides students with strategies for developing data governance frameworks and tools in modern organizations. Data governance frameworks assure organizations can sustain data-driven competitive advantage ana mitigate the risk of growth. Topics include data governance program planning, strategy, implementation, operating procedures, and policies. Further, this course discusses the organizational framework for data governance, including the roles and responsibilities of cross-functional departmental projects and processes. Pre-requisite: BUS 209 and Concurrent: ENGL 102.

BUS 321
International Business (3)
This course examines the principles of international business and management, focusing on globalization drivers and the impact of legal, technological, and political changes in business decisions. Students analyze cultural and ethical frameworks, sustainability principles, and corporate social responsibility strategies. Topics include international trade and investment theory, foreign exchange strategies, collaboration among nations (including regional economic integration), market entry strategies, strategic alliances, and global organizational structures and design. Prerequisite: BUS 209, MRKT 200, ECON 201 and FINC 232.

BUS 389
Special Topics in Business and Economics (3)
Can be repeated for credit with a different topic. Permission of Instructor.

BUS 409
Business Intelligence and Decision Support Systems (3)
This course is designated to develop an understanding of large datasets and provides a thorough grounding in the technologies and best practices used in big data machine learning. Being able to store, manage, ana analyze large-scale data has critical impact on business intelligence, scientific discovery, social and environmental challenges. Students will analyze intricate datasets for topics such as market analysis, customer behavior predication, improved operational efficiency, ana business growth and innovations. Students utilize RStudio and Python, among others, to apply modelling techniques that include: Random Forest, Support Vector Machines (SVM), Neural Networks, and Multivariate Time Series Analysis. Pre-requisite: BUS 309.

BUS 489
Interdisciplinary Honors Seminar (3)[Z]
Can be repeated for credit with a different topic. Permission of Instructor.

BUS 490
Business Administration Capstone (3)
This course provides an integrative learning experience, synthesizing and applying content from the BBA program to examine the dynamics of the global business environment. Through case studies, simulations, and discussion forums, students assess organizations within internal, external, and institutional contexts. Emphasizing ethical standards, corporate social responsibility, and sustainability, the course identifies opportunities and anticipates global changes. A focus on key success factors in business is enriched by seminars featuring successful local entrepreneurs and global role models. Collaborative multi-player simulations refine decision-making skills and provide shared experiences in tackling competitive business challenges.

CHEMISTRY (CHEM)

CHEM 101
General Chemistry I (3)[P]
This introductory course covers the fundamental chemical principles, concepts, and laws. Topics include chemical reactions, stoichiometry, gas laws, kinetic theory of gases, thermochemistry, atomic structure and periodicity, the Bohr model, Lewis structures, ionic and covalent bonding, the solid state and crystallography, the liquid state and phase diagrams. Con-current: CHEM 101L and MATH 201.

CHEM 101L
General Chemistry Laboratory (1)[P]
A laboratory component for the General Chemistry I course. Con-current: CHEM 101

CHEM 102
General Chemistry II (3)[P]
Continuation of General Chemistry I. Covers properties of solutions, oxidation-reduction reactions, colligative and chemical properties, acid base and complex ion equilibria, laws of thermodynamics, enthalpy and free energy, electrochemistry, representative elements, transition metals, and nuclear chemistry. Con-current: CHEM 102L. Prerequisite: CHEM 101 and CHEM 101L.

CHEM 102L
General Chemistry II Laboratory(1)[P]
A laboratory component for General Chemistry II course. Con-current: CHEM 102.

CHEM 103
Chemistry in Everyday Life (3)[P]
An introduction to the principles of chemistry and its role in our daily life. A number of topics will be addressed such as nuclear chemistry and the atomic bomb, acids and bases, petroleum, chemistry in the kitchen, food additives and coloring, perfumes, soaps and detergents, toxins and poisons, medicine and drugs, forensic chemistry and DNA fingerprinting, global warming, acid rain, air and water pollution. A required laboratory is part of the course. Con-current: CHEM 103L

CHEM 103L
Chemsitry in Everyday Life Laboratory (1) [P]
A laboratory component for the Chemistry in Everyday Life course. Con-current: CHEM 103

CHEM 104
Living in a Chemical World (3)[P]
A one semester survey of modern concepts of the structure and properties of the material universe and their inter conversions for students who do not need a more rigorous foundation in chemistry for degree completion. As the chemistry is introduced, related ecological, geopolitical, and socioeconomic concerns are discussed. Introductory topics in chemistry are covered from a largely conceptual point of view. Atomic theory, the gas laws, covalent/ionic bonding, hydrogen bonding, organic chemistry, nuclear chemistry, oxidation/reduction reactions, dimensional analysis, isotopes, and water properties are all introduced in this course. This course meets a three credit hour science requirement for non-science majors. Prerequisite: ENGL 101.

CHEM 105
The Forensic Chemistry of CSI (3)[P]
A one course designed for students who would like to learn about forensic chemistry and the basic science needed to understand it. Chemical concepts, on the level of an introductory chemistry course and their applications to forensic science will be explored in detail. Topics will include the forensic analysis of drugs, fibers, glass, fingerprints, arson, questioned documents and other types of physical evidence. Other topics will include how forensic science is portrayed in novels, movies, computer games and TV and the methods used in forensic evidence collection at a crime scene. This course meets a three credit hour science requirement for non-science majors. Pre-requisite: ENGL 100.

CHEM 305
Environmental Chemistry (3)[P]
In this course students will use fundamental principles of chemistry to gain an understanding of the environment and to acquire an understanding of the pollutants in the environment. Environmental issues that will be discussed include anthropogenic climate change, air pollution, stratospheric ozone depletion, pollution of water sources, and acid rain. Prerequisite: CHEM 103 or CHEM 101.

CHEM 388
Independent Study(1 - 4) [Z]
Can be repeated for credit with a different topic. Permission of instructor.

COMMUNICATION STUDIES (COMM)

COMM 100
Media Literacy (3)
This course encourages students to use their critical thinking to analyze and evaluate media in various forms through a focus on media production, messages and delivery, media industries, and professions. Prerequisite: ENGL 100 or ENGL 101.

COMM 101
Introduction to Mass Communication (3) [H], [X]
Examines the issues and concepts involved in the initial study of the mass media, (i.e., television, radio, newspapers, magazines and interactive outlets) and how they impact the individual and society.

COMM 110
Introduction to Digital Media Design (3)
This course introduces students to fundamental principles and applications of design, emphasizing critical and cultural awareness of design issues and developing of technical skills. The notion of creative problem solving is particularly emphasized. Students develop expertise in major industry standard software packages. This course lays the foundation for further study of design. A lab fee may be required. [Cross-listed with GDES 110]

COMM 111
Images in Media (3) [H], [O]
The power of images in media is examined through milestones including those in photography, film, video, and interactive media.

COMM 200
Social Media Principles & Practices (3)
This course provides students a broad overview of the fundamental concepts and best practices in emerging media communication. Case studies relating to specific social media platforms will be examined to better understand how they are used, their impact on society, culture, businesses and the individual, as well as some ethical and legal implications of their use and/or misuse. Prerequisite: COMM 101

COMM 206
Media Writing (3)
This course is intended to provide students with fundamental writing techniques used in the media industry. Particular attention will be paid to the development of objective writing skills used across print, broadcast and online platforms. Writing methodologies to produce advertising, broadcast, social media, and journalistic copy will also be studied. Prerequisite: COMM 101

COMM 208
Film Production I (3)
Introduces students to basics of cinematic storytelling through narrative genres and documentaries. Examines the basics of script-writing, directing, cinematography, and editing. Develops skills in all areas of the craft, and explores both the creative and the technical aspects of production. Includes a short project. Familiarizes students with the nature of filmmaking through lectures and working experiments with traditional narrative filmmaking, documentary, and new media. [Cross-listed with GDES 208]

COMM 211
Theories and Research Methods in Communication (3)
This course explores foundational and contemporary theories in media and communication studies. Students will evaluate theories related to media production, dissemination, and consumption, gaining insights into how media influences societies, identities, and power dynamics. By the end, students will be equipped to critically assess media content and research. Prerequisite: COMM 101

COMM 219
Introduction to A/V Production (3)
Exploring all aspects of Audio/Video production covering wide array of equipment, software, skills and techniques necessary for the creation of digital A/V media. A hands-on experience using advanced technologies and industry tools leading to high quality digital media content for audio, video, and motion picture. Prerequisite: COMM 100 or COMM 101

COMM 222
Global Media and Spaces of Identity (3)[S]
Anthropology of media is an essential area of study, living as we do, in a media saturated world today. The course examines new paradigms in the anthropology of visual communication in looking at how media interacts with issues such as representation, people's sense of self-identity and collective cultural identities, nationalism and transnationalism, media activism, diasporas, and social engagements with technology. The course locates the anthropological voice in media by locating it in worlds of practice and debate. [Cross-listed with SBSA 222]

COMM 229
Studio Production (3)
This course provides a hands-on learning experience focused on developing technical skills in audiovisual production. Through workshops and practical assignments, students will engage in video editing, sound design, cinematography, lighting, and post-production. Immersive, real-world scenarios and guided projects enable students to refine their skills collaboratively, preparing them for professional roles in the dynamic audiovisual industry. Prerequisites: COMM 100 and COMM 219.

COMM 230
Principles of Advertising (3) [H], [X]
Provides students with an analysis of commercial advertising from a global perspective with attention to communication theory. Students will examine the structure of advertising messages, how they are adapted to specific audiences, and the social settings in which they occur. Issues of Internet advertising and e-commerce will be explored. Prerequisite: COMM 101.

COMM 240
Principles of Public Relations (3) [H], [X]
Surveys the fundamentals and techniques involved in public relations operations, including the history, philosophy and ethics of the practice and functions of management, planning, research and communication. It explores the theoretical and practical applications of public relations in contemporary society. Prerequisite: COMM 101.

COMM 249
Images of Women in Media (3) [S]
In examining links between gender, media and modernity, this course offers examples of media representations of women's identity. Students will not simply analyze media representations of women, but learn to contextualize and critically examine them within a broader framework of the characteristics of contemporary culture in specific regions. This course will 'cross borders' of disciplines, methods and approaches, and intervene into current debates in the fields of cultural anthropology, media and cultural studies, global-local, Eurocentrism, and multiculturalism. [Cross-listed with SBSA 249]

COMM 265
South Asian Film: A Global Perspective (3) [S]
The Indian film industry is the largest in the world, of which Hindi films is its most popular component. This course uses popular Hindi films as anthropological texts through which we consider broader questions about the anthropology of representations in examining roles and representations of feminity and masculinity, tradition and modernity, the importance of family and family values, the Indian diaspora, and the Hindi film phenomenon as it develops in the age of globalization. In this course, we treat "visual representation as an aspect of material culture and practice of social scientists, as well as culture researched by social scientists." [Cross-listed with SBSA 265]

COMM 309
Film Production II (3)
The course emphasizes the artistic film movement, the role of the American cinema, and its mark on the world. Explores the old and the new Hollywood and the relationships between aesthetics and expenses. Students will explore the Preproduction, the Production, and the Postproduction phases of filmmaking. Sophomore standing or permission of instructor. Prerequisite: COMM 208 or GDES 208.

COMM 310
Broadcast Journalism (3)
Introduces students to the principles of broadcast journalism as it occurs in radio and TV. The course includes discussions of technical, ethical, and legal issues affecting broadcast news, as well as lab/studio practice in writing, editing, producing, and reporting broadcast stories. Sophomore standing.

COMM 311
Res. Methods in Media & Comm (3)
This course equips students with essential research skills in media and communication studies, focusing on both qualitative and quantitative methodologies. Emphasizing ethical practices, it prepares students to critically analyze and apply research findings for study and professional applications. Prerequisite: COMM 211

COMM 312
News Reporting and Editing (3) [H]
Explores and practices the skills of a working journalist. Students will build on what is being taught in COMM 206 and apply that knowledge to this class. Emphasis will be on the reporting, writing, and the editing of features, hard news stories, broadcast copy, and writing for the Web. There will also be a focus on practical and professional-based skills such as reporting beats and newsroom procedures. Sophomore standing. Prerequisite: COMM 206.

COMM 313
Documentary Production (3)
Introduces students to the concepts of creating a documentary. Emphasis on the practice of documentary production through creation of short or/and semester long productions. Interviewing, shooting, lighting, framing, and various narrative techniques are explored. Prerequisite: COMM 201 or COMM 208.

COMM 319
The Art of Film and Video Editing (3)
Editing history, theory, and current nonlinear techniques and practices are combined to create meaning and significance of the moving image. The course is based on the nonlinear editing software for film and video. Prerequisite: COMM 219.

COMM 320
Media Law & Ethics (3)
This course examines legal and ethical frameworks governing media practice in Kuwait and the broader global landscape. Students will explore press freedom, media regulations, digital rights, professional ethics, and responsibilities of media practitioners within the context of ethical principles, international standards, and Kuwait's legal system. Sophomore standing or permission of instructor. Prerequisite: COMM 101.

COMM 325
Mass Communication and Society (3)[H]
Provides students with an overview of the effect of media on culture and society. The course explores how media reflect and mold culture. It examines the role the media play in creating the global village. It also examines how the audience uses and is used by various media outlets and how that use affects the perception of various cultures. Sophomore standing. Prerequisite: COMM 101.

COMM 329
Time-Based Visual Storytelling (3)
Applying essential media narrative tools to create powerful and compelling visual stories impacting audience minds. Emphasis is on creative media skill set, strategies, and applications for making influential and persuasive time-based visual stories for different platforms. Prerequisite: COMM 219.

COMM 330
Copywriting for PR And Advertising (3)
The Copywriting, PR, and Advertising course teaches students how to create persuasive copy, develop public relations strategies, and craft effective advertising campaigns. Through hands-on projects, students will learn to target audiences, tell compelling stories, and communicate brand messages across various media platforms, preparing them for careers in the marketing and communications industry. Prerequisite: COMM 206

COMM 338
Copywriting for Advertising (3)
Explores issues, strategies, theories, and practices in writing and editing advertising messages. Teaches the technical aspects of advertising: writing advertising copy and designing effective layouts. Students use their software design skills. Sophomore standing or permission of instructor. Prerequisite: COMM 230.

COMM 350
Organizational Communication and Leadership (3)
Teaches students the role of communication in creating a productive organizational environment in terms of interpersonal and group behavior. Reviews the theory and practice of team building, conflict resolution and problem solving and explores how communication and organizational cultures relate to each other. Sophomore standing or permission of instructor. Prerequisite: COMM 101 [Cross-listed with MGMT 350].

COMM 360
Public Relations Writing
(3)
Introduces the student to the essentials of how to prepare and present written material for use in the practice of public relations. It teaches the student the techniques needed for creating effective written communication at a standard generally expected of persons entering into the practice of public relations. Sophomore standing or permission of instructor. Prerequisite: COMM 240.

COMM 366
Popular Culture in South Asia: Film (3) [S]
In this course, popular culture is examined- ranging from calendar art, romance fiction, magazines, photographs, music, food, fashion, films and television - as an important resource for anthropological insights into contemporary social issues and processes. Issues such as continuity and transformation of tradition, the impact of imperialism, and the 'Indianization' of English are increasingly seen as areas of debate and research. Notions of hybridity, diversity, and globalization are addressed. [Cross-listed with SBSA 366]

COMM 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

COMM 370
Political Communication (3)
This course sits at the intersection of politics and communications as it explores the use of mass media for political purposes. Leaders, throughout the 20th and 21st centuries, have used modern media to shape political behaviors. With an interdisciplinary perspective, the course studies key theoretical and conceptual issues of Mass Communication, and encourage students to critically examine the use of these tools by different regimes.

COMM 373
Communications Strategies in International Relations (3) [H], [S]
The course explores how States, and now increasingly also regions, and cities, use public relations tools to advance their soft power, promote business, and project a particular public image. Using case studies from around the world, the course explores not only the tools used, but also evaluate their overall effectives. Prerequisite: IR 202 or Permission of Instructor. [Cross-listed with IR 373].

COMM 380
Media Translation (3)
The course teaches the various theories and practical skills and techniques of translating, subtitling and dubbing media materials, particularly television programs. The course involves education and training based on TV materials related to Media, Economics, Politics, Law, Business, Literature, Culture, Medicine and Science. Sophomore standing. [Cross-listed with TRAN 380]

COMM 388
Independent Study (1 - 3)
Can be repeated for credit with a different topic. Permission of instructor.

COMM 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

COMM 390
Strategic Communication Campaigns (3)
This course teaches students how to design, implement, and evaluate effective communication campaigns across multiple platforms. Emphasizing audience research, message development, and media strategy, the course equips students with practical skills to create integrated campaigns for diverse sectors, while considering ethical and creative challenges. Students will gain hands-on experience in crafting impactful communication strategies to achieve specific goals and measure success. Prerequisites: COMM 230 and COMM 240

COMM 402 PR Campaigns (3)
This course is designed to help students to think like a Public Relations (PR) professional, knowing the process and timing in executing a PR campaign. The importance of research is underscored through the process of identifying and understanding the target audience which is the very basis of any PR campaign. Students will learn to develop a comprehensive "360 degrees" PR campaign for presentation to prospective clients, and gain a clear in-depth insight into the profession of PR campaigning. Junior Standing.

COMM 419
Media Production Capstone (3)
This capstone course provides an opportunity for students to synthesize their knowledge, skills and previous projects in digital media to create a comprehensive digital media project and compile a professional portfolio of their accomplishments. Students can work independently or in teams to conceptualize, plan, produce, and present a final project showcasing their expertise and storytelling abilities. Junior standing or Permission of Instructor. Prerequisite: COMM 219 and COMM 319.

COMM 425
International Case Studies in Public Relations (3) [Z]
Exposes students to major issues in public relations, with a focus on the characteristics of successful cases in PR. The class lays the theoretical foundation for comparative analysis of public relations practice around the world and then examines national and regional examples. Junior standing.

COMM 427
Arab Media and Society (3) [H], [Z]
This course examines the complex relationship between media and society in the Arab world, with a particular focus on Kuwait and the Gulf region. Students will analyze traditional and new media platforms, their role in social change, and their impact on cultural identity and expression in Arab societies. Junior standing. Prerequisite: COMM 211

COMM 440
Media Planning (3)
The course explains media planning, buying, and sales as performed by advertising agencies, clients, and media, as well as public relations practitioners. Students will learn how to evaluate and select various forms of promotional media for various market situations and will also identify their target audience, the media characteristics and all data sources required. Junior Standing or Permission of Instructor. Prerequisites: COMM 230 and COMM 240

COMM 455
Advertising Media Planning (3)
Examines media planning, buying, and sales as performed by advertising agencies, clients, and media. Students learn how to evaluate and select advertising media for various market situations. Examines target audience, media characteristics and data sources. Junior standing or permission of instructor. Prerequisite: COMM 230.

COMM 460
Advertising Campaigns (3)
This class builds upon theoretical work on advertising and PR and uses a more practical, hands-on approach throughout the semester. Divided in groups, the class will comprehensively examine all aspects of developing and finally presenting an effective advertising campaign. The practical, group experience is the mainstray of this course. Junior Standing.

COMM 470
Internship in Communication (1 - 3)
A hands-on learning experience emphasizing the development of skills across various areas of communication and media studies. Students are expected to perform 120 hours of work for academic credit and submit written reports based on their experiences under the guidance of a faculty member. Site supervisors will also provide written assessments of student performance. This is a pass/fail course. Prerequisite: Junior standing and permission of instructor.

COMM 480
Seminar in Communication (3)
Junior standing and permission of instructor.

COMPUTER ENGINEERING (CPEG)

CPEG 201L
Matlab Programming Laboratory (1)
Matlab and its application for engineering analysis and problem solving. Command Window Operations, 2D plotting, Array Manipulation, Data Handling, Control Structures, Scripting and Function Files, 3D plotting; numerical methods, roots of nonlinear equations, systems of equations, differential equations, etc. Building Graphical User Interfaces. Prerequisite: CSIS 120. Concurrent: MATH 210.

CPEG 210
Digital Logic Design (3)
Number systems and codes, Boolean algebra, minimization methods, combinational circuit design and analysis, arithmetic blocks, programmable logic, latches and flip-flops, sequential logic design, state machines, registers, counters, memory elements, logic synthesis, high-level synthesis, an introduction to VHDL. A lab component is included in this course. Prerequisite: CSIS 120.
Concurrent: CPEG 210L.

CPEG 210L
Digital Logic Design Laboratory (1)
A laboratory component for the course CPEG 210 Digital Logic Design. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits, software schematic capture and simulation, and hardware description under VHDL.Concurrent: CPEG 210.

CPEG 220
Computer Organization and Architecture (3)
The fundamental elements of digital logic and their use in computer construction; register level description of computer execution and the functional organization of a computer; essential elements of computer architecture; major functional components of a modern computer system. Design principles associated with modern computer architectures; performance and cost considerations; architectural features influenced by such features as operating systems and window systems, high level languages, etc.; floating point arithmetic, performance of computer systems, processor implementation strategies, micro-programming, pipelining, CISC and RISC, vector processors; memory hierarchy, cache, virtual memory organization for high performance machines; A brief introduction to I/O and bus subsystems. Prerequisite: CPEG 210.

CPEG 301 IT Governance (3)
This course introduces students to the foundation of Information Technology (IT) governance tools and techniques. As governance refers to the system used to manage, control, and operate a corporate, IT governance is a subset of corporate governance that focuses on the performance of the IT infrastructure and IT risk management. Corporates need to govern IT to ensure that the IT investments contribute to business goals and strategies. Standards and frameworks of IT gover-

nance (such as COBIT, Sarbanes-Oxley Act, Basel II, ISO/IEC 38500 … etc.) are covered in this course. Prerequisites ENGL 102 and CSIS 120. [Cross-listed with CSIS 301]

CPEG 303 Introduction to Cybersecurity (3)
This introductory course delves into the essential concepts and practices of cybersecurity, empowering students to safeguard online presence and understand the complexities of this dynamic field. The course covers core principles like information, network, and application security, the CIA triad - Confidentiality, Integrity, and Availability - crucial aspects of data protection, explores common threats like malware, phishing, and vulnerabilities, practical solutions like secure passwords, data encryption, and firewalls. Students will gain insights into the evolving cybersecurity landscape, including legal considerations and the role of professionals in safeguarding the digital world. Prerequisites CSIS 130. [Cross-listed with CSIS 303]

CPEG 303L Advanced Programming for Engineering Laboratory (1)
Parallel programming: Multi-threaded applications, client server model, distributed computing. Basic database programming and connectivity. Graphical user interface. C programming language for Java programmers: differences, pointers, and applications. Prerequisite: CSIS 210.

CPEG 330 Microprocessors & Interfacing (3)
Microprocessor organization, multicore processors, programming model, assembly language programming, addressing modes, translating high-level programs to assembly language, arithmetic/logic operations, selection, looping, pointers, subroutines/macros, etc. I/O and buses, protocols, modern interfacing techniques, interfacing ICs, applications of microprocessors and microcontrollers, and software/hardware interface design; a lab component is included in this course.
Prerequisites: CPEG 220 and ELEG 270. Concurrent: CPEG 330L.

CPEG 330L Microprocessors & Interfacing Laboratory (1)
A microcontrollers-based laboratory component for the course CPEG 330 Microprocessors & Interfacing. The lab syllabus is aligned with the course topics. Concurrent: CPEG 330.

CPEG 331L Data Acquisition and Automation Laboratory (1)
Data acquisition and automation using both software and hardware tools. Introduction to instrumentation and signal conditioning. Virtual instruments and graphical programming for the analysis and visualization of data. Interfacing analog and digital signals. Real-time interfacing, sensors, transducers, and actuators, found in industry. Prerequisite: CPEG 220.

CPEG 340 Embedded System Design (3)
System design process: requirements analysis, specification, hardware/software co-design, testing; embedded computing platforms: general-and special-purpose processors, hardware accelerators, systems-on-a-chip, intellectual property (IP) core-based design; software design tools and technologies: CAD tools, compilers, and assemblers; hardware design tools and technologies: hardware-description languages, high-level synthesis tools, ASIC and FPGA design. Prerequisite: CPEG 220. Concurrent: CPEG 340L.

CPEG 340L Embedded System Design Laboratory (1)
An FPGA-based laboratory component for the course CPEG 340 Embedded System Design. The lab syllabus is aligned with the course topics. Concurrent: CPEG 340.

CPEG 350 Data Communications and Computer Networks. (3)
This course provides a basic technical introduction to data communication: encoding, modulating, and error detection & correction codes. Topics covered include networks classification; architecture (OSI reference model, TCP/IP, layer services, protocols, LANs, packet switching, routing, and addressing); network technologies and devices; network services; and an introduction to network security. Prerequisite: CPEG 210.

CPEG 350L
Data Communication and Computer Networks Laboratory (1)
A laboratory component for the course CPEG 350 Computer Networks. The lab syllabus is aligned with the course topics. Prerequisite: CPEG 350

CPEG 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of instructor.

CPEG 388
Independent Study (1 - 4)[Z]
Can be repeated for credit with different topic. Permission of instructor.

CPEG 389 Special Topics in Computer Engineering (3)
Can be repeated for credit with different topic. Permission of instructor.

CPEG 390
Introduction to the Internet of Things (3)
This course provides an introduction to the basic concepts behind the internet of things: What is IoT, and how does it work? Students will study its basic design components, and learn how to design and implement a simple IoT application and prototype. The course also introduces smart devices, sensors and connectivity to the internet of meters, alerts and sensing devices. It provides a simple introduction to robotics, to the theory of communication between objects and computers, and to wireless protocols, web services related to IoT, embedded operating systems and microcontrollers. Prerequisites: CPEG 350

CPEG 411
Ethical Hacking (3)
This course delves into the world of ethical hacking, where students learn the tools and techniques "white hat" hackers use to identify and address vulnerabilities in computer systems, with the permission of the owner. Explore ethical hacking methodologies, various attack vectors, and countermeasures used to fortify defenses. Gain an understanding of hacker mindsets and how to ethically exploit vulnerabilities to improve system security. This course provides a valuable foundation for those interested in cybersecurity careers or simply wanting to be more proactive in protecting their own digital assets. Prerequisites: CPEG 350. [Cross-listed with CSIS 411]

CPEG 412
Introduction to Cryptography (3)
This course empowers students to explore the domain of cryptography and the art and science of securing information. Students will learn how to encrypt messages and decrypt them using mathematical algorithms and secret keys, ensuring only authorized parties can access confidential data. Students will discover different encryption techniques and how they safeguard information in the digital age. They will understand the core principles behind secure communication and explore real-world applications, from protecting online transactions to securing your personal data. This introduction equips them with valuable knowledge to navigate the encrypted world around you. Prerequisites: CSIS 210 and MATH 213. [Cross-listed with CSIS 412].

CPEG 415
Artificial Intelligence (3)
This course provides students with the basic concepts, knowledge and skills required in utilizing Artificial Intelligence techniques in solving practical problems. Topics to be covered include but not limited to knowledge representation methods like propositional logic and predicate calculus, blind search strategies (breadth-first and depth-first), heuristic search strategies (hill-climbing, best-first and A*), backward and forward reasoning, applications; expert systems, natural language process-

ing, pattern recognition, image processing, and planning. The practical part of the course involves programming exercises and case studies related to the topics covered. Prerequisite: CSIS 210 and MATH 213. [Cross-listed with CSIS 415]

CPEG 418
Computer Vision (3)
This course provides an introduction to computer vision including fundamentals of image formation, camera imaging geometry, feature detection and matching, stereo, motion estimation and tracking, image classification and scene understanding. Methods for depth recovery from stereo images, camera calibration, automated alignment, tracking, boundary detection, and recognition will be covered. Machine learning and deep learning techniques will be used to tackle these problems. Prerequisite: CSIS 210 and MATH 213. [Cross-listed with CSIS 418]

CPEG 422
Digital Signal Processing (3)
Digital processing of signals, sampling, difference equations, discrete-time Fourier transforms, discrete and fast Fourier transforms, digital filter design. Signal Processing under MATLAB. Prerequisite: ELEG 320.

CPEG 426
Digital Forensic (3)
This course provides an introduction to digital forensics, the process of recovering, analyzing, and presenting digital evidence from electronic devices. Students will learn how to uncover hidden information, reconstruct digital events, and preserve electronic evidence for legal purposes. They will explore techniques used to extract data from computers, mobile devices, and cloud storage, while upholding ethical and legal considerations. This introduction equips students with skills necessary for the crucial role digital forensics plays in investigations and legal proceedings, and the intricacies of extracting valuable information from the digital world. Prerequisites: CSIS 310 and CPEG 350. [Cross-listed with CSIS 426]

CPEG 430
Introduction to Soft Computing (3)
Soft computing techniques, fuzzy sets, membership functions, fuzzy logic, fuzzy rules, fuzzy reasoning, fuzzification and defuzzification, artificial neural networks, perceptrons, supervised learning, multi-layer, back propogation, probabilistic reasoning, Bayesian network, evolutionary computation, genetic algorithms, simulated annealing, swarm intelligence, continuous optimization, combinatorial optimization, real-world problems. Prerequisite: CSIS 210. Co-requisite: STAT 214. [Cross-listed with CSIS 432]

CPEG 435
Introduction to Machine Learning (3)
435This course offers undergraduate students foundational principles and techniques of machine learning. This course covers essential topics including supervised learning algorithms such as linear regression and classification methods, unsupervised learning approaches like clustering and dimensionality reduction, as well as reinforcement learning concepts. Students will delve into the theoretical underpinnings of machine learning, including statistical learning theory and optimization techniques, while gaining practical experience through hands-on implementation and experimentation with popular machine learning libraries. By the end of the course, students will possess a solid understanding of machine learning fundamentals and be equipped with the skills to apply these techniques to real-world engineering and computer science problems. Prerequisite: CSIS 210. Co-requisite: STAT 214. [Cross-listed with CSIS 435]

CPEG 438
Neural Networks and Deep Learning (3)
This course explores fundamental concepts such as feedforward and recurrent neural networks, convolutional neural networks (CNNs), and deep learning frameworks. Students will study advanced topics including optimization algorithms, regularization techniques, and deep learning applications in computer vision, natural language processing, and reinforcement learning. Through a combination of theoretical lectures and hands-on programming assignments, students will develop proficiency in designing, training, and fine-tuning neural network models for various tasks. By the end of the course, students will have acquired the knowledge and skills necessary to tackle complex problems in modern AI and contribute to cutting-edge research in the field. Prerequisite: CSIS 210. Co-requisite: STAT 214. [Cross-listed with CSIS 438]

CPEG 440
Computer Networks (3)
This course explores modern computer network technologies, applications, and performance. It focuses on network architectures, TCP/IP protocol architecture, multimedia networking, network management, network security, and network performance analysis. The course particularly emphasizes data link layer technologies (like multiple access, Ethernet, wireless LANs, SONET/SDH, etc.), network layer technologies (such as logical addressing, Internet protocol, address mapping, and multicasting), transport layer technologies (e.g UDP, TCP, congestion control, quality of service), and application layer technologies (including domain name space, WWW, HTTP, email, and SNMP, among other topics). It also examines the general principles of network performance analysis through mathematical modeling and simulation. Prerequisite: CPEG 350.

CPEG 440L
Computer Networks Laboratory (1)
A laboratory component for the course CPEG 440 Computer Networks. The lab syllabus is aligned with the course topic. Co-requisite: CPEG 440.

CPEG 441
Hardware/Software Co-Design (3)
Design models: state machines, concurrent process models, dataflow, communicating sequential processes, etc. Design partitioning, co-synthesis, co-stimulation, co-design. Transformational co-design, formal models, correctness. Functional programming in HW design, concurrency, synthesis of parallel algorithms. HW Compilers. Prerequisite: CPEG 340.

CPEG 445
Cloud Computing (3)
This course introduces the concept of cloud computing, its goals, benefits, and service models (IaaS, PaaS and SaaS). The course delves into the principles of virtualization, software-defined networks (SDNs) and storage (SDS), cloud storage, elastic computing, cloud networking, and cloud security. Also, the course highlights popular cloud services (such as Amazon Web Service, Microsoft Azure, Google Cloud … etc.) and frameworks for data analytics. Prerequisite: CPEG 350. [Cross-listed with CSIS 445]

CPEG 450
Network Security (3)
Fundamental security principles and real-world applications of Internet and computer security. Topics covered in the course include legal and privacy issues, risk analysis, attack and intrusion detection concepts, system log analysis, intrusion detection and packet filtering techniques, computer security models, computer forensics, and distributed denial-of-service (DDoS) attacks.
Junior standing or permission of instructor. Prerequisite: CPEG 350. [Cross-listed with CSIS 450]

CPEG 455
Wireless Networks and Mobile Systems (3)
Multidisciplinary, project-oriented design course that considers aspects of wireless and mobile systems. Including wireless networks and link protocols, mobile networking including support for the Internet Protocol suite, mobile middleware, and mobile applications. Junior standing or permission of instructor. Prerequisite: CPEG 350.

CPEG 460
Robotics (3)
Project-oriented design course that includes topics on perception, sensors, computer vision, navigation, localization, actuation, manipulation, mobility. Intelligence: control, planning, and mission execution. Junior standing. Prerequisites: CPEG 330 and ELEG 320.

CPEG 470
Internship in Computer Engineering (1 - 3)
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of computer engineering and related fields. Students are limited to a maximum of 6 internship credit hours.
This is a pass/fail course. Junior standing and permission of instructor. Prerequisite: minimum GPA of 2.0.

CPEG 475
Senior Design Capstone I (3)[Z]
A supervised project in groups of normally three students aimed at providing practical experience in some aspect of computer engineering. Students are expected to complete a literature survey, project specification, critical analysis, and to acquire the necessary material needed for their intended end product. Prerequisites: CPEG 340. Concurrent: CPEG 330.

CPEG 480
Senior Design Capstone II (3)
A course that seeks to impart in students the skill to integrate the knowledge gained in different courses by asking them to develop a product that has passed through the design, analysis, testing, and evaluation stages. This course includes production of a professional report, design process and outcome, implementation and testing, and critical appraisal of the project. Prerequisite: CPEG 475.

CPEG 495
Professional Certification in Artificial Intelligence (3)
A professional certification course in Artificial Intelligence. Prerequisites Completing 6 credits in the Artificial Intelligence track. Prerequisite: CSIS 210 and STAT 214. [Cross-listed with CSIS 495]

CPEG 496
Professional Certification in Security (3)
A professional certification course in Security. Prerequisites: CPEG 350. [Cross-listed with CSIS 496]

COMPUTER SCIENCE & IS (CSIS)

CSIS 101
Computer Skills and Emerging Technologies (3)[T]
This course introduces students to different computing skills, such as: word processing, spread sheets and power point presentations. This course also explains different emerging technologies, such as: information systems and social media and their use in organizations. Students will have extensive hands-on training during supervised laboratory sessions.

CSIS 110
Foundations of Information Systems (3)[T]
Information systems are an integral part of all business activities and careers. This course is designed to introduce students to contemporary information systems and demonstrate how these systems are used throughout global organizations. The focus of this course will be on the key components of information systems - people, software, hardware, data, and communication technologies, and how these components can be integrated and managed to create competitive advantage. Through the knowledge of how IS provides a competitive advantage, students will gain an understanding of how information is used in organizations and how IT enables improvement in quality, speed, and agility. This course also provides an introduction to system and development concepts, technology acquisition, and various types of application software that have become prevalent or are emerging in modern organizations and society.

CSIS 120
Computer Programming I (4)[T]
This course introduces computer programing fundamentals and problem solving using Java programming language. Topics covered include but not limited to: data types, variables, operators, expressions and statements, input and output facilities, selection and conditional constructs, iterative control structures, methods, and single-dimensional arrays.

CSIS 130
Computer Programming II (4)[T]
This course continues with the Java language and builds upon the fundamental material covered in CSIS 120 by focusing on the Object-Oriented aspects of the language. Topics include but not limited to: multi-dimensional arrays, objects and classes, javadoc, inheritance and polymorphism, abstract classes and interfaces, exception handling, generics, collections (ArrayList), file I/O, and junit testing. Prerequisite: CSIS 120.

CSIS 150
Professional and Ethical Issues in CSIS (3)
This course is designed to introduce students to critical issues in ethics in the context of computing. The focus will be on legal, ethical, privacy, and security issues in computer usage. Students learn how to evaluate real professional cases in the context of ethics and law. Case studies relating to computer ethics will be discussed. Professional code of ethics best practices (ACM and IEEE) will be introduced and evaluated. Prerequisites: CSIS 110 or CSIS 120.

CSIS 210
Data Structures and Algorithms (3)
This course is designed to introduce students to basic data structures and basic sorting and searching algorithms. The course discusses appropriate use of built-in data structures and common applications for each of the following data structures: stack, queue, lists, trees, and graphs. The course includes a compare and contrast analysis of the costs and benefits of dynamic and static data structure implementations. Basic search and sort algorithms are introduced and compared. Recursion applications are introduced and analyzed. Prerequisite: CSIS 130 and MATH 110. Concurrent: MATH 213.

CSIS 220
Assembly Language Programming (3)
An introduction to Assembly language programming. Topics include but not limited to: introduction to CPU and memory, data representation, basics of assembly language, data transfer and addressing, procedures, conditional processing, arithmetic operations, stack frames, strings and arrays, structures and macros and floating-point unit programming. Prerequisite: CSIS 130.

CSIS 230
Programming in a Second Language (3)
CSIS students are expected to have a depth in the Java language; CSIS students are also expected to have a breadth view of other languages. This course is one of those courses where students gain a breadth in another language such as Python. Topics include but not limited to: data types, variables, operators, expressions and statements, input and output facilities, selection and conditional constructs, iterative control structures, functions, lists & Dictionaries, File I/O, Objects & Classes. Prerequisite: CSIS 130.

CSIS 245
Introduction to Data Science (3)
This course provides a foundational introduction to the field of data science, equipping students with the core concepts, tools, and techniques used to extract insights from data. Students will learn how to collect, clean, explore, analyze, and visualize data using programming tools such as Python or R. Prerequisite: CSIS 120 and STAT 203.

CSIS 245L
Introduction to Data Science Laboratory (1)
A laboratory component for the course CSIS 240 Introduction to Data Science. The lab syllabus is aligned with the course topics. Concurrent: CSIS 240

CSIS 250
Database Systems (3)
This course provides the students with an introduction to the core concepts in data and information management. It is centered around the core skills of identifying organizational information requirements, modeling them using conceptual data modeling techniques, converting the conceptual data models into relational data models and verifying its structural characteristics with normalization techniques, and implementing and utilizing a relational database using an industrial-strength database management system. The course will also include coverage of basic database administration tasks and key concepts of data quality and data security. Prerequisite: CSIS 130.

CSIS 255
Web Technologies (3)
This course provides students with basic knowledge and technical aspects and skills needed to build Web applications. It covers a range of topics including but not limited to: basic concepts of the Internet and Internet programming, fundamentals of Website design, Websites building tools and languages, basics of XHTML, Scripting and Scripting Languages (e.g., Java Script), Web Servers and Web application servers, client-side programming, server-side programming, database connectivity to the Web applications, adding dynamic content to Web applications, programming the user interface for the Web applications. Students are expected to complete a project in the development and maintenance of Web sites. Prerequisite:CSIS 130.

CSIS 260
System Analysis, Design and Acquisition (3)
This course discusses the processes, methods, techniques and tools used by organizations to determine how they should conduct their business with a particular focus on how computer-based technologies can most effectively contribute to the way business is organized. The course covers a systematic methodology for analyzing a business problem or opportunity, modelling it using a formal technique, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf (COTS) packages. Prerequisite: CSIS 130.

CSIS 300
E-Commerce (3)
This course focuses on the evolution of electronic commerce where business is conducted between organizations and individuals relying primarily on digital media and transmission. Participants investigate the opportunities and challenges of exchanging goods and services over communications networks as well as the manner in which relationships are being reshaped. New forms of business arrangements are also examined. Course activities are designed to provide both managerial and entrepreneurial assessments of anticipated advances in information technology with respect to business systems and electronic markets.
Sophomore standing or permission of instructor. Prerequisite: CSIS 130.

CSIS 301
IT Governance (3)
This course introduces students to the foundation of Information Technology (IT) governance tools and techniques. As governance refers to the system used to manage, control, and operate a corporate, IT governance is a subset of corporate governance that focuses on the performance of the IT infrastructure and IT risk management. Corporates need to govern IT to ensure that the IT investments contribute to business goals and strategies. Standards and frameworks of IT governance (such as COBIT, Sarbanes-Oxley Act, Basel II, ISO/IEC 38500 … etc.) are covered in this course. Prerequisites ENGL 102 and CSIS 120. [Cross-listed with CPEG 301]

CSIS 302
IT Infrastructure (3)
This course provides an introduction to IT infrastructure issues. It covers topics related to both computer and systems architecture and organization. This course gives students the ability to focus on hardware and systems software technology for designing organizational processes and software solutions that require in-depth understanding of the IT infrastructure capabilities and limitations. The course focuses strongly on core computing systems architecture concepts and structures, operating systems, data centers, security of IT infrastructure, cloud computing and computing as a service. Prerequisite: CSIS 210.

CSIS 303
Introduction to Cybersecurity (3)
This introductory course delves into the essential concepts and practices of cybersecurity, empowering students to safeguard online presence and understand the complexities of this dynamic field. The course covers core principles like information, network, and application security, the CIA triad - Confidentiality, Integrity, and Availability - crucial aspects of data protection, explores common threats like malware, phishing, and vulnerabilities, practical solutions like secure passwords, data encryption, and firewalls. Students will gain insights into the evolving cybersecurity landscape, including legal considerations and the role of professionals in safeguarding the digital world. Prerequisites CSIS 130. [Cross-listed with CPEG 303]

CSIS 310
Introduction to Operating Systems (3)
This course introduced students to the study of supervisory programs. The course will, start with a brief historical perspective of the evolution of operating systems and then cover the major components of the most operating systems such as process management (processed, threads, CPU scheduling, synchronization, and deadlock), memory management (segmentation, paging, swapping), files systems; and operating system support for distributed systems. This course will allow students to have an opportunity to learn a lot of practical information about how programming languages, such as: Java, C and C++, operating system, and architectures interact and how to use each effectively. Students will also gain an experience on how to use Linux as an operating system. Prerequisite: CSIS 210.

CSIS 320
Theory and Implementation of Programming Languages (3)
This course covers fundamentals of computing theory and programming languages which mainly include: deterministic finite automata (DFA), non-deterministic automata (NFA), regular expression (RE), context free grammar (CFG), push-down automata (PDA), Turing machines, evaluation criteria, evolution of languages, language paradigms, formal methods for syntax and semantics (EBNF) and main constructs of languages. This course is majorly theoretical by its nature since it does not cover a specific programming language but rather the underlying concepts of computing theory and programming languages.
Prerequisite: CSIS 210.

CSIS 322
Computer Networks and Data Communication (3)
This course introduces the fundamentals of networking infrastructure, different types of networks and network hardware and software. The course focuses on data transmission, switches, routers topology. wiring and physical topology protocol, layering LAN, WAN and internetworking. Prerequisite: CSIS 210 and MATH 213.

CSIS 329
Introduction to Computer Architecture (3)
An introduction to digital computer hardware architecture and organization. Topics include data representation, digital logic, processor design, instruction set architecture, memory and systems performance. Prerequisite: CSIS 210.

CSIS 330
Software Engineering (3)
This course is designed to introduce students to basic concepts of software engineering development cycle. Students learn techniques for collecting requirements, modeling design and best practices for documenting software projects. Students also use professional modeling tools throughout the development of their projects. The course places special emphasis on object-oriented modelling using UML. Students are expected to complete a medium scale software project and work professionally within a group. Prerequisite: CSIS 210.

CSIS 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

CSIS 370
Computer Graphics (3)
This course provides students with the basic concepts, technical and mathematical knowledge and skills required to design and implement computer graphics. Topics to be covered include but not limited to: graphics hardware, software utilities, two and three dimensional transformation and viewing, graphics arts and animations. Students are expected to perform practical assignments to design programs using programming graphics tools and libraries (e.g., Java Applet, Java 2D and 3D API).
Prerequisite: CSIS 210 and MATH 201.

CSIS 388
Independent Study (1 - 4)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

CSIS 389
Special Topics in Computer Science (3)
Can be repeated for credit with a different topic. Permission of instructor.

CSIS 390
Special Topics in Information Systems (3)
Can be repeated for credit with a different topic. Permission of instructor.

CSIS 395
Enterprise Systems (3)
This course discusses the key aspects relating to the selection, implementation, adoption, diffusion and management of Enterprise Resource Planning (ERP) Systems (also known as Enterprise Systems (ES). An ERP System is an off-the-shelf package that provides an integrated suite of applications which provide transaction processing and management information systems for the common core of business processes. Enterprise Systems also provide comprehensive administrative systems and help to automate and streamline business processes. ERP systems have been widely implemented worldwide, particularly in larger organizations. It is reported that ERP market exceeded USD$78 billion in 2004 and it has been one of the largest, fastest-growing application software industries in the world. While organizations invest substantial amount of resources in acquiring ERP systems from vendors such as SAP and Oracle, presumably expecting positive impacts to the organization and its functions, some ERP system projects have reported nil or detrimental impacts to the organizations and its functions. Junior standing or permission of instructor.

CSIS 401
Mobile Computing (3)
This course provides an introduction to mobile computing and mobile application development. Students will have a hands-on experience with the technologies, tools, and techniques used to develop mobile software solutions for business or entertainment. Junior standing. Prerequisite: CSIS 130.

CSIS 402
Fundamental Techniques for Data Science Applications (3)
This course introduces the fundamental techniques of programming languages for Data Science. The course assumes some background in programming and solid knowledge in statistics. There will be a major project that students must complete that solves a real-world problem. Prerequisites: CSIS 230 and STAT 201.

CSIS 404
Data Mining and Knowledge Discovery (3)
This course introduces the fundamentals of Data Mining and Knowledge Discovery in a practical and hands-on learning environment. Covered topics include data collection, representation, organization, knowledge discovery and representation, clustering algorithms, classification algorithms, models evaluations, association methods, visualization techniques. Prerequisites: CSIS 230 and STAT 201.

CSIS 405
Analysis of Algorithms (3)
This course is designed to introduce students to algorithm analysis and strategies. The course explains different strategies used for solving problems (brute-force, greedy, divide- and-conquer, decrease-and-conquer, transform- and conquer, and dynamic programming). The course introduces comparison of the runtime efficiency of solutions using different strategies. Space and time efficiency are discussed, compared and analyzed for different types of applications. Prerequisite: CSIS 210 and MATH 201.

CSIS 406
Big Data Technologies (3)
This course provides an exploration of the technologies and tools used for managing and analyzing large-scale datasets, commonly referred to as big data. Students will learn about the challenges and opportunities associated with big data, including data storage, processing, and analysis. The course covers a range of big data technologies, including distributed file systems, NoSQL databases, and

parallel processing frameworks. Students will gain hands-on experience with industry-standard tools through exercises and projects. Prerequisites: CSIS 230 and STAT 201.

CSIS 411
Ethical Hacking (3)
This course delves into the world of ethical hacking, where students learn the tools and techniques "white hat" hackers use to identify and address vulnerabilities in computer systems, with the permission of the owner. Explore ethical hacking methodologies, various attack vectors, and countermeasures used to fortify defenses. Gain an understanding of hacker mindsets and how to ethically exploit vulnerabilities to improve system security. This course provides a valuable foundation for those interested in cybersecurity careers or simply wanting to be more proactive in protecting their own digital assets. Prerequisites: CSIS 322. [Cross-listed with CPEG 411]

CSIS 412
Introduction to Cryptography (3)
This course empowers students to explore the domain of cryptography and the art and science of securing information. Students will learn how to encrypt messages and decrypt them using mathematical algorithms and secret keys, ensuring only authorized parties can access confidential data. Students will discover different encryption techniques and how they safeguard information in the digital age. They will understand the core principles behind secure communication and explore real-world applications, from protecting online transactions to securing your personal data. This introduction equips them with valuable knowledge to navigate the encrypted world around you. Prerequisites: CSIS 210 and MATH 213. [Cross-listed with CPEG 412]

CSIS 415
Artificial Intelligence (3)
This course provides students with the basic concepts, knowledge and skills required in utilizing Artificial Intelligence techniques in solving practical problems. Topics to be covered include but not limited to knowledge representation methods like propositional logic and predicate calculus, blind search strategies (breadth-first and depth-first), heuristic search strategies (hill-climbing, best-first and A*), backward and forward reasoning, applications; expert systems, natural language processing, pattern recognition, image processing, and planning. The practical part of the course involves programming exercises and case studies related to the topics covered. Prerequisite: CSIS 210 and MATH 213. [Cross-listed with CPEG 415]

CSIS 417
Intelligent Systems (3)
This course provides students with an understanding of the principles of decision making in organizations, an appreciation of the concepts of intelligent systems (IS) and decision support systems (DSS) across various disciplinary areas, and the acquisition of skills in the identification, verification and construction of DSS/IS. Prerequisite: CSIS 210.

CSIS 418
Computer Vision
(3)
This course provides an introduction to computer vision including fundamentals of image formation, camera imaging geometry, feature detection and matching, stereo, motion estimation and tracking, image classification and scene understanding. Methods for depth recovery from stereo images, camera calibration, automated alignment, tracking, boundary detection, and recognition will be covered. Machine learning and deep learning techniques will be used to tackle these problems. Prerequisite: CSIS 210 and MATH 213. [Cross-listed with CPEG 418]

CSIS 425
Advanced Software Engineering (3)
This course is deigned to introduce students to advanced and contemporary software engineering

topics. Advanced Object Oriented software engineering topics will be covered including: design patterns, testing, project management, and metrics to measure quality of code. In addition, the course will also introduce the challenges of distributed software development. Students have to develop small framework, document it and use it to develop at least one application. Prerequisite: CSIS 330.

CSIS 426
Digital Forensics (3)
This course provides an introduction to digital forensics, the process of recovering, analyzing, and presenting digital evidence from electronic devices. Students will learn how to uncover hidden information, reconstruct digital events, and preserve electronic evidence for legal purposes. They will explore techniques used to extract data from computers, mobile devices, and cloud storage, while upholding ethical and legal considerations. This introduction equips students with skills necessary for the crucial role digital forensics plays in investigations and legal proceedings, and the intricacies of extracting valuable information from the digital world. Prerequisites: CSIS 310 and CSIS 322. [Cross-listed with CPEG 426]

CSIS 432
Introduction to Soft Computing (3)
This course encompasses various computational techniques inspired by natural processes and covers key components of Soft computing techniques, fuzzy sets, membership functions, fuzzy logic, fuzzy rules, fuzzy reasoning, fuzzification and defuzzification, artificial neural networks, perceptrons, supervised learning, multi-layer, back propagation, probabilistic reasoning, Bayesian network, evolutionary computation, genetic algorithms, simulated annealing, swarm intelligence, continuous optimization, combinatorial optimization, real-world problems. Prerequisite: CSIS 210. Co-requisite: STAT 201. [Cross-listed with CPEG 430]

CSIS 435
Introduction to Machine Learning (3)
This course offers undergraduate students foundational principles and techniques of machine learning. This course covers essential topics including supervised learning algorithms such as linear regression and classification methods, unsupervised learning approaches like clustering and dimensionality reduction, as well as reinforcement learning concepts. Students will delve into the theoretical underpinnings of machine learning, including statistical learning theory and optimization techniques, while gaining practical experience through hands-on implementation and experimentation with popular machine learning libraries. By the end of the course, students will possess a solid understanding of machine learning fundamentals and be equipped with the skills to apply these techniques to real-world engineering and computer science problems. Prerequisite: CSIS 210. Co-requisite: STAT 201. [Cross-listed with CPEG 435]

CSIS 438
Neural Networks and Deep Learning (3)
This course explores fundamental concepts such as feedforward and recurrent neural networks, convolutional neural networks (CNNs), and deep learning frameworks. Students will study advanced topics including optimization algorithms, regularization techniques, and deep learning applications in computer vision, natural language processing, and reinforcement learning. Through a combination of theoretical lectures and hands-on programming assignments, students will develop proficiency in designing, training, and fine-tuning neural network models for various tasks. By the end of the course, students will have acquired the knowledge and skills necessary to tackle complex problems in modern AI and contribute to cutting-edge research in the field.
Prerequisite: CSIS 210. Co-requisite: STAT 201. [Cross-listed with CPEG 438]

CSIS 440
Software Project Management (3)
This course discusses the processes, methods, techniques and tools that organizations use to manage their software projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This course assumes that project management in the modern organization is a complex team-based activity, where various types of technologies (including project management software as well as software to support group collaboration) are an inherent part of the project management process. This course also acknowledges that project management involves both the use of resources from within the firm, as well as contracted from outside the organization. Junior standing or permission of instructor. Prerequisite: CSIS 330.

CSIS 445
Cloud Computing (3)
This course introduces the concept of cloud computing, its goals, benefits, and service models (IaaS, PaaS and SaaS). The course delves into the principles of virtualization, software-defined networks (SDNs) and storage (SDS), cloud storage, elastic computing, cloud networking, and cloud security. Also, the course highlights popular cloud services (such as Amazon Web Service, Microsoft Azure, Google Cloud … etc.) and frameworks for data analytics. Prerequisite: CSIS 322. [Cross-listed with CPEG 445]

CSIS 450
Network Security (3)
Fundamental security principles and real-world applications of Internet and computer security. Topics covered in the course include legal and privacy issues, risk analysis, attack and intrusion detection concepts, system log analysis, intrusion detection and packet filtering techniques, computer security models, computer forensics, and distributed denial-of-service (DDoS) attacks.
Junior standing or permission of instructor. Prerequisite: CSIS 322. [Cross-listed with CPEG 450]

CSIS 455
Wireless Networks and Mobile Systems (3)
Multidisciplinary, project-oriented design course that considers aspects of wireless and mobile systems. Including wireless networks and link protocols, mobile networking including support for the Internet Protocol suite, mobile middleware, and mobile applications. Junior standing or permission of instructor. Prerequisite: CSIS 322.

CSIS 470
Practicum in Computing & Information Systems (1 - 3)
This course is deigned to introduce students to an internship experience. Students are encouraged to find a related placement in the field of IT in a local/international organization. A supervisor from AUK and the placement organization are required to coordinate and validate the internship activities. Students write a report summarizing what the internship job added to his or her knowledge of computer science. Students normally enroll in internship in their senior year to guarantee having enough background to function properly in a professional environment. This is a pass/fail course. Permission of instructor.

CSIS 475
Compiler Construction (3)
Principles and practices in the design of compilers. Introduction to formal languages. Lexical analysis and syntax analysis. Top-down and bottom-up parsing. Syntax directed translation and syntax trees. Intermediate forms, symbol tables, and code generation. Junior standing or permission of instructor. Prerequisite: CSIS 320.

CSIS 476
Computer Security and Information Assurance (3)
This course provides an introduction to fundamental computer security issues. The course covers theory and practice of computer security and information assurance. Students will have hands-on experience with using security tools. Security threats and countermeasures against them will be discussed. Prerequisite:CSIS 302 or CSIS 310.

CSIS 480
Business Process Management (3)
Business process management (BPM) is concerned with the concepts, methods, and techniques that support the design, administration, configuration, enactment, analysis and automation of business processes. In this course students will be introduced (1) to key concepts and approaches to business process management and improvement, (2) to the way in which information technology can be used to manage, transform, and improve business processes. The main focus of this course is both understanding and designing business processes within IS Environment. Students will learn how to identify, document, model, asses, and improve core business processes within that environment. Prerequisite: CSIS 260 or CSIS 330.

CSIS 490
Computer Science and Information Systems Capstone I (3)[Z]
This course integrates core topics of the computer science or information Systems body of knowledge, teamwork, and professional practices through the implementation of a large- scale project. Senior standing.

CSIS 491
Computer Science and Information Systems Capstone II (3)
This course integrates core topics of the computer science or information Systems body of knowledge, teamwork, and professional practices through the implementation of a large scale project. The development phases included in the course are design and implementation of a fully functioning project. Senior standing. Prerequisite: CSIS 490.

CSIS 493
Professional Certification in Data Science (3)
A professional certification course in Data Science. Prerequisite: Completing 6 credits in the Data Science track.

CSIS 495
Professional Certification in Artificial Intelligence (3)
A professional certification course in Artificial Intelligence. Prerequisites Completing 6 credits in the Artificial Intelligence track. Prerequisite: CSIS 210 and STAT 201. [Cross-listed with CPEG 495]

CSIS 496
Professional Certification in Security (3)
A professional certification course in Security. Prerequisites: CSIS 322. [Cross-listed with CPEG 496]

DRAMA (DRAM)

DRAM 101
Theatre Appreciation (3) [G], [H]
An introductory survey of the development of theatre from Ancient Greek Comedy and Tragedy to modern American and English drama.

DRAM 150
Introduction to Acting (3) [H], [O]
An introductory course into acting focusing on terminology, movement, and various contemporary western acting methods.

DRAM 160
Theatre Practicum (3) [H], [O]
Faculty directed theatre production. Specific dramatic material will vary. Students will have an opportunity to gain initial experience in acting, stage management, dramaturgy, assistant direction, design (costume/ lighting/ scenic), or as other production staff. DRAM 160 runs concurrently with DRAM 360 and students cannot be enrolled in both during one semester.

DRAM 211
Contemporary Theatre (3) [G], [H]
Survey course designed to familiarize the student with contemporary works of dramatic literature works from 1879 to the present.

DRAM 212
Ancient Greek Theatre (3) [H], [X]
An in-depth survey course of the dramatic writings of the ancient Greek world, this course will acquaint the student with some of the first works of the Western civilization.

DRAM 213
Shakespeare for Beginners (3) [H], [X]
A broad survey course of selected scenes and other material from the dramatic works of William Shakespeare.

DRAM 250
Acting (3)[H]
A continuation of Intro to Acting, with a focus on the Stanislavsky method and Chekhov. Prerequisite: DRAM 150.

DRAM 350
Shakespeare in Performance (3)[H]
An exploration into Shakespeare's prose and poetry through text and performance. Text analysis and scansion techniques will be discussed as well as sonnet composition. Sophomore standing.

DRAM 360
Theatre Production (3) [H], [O]
Faculty directed theatre production. Specific dramatic material will vary. Opportunity is open to any students by audition or related academic work to qualify for a position of major responsibility as an actor a crewmember as designated by the director. May be repeated for credit. Permission of Instructor.

DRAM 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of instructor.

DRAM 388
Independent Study (3)[Z]
Can be repeated for credit with different topic. Permission of instructor

DRAM 389
Special Topics (1 - 3)
Can be repeated for credit with different topic. Permission of instructor.

ECONOMICS (ECON)

ECON 101
Introduction to Contemporary Economic Issues (3)[X]
Introduction to fundamental concepts of micro- and macro-economics and the tools that are generally used to analyze current business and economic issues.

ECON 200
Principles of Microeconomics (3)
An introduction to major theories of microeconomics. Topics include: coping with scarcity, supply and demand model and the price system, role of government, firm behavior and market mechanism. Prerequisite: MATH 103 or 110 or 201 or BUS 109.

ECON 201
Principles of Macroeconomics (3)
An introduction to major theories of macroeconomics. Topics include: national income accounting, economic growth and productivity, unemployment, inflation, economy-stabilizing institutions. Concurrent: ECON 200.

ECON 302
Quantitative Methods for Business and Economics (3)
Apply theoretical and empirical knowledge of mathematics and statistics to understand and quantify economic and business relationships. Topics include mathematical functions, systems of equations, derivatives, static optimization, hypothesis testing, analysis of variance, simple and multiple linear regression, univariate time-series techniques, and the time value of money.
Statistical software and real world data are used for advanced computations. Pre-requisite: MATH 103 or 110 and BUS 209.

ECON 304
Economics of Labor (3)
The application of economic theory to current labor problems, domestic and foreign. Problems include wage theory and wage differentials, training policy, poverty, unemployment and underemployment, migration, discrimination, issues of productivity, industrialization and union policies. Prerequisites: ECON 200 and ECON 201.

ECON 305
International Economics (3)
Theories and concepts of international trade; real flows; terms of trade; industry structure and resource differences; international competitiveness; the effects of international trade on the economies of importing and exporting countries; the effects of tariffs and quotas and other nontariff barriers on international trade. Also includes multinational corporations, trade and development, customs, and unions. Prerequisites: ECON 200 and ECON 201.

ECON 310
Intermediate Microeconomics (3)
Expand the use of microeconomics principles and concepts to describe real world current business and economics events. Topics include households and firms' behaviors and their interactions, market structure and their implications for the overall allocation of resources and social welfare, and government intervention and tools to improve the functioning and outcome of markets. Pre-requisite: ECON 200, ECON 201 and BUS 209.

ECON 312
Intermediate Macroeconomics (3)
Examine functioning of the aggregate economy using theories of national income accounting, price level, employment, economic growth and its long run determinants, business-cycle and macroeconomics fluctuations, monetary and fiscal policy. Apply macroeconomic models to explain the determination of aggregate output and growth. Pre-requisite: ECON 200, ECON 201 and BUS 209.

ECON 315
Managerial Economics (3)
The course focuses on the application of the concepts of economics to managerial issues. It integrates economic principles with modern management techniques and theory for the purpose of efficient managerial decision-making. Topics include optimization techniques, demand estimation, production and cost analysis, alert structure, and pricing practices. Prerequisites: ECON 200, ECON 201, and BUS 209.

ECON 351
Money and Banking (3)
Analysis of capital markets and the role of banks, and other financial institutions in the economy. Prerequisites: ECON 200 and ECON 201.

ECON 363
Environmental & Natural Resource Economics (3)
An introductory course in the environmental and natural resource economics, it is designed to help students explore the important role of economics in the design and implementation of policy and management of natural and environmental resources. Prerequisites: ECON 200 and ECON 201.

ECON 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of instructor.

ECON 388
Independent Study (1 - 3) [Z]
Independent study by student with the requirement that the student writes a report summarizing the knowledge acquired during the period of study. Permission of instructor. Prerequisite: ECON 209.

ECON 389
Special Topics (3)
An analysis of contemporary issues in economic theory. Can be repeated for credit with a different topic. Permission of instructor. Prerequisites: ECON 200 and ECON 201.

ECON 405
Comparative Economic Systems (3)
A theoretical and historical evaluation of different economic systems, planning strategies and their effects on economic growth, democracy, equity and effectiveness; assessment of the historical experience of the formerly socialist economies; distinctive features of European and Japanese economies and Third World societies. Prerequisites: ECON 200 and ECON 201.

ECON 409
Economic Development (3)
Theories and policies of economic development; role of international institutions; impact of international trade policy, international capital flows, exchange rate policies, inflation, public finance, monetary policy, competitiveness, military expenditures; agriculture, population, and the environment. Prerequisites: ECON 200 and ECON 201.

ECON 413
Economics Capstone: Development & Resources Economics (3)
This course applies theories and methods to expand an understanding of economics. A key component is a guided research project that uses prior economics and business training to hone analytical and decision-making skills. Students improve analytical capacities and develop responses to contemporary economic challenges. Prerequisite: Senior Standing.

ECON 429
Environmental and Energy Policy (3)
The course will examine the principles, policy instruments, and current practice of using economics to analyze various environmental and natural resource problems, especially the economics of energy. It focuses on the study of environmental protection, evaluation of environmental costs and benefits, and optimal management of energy resources. Prerequisites: ECON 200 and ECON 201.

ECON 452
Econometrics (3)
Review of econometric statistics and statistical techniques; the application of statistical models to economic data; regression analysis and estimation of economic models; the question of violations of the basic assumptions of the regression model, dummy variables and analysis of variance; index numbers and time series analysis. Prerequisites: ECON 300 and ECON 301.

ECON 470
Internship in Economics (1 - 3)
An internship experience with the requirement that the student write a report summarizing what the internship job added to his/her knowledge of Economics and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor and senior standing.

ECON 485
Seminar in Economics (3)
A seminar for seniors; majors conduct research projects on varying relevant economic issues; presentation of research approaches, subjects and results; a group project and an individual research project may be allowed. Topics and instructor may vary. Senior standing.

EDUCATION (EDUC)

EDUC 389
Special Topics (3)
Can be repeated for credit with different topic. Permission of instructor.

ELECTRICAL ENGINEERING (ELEG)

ELEG 220
Electric Circuits (3)
Introduction to the basic laws and techniques for electric circuits analysis, response of circuits with resistors, independent sources, controlled sources, operational amplifiers; Transient analysis of basic circuits with R, L, and C components. AC analysis and phasors; An Introduction to Matlab. A lab component is included in this course. Prerequisite: PHYS 116. Concurrent: ELEG 220L and MATH 210.

ELEG 220L
Electric Circuits Laboratory (1)
A laboratory component for the course ELEG 220 Electric Circuits. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits and software simulation tools. Concurrent: ELEG 220.

ELEG 270
Electronics (3)
Introduction to the basic electronic devices including diodes and transistors and their operating principles. Analysis of electronic circuits operating under dc bias and switching conditions. Applications of devices in digital electronic circuits. Prerequisite: ELEG 220. Concurrent: ELEG 270L.

ELEG 270L
Electronics Laboratory (1)
A laboratory component for the course ELEG 270 Electronics. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits and software simulation tools. Concurrent: ELEG 270.

ELEG 300
Engineering Electromagnetics (3)
Static electric & Magnetic fields, conductors, capacitance, electrostatic energy and forces, Poisson's equation, Biot-Savart law, Ampere's law, vector magnetic potential, inductance, Maxwell's equations, Faraday's law, time-harmonic fields, wave propagation, reflection, and transmission lines. Prerequisites: ELEG 220 and MATH 206.

ELEG 301L
Programmable Logic Controllers Lab (1)
Configuration of specified PLC Hardware, basics of FB and FC Programming, IEC Timers and IEC Counters, basic of diagnostics and diagnostics via Web, programming of analog values, Global Data blocks, basics of WinCC and programming of PIC Controller. Prerequisite: CPEG 210

ELEG 305
Introduction to Biomedical Engineering (3)
This course provides an overview of the biomedical engineering field. It introduces the interface between engineering and health science; analyzes biological and physiological problems in health care, and explores bioinstrumentation, bioimaging, biomechanics, biomaterials, and biomolecular engineering. Students will study case studies and examples of bio-sensors and bio-signal processing, and will examine moral and ethical issues in this field. Prerequisite: ELEG 220.

ELEG 310
Electric Machines and Power Fund (3)
3-phase circuits and power calculation, magnetic circuits. Transformers: single-phase, construction, operation, autotransformers, and 3-pbase. AC and DC machines. Synchronous generators: construction, equivalent circuits, testing and performance characteristics; Induction motors. Prerequisite: ELEG 220. Concurrent: ELEG 310L.

ELEG 310L
Electric Machines Laboratory (1)
A laboratory component for the course ELEG 310 Electric Machines. The lab syllabus is aligned with the course topics. Concurrent: ELEG 310.

ELEG 311 P
ower Distribution and Utilization (3)
The course covers the design of a radial and/or meshed power distribution network, and assessment of a power network for thermal capability, power loss and economic operation. The course also includes topics related to cost analysis (fixed and variable costs), optimization of a distribution network, power quality analysis and an overview of electricity markets. Pre-requisite: ELEG 310.

ELEG 320
Signals & Systems (3)
Signals (functions of one or more independent variables) and Systems (devices that perform operations on signals) present fundamental concepts that arise in a variety of fields. The ideas and techniques associated with these concepts inform such diverse disciplines as biomedical engineering, acoustics, communications, aeronautics and astronautics, circuit design, and the arts, humanities, and social sciences. Topics include transforms (Z, Laplace, Fourier), frequency analysis, convolution, FIR and IIR systems, stability, generalized functions, modulation (AM and FM), sampling, and digital filtering. Prerequisite: ELEG 220.
Concurrent: ELEG 320L.

ELEG 320L
Signals & Systems Laboratory (1)
A laboratory component for the course ELEG 320 Signals & Systems. The lab syllabus is aligned with the course topics. Implementations are done using hardware circuits and software tools. Concurrent: ELEG 320.

ELEG 321
Analog and Digital Filters (3)
The course covers the Butterworth, Chebyshev, Elliptic, and other analog filters' approximation functions, lowpass, highpass, bandpass, and bandstop filters, active analog filter implementations using Op-Amps, digital filter design, and the use of CAD tools for analysis and design of filters. Prerequisites: ELEG 320.

ELEG 323
Measurement and Instrumentation (3)
In this course, students study the use of resistive, capacitive, inductive and piezoelectric transducers; the measurement of displacement, velocity and acceleration (translational and rotational), force, torque, vibration and shock; the measurement of pressure, flow, temperature and liquid level, pH, conductivity, viscosity and humidity. The course also explores the design of instrumentation systems using various signal conditioning, transmitting, and logging techniques. Student will examine case studies in different applications, with a focus in process industry. Pre-requisite: ELEG 220.

ELEG 323L
Measurements and Instrumentation Lab (1)
A laboratory component for the course ELEG 323 Instrumentation. The lab syllabus is aligned with the course topics. Corequisite: ELEG 323.

ELEG 325
Communication Systems (3)
This course introduces students to communication systems, sampling theorem, modulation theory, multiplexing, random processes for communication systems, baseband digital signaling, and related topics. Pre-requisite: ELEG 320.

ELEG 330
Power System Analysis (3)
Examines power system concepts; transmission line, transformer and rotating machine modeling; steady-state analysis and power flow; fault analysis; theory of symmetrical components; and power system stability. Prerequisite: ELEG 310. Concurrent: ELEG 330L.

ELEG 330L
Power Systems Laboratory (1)
A laboratory component for the course ELEG 330 Power System Analysis. The lab syllabus is aligned with the course topics. Concurrent: ELEG 330.

ELEG 331
Power System Protection (3)
This course introduces the fundamental concepts of various types of protections used in electrical power networks to ensure the safety of people and equipment in case of abnormal conditions or accidental contacts. Students will explore applications and case studies in transmission lines, generators, motors, transformers, bus bars, and power distribution feeders/networks, and will study modern information and communication technologies (ICT)-based protection schemes. Prerequisites: ELEG 310.

ELEG 331L
Power System Protection Lab (1)
A laboratory component for the course ELEG 331 (Power System Protection). The lab syllabus is aligned with the course topics. Concurrent: ELEG 331.

ELEG 340
Fundamentals of High Voltage Engineering (3)
This course introduces students to the high voltage (HV) equipment used in electrical power networks; electrostatics and electrical stress; gas, liquid and solid insulation materials; insulation co-ordination; the generation of HV; and HV testing and measurement equipment. Prerequisites: ELEG 220.

ELEG 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of instructor.

ELEG 388
Independent Study (1 - 4)[Z]

Can be repeated for credit with different topic. Permission of instructor.

ELEG 389
Special Topics in Electrical Engineering (3)
Can be repeated for credit with different topic. Permission of instructor.

ELEG 411
Electric Drives (3)
Analysis of dc and poly-phase induction motors, starting, and control; AC solid-state control, dc link in adjustable speed drivers, voltage and frequency controls, braking and plugging; DC rectifier and chopper, dynamic and regenerative braking, plugging; stepper motors; power drive; special-purpose motors. Prerequisite: ELEG 310.

ELEG 412
Renewable Energy Systems (3)
This course focuses on modeling and analysis of renewable energy sources, such as wind generation and solar panels, power electronics for renewable energy systems, and integration of renewable energy systems with the distribution grid. Students will model and analyze short and long-term energy storage systems. Prerequisite: ELEG 310.

ELEG 421
Control Systems (3)
Control Systems. Advantages of closed-loop feedback systems. System representations using mathematical models, block diagrams & signal flow graphs. Poles and zeros. P, Pl & PID controllers. System design & stability. Frequency response techniques, Root-locus, & Bode-plot analysis. Basic lead-lag compensation. Control systems under MATLAB. Prerequisite: ELEG 320; or STEG 210 and ELEG 220. Prerequisite: ELEG 320 or STEG 210 and ELEG 220.

ELEG 421L
Control Systems Laboratory (1)
A laboratory component for the course ELEG 421 Control Systems. The lab syllabus is aligned with the course topics. Concurrent: ELEG 421.

ELEG 422
Digital Control (3)
Analysis and design of discrete-time feedback control systems. Z-transforms, transfer functions, state-space models. Sampling, A/D and D/A converters, sampled-data systems. Discrete equivalent systems. Transient specifications, steady-state tracking errors, stability, quantization effects. Digital PID controllers. Implementation of digital controller. Digital control systems under MATLAB. Prerequisite: ELEG 320; or STEG 210 and ELEG 220.

ELEG 450
Modern Antennas in Wireless Telecommunications (3)
This course explores the fundamental theory and practice of antenna design and deployment in modern wireless telecommunication systems. Pre-requisite: ELEG 300.

ELEG 470
Internship in Electrical Engineering (1 - 3)
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Electrical Engineering and related fields. Students are limited to a maximum of 6 internship credit hours.
This is a pass/fail course. Junior standing and permission of instructor. Prerequisite: minimum GPA of 2.0.

ELEG 471
Power Electronics (3)
Operating characteristics of BJTs, IGBTs, MOSFETs, Thyristors. Diode circuits & rectifiers, source inductance, 3- phase rectifiers dc- dc switched mode converters, buck, boost, & buck- boost circuits, bridge converter; PWM inverters, voltage control, harmonics, 3- phase inverters; gate & base drive circuits, snubber circuits. Prerequisite: ELEG 270.

ELEG 471L
Power Electronics Laboratory (1)
A laboratory component for the course ELEG 471 Power Electronics. The lab syllabus is aligned with the course topics. Concurrent: ELEG 471.

ELEG 472
CMOS Digital Circuit Design (3)
This course explores the design aspects involved in the realization of CMOS digital integrated circuits from device up to the register level. It addresses major design methodologies. The course includes the study of the MOS device, CMOS inverter, critical interconnect and gate characteristics that determine the performance of CMOS digital circuits. It also includes CMOS logic design from transistor level to layout for fabrication. Students will use state-of- the art CAD tools to verify designs and develop efficient circuit layouts. Prerequisite: ELEG 270.

ELEG 475
Senior Capstone Design I (3) [Z]
A supervised project in groups of normally three students aimed at providing practical experience in Electrical Engineering. Students are expected to complete a literature survey, project specification, critical analysis, and to acquire the material needed for their end product. Prerequisites: ELEG 270, CPEG 220, and ELEG 310.

ELEG 480
Senior Capstone Design II (3)
A course that seeks to impart in students the skill to integrate the knowledge gained in different courses by developing a product that has passed through the design, analysis, testing, and evaluation stages. This course includes the production of a professional report. Prerequisite: ELEG 475.

ENGLISH LANGUAGE & LITERATURE (ENGL)

ENGL 100
Foundations of Academic Reading and Writing (4)[E]
Prepares students to read and write for academic purposes. Through a small-class workshop environment centered on reading and writing activities, class discussion, small-group collaboration, individual conferences with instructors, and supplemental lab workshops, students will develop their understanding of and facility with a variety of reading and writing strategies necessary for success in university. A concurrent lab section is required. Prerequisite: TOEFL internet-based (iBT) reading score of 13 and writing score or 14. Additional placement testing may be required.

ENGL 101
Approaches to Critical Reading and Writing (3)[E]
Focuses on writing and reading for various academic and general purposes and audiences. Students develop analytical, critical, and argumentative thinking, reading and writing abilities and are introduced to research practices. Prerequisites: Score of 80 or higher on the Accuplacer reading exam and a score of 6 or higher on the Accuplacer essay exam, OR a TOEFL iBT reading score of 18 or higher and a writing score of 17 or higher, OR a grade of C or better in ENGL 100 or IENG 030/031. A grade of "C-" or better must be earned to pass this course.

ENGL 102
Writing and Information Literacy (3)[E]
This course introduces to writing strategies and concepts applicable across a variety of fields. It develops students' reading and writing skills across a variety of disciplines with a focus on critical thinking. The course enables students to incorporate research and inquiry into specific content areas. Prerequisite: ENGL 101. A grade of "C-" or better must be earned to pass this course.

ENGL 200
Introduction to Literary Studies (3) [H], [O]
Introduces students to the elements of literature and literacy analysis. Students learn what makes a piece of writing "literary," as well as the terms and skills needed to read, understand, and analyze literature. The course covers literacy genres and critical approaches, providing a foundation for more advanced literary studies. Co-requisite: ENGL 102.

ENGL 205
Introduction to TESOL (3)
The course introduces students to the fundamental theories, principles, practices, and policies of bilingual education relating to Teaching English to Speakers of Other Languages (TESOL). Prerequisite: ENGL 102.

ENGL 207
Introduction to Rhetorical Studies (3) [H], [O]
Outlines rhetoric from its roots in the classical world to its many variations over time and culture. Central to the course is the role of rhetoric in determining the multiple ways in which discourse is constructed to achieve specific ends. Pre-requisite: ENGL 101.

ENGL 220
Survey of World Literatures I (3)[H]
Surveys the canon from antiquity to the medieval, introducing the myth, epic, and romance: Highlights motifs, tropes and prosody in selections such as Gilgamesh, Oedipus Rex, Ramayana, Beowulf, Decameron. Prerequisite: ENGL 102 and ENGL 200.

ENGL 221
Survey of World Literatures II (3)[H]
Surveys the canon's formal innovations, fictional realism and psychological interiority from the birth of the novel onward in extracts from Don Quixote, Candide, Robinson Crusoe, Waverley, Eugene Onegin. Prerequisite: ENGL 102 and ENGL 200.

ENGL 300
History of the English Language (3)[H]
The structure of present day English is radically different from that of Old and Middle English. This course explores the stages through which the English language has evolved to reach its present form. This course will also examine the structure and social meanings of colonial varieties of English. Sophomore standing or permission of instructor. Prerequisite: ENGL 102.
ENGL 301
Literature and Film (3)[H]
Involves viewing a variety of films and formulating critical responses. Students will demonstrate in their own responses to film their ability to use effectively the critical language and methodology of film criticism in its varied aesthetic, historical, and ideological forms. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 302
Medieval Literature (500-1500) (3)[H]
This course provides students with a foundation in literature from the medieval period in England. Students will encounter some of the earliest recorded poems and writings in English across a number of genres and forms, including legends and fables, epics and myths, and more. Pre-requisite: ENGL 200 and Co-requisite: ENGL 220 or 221.

ENGL 303
English Poetry and Prose: 1500-1660(3)[H]
Examines Renaissance literature and its continuing impact on the world, with attention to the cultural, social, historical and religious factors in the development of arts and letters in English. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 304
English Poetry and Prose: 1660-1800 (3)[H]
Explores the English Enlightenment, the Restoration, and the Age of Reason, with an emphasis on the rise of technology and technological culture and the impact of science and scientific methodology on art and literature. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 305
Professional Writing and Communication (3) [H]
Explores professional approaches to communication in today's global business environment. Also focuses on principles and practices needed for effective internal and external business communication (memos, letters, reports, proposals and presentations). Students evaluate case studies in

business and use appropriate style-guides to document sources. Prerequisite: ENGL 102.

ENGL 307
Shakespeare (3)[H]
Explores the original socio-historical context of Shakespeare's works, as well as their continuing impact on literature around the globe. Students will undertake an intensive study of selected comedies, tragedies, history plays, and Shakespeare's sonnets.
Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 308
Early American Literature (3)[H]
Studies early American literary forms, writers, and intellectual life up to the rise of Transcendentalism in the 19th century, considering historical, cultural, and social changes. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 309
19th Century British Literature (3)[H]
Examines major British literary texts from the Romantic and Victorian eras, presenting the relationship between each author's works and various historical and cultural developments, such as the Industrial Revolution and colonialism. Prerequisite: ENGL
200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 310
19th Century American Literature (3)[H]
This course will examine major American literary texts written by American writers of the nineteenth century, including poetry and prose by Emerson, Poe, Dickinson, Thoreau, Stowe, Melville, Chopin, Whitman, Cooper, Douglass, Jacobs, Twain, Hawthorne, and other writers concerned with issues of gender, race, and social justice. The course presents the relationship between each author and his/her works and various historical and cultural developments, such as the Civil War and Abolition and Suffrage. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 311
English Novel (3)[H]
An examination of representative English novels from the beginning up to the Nineteenth Century. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 312
American Novel (3)[H]
An examination of representative American novels from the beginning up to the Nineteenth Century. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 314
Modernism/ Postmodernism (3) [H]
Investigates the trends in the intellectual and aesthetic movements that inform 20th- century Western ideas about art. Students look at various modernist trends such as an emphasis on impressionism and subjectivity, blurring and distinctions between genres, tendency toward fragmented forms and discontinuous narratives, and trace the continuation and / or rejection of these trends in postmodernism. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 315
20th Century American Literature (3)[H]
Examines the major trends in 20th- century U.S. literature, including artistic movements such as Naturalism, the Beats, the Harlem Renaissance and New Journalism, as well as literary responses to major historical events, such as the Great Depression, WW I and WW II, and major social movements of the second half of the century. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or

ENGL 221.

ENGL 319
Women and Literature (3)[H]
Examines representations of women and womanhood in the work of female authors and the way in which those representations are culturally constructed. The course also offers an introduction of feminist theory and examination of the discourses of women writers. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 343
Poetry and Poetics (3)[H]
Offers a comprehensive study of poetry as a genre and introduces the art of poetics. The course explores various visual, rhythmic and performance aspects of poetry while covering a wide range of poets, styles, traditions, forms and subgenres. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 345
Creative Writing (3)[H]
Involves the craft and practice of creative writing (short fiction, poetry and other types of writing) with extensive student writing throughout the semester. The course includes regular examination of professional models and the writing generated and revised by students. In addition, students are actively involved in developing AUK's arts and literary journal, the AUK Review. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 349
Literature in Translation (3) [G], [H]
An aesthetic and cultural evaluation of non-English literature in translation (i.e., Arabic, French, German, Spanish, etc.), focusing on the poetry and fiction of non-English authors. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 355
Contemporary World Literature (3) [G], [H]
Explores the ways in which contemporary literature responds to the complex realities of our world, featuring writing from a variety of national literatures. Prerequisite: ENGL 200. Co-requisite: ENGL 220 or ENGL 221.

ENGL 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: ENGL 102.

ENGL 375
Rhetorics of Cultural Dissonance (3) [G], [H]
Examines the ways in which language creates, reflects, and transforms cultural identity and beliefs and consequently our understanding of local and global relations of power. Through analyses of the contexts from which ideas about identity and culture emerge, students develop a greater understanding of the origins of conflict between and within "East" and "West" and "North" and "South." Sophomore standing or permission of instructor. Prerequisite: ENGL 102.

ENGL 376
Language in the Arab World [(B3]), [H], [K]
Introduces students to the sociocultural dimensions of language in the Arab World in relation to national identity, discussing diglossia, code-switching and language variation. Also examines patterns of colonization and explores the widespread use of English in the Arab World and the possible consequences on language planning, literacy development and evolution of Modern Standard Ara-

bic (MSA). Prerequisite: ENGL 102.

ENGL 378
English and Globalization (3) [G], [H]
Explores social, political, linguistic and educational issues related to the spread of English in the world. The effects of colonialism and the role of globalization in the emergence of English as an international language are examined. There is also a focus on the variation in structure of different varieties of English. Prerequisite: ENGL 102.

ENGL 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: ENGL 102.

ENGL 389
Special Topics (3)
Can be repeated for credit with a different topic. Prerequisite: ENGL 200. Concurrent: ENGL 220 or ENGL 221.

ENGL 400
Seminar on British Authors (3) [H], [Z]
An in-depth study of the work of a significant British author or a small group of authors. The study includes the historical and social context, the author's thematic approach and his/her contribution to literature and society. Junior Standing and Permission of Instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGL 401
Seminar on American Authors (3) [H], [Z]
An in-depth study of the work of a significant American author or a small group of authors. The study includes the historical and social context, the author's thematic approach and his/her contribution to literature and society. Junior Standing and Permission of Instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGL 402
Seminar on History of Theatre and Drama (3) [H], [Z]
A comparative study of major theatrical works and theories of drama and performance from ancient Greece and the Near East to the modern era, with a focus on works representative of distinct periods and schools of theater and drama. Junior Standing or Permission of Instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGL 405
Seminar on Postcolonial Literature (3) [H], [Z]
Discussion of literature from former British colonies in Asia, Africa and the Caribbean and from postcolonial diasporas. Emphasis is placed on the common experience of a postcolonial condition across various regions. Orientalism, or the stereotyped image of the East portrayed in representative texts, is a primary theme. Junior Standing and Permission of Instructor.
Prerequisite: ENGL 220 and ENGL 221.

ENGL 406
Seminar on Ethnic American Literature (3) [H], [Z]
Focuses on the critical study of literature written by diverse ethnic American authors from colonial to contemporary times. It may include works by African-, Arab-, Asian-, European-, Hispanic-, and Native Americans. Junior Standing and Permission of Instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGL 415

Literary Theory and Criticism (3)[H]
Introduces the conceptual nature of literature, the relationship between literature and criticism and the establishment of literary canons; examines approaches such as formalism, structuralism, post-structuralism, deconstruction and reception theory, post-colonialism, and the respective historical contexts of each. Required for al English majors. Prerequisite: ENGL 220 and ENGL 221.

ENGL 450
Senior Seminar(3) [H]
This capstone course is the culminating opportunity for English majors to demonstrate skills of literary interpretation, critical thinking, research and analytical writing. Widely varied topics are addressed in the context of current critical discourse. Students are required to make a scholarly presentation and write a long research paper. Co-requisite: ENGL 415

ENGL 470
Internship in English Language and Literature (1 - 3) [H], [Z]
An internship experience with the requirement that the student write a report summarizing what the internship job added to his to her knowledge of English Language and Literature. Students are limited to a maximum of 6 internship credit hours. This is a pass/fail course. Junior standing and successful completion of application process. . Prerequisite: minimum GPA of 2.5 and: ENGL 102.

ENGL 485
Senior Thesis (3) [H], [Z]
English majors apply their writing abilities, research skills, and knowledge in an independent study project. Senior standing and permission of instructor. Prerequisite: ENGL 220 and ENGL 221.

ENGINEERING (ENGR)

ENGR 200
Engineering Design (3)
An overview of engineering as a profession, ethics in engineering, team work, reporting, engineering graphics and communication skills for an engineer, reverse engineering, design and build a project, engineering modeling, cost-benefit tradeoffs, product design and performance, business and career planning, and professional practice.

ENGR 210
Engineering Entrepreneurship I (3)[G]
This course introduces students to Entrepreneurship in Engineering disciplines via investigating the key entrepreneurial area of:
(a) intellectual property, its protection and related strategies; (b) evaluating the market viability of new High-Tech and/ or Engineering ideas; (c) shaping these ideas into the right products or services for the right markets; (d) developing strategies for High-Tech/ Engineering product positioning, marketing operations; (e) acquiring the resources needed to start a new venture, e.g., people, financing, strategic partners, etc.; and (f) leadership roles for the founders of High-Tech/ Engineering ventures. Perquisite: MGMT 201.

ENGR 300
Engineering Ethics (3)
This course aims at introducing the students to the engineering profession and engineering ethics. As engineering students learn how to design and implement complex systems and take part in the development of their communities, various ethical quandaries and challenges arise. Typical examples of these challenges are related to plagiarism, authorship, intellectual property, and conflict of interest. Resolutions will be required to warrant proper conduct of the engineering profession. The course provides students with essential background on ethical theories and enlightens them on how to deal with unusual engineering issues without undermining the ethical standards. The students knowledge will be enriched by citing general ethical codes recognized worldwide by professional societies. Prerequisite: ENGL 102.

ENGR 310
Engineering Entrepreneurship II (3)
This course investigates the key elements of planning an entrepreneurial High-Tech and/ or Engineering ventures, including: (a) defining the ventures industry and market; (b) developing strategies for High-Tech/ Engineering product positioning, marketing, distribution, sales, operations, management and development; (c) preparing a financial plan; and (d) dealing with global, regional, and local case studies. Effective written and verbal presentation skis are emphasize throughout the course. Perquisite: ENGR 210.

ENGR 330
Engineering Economics (3)
Provides knowledge of economic consequences of engineering decision processes, and methods for evaluation of engineering design alternatives in terms of costs and benefits. Topics include time equivalence of money, annual cost method, present worth method, rate of return method, depreciation, benefit/cost, break-even analysis, income taxes, equipment replacement, and risk analysis. Sophomore standing or permission of instructor. Prerequisite: MATH 203.

ENGR 340
Engineering Project Management (3)
Covers tools and techniques used in managing engineering projects. Identifying and selecting projects; proposal and contracts. Defining scope, quality, and responsibility. Scheduling, resource utilization, budgeting, and risk management. Managing project teams, progress and performance measurement and evaluation. Case studies. Use of project management Software. Prerequisite: STAT 214 or STAT 203 and MGMT 201.

ENGR 340L
Eng. Pro. Management Lab (1)
A laboratory component for the course ENGR 340 Engineering Project Management. The lab syllabus is aligned with the course topics. Concurrent: ENGR 340.

ENGR 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ENGR 388
Independent Study (1 - 4)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

ENGR 389
Special Topics in Engineering(3)
Can be repeated for credit with a different topic. Permission of instructor.

ENTREPRENEURSHIP STUDIES (ENTR)

ENTR 201
Principles of Entrepreneurship (3)
The philosophy, motivation and characteristics of entrepreneurship. Social, psychological, economic, and business factors in the success and failure of entrepreneurship; the entrepreneur; identifying and evaluating entrepreneurial opportunities; planning and developing a new business venture; managing the new venture; applications to creation and management of stand-alone ventures and those developed within corporations. Prerequisite MGMT 201.

ENTR 301
Intermediate Entrepreneurship (3)
Study of the nature and special conditions related to proprietorships, partnerships and small business enterprises. Sophomore standing or permission of instructor. Prerequisite: ENTR 201.

ENTR 313
Managing Entrepreneurial Ventures (3)
This course uses a managerial approach to develop understanding of the risks and rewards associated with entrepreneurial activities, and build necessary skills to manage a business start-up. Students will generate a viable business idea, conduct a feasibility analysis and prepare and present a comprehensive business plan. The focus will be on Kuwait and MENA. Prerequisite: ACCT 205, FINC 232 and MRKT 200.

ENTR 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic.

Permission of instructor.

ENTR 388
Independent Study (1 - 3) [Z]
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

ENTR 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

ENTR 470
Internship in Entrepreneurship (1 - 3) [Z]
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of entrepreneurship and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credit hours overall. This is a pass/fail course. Senior standing and permission of instructor. Prerequisites: ENTR 201 and a minimum GPA of 2.25.

ENVIRONMENTAL STUDIES (ENVS)

ENVS 101
Introduction to Environmental Studies ([P3)], [S], [X]
Introduction to the major issues and themes within the field of Environmental Studies. Topics may include endangered species, air/water pollution, energy, global warming, environmental law/ justice, ethics and policy.

ENVS 215
Environmental Data Analysis (3)[S]
This course will introduce students to statistics, data analysis, and probability to be able to evaluate and interpret environmental data. Topics will include: Statistics and data analysis; Frequency tables, bar charts, mean, standard deviation, and skewness; Linear regression; and Probability. Prerequisite: MATH 095.

ENVS 220
Energy and the Environment (3)[S]
Study of key physics principles as related to environmental issues, including: Energy forms; Energy recourses and conversions; Past and present patterns of energy use; Projection of future demand and supplies of energy; Role and method of physics in fostering rational evaluations of environmental problems and in searching for potential solutions; Resources and technologies of future energy alternatives. Prerequisite: PHYS 101 or PHYS 105.

ENVS 230
Environmental Geology (3)[P]
Fundamental earth science concepts are used to assess the impact of increasing global population and development on earth's natural resources and also examine how natural processes affect human activities. Topics include volcanic eruptions, earthquakes, flooding, tsunamis, soil erosion, landslides, stream flooding, and rock-falls.

ENVS 305
Environmental Health (3)[P]
An overview of environmental issues affecting human health and survival. Students will be introduced to biological and chemical toxins in the general environment, environmental epidemiology, and relevant environmental regulations. Attention will be paid to environmental issues at home, in work settings, the community, and in the global context. Sophomore Standing or permission of instructor. Prerequisite: BIOL 105.

ENVS 310
Environmental Ethics (3)[S]
This course examines normative issues in the study of the environment. Students will learn basic ethical concepts and theories and how to apply them to specific environmental concerns. Students will be asked to develop arguments to defend their own respective views regarding the environment and to develop viewpoints reflecting thoughtful and scholarly consideration of human duties, both individual and social, to the environment. Sophomore standing or permission of instructor. Prerequisite: ENGL 101. [Cross-listed with PHIL 310]

ENVS 320
Global Environmental Policy (3)[S]
A course that seeks to provide a broad overview of the key concepts, actors, and issues related to global environmental policy. This course outlines the evolution of environmental policy in facing global environmental challenges and how such policies have become inherently intertwined with government policy and business practice. Junior or senior standing.

ENVS 325
Health, Environment & Armed Conflict(3)[S]
This class explores the interrelationship between health, the natural environment and armed conflict. It does so by focusing on conflict over access to and use of the environment as well as examining ideas about "health" in various parts of the world.
Sophomore standing. Prerequisite: ENVS 101.

ENVS 340
The Gendered Environment (3)[S]
This multidisciplinary course affords students the opportunity to become familiar with the key debates and theoretical approaches involved in understanding environmental issues from a gender and justice perspective. Sophomore standing. Prerequisite: ENVS 101.

ENVS 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for

credit with a different topic. Permission of instructor.

ENVS 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

ENVS 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

FINANCE (FINC)

FINC 232
Financial Management (3)
This course introduces students to the core principles of financial management essential for making informed business decisions. Topics include the role of managerial finance, the financial markets environment, valuing firms' performance, time value of money, valuation of financial securities, valuation of risk and return on investment, cost of capital and capital budgeting.
Prerequisite: ACCT 201 and MATH 103 or 110 or 201 or BUS 109.
Concurrent: ENGL 102.

FINC 332
Financial Management I (3)
Financial statement analysis, pro forma financial statements, time value of money, discounted cash flow, stock and bond valuation, net present value. Sophomore standing or permission of instructor.
Prerequisites: MATH 103 or MATH 110 or MATH 201, and ENGL 102 and ACCT 201.

FINC 341
Corporate Finance (3)
This course focuses on the principles and practices of corporate finance and financial decisions made by businesses. Students will explore topics such as capital structure, capital budgeting, capital budgeting and risk refinements, leverage and capital structure, dividend policy, working capital management. The course emphasizes analytical tools and frameworks for evaluating investment opportunities and optimizing financial performance.
Prerequisites: FINC 232 and BUS 209.

FINC 343
Financial Services Management (3)
The course will focus on operations in financial services management including applications of competitive strategies and explorations of opportunities in various financial services sectors including banking, insurance, and personal finance planning. The course will also examine this sector in the context of the Kuwait financial services companies. Prerequisite: FINC 232 and BUS 209.

FINC 345
Investments and Security Analysis (3)
This course provides a thorough exploration of investment analysis with a focus on securities. Students will learn key concepts such as valuation methods and techniques, analysis of stocks and bonds. The course emphasizes both qualitative and quantitative methods for assessing investment opportunities, understanding market trends and managing risk. Through practical application students will develop the skills necessary to Informed investment decisions, preparing them for careers in asset management investment banking and financial advisory.
Prerequisite: FINC 232 and BUS 209.

FINC 350
Islamic Banking and Finance (3)
In this course students will be introduced to Islamic law pertaining to financial issues and comparison with conventional financial and banking systems. Topics Include: Islamic perspectives on finance and banking, riba (interest), finance-based products securitization, bonds and insurance, and risk sharing. Prerequisite: FINC 232 and BUS 209.

FINC 355
Financial Institutions of the Gulf (3)
The course focuses on the financial markets and institutions, it explores their roles in the global economy. It examines the structure and functioning of various financial markets including money markets, equity and debt markets. Through case studies and real-world applications, students will gain insights into how financial decisions impact economic stability and growth equipping them with analytical skills needed for career in the financial industry. FINC 232 and BUS 209.

FINC 365
International Finance (3)
This course examines the financial management in a global context. Students will explore key topics such types of international monetary systems, balance of payments concepts and accounting, corporate governance, foreign exchange markets, transaction and economic exposures, capital flows and impact of global economic events on financial decisions. The course emphasizes the strategic considerations businesses face when operating across borders, including currency risk management and international investment strategies. Prerequisites: FINC 232 and BUS 209.

FINC 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Junior standing.

FINC 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Junior standing.

FINC 389
Special Topics (3)
An analysis of contemporary issues in Finance. Can be repeated for credit with a different topic. Junior standing.

FINC 413
Finance Capstone: International Finance, Financial Markets and Institutions (3)
Students will apply finance theory into practice; integrate a wide range of analytical skills; and consider capital structure, mergers and acquisitions, corporate governance, and other contemporary issues. Students will apply tools, techniques and approaches that support decision-making in corporate finance and investment settings. Prerequisite: FINC 341.

FINC 445
Portfolio Management (3)
This course focuses on the principles and techniques of efficient portfolio management, equipping students with the skills to construct and manage investment portfolio. Key topics include asset allocations, diversification, risk assessment and the use of financial instruments. Students will learn to analyze market trends and investment opportunities, applying quantitative methods and strategic frameworks to optimize portfolio performance. Prerequisites: FINC 232 and FINC 341 and FINC 345.

FINC 470
Internship in Finance (1 - 3)
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Finance and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor and senior standing.

FRENCH (FRNC)

FRNC 101
Introduction to French I (3) [H], [X]
The course is designed for beginners. The objective of this course is to provide students with necessary skills in oral and written communication. The course is almost entirely taught in French.

FRNC 102
Introduction to French II (3) [H], [X]
This course continues to reinforce communication skills with more emphasis placed on reading and writing texts. It will develop the ability to communicate with accurate pronunciation and intonation. Students will be exposed to French culture with the use of video and other authentic material. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Prerequisite: FRNC 101 or permission of instructor.

FRNC 201
Intermediate French (3) [H]
This course focuses on active communication skills, while working on spontaneous conversations related to daily-life topics. More emphasis is placed on writing and using a variety of formats with increasing control of grammar. Students will perfect their knowledge of French society through reading newspaper articles and literary texts. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested.
Prerequisite: FRNC 102 or permission of instructor.

FRNC 202
Intermediate French II (3)[H]
While still focusing on oral communication, more emphasis will be placed on reading short texts and writing short paragraphs. Students will develop a strong knowledge of French grammar (verbs in present, past, future and subjunctive), and a strong vocabulary base. Prerequisite: FRNC 201 or permission of instructor.

FRNC 333
Language and Civilization (3)[H]
An advanced language course that improves student's oral, reading, and writing skills through an examination of French society. Themes covered include family, education, arts, gastronomy, politics, and immigration. Class discussions will be based on literary readings, articles from French newspapers internet materials, songs, a selection of French films, and field trips. Sophomore standing and permission of instructor.

FRNC 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

FRNC 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

FRNC 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

FRNC 399
French Study Abroad (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

GRAPHIC DESIGN (GDES)

GDES 110
Digital Foundations (3)[O]
This course introduces students to fundamental principles and applications of design, emphasizing critical and cultural awareness of design issues and developing of technical skills. The notion of creative problem solving is particularly emphasized. Students develop expertise in major industry standard software packages. This course lays the foundation for further study of design. A lab fee may be required. [Cross-listed with COMM 110]

GDES 150
Introduction to Time Based Media (3)
This course introduces students to the fundamental principles and tools of time-based media and serves as a foundation for upper-level multimedia courses offered in the department. Prerequisites: GDES/COMM 110.

GDES 204
Digital Photography I (3)
This course provides an introduction to digital photography and digital camera operations, covering lighting, composition, exposure and the fundamentals of traditional photographic concepts. Students will use digital cameras to take photos that meet the requirements of a series of assignments designed to develop specific skills, and stimulate the students' creative capacities for personal expression, communication and self-understanding. Prerequisite: GDES 150.

GDES 208
Film Production I (3)
Introduces students to basics of cinematic storytelling through narrative genres and documentaries. Examines the basics of script-writing, directing, cinematography, and editing. Develops skills in all areas of the craft, and explores both the creative and the technical aspects of production. Includes a short project. Familiarizes students with the nature of filmmaking through lectures and working experiments with traditional narrative filmmaking, documentary, and new media. [Cross-listed with COMM 208]

GDES 220
Graphic Design I (3)[H]
An introductory course to the field of graphic design and visual problem solving. Students will learn basic design principles and elements of design, composition, form, typography, and the historical context is introduced in this course. Provides practical experience in essential studio processes and procedures, critiques, and group discussions. Pre-requisite: GDES 110 or COMM 110 and ART 120 Concurrent: ART 121.

GDES 221
Typography I (3)[H]
An introduction to typography as both language and tool, one through which a graphic designer can communicate visual hierarchy, verbal information, form, and meaning. This course explores type design, the study of letterforms, an introduction to the historical and modern development of the alphabet, and the study of grid structures. Pre-requisite: GDES 110 or COMM 110 and ART 120 Concurrent: ART 121.

GDES 242
Digital Imaging I (3)
This course enhances student capabilities in digital image manipulation, vector graphics creation, layout design and time-based media. A lab fee may be required. Pre-requisites: GDES 110 or COMM 110.

GDES 260
Illustration I (3)
This introductory course provides students a foundation in the practices and materials of illustration. Students will address visual communication strategies and solutions through hand- rendered and digital illustrative means. Prerequisites: GDES 110 and ART 121.

GDES 304
Digital Photography II (3)
This course provides students with the opportunity to create advanced digital photography using sophisticated lighting, composition, and exposure techniques. Students explore traditional and experimental photographic concepts to better understand their own photographic vision. Pre-requisite: GDES 204.

GDES 320
Graphic Design II (3)
This intermediate studio course is a comprehensive study of graphic design through the integration of typography and imagery; from topic selection to research; and from concept building to the visualization of content. Students will enhance layout skills, and work with alternative materials. Class time will be devoted to lectures, projects and critiques will be developed. Permission of Instructor (E- Portfolio mid-review). Prerequisite: GDES 220 and GDES 221.

GDES 321
Typography II (3)
This course further explores the sequence of type-oriented assignments and projects; students explore a variety of advanced functional and formal typographic issues. Perceptual, emotional, and stylistic considerations of typographic usage are also covered. This is a studio course. Prerequisite: GDES 220 and GDES 221.

GDES 330
Print Production (3)
This course explores the various printing technologies currently available for graphic designers, with an emphasis on the Off-Set printing process. Pre-press, printing, post-production, and all the supporting services offered by printing houses, will be thoroughly investigated throughout this course. Prerequisites: GDES 220 and GDES 221.

GDES 337
Environmental Design (3)
A studio course that explores way finding, storytelling, exhibit and information design in built and natural environments. Students will learn how to use the blend of two and three-dimensional design to move people and/or vehicles through spaces. Projects may include the study of zoos, museums, sport complexes, hospitals, or airports. Junior standing. Prerequisite: GDES 320.

GDES 342
Digital Imaging II (3)
Inspiration and storyboard are challenged to push the envelope of the traditional parameters expected during Image Production. The students blend different styles to produce aesthetically sound pieces. Different Image tracks may be chosen to focus on for the majority of the semester. A lab fee may be required. Prerequisite: GDES 242.

GDES 351
Web Design (3)
This course explores the process of designing and building web sites, as well as creating graphics, animations and rich content for the web. It also incorporates lectures relating to Internet issues and the different web-based media forms being utilized those days. Prerequisite: GDES 150 or Permission of Instructor.

GDES 361
Illustration I (3)
This introductory course provides students a foundation in the practices and materials of illustration. Students will address visual communication strategies and solutions through hand- rendered and digital illustrative means. Prerequisites: ART 121 and GDES 110 and GDES 220.

GDES 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

GDES 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

GDES 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

GDES 404
Professional Practice (3)
The course is designed to prepare students for professional practice in graphic design. It is a guide to business aspects of design including best practices in business processes, self-promotion, negotiation and pricing, ethical standards and the designer's responsibility of practice. Prerequisite: GDES 320.

GDES 420
Graphic Design III (3)
This advance course further investigates system design, research analysis and development of a brand. Students will work in a collaborative environment, in an intense investigation of visual communication, critique session, group discussions, presentations and field trips. This is a studio course. Senior standing. Prerequisites: GDES 320 and GDES 321.

GDES 421
Typography III (3)
This advance course further investigates typographic form, history, hierarchy, context and sequence of information using image and type relationships. Lectures, critiques and individual in-class explorations are used to further these ideas. This is a studio course, senior standing. Prerequisites: GDES 321 and GDES 320.

GDES 452
3D Modeling and Animation (3)
This course will introduce principles and techniques used for creating three-dimensional content in virtual space. Students will learn principles of model creation, texture manipulation, scene rendering and animation to enable them to conceptualize and produce meaningful and artistic visualizations. The class will also explore the implications of the work produced as students engage in mutual critique. A lab fee may be required. Junior Standing. Prerequisite: GDES 150.

GDES 453
Motion Graphics (3)
In this advance level course, students experiment their learning outcomes on form and content through manipulation of movement, time, sequence and sounds. Students will learn and create visual effects, wide range of application in broadcast, film and video based communication. This is a studio course. Prerequisite: GDES 150 and GDES 242.

GDES 463
Illustration II (3)
This advanced course in illustration further investigates the conceptual relationship between text and image. Students will develop complex projects for existing and emerging markets through a variety of digital and analog media. Prerequisite: GDES 361.

GDES 470
Internship in Graphic Design (1 - 3)
The GDES Internship provides students the opportunity to work in career-related fields for academic credit. A creative paper submission is expected upon the completion of the internship. Students are limited to a maximum of 6 internship credit hours of which only 3 count toward the degree requirement. This is a pass/fail course. Junior standing and permission of instructor.

GDES 490
Capstone (3)
The Capstone course is designed to teach GDES students how to visualize the complex intersection between personal voice, conceptual understanding, and the use of research for a graphic design exhibition. The course is largely self-directed and students are expected to select and investigate a topic using design as a means to present their findings. Pre- requisite: GDES 420.

GENERAL EDUCATION (GENE)

GENE 101
Information Literacy (2)[R]
In this course, students will learn about basic principles of information literacy and how to apply this knowledge in scholarly research. Students will develop their strategic searching skills to retrieve both scholarly and non-scholarly sources as well as to evaluate their credibility. This class will have an emphasis on using library resources as well as the open web. Students will apply these skills in the classroom and also study case-studies exemplifying the concepts described in the classroom.

GENE 102
Critical Reasoning (3)[R]
To think philosophically is to think critically, which means to doubt, to question and to ask for evidence before accepting anything as true. The course aims at equipping the students with the skills of critical evaluation of arguments and with a capacity for a thoughtful analysis of textual material. It focuses on the methods of sound philosophical reasoning which allows the students to make reasoned judgments on the quality of various argumentative passages and encourages to express and defend their own views in a precise, coherent and clear manner.

GENE 103
Public Speaking (3)[R]
Teaches the principles of public speaking in large and small group environments with emphasis on audience analysis, research and evidence, reasoning, rhetoric, organization and delivery. Through analyzing professional speeches and their effectiveness, the student practices the most common speech types: impromptu, informative, and persuasive. A grade of "C-"or better must be earned to pass this course.

GENE 104
Scientific Inquiry (3)[P]
Science is both knowledge and process. In this general course students will learn more about how scientists proceed in a scientific enquiry, how science is communicated to a general audience, and how collaboration can lead to major scientific advancements.
Students will also be introduced to the critical analysis of preexisting information presented to the public as science in various disciplines. When competing the course, students will have a better understanding of the scientific inquiry and its underlying quantitative reasoning.

GENERAL SCIENCE (GSCI)

GSCI 100
Introduction to Sciences and Technology (1 OR 3)[P]
This course is designed to provide foundational knowledge in the Sciences and foster an appreciation of modern technologies that play a role in everyday life. Topics vary and may include biology, chemistry, electronics, physics, nanotechnology, renewable, energy technologies, satellite imaging and global positioning systems, and others.

HEALTH AND FITNESS (HFIT)
HFIT 101
Introduction to Health and Wellness (1)[F]
An introduction to the physiological, social, and psychological factors in life-long health and fitness; self-responsibility for total wellness. Introduction to wellness concerns such issues as disease prevention, stress management and behavioral and mental health. Occasional.

HFIT 103
Nutrition and Health (3)[F]
An analysis of the role and value of nutrition in maintaining health, mental health, and physical fitness; diet and nutrition; special needs of overweight and underweight individuals; food mythologies.

HFIT 110
Physical Activity (1)[F]
This course offers students an opportunity to participate in physical activities/sports such as aerobics, yoga, basketball, soccer, volleyball or other physical activities. Occasional.

HISTORY (HIST)

HIST 105
World History Since 1900 (3)[G], [S]
Examines key political, social, and cultural developments around the world in the 20th century, with emphasis on how ideas and ideologies have both shaped and been shaped by major historical events. Topics include the two world wars, revolutions, the Cold War, decolonization and global social change.

HIST 110
Twentieth Century Middle East (3)[B], [S]
Examines key events and trends in the Middle East in the twentieth century. Topics include ideologies and practices of colonial control, Arab nationalism, the emergence of new social class post-colonial, nation building, the Arab Israeli conflict, the Iranian revolutions, and the Gulf Wars.

HIST 201
History and Politics of Kuwait (3)[B], [S]
Provides an introduction to the political, economic and social history of Kuwait. Topics include relations with the Ottoman and British Empires, the pre-oil maritime economy, oil modernization, the constitution, modern state-building, and the Iraqi invasion.

HIST 202
History and Politics of the Iranian World (3)[G], [S]
Reviews the historical and political development of the Iranian world since the advent of Islam in the 7th century. Topics include the emergence of modern Iran as a national state, and the advent of Shi'sm as the state religion in the 16th century.

HIST 204
European History until the French Revolution (3)[G], [S]
Examines the major themes of European history before the French revolution. Topics include ancient Greece and Rome, the rise of Christianity, the High Middle Ages, the Renaissance and Reformation, the wars of religion , the rise of independent states and overseas expansion.

HIST 205
History of Modern Europ(3)[G], [S]
Analyses the development of European social, political and economic history from the French and industrial revolutions to the twentieth century. Topics include the rise of absolutism, the Enlightenment and democratic revolutions, industrialization and the emergence of liberalism , capitalism and socialism , the two world wars and the Cold War.

HIST 221
Survey of Gulf History ([3B)], [G], [S]
Examines key issues in the politics and society of the Gulf region before and after the discovery of oil which emphasis on themes of regional unity versus political fragmentation. Topics include the region's maritime history, British imperialism, oil modernizations state building and regional politics after independence.

HIST 289
Topics in World History (3)[S]
Analyses the rise and development of the modern world from various regional and temporal perspectives. Topics will vary. Can be repeated for credit with different topic.

HIST 305
History of the Islamic World 622-1800 (3)[S]
Survey of Islamic political, social, and intellectual history from the time of the Prophet until 1800. It offers an introduction to the doctrines of Islam and Islamic institutions, influential historians, and covers major themes and disciplines that have informed the writing of Islamic history and their relation to law, theology, politics, ethics, and science. Sophomore standing.

HIST 307
Arab History in the late Ottoman Period: 1800-1922 (3)[S]
History of the modern Arab world beginning with the 1798 Napoleonic invasion of Egypt and ending with the 1923 Treaty of Lausanne. The course covers the decline of the Ottoman Empire in the Arab provinces, the rise of the European imperialism, Mohammed Ali, Arab integration into

global capitalism, and the rise of pan-Islamism, pan-Arabism, and Arab-Nationalism. Sophomore standing.

HIST 309
Twentieth Century Arab History (3)
Contemporary Arab history including European colonialism, struggles for independence, Zionism and the colonization of Palestine, Arab nationalism, Arab socialism, rise of oil revenues, the rise of political Islam, and current conflicts in the region. Sophomore Standing.

HIST 311
Ottoman History (1400-1923) (3)[S]
The course covers the early history of Ottoman growth and expansion, institutions and bureaucracy, the development of the devshirme and the janissary corps, responses to European expansion and intervention, the Tanzimat reforms, the question of Ottoman "decline," the rise of Turkish and other nationalisms, and WWI and imperial disintegration. Sophomore standing.

HIST 317
Topics in English / British History (3)[S]
Explores the history of England and Britain from diverse perspectives. Topics may include Parliament, Common Law, the civil war, the question of kingship, the conflict of church and state, Constitutional monarchy, the Industrial Revolution, the growth of the British Empire, 20th century conflicts, globalization, and the creation of the United Kingdom. Sophomore Standing.

HIST 319
The British Empire (3)
The rise, structure, and dynamics of the British Empire with special emphasis on its policies, actions and impact on India, the Arabian Peninsula and the rest of the Middle East. Prerequisite: Sophomore Standing.

HIST 322
World Economic History (3)
Examines the world economic history of last millennium from a global approach. Addresses the British Industrial Revolution and its diffusion, the impact of Western Imperialism, global economic growth, and environmental constraints on Europe, North America, China, and India. Concludes with problems and challenges of globalization. Pre-requisite: IR 202 and IR 206 or Permission of Instructor.

HIST 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

HIST 383
The Reign of Shaikh Mubarak 1896 - 1915 (3)
This course examines the reign of Shaikh Mubarak Al-Sabah, founder of modern Kuwait 1896-1915. The course will focus on the formative political and social events and developments in the context of regional and international changes which shaped Kuwait's history during the late 19th and early 20th centuries. Prerequisite HIST 201 and Sophomore Standing.

HIST 384
History of Social Trends in Kuwait (3)
This course introduces the major social trends in Kuwait history, since pre-oil period until the contemporary age of social media. It will examine the role of imported goods, food, cloths movement of people and ideas, and their impact on society's fashion, art, architecture, and lifestyle. It also introduces the various agents and conditions responsible for the development of social trends, as

well as the rate of their diffusion and spread in society. Sophomore Standing.

HIST 388
Independent Study(1 - 3) [Z]
A research and writing project to be determined in consultation with the instructor. Can be repeated for credit with a different topic. Junior Standing and Permission of Instructor.

HIST 389
Special Topics (3)
Can be repeated for credit with a different topic. Sophomore Standing and Permission of Instructor.

HIST 401
Economic History: Twentieth Century (3)
Historical investigation of economic development. Comparison of European and the Third World development. Junior Standing. Prerequisite: IR 202.

HIST 430
Oral History (3)
A seminar that critically examines current issues via the method of oral history. Additionally, this seminar will enable students to apply methods of research and analysis from various university programs as they prepare for and analyze interviews. The course will involve participation in at least two oral history projects over the course of the semester. Prerequisite: COMM 101 or any HIST or AMST 100- or 200-level course.

HUMAN RESOURCES (HR)

HR 205
Human Resource Management (3)
This course examines theories and practice of human resource management in local, regional, and global contexts. The course focuses on key aspects of human resources, planning, and their implications on public and/or business policy. It also studies major models that shape human resources development. Prerequisite: MGMT 201.

HR 305
Human Resource Management (3)
This course presents potential leaders and managers the fundamental knowledge needed for an effective deployment of modern HRM practices in various business settings. The course builds and focuses on the theoretical knowledge of factors, elements and applications encompassed not only in the whole spectrum of the employment life cycle (recruitment and selection, training and development, performance evaluation, work design, compensation and employee relations) but also in strategic issues related to HR planning, ethics and workforce diversity, and international HRM. Prerequisite: MGMT 201.

HR 310
Recruiting and Staffing (3)
Focus is on successful identification, recruitment, selection, and promotion of employees. Topics include external and internal recruitment, human resource planning, job analysis, and employee selection including testing and interviewing, as well as validation procedures. Prerequisite: HR 305.

HR 311
Total Rewards: Compensation (3)
A variety of compensation methods are examined and their relationships to pay structures and employee performance. Topics include total compensation, design of pay levels, benefit options, job evaluation techniques, incentive plans and administration. Prerequisite: HR 205.

HR 320
Data Analytics for HRM (3)
Organizations are increasingly leveraging HR analytics to enhance decision-making in human resources and, consequently, improve organizational effectiveness. This course aims to develop foundational HR analytics skills and enhance critical thinking in relation to HR processes and data-driven decision-making. It will involve data analysis and statistical techniques, with a focus on practical application and real-world problem-solving. Prerequisite: BUS 109 and Concurrent: ENGL 102.

HR 325
Work and Well-being (3)
Focus is on approaches to promoting well-being in the workplace. Topics include organizational health programs, career development, job satisfaction, safety, risk management, and labor relations. Prerequisite: HR 205.

HR 344
Managing Conflict (3)
Develop conflict management skills to facilitate relationships in organizations. Prevention as well as management of disputes is covered on the individual, group, and organizational levels. The course takes a stakeholder approach. Prerequisite: HR 205.

HR 350
International HR Management (3)
Focus is on managing human resources in international organizations. The course covers the context of international human resources management, globalization, and cross-border mergers and alliances. Emphasis is on international approaches to employee recruiting, staffing, development, performance management, and union relations. Prerequisite: HR 205.

HR 388
Independent Study (1 OR 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

HR 389
Special Topics (3)
Topics vary by semester. Each offering provides students the opportunity to study a topic either not addressed in other HR courses or one previously addressed, but in greater depth. Prerequisite: HR 205.

HR 413
Human Resource Management Capstone (3)
Focus is on an integration of human resource management techniques to develop a strategic perspective. The course emphasizes human resource development approaches and performance management systems aimed at achieving an effective interface with the external environment of organizations. Senior standing. Prerequisite: HR 205.

HR 470
Internship in Human Resources (1 OR 3)
An internship experience with the requirement that the student writes a report summarizing what the internship added to his or her knowledge of Human Resource Management and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor and senior standing.

INTERNSHIP FREE ELECTIVE- COMM (HUCM)

HUCM 473
Intern Free Elective -COMM (1 - 3)[Z]
Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline.. A Pass/No Pass Course requiring Junior standing and permission of instructor. Prerequisite: Minimum GPA of 2.00.

INTERNSHIP FREE ELECTIVE- ENGL (HUEL)

HUEL 473
Internship for Free Elective Arts & Humanities (1 - 3)[Z]
Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A Pass/No Pass Course requiring Junior standing and Permission of instructor. Prerequisite: Minimum GPA or 2.00.

INTERNSHIP FREE ELECTIVE- ARGD (HUGD)

HUGD 473
Intern for Free Elective-GDES (1 - 3)[Z]
Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: minimum GPA of 2.00.

HUMANITIES (HUMN)

HUMN 100
Introduction to Humanities (1 OR 3) [H], [X]
This course is a basic introduction to the study of the Humanities using an interdisciplinary approach. The course provides information relating to concepts, studies and facts in the Humanities. Topics vary and may include philosophy, architecture, literature, music, theatre, drama, religion, and/or art.

HUMN 189
The Arts and Humanities Special Topics. (3)[O]
This is a special topics course that fulfills "The Arts and Humanities" General Education Thematic Area. Permission of Instructor.

INTENSIVE ENGLISH PROGRAM (IEP)

IEP L1A
Receptive Skills 1 (0)
This course focuses on developing reading and listening skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will be guided through methods of interacting with ideas contained within academic texts with a particular focus on comprehension skills in order to improve comprehension and retention of content. Successful completion of this course will prepare students for entry into

IEP L2A

Receptive Skills 2. Credit earned cannot be used for graduation. Prerequisite:
Accuplacer LPT 62-85, WP 1-3. IELTS Ave. 4-4.5 (Reading 4-4.5, Writing 4-4.5), or TOEFL iBT Ave. 31-34 (Reading 3, Writing </= 11). Concurrent courses: IEP L1B.

IEP L1B

Productive Skills 1 (0)
This course focuses on developing writing and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will prepare short formal essays and presentations on academic topics and increase vocabulary, correctness, and fluency. Emphasis is on responding to text and reporting on observations as they relate to ideas contained within texts. Successful completion of this course will prepare students for entry into IEP L2B Productive Skills 2. Credit earned cannot be used for graduation. Prerequisite: Accuplacer LPT 62-85 or WP 1-3. IELTS Ave. 4-4.5 (Reading 4-4.5, Writing 4-4.5), or TOEFL iBT Ave. 31-34 (Reading 3, Writing < 11).
Concurrent courses: IEP L1A.

IEP L2A

Receptive Skills 2 (0)
This course focuses on extending and expanding reading and listening skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will be refine and enhance methods of interacting with ideas contained within academic texts with a particular focus on comprehension skills in order to improve comprehension and retention of content. Successful completion of this course will prepare students for entry into credit-bearing freshman courses. Credit earned cannot be used for graduation. Prerequisite: Successful completion of IEP L1A or ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 5-5.5), or TOEFL iBT Ave.
35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP L2B.

IEP L2B

Productive Skills 2 (0)
This course focuses on extending and expanding writing and speaking skills necessary for success in the academic environment. Utilizing the lecture method, pair work, group activities, and student-instructor conferences, the student will prepare longer formal essays and presentations on academic topics and increase vocabulary, correctness, and fluency. Emphasis is on responding to text and reporting on observations as they relate to ideas contained within texts. Successful completion of this course will prepare students for entry into credit-bearing freshman courses. Credit earned cannot be used for graduation. Prerequisite: Successful completion of IEP Level 1B or ACCUPLACER (LPT 86-105, ESL Write Placer 4-5), IELTS Ave. 5-5.5 (Reading 5-5.5, Writing 5-5.5), or TOEFL iBT Ave. 35-59 (Reading 4-12, Writing 12-13). Concurrent courses: IEP L2A.

INTERNATIONAL RELATIONS (IR)

IR 101
Introduction to International Relations (3)[G], [S]

Examines the role of the sovereign state in a complex and interdependent state system. Attention is paid to the global political economy; labor migrations; internationalization of communication; international environmental issues; monetary, financial and energy issues; patterns of conflict and cooperation; international and regional state organizations; and non-state political and social organizations.

IR 189
Global Studies Special Topics(3) [G]
This is a special topics course that fulfills the "Global Studies" General Education Thematic Area. Permission of Instructor.

IR 202
Trends in International Relations (3)[S]
Examines the major schools of thought in international relations as they are understood in world politics today. Attention is paid top global political issues such as poverty, disease, trade, environmental degradation, human rights and terrorism.
Prerequisite: IR 101.

IR 206
International Political Economy (3)[S]
Examines the interaction of markets and governments in the international system. Attention is paid to the impact of trade and production, the internalization of finance, security and information and communication technologies on the international system. Prerequisite: IR 101 and MATH 095 or higher.

IR 210
Methods of Research in International Relations (3)[S]
Introduction to the scientific method, data gathering, research design, and quantitative and qualitative analysis. Explores the use of computer applications for international relations and comparative studies research. Develops analytical skills that students need as active consumers of research findings. Pre-requisite: IR 101 and MATH 095 or higher.

IR 306
Global Political Economy (3)
Focuses on four major themes: globalization, global North-North relations; Global North-South; and Global South-South relations. Attention is paid to the Global East countries. Pre-requisite: IR 202 or Permission of Instructor. Co-requisite: IR 206.

IR 307
IR of Arab States (3)[S]
Historical and contemporary analysis of foreign policies of Arab states, as well as Intra-Arab state; Euro-Arab and East Asian-Arab states relations. Pre-requisite: IR 202 Concurrent: IR 210 or Permission of Instructor.

IR 309
Dynamics of Globalization (3)[S]
Studies the causes and consequences of contemporary global transformations. Attention is paid to the opportunities and vulnerabilities created by globalization, and of the politics of ant-globalization movements.. Focuses on the question: Is globalization today unique, or part of a recurring pattern in world politics? Pre-requisite: IR 202 or Permission of Instructor.

IR 339
International Organizations (3)[S]
Examines the origins, charters, organizational structure, activities, and performance of international organizations; the United Nations; the International Monetary Fund,; the World Bank; the World Trade Organization and others. Pre-requisite: IR 202 or Permission of Instructor. Co-requisite: IR 210.

IR 341
Public International Law (3)[S]
Studies the origins, sources, and subjects of International Law. Examines the role of the law in the international arena, insofar as it facilitates relations among states, resolves disputes, protects rights of individuals, allocates resources, and restricts conduct during wartime. Attention is paid to international law cases and their policy ramifications. Pre-requisite: IR 202 or Permission of Instructor.

IR 342
International Human Rights (3)[S]
Examines the evolution of the modern human rights regime. Juxtaposes the Western origins of the human rights regime with competing, non-western systems of thought and practices of rights, and assesses in this context the universality of modern human rights norms. Pre-requisite: IR 202 or Permission of Instructor. Co-requisite: IR 210.

IR 343
Terrorism & International Law (3)[S]
Studies international law as it pertains to the study of terrorism. Examines the international law of war and international criminal law and the development of an international law of terrorism. Pre-requisite: IR 202 or Permission of Instructor.

IR 344
Politics of MNCs (3)
Politics of multinational corporations (MNCs) discusses the emergence, nature, importance, and international impact of MNCs. Using case studies and the case study method, students will explore how MNCs influence and are influenced by political systems, international relations, economics, and societal dynamics. Prerequisites: IR 202 or Permission of Instructor.

IR 345
Conflict Resolution (3)[S]
Examines theories, perspectives and practices in conflict resolution. Attention is paid to case studies of conflict resolution proposals. Pre-requisite: IR 202 or Permission of Instructor. Co-requisite: IR 210

IR 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

IR 373
Communications Strategies in International Relations (3) [H], [S]
The course explores how States, and now increasingly also regions, and cities, use public relations tools to advance their soft power, promote business, and project a particular public image. Using case studies from around the world, the course explores not only the tools used, but also evaluate their overall effectives. Pre-requisite: IR 202 or COMM 101. [Cross-listed with COMM 373].

IR 385
Kuwait Foreign Policy (3)
Addresses aspects of the history and foundations of Kuwait's foreign policy. Discusses security threats and diplomatic tools using the 1990 Gulf War as the link between the past and today. Students will engage with critical domestic and international documents (the domestic constitution, international organization resolutions, charters, border treaties) and discuss their implications on foreign policy with respect to global partnerships and current potential threats to state and regional stability.
Prerequisite: IR 202 or Permission of Instructor.

IR 386
Perspectives on US Foreign Policy in the Middle East (Connect Program)
(3)
Explores the major debates, both theoretical and applied, that frame contemporary discussion about American foreign policy in the Middle East. Attention is paid to the perspectives of different focal actors and institutions including: the presidency, government agencies, legislators, interest groups, the mass public and the media. Examines the interplay between policy development and institutions, and reviews normative and empirical models of American Foreign Policy. Pre-requisite: IR 202 or Permission of Instructor.

IR 388
Independent Study
(1 - 3) [Z]
A research and writing project to be determined in consultation with the instructor. Can be repeated for credit with a different topic. Permission of Instructor.

IR 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of Instructor.

IR 470
Internship in International Relations
(1 - 3) [Z]
An internship experience to apply the knowledge acquired in the International Relations Program. A maximum of three (3) internship credit hours can be applied to the IR degree program. Prerequisite: IR 202 and Permission of instructor.

IR 480
Capstone (3)
A research project that demonstrates the accumulated training in International Relations, subject to the instructor's approval. Requires students to write a 15 page research thesis. Prerequisites: IR 202 and IR 210 or Permission of Instructor.

ITALIAN (ITAL)

ITAL 101
Introduction to Italian I (3)[H]
The goals of this course are communicative. They are aimed at developing the four skills with an initial emphasis in listening and speaking. The course provides various opportunities for students to communicate in Italian in reality based situations.

ITAL 102
Introduction to Italian II (3)[H]
This courses reviews material covered in ITAL 101. Students will gain proficiency in all four language skills (listening, speaking, reading and writing) and develop an understanding of the Italian people and culture. Permission of instructor. Prerequisite: ITAL 101.

ITAL 201
Intermediate Italian (3)[H]
This course offers a complete review of the basic principles of grammar in addition to extensive oral practice. Emphasis is placed on developing good conversational ability. More focus will be placed on vocabulary building, reading and writing short texts in given situations. Permission of instructor. Prerequisite: ITAL 102.

MATHEMATICS (MATH)

MATH 095
Preparatory Mathematics (3)
Topics include linear equations and inequalities in one and two variables, absolute value, graphs, exponents and polynomials, simple factorization, rational expressions, and systems of linear equations. Prerequisite: Placement Test

MATH 100
College Algebra (3) [M], [Q]
Topics include dividing factorizing polynomials, solving quadratic equations and inequalities, rational exponents, complex numbers, and investigating functions and their properties. Prerequisite: MATH 095 or by placement test.

MATH 101
Finite Mathematics (3)[M]
Review of algebra, linear and quadratic equations, functions, graphs, systems of linear equations and inequalities, matrices, linear programming, sets, probability, combinatories, and elementary data analysis. Prerequisite: MATH 100 or by Placement Test

MATH 102
Introduction To Modern Mathematics (3) [M], [Q]
A brief survey of several branches of mathematics that have arisen during the past 150 years. Topics are examined so their influence on modern life can be appreciated. They include the mathematics of voting, sharing and apportionment, graph theory, networks and fractal geometry. Prerequisite: Placement test.

MATH 103
Mathematics for Business (3) [M], [Q]
Rate of change, first and second derivatives and their applications in economics and finance, Taylor approximation, matrix algebra and application, time value of money and interest rates - mathematical models, single and multiple cash flow applications,
further applications to annuities and annuities due, applications to stocks and bonds. Prerequisite: MATH 100 or by placement test.

MATH 105
Nature of Mathematics (3) [M], [Q]
This course is designed specifically to humanities students. It focuses mainly on the nature of mathematical practice, its foundations, development, and applications.
It covers topics such as: history of mathematics, types of mathematical reasoning (Inductive, Deductive), psychology of mathematics and the nature of invention/ discovery, logic and its relation to mathematics, philosophy of mathematics, sets and foundations, number theory, game theory, and applications of the above in real life. Prerequisite: MATH 095.

MATH 110
Pre-Calculus (3) [M], [Q]
Topics include exponentials and logarithmic functions, trigonometric functions equations, inverse trigonometric functions and equations, trigonometric identities. Prerequisite: MATH 100 or by placement test.

MATH 201
Calculus I (3) [M], [Q]
Review on functions, limits, continuity, derivatives, rules of differentiation, applications of differential calculus to real-world problems, anti-derivatives, basic integration rules. Pre-requisite: MATH 110 or by placement test.

MATH 203
Calculus II (3)[M]
Riemann sum, fundamental theorem of calculus, fundamental integration techniques, numerical integration, applications of integrations, improper integrals, sequence and series, and the use of CAS. Prerequisite: Math 201.

MATH 205
Linear Algebra (3)[M]
Topics include systems of linear equations, matrices, Gauss-Jordan elimination, determinants, vectors in two, three, and "n" dimensions, vector spaces, eigenvectors and eigenvalues, linear transformations, inner product spaces, complex vector spaces, and applications to various fields. Prerequisite: MATH 110.

MATH 206
Calculus III (3)[M]
Parametric equations, polar coordinates, surfaces in space, functions of several variables, partial derivatives, the chain rules, gradients, directional derivatives, total derivatives, Lagrange multipliers, multiple integrals, Fubini's Theorem, cylindrical and spherical coordinates, vector fields, line integrals, curl, divergence, Green's and Stoke's theorem. Use of CAS. Prerequisite: MATH 203.

MATH 207
Advanced Engineering Mathematics (3 - 4)
Functions of Several Variables. Vectors & Geometry of space. Linear Sys. & Matrices including Determinants, Linear Sys. of Equations, Eigenvalues & Eigenvectors. Vector Functions. Curvature, Motion in Space. Multiple Integrals. Intro. to Vector Integral Calculus: Fields, Line & Surface Integral, Green's, Stroke's, & Divergence Theorems. Complex Analysis: complex numbers and functions, differentiation and integration. Use of CAS. For Engineering majors only. Prerequisite: MATH 203.

MATH 210
Differential Equations (3)[M]
Differential equations of first order, applications, singular solutions, linear equations with constant coefficients, miscellaneous methods for equations of higher order, solution in series, total differential equations, qualitative methods, and the use of the Laplace transform.
Prerequisite: MATH 203.

MATH 213
Discrete Mathematics (3) [M], [Q]
Logic of compound and quantified statements, elementary number theory, modular arithmetic, methods of proof, sequences, mathematical induction, set theory, matrics, functions, relations, graphs, combinatories, and trees. Prerequisite: MATH 101 or MATH 110

MATH 325
Numerical Computing (3)
Introduction to numerical algorithms, root finding, Approximation of functions, collocation, numerical integration and differentiation. Sophomore standing or Permission of instructor. Prerequisites: MATH 203 and CSIS 120.

MATH 388
Independent Study (1 - 3) [Z]
Can be repeated for credit with a different topic. Permission of instructor.

MATH 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

MANAGEMENT (MGMT)

MGMT 201
Principles of Management (3)
This course takes a contemporary approach to understanding the essential principles of modern management, both from a theoretical and practical perspective. Course content is a synthesis of behavioral sciences concepts that provide the basic framework for the practice of management and the attainment of strategic goals and objectives. Students will gain an understanding of the functions and responsibilities of managers and will look at tools and techniques that can be utilized in the performance of the managerial job within the global business context. The course highlights the functions of management (planning, organizing, leading and controlling) in relation to the internal and external environmental and issues of ethics and social responsibility. Prerequisite: ENGL 102.

MGMT 300
Quality Management (3)
This course explores quality management theories and practices, focusing on continuous improvement and process management. Students will learn to apply tools and strategies such as QM, Six Sigma, Process Capability, and Statistical Process Control to enhance quality and foster a culture of excellence within organizations. Emphasis is placed on developing skills to lead and evaluate quality initiatives effectively. Prerequisite: MGMT 201 and BUS 209.

MGMT 301
Organizational Development and Change (3)
This course aims at offering students the knowledge and skills they will need to face the challenges of organizational change. It investigates the change capabilities of organizations, the reasons people may resist change, and introduces models of the change process and how it could be managed effectively. The course focuses on specific concepts, theories and tools of change management and identifies common mistakes, and reasons why change initiatives fail, as well as the factors underlying the successful management of change projects. Prerequisite: MGMT 201.

MGMT 303
Management and Leadership Development (3)
Develops the management leadership and organization perspectives essential to the success of small to large businesses and individual managers. Development of management and organization leadership, creativity and innovation are stressed. Enhancing the manager's communication and negotiation skills is a critical dimension to developing effective managers. Developing an understanding of management philosophy and values and their practical impacts on managing a business is stressed. Prerequisite: MGMT 201

MGMT 304
Business Relationship Management (3)
Develops communication skills for managing business relationships. Topics include relationships with external stakeholders and inter-organizational communication. Emphasis is on managing tensions among organizational stakeholders in relation to primary business goals. Prerequisite: MGMT 201.

MGMT 315
Strategic Management (3)
Strategic Management is a course where students integrate and apply concepts from accounting, economics, finance, management, marketing, and production/operations to actual or stimulated

business situations. This course focuses on operating a company as an integrated enterprise and emphasizes making decisions consistent with the overall strategy of the enterprise as coordinated across business functions. Strategic decisions at multiple levels set the direction of the organization as a whole and enable the realization of organizational objectives. Topics encompass the role of top management, globalization of business, and ethical perspectives. Prerequisites: MGMT 201 and BUS 209.

MGMT 333
Organizational Behavior (3)
The course considers individual and group performances and activities within an organization. It places human behavior within the context of a work environment and determines its impact on job structure, performance, communication, motivation, decision-making and leadership. By gaining a better understanding of why people behave as they do, students will enhance their people management skills ability to work effectively with others. This us necessary for the accomplishment of organizational goals. Prerequisite: MGMT 201.

MGMT 343
Quantitative Research Methods for Business (3)
Introduction to the scientific method, research design, data gathering, statistical analysis of data; computer applications for business issues; student develops the skills for becoming an active and informed consumer of research methodology and findings. Prerequisites: MATH 103 or MATH 110, and STAT 201.

MGMT 346
Production & Operations Management (3)
This course develops analytical tools that contribute to efficient and effective production and operations. It covers deterministic and probabilistic models for managerial decision-making in manufacturing, logistics, and service operations. Prerequisite: BUS 209, MRKT 200 and MGMT 201.

MGMT 350
Essentials of Business Communication (3)
Effective communication is a cornerstone of personal and professional success, particularly in management and organizational settings. Students will explore the communication process, develop proficiency in written, oral, and digital communication, and examine communication dynamics within teams and across diverse cultural contexts. The course emphasizes building effective communication strategies to navigate interactions with diverse organizational stakeholders, strengthening relationships and driving personal and organizational success.
Prerequisite: MGMT 201

MGMT 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

MGMT 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

MGMT 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

MGMT 413
Capstone: Strategic Management (3)
The course emphasizes the integrative strategic decision making process and the development and implementation of productive, competitive, and sustainable business strategies. Senior Standing.

MGMT 470
Internship in Management (1 - 3)
An internship experience with the requirement that students keep a journal and write a report summarizing what the internship job added to their knowledge of Management and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor and senior standing.

MGMT 485
Senior Seminar in Management (3)
This is a seminar for seniors where students conduct research projects on varying relevant and cutting edge managerial issues; presentation of research approaches, subject and results; a group project and an individual research project may be allowed. Instructor may vary and topics in theory and practice. Senior standing. Prerequisite: MGMT 201.

MARKETING (MRKT)

MRKT 200
Principles of Marketing (3)
An introduction to the marketing process from a managerial perspective. Topics include: the marketing environment, customer decision-making, marketing research and information systems, segmentation and targeting, and product, price, distribution, and promotion decisions. Prerequisite: ENGL 102.

MRKT 309
Digital Marketing (3)
Examines the digital marketing mix, focusing on understanding online customers and effective strategies in content marketing. Students will learn to navigate key digital platforms, email marketing and search engine optimization to enhance brand visibility and engagement. Prerequisite: MRKT 200 and CSIS 110

MRKT 329
International Marketing (3)
Examines theories, practices, and contemporary issues related to global marketing management and the international marketing environment. The course discusses strategic decisions related to international product and policies and examines ethical issues, global marketing organizations, and multi-national economic integration. Applications of global marketing strategies will be discussed through case analysis. Prerequisite: MRKT 200.

MRKT 330
Services Marketing (3)
Examines theory and practice in marketing of services, which requires substantial adaptation beyond standard product marketing issues. In addition to learning how to adapt standard marketing practices to a service context, students will develop expertise in building service business models, managing service interactions with customers, and planning profitable service strategies. The course focuses on application through case studies, projects, and development of business plans. Prerequisite: MRKT 200, ECON 200.

MRKT 340
Social Media Marketing (3)
Examines ways in which interactive technologies are changing the rules and processes for customer's engagement. Students will critically assess when various common social media can or cannot be effective marketing communications channels. Particular emphasis is on those SM which offer the ability for strong customer interaction and participation. The course is application orientated, including case studies, projects, and class participation in discussion so that students develop expertise about implementation issues. Prerequisite: MRKT 200 and CSIS 110.

MRKT 349
Buyer Behavior (3)
The course explores the patterns and factors influencing consumers and considers the impact of consumer behavior on the marketer's ability to learn more about buying behavior. The course draws on concepts and findings from the behavioral sciences. An integrated model of consumer behavior will be analyzed and the elements that influence the decision-making process will be developed. Prerequisite: MRKT 200.

MRKT 355
Promotion and Advertising (3)
Development of a promotional and advertising campaign for clients; formulation of advertising strategy, targeted audiences and consumer; multimedia campaign planning, campaign execution, and campaign evaluation. Prerequisite: MRKT 200.

MRKT 365
Branding (3)
In this course, students examine how a favourable brand and memorable brand experiences can influence a firm's ability to withstand competitive pressures and thrive in dynamic market conditions. They will study brand management from the consumer perspective to highlight the importance of customer perceptions in bringing brands and the role of brand knowledge in building brand equity. Prerequisite: MRKT 200.

MRKT 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MRKT 200.

MRKT 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MRKT 200.

MRKT 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor. Prerequisite: MRKT 200.

MRKT 401
Marketing Research (3)
Applies qualitative and survey methods used in getting data to solve marketing problems. Topics include problem/opportunity formulation, determination of objectives, creation of research design, selection of data collection method, data analysis, interpretation of results, report production, and follow-up activities. There is a focus on strategic implications of marketing research and real-life applications through case analysis and projects. Senior standing. Prerequisites: MRKT 349.

MRKT 413
Marketing Capstone: Marketing Strategy (3)
Application of marketing knowledge to marketing situations. Case studies, projects, marketing plan write-ups, simulations are used. Senior Standing.

MRKT 415
Supply Chain Management (3)
Analyzes the various factors involved in designing and managing the supply chain and channels of distribution. The role of various channel members and their behavior, conflicts, cooperation, and motivation will be examined along with marketing logistics such as the impact of distribution policies on costs and customer service. Senior standing. Prerequisites: MGMT 346.

MRKT 470
Internship in Marketing (1 - 3)
An internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Marketing and related fields. Students are limited to a maximum of 3 internship credit hours for any major and 6 credits overall. Permission of instructor and senior standing.

MUSC 101
Music Appreciation (3) [G], [H]
Chronological study of music styles of the western world, including an introduction to music elements and a review of the lives and works of famous composers.

MUSC 105
Introduction to World Music (3) [G], [H]
An introduction to various music cultures through musical, social, and aesthetic approaches. The cultures featured can vary from semester to semester.

MUSC 110
Applied Lessons (1 - 3) [H], [O]
Private intensive instrument or voice instruction. May be repeated for 8 total earned credits. Permission of instructor.

MUSC 160
Ensemble (3) [H], [O]
Students sing and/or perform musical instruments in a group setting. Can be repeated for credit.

MUSC 165
Percussion Ensemble (3) [H], [O]
An introductory performing percussion ensemble class (xylophones, other idiophones, drums). Students work on technical and reading skills while rehearsing beginning level repertoire and acquiring crucial experience in the rehearsal/performance processes. The course will culminate with an end-of-semester performance.

MUSC 215
Guitar Class (3) [H], [O]
Development of basic guitar skills, including sight-reading and accompanying. It is recommended that MUSC 220 be taken before or concurrently with MUSC 215.

MUSC 216
Piano Class (3) [H], [O]
A complete orientation to the keyboard for beginning pianists. Students are introduced to proper performance technique, etudes and scales, grand staff reading, sight reading, harmonization, solos

and duets, and key signatures. It is recommended that MUSC 220 be taken before or concurrently with MUSC 216.

MUSC 217
Voice Class (3) [H], [O]
An introduction to the basic principles of singing with particular attention to issues of breathing, tone, diction, and vocal range.

MUSC 220
Introduction to Songwriting (3) [H], [O]
This course provides foundation in music theory to foster the skills needed for songwriting. Students will create melodies and lyrics while integrating essential music theory elements. Sophomore Standing.

MUSC 230
Music Theory II (3)[H]
This course is a continuation of MUSC 220 (Music Theory I). Students gain further understanding of how music is constructed through intermediate analysis of chords, melody, rhythm, musical form, and an examination of analytical techniques. Music Theory II is designed to help students acquire the knowledge and discipline necessary for success as a musician. Prerequisite: MUSC 220 with a grade of C or higher or permission of instructor.

MUSC 260
Choir Class (3) [H], [O]
Performance- oriented vocal music ensemble open to all students. Students learn the rudiments of proper ensemble singing and prepare pieces for performance. Extra rehearsals may be required. Course may be repeated for credit.

MUSC 310
Applied Lessons II (1 - 3) [H], [O]
Advanced private intensive instrument or voice instruction for students with established performance ability. May be repeated for 8 total earned credits. Permission of instructor.

MUSC 316
Advanced Piano Class (3)[H]
This course is designated to enhance students' piano skills through the exploration of more advanced piano solos, duets, scales and notes reading. Prerequisite: MUSC 216 or MUSC 110 (piano).

MUSC 365
Percussion Ensemble II (3) [H], [O]
Advanced performing percussion ensemble class (xylophones, other idiophones, drums.) Course is geared toward students who have taken MUSC 165, piano lessons, or can read music.

MUSC 369
Short Course (1 - 3)
Topic varies by semester. Classes are usually taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

MUSC 370
Music of the Arabian Peninsula [(B3]), [H], [K]
Examination of music and poetic genres of Kuwait and regions of the Arabian Peninsula including structural analysis and study of the context in which creative forms exist. This course satisfies the General Education Requirement for Arab Culture. [Cross-listed with SBSA 370]

MUSC 388
Independent Study (1 - 3) [H], [Z]
Can be repeated for credit with a different topic. Permission of instructor.

MUSC 389
Special Topics (3)[H]
Can be repeated for credit with a different topic. Permission of instructor.

MUSC 399
Music and Culture Study Abroad (1 - 3) [B], [H]
Introduces students to the dynamics of traditional cultures through ethnomusicological research and fieldwork involving live music, dance, rituals, and dramatic performances. Cultures can vary each semester, and course can be repeated for credit with a different topic. Permission of instructor.

NATURAL SCIENCES (NSCI)

NSCI 100
Natural Sciences Lecture (3)[P]
This course provides lectures relating to concepts presented in first year courses in Natural Sciences. It is intended for students needing to fulfill the general education requirements in General Sciences. Permission of instructor.

NSCI 100L
Natural Sciences Lab (1)[P]
This laboratory course provides experiments and exercises relating to concepts presented in first year courses in Natural Sciences. It is intended for students needing to fulfill the general education requirements in General Sciences. Permission of instructor.

PHILOSOPHY (PHIL)

PHIL 100
Critical Reasoning (3) [H], [X]
The course introduces a student to basic logical concepts and skills, such as arguments, induction, deduction, testing for validity and soundness. Special emphasis is placed on applying critical reasoning skills in everyday life, including the skill of identifying the logical fallacies and irrational appeals that attempt to manipulate our beliefs and actions.

PHIL 101
Introduction to Philosophy (3) [H], [X]
An introduction to basic doctrines and concepts in philosophy through an analytical reading of selections from the writings of Western philosophers who have had a major impact on the development of philosophical discourse. The course also addresses the relationship of philosophy to the development of other disciplines, such as theology, history, politics, social science, science, and literature. Some of the perennial issues in philosophy are identified and discussed.

PHIL 103
Introduction to Moral Philosophy (3) [H], [X]
The course examines major historical theories of ethics starting from Socrates and ending with contemporary philosophers, such as virtue theory, consequentialism and deontology. An attempt will be made to understand the historical development of ethics as a continuous process, with each succeeding stage building on the insights of the previous philosophers.

PHIL 201
Medieval Arabic Philosophy (3)[H]
Survey of the works of major philosophers in Islam, such as Al-Ghazali, Ibn Rushd, the Sufis, and others. Course will include analysis of their religious and philosophical doctrines.

PHIL 203
Professional Ethics (3)[H]
This course examines ethical debates facing individuals in the professional work-place. This course will examine the ethical nature of various professional relationships, including between employer and employee, client and business, colleagues and issues of transparency. Questions surrounding the duties of report writing, ethical obligations regarding report writing, environmental duties, etc. are also discussed. The objective of the course is to provide students with a critical understanding of the ethical issues in their professional lives.

PHIL 280
International Ethics (3)[H]
This course raises ethical questions in a global or international context. Questions of cross-cultural, conflicting values are of particular concern in this course. Specific topics may include: the theoretical bases for human rights, ethical questions of social or political identity, individual versus the state, immigration and refugee issues as well as ethical issues surrounding the environment and globalization. The objective of this course is to improve student's critical awareness and reasoning about ethical issues in a global context.

PHIL 310
Environmental Ethics (3)[H]
This course examines normative issues in the study of the environment. Students will learn basic ethical concepts and theories and how to apply them to specific environmental concerns. Students will be asked to develop arguments to defend their own respective views regarding the environment and to develop viewpoints reflecting thoughtful and scholarly consideration of human duties, both individual and social, to the environment. Sophomore standing or permission of instructor. Prerequisite: ENGL 101. [Cross-listed with ENVS 310]

PHIL 311
Modern Western Philosophy (3)[H]
Review of modern Western Philosophy of the Seventeenth, Eighteenth and Nineteenth Centuries. It explores issues of science, politics and culture and the impact of the Industrial Revolution. The course covers philosophy of science, pragmatism, utilitarianism, Darwinism and Marxism. Sophomore standing or permission of instructor. Prerequisite: PHIL 101.

PHIL 322
Western Political Philosophy (3)[H]
Students will examine historical and contemporary political and social theories. This examination has the objective of increasing students' critical understanding of the theoretical bases for much of today's socio-political structures and beliefs. Historical and contemporary theories include the works of Plato, Aristotle, Hobbes, Locke, Machiavelli, Confucius, Gandhi, Marx, Mill, Rawls and Nozick. Sophomore standing or permission of instructor. Prerequisites: PHIL 101 or any IR/PLSC and ENGL 101. [Cross-listed with PLSC 322]

PHIL 350
Metaphysics (3)[H]
Metaphysics is the study of "what is." This course introduces students to major metaphysical theories from the pre-Socratics to contemporary theories. Students will analyze the major metaphysical theories as well as develop their own justifications for their metaphysical beliefs. Topics covered may include: the existence of qualia, mid/body distinction, proofs for the existence of God and the nature of substances. Historical figures covered may include Plato, Aristotle, Aquinas, Descartes,

Hume, Kant, Sartre, Quine and Kripke. Sophomore standing or permission of instructor. Prerequisites: Any PHIL course and ENGL 102.

PHIL 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

PHIL 389
Special Topics(3)
Can be repeated for credit with a different topic.

PHIL 403
Advanced Business Ethics (3)
This course examines ethical debates facing individuals working in professional fields. Topics covered may include: ethical treatment of employees by employers, ethical treatment of employer by philanthropic duties in the workplace and ethical duties of businesses to clients and vice versa. This course will also address issues surrounding corporate environmental and social obligations.

PHYSICS (PHYS)

PHYS 101
Introduction to Physics I(3)[P]
This course is an introductory physics course for non-science majors. The course focuses on basic physics concepts and connections to everyday life in fields of mechanics and thermodynamics. Course topics include motion in one dimension, projectile motion, Newton's Laws of force, work, energy, circular motion, momentum, and heat and thermodynamics. Con-current: PHYS 101L

PHYS 101L
Introduction to Physics I Laboratory (1)[P]
A laboratory component for the Introduction to Physics I course. Con-current: PHYS 101

PHYS 102
Introduction to Physics II (3)[P]
This course is an introductory physics course for non-science majors. The course focuses on basic physics concepts and connections to everyday life in fields of electricity, magnetism, and optics. Course topics include electrostatic force and field, electromagnetism, DC and AC circuits, light and optical devices, and mirror and lenses. Con-current: PHYS 102L

PHYS 102L
Introduction to Physics II Laboratory (1)[P]
A laboratory component for the Introduction to Physics II course. Con-current: PHYS 102

PHYS 105
Environmental Physics (3)[P]
A one-semester course designed to explore the basic physical principles of light, heat and energy in the natural environment. Several key aspects of physics in the environment will be covered including energy (forms, conservation, sources and use), energy from fossil fuel, heat and the laws of thermodynamics, pollution of the atmosphere, environmental safety of nuclear energy and alternative sources of energy.

PHYS 107
Life in the Universe(3) [P]
This course is an inter-disciplinary science course which explores our role in the universe, starting here on Earth where the very definition of "life" derives, to wondrous worlds in our solar system and finally to the great divide of interstellar space. The quest for life is the search for who we are and why we are here. The course topics will cover different areas of physics, chemistry, biology and geology.

PHYS 110
Introduction to Astronomy (3)[P]
This course is a one semester introduction to astronomy. The course describes various important phenomena in astronomy, the physical principles underlying these phenomena, and methods of observing and interpreting them. Course topics include the principles of motion, universal gravitation, orbital motion, the nature of light and the operation of telescopes. Topics in astronomy include stellar astronomy, celestial coordinates, the solar system, the sun, the eight planets, and our galaxy.

PHYS 115
General Physics I (3)[P]
An introductory calculus based course covering motion in one dimension, projectile motion, Newton's laws of force, concepts of work, energy and momentum, circular motion and rotational dynamics with laws of conservation of energy and angular momentum. A required laboratory that offers experiments in mechanics, momentum, work, and energy is part of this course.
Prerequisite: MATH 201. Con-current: PHYS 115L.

PHYS 115L
General Physics I Laboratory (1)[P]
A laboratory component for the General physics I course. Con-current: PHYS 115

PHYS 116
General Physics II (3)[P]
The second semester of calculus-based physics covers electromagnetic wave theory, AC and RC circuits, magnetic theory and applications to magnetic storage devices, electromagnetic induction and optical phenomena with applications to optical devices. Prerequisite: PHYS 115 & PHYS 115L. Con-current: PHYS 116L and MATH 203.

PHYS 116L
General Physics II Laboratory (1)[P]
A laboratory component for the General physics II course. Con-current: PHYS 116.

PHYS 212
Classical Mechanics (3)[P]
A calculus-based general physics course. Includes kinematics, conservation of momentum, elastic and inelastic collisions, the scalar product, Newton's Law of Gravitation, conservation forces and law, Kepler's Laws, circular motion, equilibrium and elasticity, laws, projectiles, angular momentum, rotational motion, simple harmonic motion, energy, temperature, heat and the first law of thermodynamics, sound and mechanical waves. Prerequisite: PHYS 115.

PHYS 216
Electricity and Magnetism (3)[P]
An introduction to the basic principles of electricity and magnetism including the contributions of Gauss, Faraday, Ampere, Maxwell, and others; capacitance, dc circuits, magnetic fields; electromagnetic propagation, antenna design, microwaves, radio wave transmission and reception, etc. Prerequisite: PHYS 116.

PHYS 312
Modern Physics (3)[P]
An introduction to the history and nature of quantum mechanics; special theory of relativity; basic introduction to nuclear and elementary particle physics; discussion of classical laws, their modification and replacement to account for the behavior of atoms, subatomic particles, and matter at the macroscopic level; lasers, flux quantization. Sophomore standing or permission of instructor. Prerequisite: PHYS 116.

PHYS 388
Independent Study (1 - 4)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

PHYS 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

POLITICAL SCIENCE (PLSC)

PLSC 101
Introduction to Political Science (3)[G], [S]
Investigates the nature of government and politics. Explores the basic philosophies, principles, and concepts of governance, and the structures and processes of political systems. Attention is paid to forms of government, public administration, international organizations and the international system.

PLSC 203
Comparative Politics (3)[G], [S]
Examines how varied Western and other politics address the enduring problems of order, political responsiveness, political change, and the legitimacy of government structures. Investigates, comparatively, the relationships between the individual, social groups, and the state. Attention is paid to individual freedom and collective responsibility in political systems.

PLSC 210
Methods of Research in Political Science (3)[S]
Introduction to scientific method, data gathering, research design, statistical analysis, and computer applications for international relations and comparative studies research. The course develops analytical skills that students need as active consumers of research findings. Prerequisite: IR 101 and MATH 095 or higher. [Cross-listed with IR 210]

PLSC 302
Public Policy (3)[S]
A survey of concepts and issues in public policy. This course acquaints the student with basic theoretical frameworks for the study and analysis of policy-making as both a problem-solving process and a political process. This course also examines closely the application of these concepts, frameworks, and criteria in selected policy areas. Prerequisite: IR 102 or Permission of Instructor.

PLSC 303
Politics of Postindustrial Societies (3)[S]
Examines the impact of technology, science, the information revolution and national and international social movements in postindustrial societies. Attention is paid to public policy and policy-making; domestic and foreign policy; politics and economies of welfare states; political participation and oppositional movements. Pre-requisite: IR 102 or Permission of Instructor.

PLSC 304
Arab Politics (3)[S]
Investigates contemporary Arab political culture, its historical, economic, geographic, ideological and social roots. Attention is paid to the dynamics of Arab nationalism and political Islam. Pre-requisite: IR 102 or Permission of Instructor.

PLSC 307
Politics Nationalism (3)
Discuss the main concepts, theories, and models for the bases for and construction of identity. Traces the historical processes the led to the emergence of modern nations and various types of nationalism. Pre-requisite: IR 202 or Permission of Instructor.

PLSC 315
American Government (3)[S]
Examines the structure and function of the American governmental system. Attention is paid to the constitutional bases of government; federal, state and local government systems; intra-governmental relations; the Presidency and the Executive Branch, the Supreme Court and Congress, as well as the role of business, industry, non-governmental agencies and interest groups. Pre-requisite: IR 202 or Permission of Instructor.

PLSC 317
Government and Politics of Kuwait (3)[S]
Examines the contemporary political institutions and behavior of the Kuwait political system. Attention is paid to political participation and elections; the relationship among the executive, legislative and judicial branches; the major national institutions involved in domestic and foreign policy-making. Pre-requisite: HIST 201 and Sophomore Standing.

PLSC 321
Islamic Political Philosophy (3)[S]
Surveys Islamic political thought from the time of the Prophet Mohammad until the present. Investigates the development and evolution of institutions in the Islamic state; and Ibn Khaldoun's view of history, society and state. Addresses theories of state, including contemporary Shi'i and Sunni thought. Pre-requisite: IR 202 or Permission of Instructor.

PLSC 322
Western Political Theory (3)[S]
Surveys Western political thought from ancient times to the present. Analyzes major themes such as the relationship of the individual to the state, political authority, political legitimacy, cooperation and conflict, and political change through the works of Plato, Aristotle, Rousseau, Machiavelli, Hobbes, Lock, and contemporary political theorists such as Rawls. Pre-requisite: IR 202 and Permission of Instructor.

PLSC 327
Ethnic Politics and Conflict (3)[S]
Examines the complex configuration of identity, identity politics, and ethnicity. Attention is paid to the role of race, religion, culture and nationalism in ethnic identity, population, migration, and ethnic politics and conflict. Explores the rise of ethnic conflict globally. Pre-requisite: IR 202 or Permission of Instructor. Co-requisite: IR 210.

PLSC 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

PLSC 388
Independent Study (1 - 3)[Z]
A research and writing project to be determined in consultation with the Instructor. Can be repeated for credit with a different topic. Permission of Instructor.

PLSC 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of Instructor.

PLSC 405
Comparative Political and Economic Systems (3)
Studies economic and political systems, planning strategies, and their effects on economic growth, democracy, equity, and effectiveness. Attention is paid to the historical experience of political and economic institutional arrangements in former socialist states, European countries, and nation-states in the Middle East. Pre-requisite: IR 202 or Permission of Instructor. Co-requisite: IR 210.

PSYCHOLOGY (PSYC)

PSYC 101
Introduction to Psychology (3) [S], [X]
An overview of the theories and principles of human behavior and mental processes. Topics covered include research methods, the biological bases of behavior, consciousness, sensation and perception, learning and memory, personality, social behavior, and psychological disorders.

PSYC 200
Research Design and Methods (4)[S]
An introduction to research design and methods in psychology and statistical applications. The course provides an overview of experimental and quasi-experimental methods, principles of measurement, correlational and observational methods, surveys and content analyses, and the applications of descriptive and inferential statistics. Includes laboratory component. Prerequisites: PSYC 101 and STAT 201, or permission of instructor.

PSYC 202
Lifespan Development (3) [S], [X]
This course is an introduction to human development from infancy through death, focusing on the interactions of personal and environmental factors in the development of perception, language, cognition, and sociality. Topics include developmental theories, infant perception, attachment, the development of language and memory; identity transitions; and peer relations, schools, families and communities as the contexts of life-cycle changes.

PSYC 203
Social Psychology (3) [S], [X]
This course introduces students to theory and research about the dynamics of individuals and social groups. It includes studies of how we perceive ourselves and others, how we form our beliefs, judgments, and attitudes, social influences such as cultural or gender expectations, persuasion and pressures to conform, as well as our social relations, whether prejudicial, aggressive, intimate or helpful.

PSYC 204
Abnormal Psychology (3) [S], [X]
This course orients students to a range of behaviors classified as "abnormal", and to theories and research about the dynamics, diagnoses and treatments of neuroses, psychoses, character disorders, psychosomatic reactions, and other abnormal personality patterns.

PSYC 235
Child Development (3) [S], [X]
This course introduces the principles and theories of child development, from infancy through adolescence. It is a study of the physiological, cognitive, emotional and social changes that children go through within the socio-cultural context of their environment.

PSYC 240
Cognitive Psychology (3)[S]
This course offers current perspectives on how people acquire, represent, transform, and use verbal and nonverbal information. Topics include perception, attention, memory, action, thinking, language, and representations of knowledge. Pre-requisite: PSYC 101.

PSYC 332
Personality Theories (3)[S]
This course provides an understanding of theories and research from each of the major approaches to the study of personality: psychoanalytic, learning, cognitive, dispositional, humanistic, and intervention strategies derived from these approaches. Offered Fall term only. Sophomore standing or permission of instructor. Prerequisite: PSYC 101.

PSYC 335
Psychology of Addictions (3)[S]
This course assesses theory and research about the social impact, causes, characteristics, and treatment of addictions, including alcohol and drug addictions and eating disorders. Offered Spring term only. Sophomore standing or permission of instructor. Prerequisite: PSYC 101.

PSYC 342
Sensation and Perception (3)[S]
An exploration of how human sensory systems detect energy, such as light, sound, chemical, and mechanical energy, and how the mind processes and transforms this information in order to understand the environment. Topics covered include vision, hearing, smell, taste, and touch. Pre-requisite: PSYC 101.

PSYC 365
Marriage and Family Therapy (3)[S]
This course introduces students to treatment within the major models of family and couple therapy in Kuwait. Basic assumptions, major issues, primary theorists and techniques of each model will be considered, including working with diverse families and couples. This course is seminar-based and its primary focus will be in-class discussions and the sharing of different opinions and ideas. Prerequisite: PSYC 101.

PSYC 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

PSYC 388
Independent Study (1 - 3)[Z]
A research and/or writing project to be completed in consultation with the instructor. Can be repeated for credit with different topic. Permission of instructor required for enrollment. Prerequisite: PSYC 101

PSYC 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

PSYC 470
Internship in Psychology (1 - 3)[Z]
An internship experience with the requirement that the student write a report summarizing what the internship job added to his to her knowledge of Psychology. Students are limited to a maximum of 6 internship credit hours. This is a pass/fail course.
Junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.0.

PSYC 475
Current Issues (3)
Seminar on current research, theory and applications of psychological principles. Junior standing.

RELIGION (RELG)

RELG 101
Introduction to Islamic Studies (3)[H]
Analysis of the structure and dynamics of the Islamic belief system, including law, traditions, culture, and society. Original readings illustrating the classical Islamic paradigm are assigned. Contemporary issues of reform, renewal, modernization and fundamentalism, as well as contemporary debates among Muslims are addressed.

RELG 315
Religions of the World (3) [H], [X]
The course introduces the world's major religions both in their historical dimension and as they are practiced today. The origins and historical development, central doctrines, devotional practices, and cultural expressions of Hinduism, Jainism, Buddhism, Sikhism, Daoism, Confucianism, Shinto, Judaism, Christianity and Islam are considered in relation to common themes of human experience. Sophomore Standing.

RELG 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

RELG 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

RELG 389
Special Topics (3)
Selected topics of interest in religion. Can be repeated for credit with a different topic. Permission of instructor.

SOCIAL AND BEHAVIORAL SCIENCES (SBSA)

SBSA 101
Introduction to Social and Behavioral Sciences, Concentration in Anthropology (3)[G], [S]
An introduction to the study of human society from a multicultural perspective. The course covers such topics as language, food, economics, political systems, religion, art, kinship and descent, gender, marriage and family, health, and cultural change. A prerequisite for many SBSA courses.

SBSA 200
Ethnographic and Research Methods (3)[S]
An introduction to ethnographic fieldwork and research design. The course covers both issues that confront researchers in the field as well as the methodology used to collect data. Among the methods to be presented are interviews with individuals, focus groups, surveys and questionnaires, data analysis and presentation. Students will have the opportunity to learn by doing.
COMM 211 recommended for COMM majors. Prerequisite: SBSA 101.

SBSA 205
Fundamentals of Arab Society (3) [K], [S]
An overview of the structure of Arab society and its diversity. The course covers the relationship between environment and culture, the impact of history and religion on regional values, and the three basic subsistence strategies: Bedouin nomad, agricultural villager, and urban dweller. It also provides examples of social and cultural change.

SBSA 210
Arab Society and Culture (3) [K], [S]
This course explores the complexity and diversity of Arab society in its socio-cultural aspects. Among the topics to be covered are family life, gender roles, political culture and the military, economics, education, media, the arts, and the Arab communities in Europe and America.

SBSA 222
Global Media and Spaces of Identity (3)[S]
Anthropology of media is an essential area of study, living as we do, in a media saturated world today. The course examines new paradigms in the anthropology of visual communication in looking at how media interacts with issues such as representation, people's sense of self-identity and collective cultural identities, nationalism and transnationalism, media activism, diasporas, and social engagements with technology. The course locates the anthropological voice in media by locating it in worlds of practice and debate. [Cross-listed with COMM 222]

SBSA 224
Shopping and Consumerism (3)[S]
This course focuses on how consumers negotiate desire, difference, and power in the most seemingly commonplace material consumption and tries to decode the culture of consumption and what shopping says about people. The course traces the historical development of the relationship between goods and identity from the eighteenth century and identifies the systems of inequality that have been reproduced (as well as subverted) through material consumption. Students learn how social reality is constituted in an environment steeped in global consumer imagery, and are armed with analytical techniques to probe the social and ideological meanings invested in goods, thereby also gaining a critical, self-reflective perspective on cultural differences.

SBSA 235
Identity, Difference and Deviance (3)[G], [S]
A critical, historical assessment of concepts of abnormality and deviancy as they emerge across time and cultures. The course covers longstanding debates about the relations of human nature and culture from 19th-century measurements of "primitives" and "freaks" to contemporary studies of mental illnesses, witchcraft, affliction and spirit possession, drug and alcohol abuse, moral panics, social control, outlawed deviancy, and acceptable forms of deviancy.

SBSA 239
Nations and Migration (3)[S]
Mobility, a key feature of contemporary life, has led to fundamental changes in our understanding of identity, culture, and community. Drawing on an inter-disciplinary range of debates, the course examines how, while nationalism and migration might be seen as opposing processes, migration often leads to reinvigoration and rephrasing of national identity, frequently with important political consequences. The course also discusses the range of phenomena that make up the "endless motion" of migration that shapes our everyday experiences.

SBSA 249
Images of Women in Media (3)[S]
In examining links between gender, media, and modernity, this course offers examples of media representations of women's identity. Students will not simply analyze media representations of women, but learn to contextualize and critically examine them within a broader framework of the characteristics of contemporary culture in specific regions. This course will "cross borders" of disciplines, methods, and approaches, and intervene in current debates in the fields of cultural anthropology, media and cultural studies, global/local, Eurocentrism and multiculturalism. [Cross-listed with COMM 249]

SBSA 255
Health, Medicine and Curing (3) [S], [X]
Analyzes the socio-cultural factors and the global forces that compose health, medicine, and curing. Critically explores health care consequences of inequality and the connection between power and medical knowledge particularly in Western bio-medicine. The topic covers how different people socially construct and manage well-being and illness, and examines the role of healers (e.g. physicians, shamans, and mid-wives) in cultural context.

SBSA 260
Ethnographic Film (3)[O], [S]
A survey of historical and contemporary trends in ethnographic films and film-making. This course explores the use of film in anthropological analysis, documentation, and representation, and the technical limitations and ethical issues encountered by ethnographic filmmakers. We will screen and discuss films that portray the lives of diverse people and communities.

SBSA 270
The Indigenous Americas (3)[G], [S]
This module of the Indigenous Americas introduces students to the cultures of South America through historical and ethnographic study. It is designed to give students a general understanding of some of the core issues of a large and complex geo-political area. We will explore the shifting cultural, political and economic relations from the colonial period to contemporary times. The course will pay particular attention to the place of indigenous people in the national and international context.

SBSA 280
Kinship & Families-Global Era (3)[G], [S]
Surveys the anthropological history of kinship and explores the way global processes have changed or challenged family bonds. The course analyzes the impact of technologies, migration, and the global economy on personal relationship.

SBSA 320
History of Anthropological Theory (3)[S]
This course will explore some of the main theoretical traditions in the history of anthropology from the late 18th century to the present such as evolutionism, historical particularism, functionalism, structuralism, cultural materialism, neo-Marxism, interpretive and postmodernism and others. The course will attempt to understand these currents in social thought in relationship to each other and to the times which produced them.
Prerequisite: SBSA 101.

SBSA 341
Women in Cross-Cultural Perspective (3)[S]
Explores the biological and cultural basis of gender, examines the factors that influence the relative status of men and women, and investigates the relationship between gender and such fields as politics, economics, health, violence, the family, and the media.

SBSA 344
Tourism and Cultural Change (3)[S]
Analyzes tourism from a cultural perspective. Explores issues such as the impact of tourism on the environment and society, culture as a commodity, authenticity, touristic imagery, material aspects of tourism such as souvenirs, gender roles in tourism, and exploitation.

SBSA 345
Globalization: Opportunities and Challenges (3) [S]
The course provides an anthropological and ethnographic introduction to globalization and a world of flows and interconnections. We will focus on how through globalizing processes, peoples and cultures are becoming increasingly interconnected, and also on ways how people in different parts of the world mediate these processes in culturally specific ways.

SBSA 348
Anthropology of Human Rights (3)[S]
This course applies anthropological concepts and methods to understanding human rights issues in the contemporary world. The course compares Western to non-western views of human rights, and examines how competing views are grounded in the United Nations, governmental and non- governmental organizations.

SBSA 360
Genocide and Refugees (3)[S]
A critical, historical approach to understanding genocide with a human rights orientation to assess why such atrocities should be confronted. The course explores specific cases and diverse conditions leading to genocide, ethnocide and population displacements. Students will analyze the role of the modern state, colonialism, political ideologies, ethnicities and nationalism as major forces behind genocidal campaigns and assess the cultural factors leading to genocide.

SBSA 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

SBSA 370
Music of the Arabian Peninsula ([B3)], [K], [S]
This course deals with music, dance, and poetic genres of Kuwait and regions of the Arabian Peninsula. It includes structural analysis and an examination of the context in which these creative forms exist. This course satisfies the General Education Requirement for Arab Culture. [Cross-listed with MUSC 370]

SBSA 372
Anthropology of Business (3)[S]
This course focuses on the application of anthropology in business. Access to meaningful information is often the difference between success and failure. Anthropological methods, by focusing on a holistic approach, qualitative data, and ethnographic analyses provide information in ways that traditional business simply cannot. Anthropology plays a critical role in understanding and analyzing diverse business and organizational issues in different societies and cultures, where cultural awareness and sensitivity is critical for successful business ventures.

SBSA 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

SBSA 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

SBSA 470
Internship in Social and Behavioral Sciences, Concentration Anthropology (1 - 3)[Z]
An internship experience to apply the knowledge acquired in the Social and Behavioral Sciences, concentration Anthropology Program. A maximum of three (3) internship credits hours can be applied to the SBSA degree program. Permission of instructor is required.

SBSA 485
Seminar in Social and Behavioral Sciences, Concentration in Anthropology (3)
A senior seminar that examines selected critical issues in the field of Social and Behavioral Sciences, Concentration in Anthropology. Senior standing or permission of instructor.

INTERNSHIP FREE ELECTIVE- CENG (SCEL)

SCEL 473
Internship for Free Elective Sciences & Engineering (1 - 3)[Z]

Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly journals, and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.00.

INTERNSHIP FREE ELECTIVE- CSIS (SCSC)

SCSC 473
Intern for Free Elective- SCIS (1 - 3)[Z]
Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A Pass/No Pass Course requiring Junior Standing and Permission of Instructor. Prerequisite: Minimum GPA of 2.00.

SOCIAL SCIENCES (SOCS)

SOCS 100
Introduction to Social Sciences(1 OR 3) [S], [X]
This course is designed to provide the basic knowledge in the Social Sciences. The course provides information relating to concepts, studies and facts in the Social Sciences disciplines. Topics vary and may include psychology, criminology, geography, public health, linguistics, archaeology, environment, politics, international studies, history, economics,

SOCS 189 Social Science and Humanities Special Topics (3) [X]
This is a special topics course that fulfills the "Social Sciences and Humanities" General Education Thematic Area. Permission of Instructor.

SOCS 470
Internship in Social Sciences (3)[Z]
The SOCS Internship is a senior-level General- Education course in social sciences. It offers students an opportunity to gain real-world experience in a social sciences-related setting. This is a graded course. Senior Standing.

INTERNSHIP FREE ELECTIVE - IR (SOEL)

SOEL 473
Internship for Free Elective Social Sciences (1 - 3)[Z]
Supervised experience designed to enhance intellectual development through appreciation of knowledge outside the academy. Requirements include: weekly journals, and final report explaining what the internship added to the student's knowledge in an approved discipline. A pass/no pass course requiring junior standing and permission of instructor. Prerequisite: a minimum GPA of 2.00.

INTERNSHIP FREE ELECTIVE- SBSA (SOSA)

SOSA 473
Intern for Free Elective- SBSA (1 - 3)[Z]
Supervised experience designed to enhance intellectual development through application of knowledge in an occupation. Requirements include: weekly log and final report explaining what the internship added to the student's knowledge in an approved discipline. A Pass/No Pass Course requiring Junior Standing and Permission of Instructor. Prerequisite: Minimum GPA of 2.00.

SPANISH (SPAN)

SPAN 101
Introduction to Spanish I (3) [H], [X]
The course is designed for beginners. The objective is to provide students with necessary skills in oral and written communication. The class is taught almost entirely in Spanish.

SPAN 102
Introduction to Spanish II (3) [H], [X]
Introduction to Spanish II continues to reinforce communicating skills with an emphasis placed on speaking (acquisition of vocabulary for personal and practical use). It will develop the ability to communicate with accurate pronunciation and intonation. Students will be exposed to the Spanish and Latin American culture with the use of video and other authentic material. The course content is built with a variety of methods and formats to suit the needs of learners. The class is conducted almost entirely in Spanish. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Permission of instructor. Prerequisite: SPAN 101.

SPAN 201
Intermediate Spanish (3)[H]
Intermediate Spanish continues to reinforce active communicating skills with more emphasis placed on reading and writing texts but it will continue to extend speaking skills in daily life situations. Students will be exposed to the Spanish and Latin American culture with the use of video and other authentic material. The course content is built with a variety of methods and formats to suit the needs of learners. At this level, the class is conducted entirely in Spanish. Students may not enroll and will not receive credit for a language-learning course taken below the level of the language-learning course into which they were tested. Permission of instructor. Prerequisite: SPAN 102.

SPAN 202
Intermediate Spanish II (3)[H]
While still focusing on oral communication, more emphasis will be placed on reading short texts and writing short paragraphs. Students will develop a strong knowledge of Spanish grammar (verbs in present, past, future and subjunctive), and a strong vocabulary base. Permission of instructor. Prerequisite: SPAN 201.

SPAN 333
Language and Culture (3)
This is an advanced language course that improves students' oral, reading, and writing skills through an examination of Spanish society. Themes covered include family, education, arts, gastronomy, politics and immigration. Class discussion will be based on literary readings, songs, and movies. Permission of instructor. Prerequisite: SPAN 202.

SPAN 369
Short Course (1 - 3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with a different topic. Permission of instructor.

SPAN 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

SPAN 389
Special Topics (3)
Can be repeated for credit with a different topic. Permission of instructor.

SPAN 399
Spanish Study Abroad (3)[Z]
This course is an option for students who wish to achieve fluency and an understanding of life in Spain. Students will study in Spanish speaking environment. Many courses assignments will take place out of a traditional classroom setting and students will be required to interact with native speakers every day. Permission of instructor. Prerequisite: SPAN 101.

STATISTICS (STAT)

STAT 201
Statistics (3) [M], [Q]
Topics include data classification, means, measures of central tendency and dispersion, frequency distributions, probability, sampling distributions, point and interval estimates, hypothesis testing, simple regression and correlation. Computer-based statistical packages are utilized. Prerequisite: MATH 095 or by placement test.

STAT 202
Regression for Business (3)[M]
This course extends Statistics 201 to include estimation, hypothesis tests concerning one and two populations, statistical inference, Chi-square tests, simple and multiple regressions and model building. Prerequisite: STAT 201.

STAT 203
Probability and Statistics (3 - 4)
Topics include data classification, descriptive statistics, elementary probability theory, the central limit theorem, confidence intervals and hypothesis testing for one and two samples, linear regression, Chi square tests, and the use of Matlab. Pre-requisite: MATH 100.

STAT 214
Statistics for Engineers (3 - 4)[M]
Students will be given an in-depth exposure to proofs of statistical formulas and theorems. Topics for study will include counting methods, probability, discrete and continuous random variables, probability distributions, density functions, expectation, moments and moment generating functions, sampling distributions and the Central Limit Theorem, point and interval estimations, hypoth-

esis testing, unbiased estimators, consistency, sufficiency, robustness, regression and correlation. Co-requisite: MATH 203.

STAT 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

SYSTEMS ENGINEERING (STEG)

STEG 210
Dynamic Systems (3)
Modeling of dynamic systems. Formulation of mathematical models from system descriptions, including computer, electrical, biological, economic, transportation, and mechanical systems. Model behavior analysis using analytical and numerical methods. Discrete-time and continuous time systems. Linear and nonlinear systems. Introduction to computer modeling using MATLAB. Prerequisite: CSIS 120; Concurrent: PHYS 116 and STEG 210L.

STEG 210L
Dynamic Systems Laboratory (1)
A laboratory component for the course STEG 210 Dynamic Systems. The lab syllabus is aligned with the course topics. Concurrent: STEG 210.

STEG 220
Engineering Statistical Analysis (3)
Analytical methods for solving systems engineering problems using concepts from probability and statistics. Advanced hypothesis testing. Analysis of variance, linear and multiple regression analysis, non-parametric methods. Use of Software tools. Prerequisite: STAT 203 or STAT 214.

STEG 220L
Engineering Statistical Analysis Laboratory (1)
A laboratory component for the course STEG 220 Engineering Statistical Analysis. The lab syllabus is aligned with the course topics. Concurrent: STEG 220

STEG 230
Introduction to Manufacturing Systems (3)
Mechanical behavior and forming of metals including Yield criteria, representative stress, and representative strain, work due to plastic deformation, introduction to Bulk deformation processes: forging, extrusion, rolling, rod and wire drawing. Sheet forming processes: blanking, deep-drawing and bending, Fundamentals of material removal processes (subtractive manufacturing): cutting tools, cutting fluids, power consumption, different material removal processes, turning, drilling, shaping, milling, grinding, broaching, planning, reaming. Introduction to additive manufacturing (3D printing).
Prerequisite: PHYS 116.

STEG 230L
Introduction to Manufacturing Systems Laboratory (1)
A laboratory component for the course STEG 230 Introduction to Manufacturing Systems. The lab syllabus is aligend with the course topics. Concurrent: STEG 230.

STEG 321
Systems Simulation (3)
Simulation model formulation, discrete events simulation. Simulation languages. Random number and random-variate generation. Data gathering, simulation input and output analysis, verification and validation. Applications of simulation. Introduction to stochastic simulation. Use of simulation Software. Pre-requisite STEG 220 and Concurrent: STEG 321L

STEG 321L
Systems Simulation Laboratory (1)
A laboratory component for the course STEG 321 Systems Simulation. The lab syllabus is aligned with the course topics. Concurrent: STEG 321.

STEG 330
Operations Research I(3)
Covers deterministic models with emphasis linear programming. Covers graphical solutions, simplex method, duality, sensitivity analysis. Transportation, assignment, and network models. Integer programming. Introduction to nonlinear programming.
Prerequisite: MATH 205 and CSIS 120.

STEG 331
Operations Research II (3)
Mainly covers deterministic models in operations research. Deterministic dynamic programming, inventory models, and nonlinear programming. Applications to engineering and management problems. Introduction to stochastic operations research. Prerequisite: STEG 330 and STEG 220.

STEG 341
Production and Operations Management (3)
Operations management analytics, planning, scheduling, maintenance, and reliability. Work measurement and inventory control. Prerequisite: STEG 220.

STEG 345
Quality Control (3)
Covers quality and continuous improvement concepts. Design of quality control systems and quality control techniques. Statistical process control and control charts for variables and attributes. Acceptance sampling, reliability, process capability analysis, quality standards, total quality management (TQM), leadership and change. Use of quality control software. Prerequisite: STEG 220.

STEG 350
Human Factors Engineering (3)
Incorporation of human factors into system design, analysis, and evaluation. Human capabilities. Facilitating human performance and activities. Communication with human users; design of displays and controls. Introduction to ergonomics, engineering anthropometry, and workplace design. Prerequisite: STAT 203.

STEG 369
Short Course (3)
Topic varies by semester. Classes are taught by a guest lecturer or lecturers. Can be repeated for credit with different topic. Permission of Instructor.

STEG 388
Independent Study (1 - 4)[Z]
Can be repeated for credit with different topic. Permission of Instructor.

STEG 389
Special Topics in Systems Engineering (3)
Can be repeated for credit with different topic. Permission of Instructor.

STEG 420
Facilities Planning and Design (3)
Facility planning and design. It covers layout, space optimization, and environmental considerations, blending theoretical knowledge with practical applications. Students will learn to design efficient, sustainable, and ergonomically sound facilities, using contemporary tools and techniques. Prerequisite: STEG 220.

STEG 422
Advanced Simulation (3)
Stochastic simulation. Monte Carlo (MC) methods, Markov-chain, Simulated Annealing. These methods will be compared with classical numerical schemes. Queuing models. Alternate system designs. Applications of stochastic simulation. Use of simulation Software. Pre-requisite: STEG 321.

STEG 431
Stochastic Operations Research (3)
Probabilistic methods for solving decision problems under uncertainty, decision analysis, queuing theory, inventory models, reliability, Markov chain models, and simulation. Applications to engineering and management problems. Emphasis on modeling and problem solving. Prerequisite: STEG 220 and STEG 330.

STEG 440
Risk Management in Systems Engineering (3)
This course explores risk management principles in systems engineering. Students will engage with risk identification, analysis, mitigation strategies, and decision-making processes. The course integrates case studies and practical exercises to understand risk in complex systems, preparing students for challenges in engineering and technology fields. Prerequisite: ENGR 340.

STEG 442
Supply Chain Engineering (3)
Covers concepts, tools, and techniques from supply-chain management. Engineering Planning and Design. Analysis, metrics, decision models, and forecasting. Modeling and Network design. Transportation. sustainable supply-chain. logistics management. Use of Software. Prerequisite: STEG 341.

STEG 446
Engineering Reliability (3)
Reliability definition and parameters computing. Measuring and evaluating reliability: failure rate estimation, prediction, restorability, modeling, availability and dependability. Introduction to reliability assurance. Engineering case studies.
Prerequisite: STEG 345.

STEG 451
Health and Safety Engineering (3)
Covers safety and health for engineers. Local and international laws, regulations, and standards. Hazards assessment, prevention, and control. Risks to employees, facilities, production, and the environment. Health and safety management; ethics, incident data recordkeeping and reporting. Total safety management. Prerequisite: STEG 220.

STEG 452
Productivity Improvement (3)
Work study and productivity. Graphical Analysis and work methods improvement. Data and time systems; work measurement sampling. Physiological work measurement. Improving productivity; ergonomics, incentives, and other methods. Prerequisite STEG 350 and ENGR 330.

STEG 465
Petroleum Engineering (3)
Overview of petroleum engineering systems and industry processes. Identify petroleum products, handling, and marketing. Oil exploration, exploitation, drilling, production, reservoir and formation evaluation, transportation and refining. Government regulations. Prerequisite: ENGR 200 and STEG 230. Restriction: Senior Standing.

STEG 470
Internship in Systems Engineering (3)
An Internship experience with the requirement that the student write a report summarizing what the internship job added to his or her knowledge of Systems Engineering and related fields. Students are limited to a maximum of 6 internship credit hours.
This is a pass/fail course. Junior standing and Permission of Instructor. Prerequisite: A Minimum Grade Point Average of 2.0.

STEG 475
Senior Design Capstone I (3)[Z]
A supervised project in groups of normally three students aimed at providing practical experience in some aspect of Systems Engineering. Students are expected to complete a literature survey, project specification, critical analysis, and to acquire the necessary material needed for their intended end product. Prerequisites: STEG 321 and Concurrent: STEG 431.

STEG 480
Senior Design Capstone II (3)
A course that seeks to impart in students the skill to integrate the knowledge gained in different courses by asking them to develop a product that has passed through the design, analysis, testing, and evaluation stages. This course includes production of a professional report, design process and outcome, implementation and testing, and critical appraisal of the project. Prerequisite: STEG 475.

STEG 495
Professional Certification in Lean and Six Sigma. (3)
A professional certification course in Lean and Sig Sigma. Prerequisites: STEG 230 and STEG 345.

TRANSLATION (TRAN)

TRAN 101
Introduction to Translation (3)[H]
The course introduces students to the discipline of translation as a multilingual, interdisciplinary process involving various linguistic and cultural perspectives. Elementary skills are developed by reviewing dictionary types, thesauri, synonyms and antonyms, and by rendering English into Arabic and vice versa.

TRAN 201
Theoretical and Practical Issues in Translation (3)[H]
Various theoretical and practical issues associated with translation. The course covers several translation methods including word-for-word, semantic, and communicative translation. The course also examines how to approach problematic issues such as lexical and cultural gaps as well as the translation of idioms, proverbs and folk sayings. Prerequisite: TRAN 101.

TRAN 380 Media Translation(3)
The course teaches the various theories and practical skills and techniques of translating, subtitling and dubbing media materials, particularly television programs. The course involves education and training based on TV materials related to Media, Economics, Politics, Law, Business, Literature, Culture, Medicine and Science. Sophomore standing. [Cross-listed with COMM 380]

TRAN 388
Independent Study (1 - 3)[Z]
Can be repeated for credit with a different topic. Permission of instructor.

TRAN 389
Special Topics (3)
Can be repeated for credit with different topic. Permission of Instructor.

UNIVERSITY (UNIV)

UNIV 100
Essentials of Learning (2)[L]

The course facilitates student's integration into AUK's learning community by developing their understanding of the university's liberal arts culture. Skills for academic success are integrated into an interdisciplinary context which fosters students' meaningful educational engagement, and encourages them to incorporate self-reflective practices.

UNIV 110
University, Community and Citizenship (3)[L]
The Common Reader course provides first-year students with a shared intellectual experience that will stimulate discussion and critical thinking while encouraging students to use higher-level reasoning skills in order to make decisions or draw conclusions. The course will incorporate the principles of public speaking in both large and small group environments and promote effective communication in a variety of contexts. A primary aim of this course is to investigate the common reader material from multitude perspectives informed by the liberal arts philosophy. This interdisciplinary course will synthesize general education concepts to create sense of community among students, faculty and staff. Concurrent: UNIV 100

FACULTY & UNIVERSITY ADMINISTRATION

COLLEGE OF ARTS & SCIENCES

DEPARTMENT OF ARABIC & FOREIGN LANGUAGES

AL-KHOULI, Khitam, Associate Professor of Arabic; Ph.D., 2008, Institute of Arabic Research, Cairo, Egypt.

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MEILOUD, Ahmed, Associate Professor of Near Eastern Studies; Ph.D., 2017, University of Arizona, USA.

MEJIA, Claudia, Senior Instructor of Spanish; M.A., 1997, Boston College, Massachusetts, USA.

ZAVALIY, Andrei, Professor of Philosophy; Ph.D., 2008, City University of New York, New York, USA.

DEPARTMENT OF ART & GRAPHIC DESIGN

AL-SHEHAB, Musaed, Instructor; M.A., 2019, University of Waikato, Hamilton, New Zealand.

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DEPARTMENT OF COMMUNICATIONS & MEDIA

AFIF, Arabi, Assistant Professor of Communication; Ph.D., 1996, Ohio State University, Columbus, Ohio, USA.

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DEPARTMENT OF ENGLISH

AHMADI, Kheiriyeh, Instructional Assistant of English; M.A., TESOL, 2012, University of South-ern California, USA.

ALAMMAR, Layla, Assistant Professor of English; PhD., 2023, Lancaster University, England, UK.

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MOHAMMAD, Malek, Associate Professor of English; Ph.D., 2010, Texas A&M University, College Station, Texas, USA.

PARKS, Derek, Instructor of English Writing; M.A., 1989, University of Arizona, Tucson, Arizona, USA.

DEPARTMENT OF MUSIC & DRAMA

FAJGA, Agnieszka, Chair and Assistant Professor of Music; Post-Graduate Studies, 2014, Nowowiejski Mu-sic Academy, Bydgoszcz, Poland.

DEPARTMENT OF MATHEMATICS & NATURAL SCIENCES

ALJAMAAN, Abrar, Assistant Professor of Mathematics; Ph.D., 2019, City University, London, UK.

AL-MUTAIRI, Mutlaq, Assistant Professor of Mathematics; Ph.D., 2004, University of Central Florida, Orlando, Florida, USA.

ALSARRAF, Hussain, Associate Professor of Physics; Ph.D., 2013, University of Nebraska-Lincoln, Nebraska, USA.

BASHA, Noura, Lab Teaching Assistant in Biology; B.S., 2003, Kuwait University, Kuwait.

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JALLAD, Karim, Professor of Chemistry; Ph.D., 2001, Purdue University, West Lafayette, Indiana, USA.

NADER, Joelle, Assistant Professor of Biology; Ph.D., 2012, Poitiers University, France.

SAHELI, Ali, Assistant Professor of Mathematics; Ph.D., 2003, University of Windsor, Windsor, Ontario, Canada.

SAHELI, Elham, Instructional Assistant; M.A., 2001, Wayne State University, Detroit, USA.

TAHA, Leen, Senior Instructor of Math; M.A., 2013, Kuwait University, Kuwait.

DEPARTMENT OF INTERNATIONAL RELATIONS

AL-ADWANI, Shareefa, Interim Dean, College of Arts and Sciences, Associate Professor of Political Science; Ph.D., 2016, University of California-Davis, California, USA.

AL-AWADI, Hesham, Professor of Political Science and History; Ph.D., 2003, University of Exeter, Exeter, UK.

HAMZEH, Ahmad Nizar, Professor of History & International Relations; Ph.D., 1986, University of Southern California, Los Angeles, California, USA.

KULCHITSKY, Dmytro Roman, Department Chair, Associate Professor of Public Policy and International Relations; Ph.D., 2001, George Mason University, Fairfax, Virginia, USA.

VELEZ, Juan Federico, Associate Professor of International Relations; Ph.D., 2004, Tufts University, Massachusetts, USA.

DEPARTMENT OF SOCIAL & BEHAVIORAL SCIENCES

EL HADDAD, Rita, Associate Professor of Psychology; Ph.D., 2017, City University of New York, New York, USA.

HADJISOLOMOU, Stavros, Department Chair, Associate Professor of Psychology; Ph.D., 2017, City University of New York, New York, USA.

LUCIANO, Pellegrino, Associate Professor of Anthropology; Ph.D., 2005, City University of New York, New York, USA.

IEP PROGRAM

ALKHARAFI, Khalid, Instructor; M.A. in TESOL, 2022, American University of Sharjah, UAE.

ALSHAMMARI, Mohamad, Instructor; M.A. in Teaching and Learning, 2022, University of Ottawa, Canada.

DEHRAB, Alaa, Chair, Senior Instructor; M.A. in Translation, 2017, Kuwait University, Kuwait.

PARKS, Shannon, Instructor, M.A. in TESOL, 2020, University of Birmingham, Birmingham U.K.

SMITH, Sherrie, Senior Instructor; M.A., 2010, University of North Carolina, Charlotte, North Carolina, USA.

COLLEGE OF BUSINESS & ECONOMICS

ALAVI NEJAD, Hoda, Visiting Assistant Professor of Human Resources; Ph.D., 2024, University of Texas A&M, Texas, USA.

ALHASAN, Ali, Visiting Assistant Professor of Accounting; Ph.D., 2022, West Virginia University, USA.

ALHEBAIL, Albandari, Visiting Instructor; Bachelor in Marketing, 2019, American University of Kuwait; Master's in Business Administration, 2025, Maastricht University.

ALI, Mohammad, Associate Professor of Finance; Ph.D., 2019, Bangor University, Wales, UK.

ALKHASHTI, Fahad, Assistant Professor Professor of Marketing; Ph.D., 2024, University of Salford, Manchester, UK.

ALRESHAID, Faisal, Assistant Dean, Assistant Professor; Ph.D., 2020, Reading University, UK.

ALSHAMALI, Sarah, Assistant Professor of Marketing; Ph.D., 2014, University of East London, UK.

BENAMEUR, Kameleddine, Assistant Professor of Business Administrtion, Ph.D., 1999, Drexel University. Philadelphia, Pennsylvania, USA.

DEABAS, Muhammad, Visiting Instructor of Economics; M.A. in Economics, 2021, Queen's University, Kingston, Ontario, Canada.

ELIAN, Mohammad, Interim Dean, Associate Professor of Corporate Finance and Risk Management; Ph.D., 2002, Western Sydney University, Sydney, Australia.

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BOSTANI, Ali, Associate Professor of Electrical Engineering; Ph.D., 2013, McGill University, Canada.

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ESMAEILI, Said Ebrahim, Associate Professor of Electrical Engineering; Ph.D., 2011, Concordia University, Montreal, Canada.

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Coordinator-Office of President	Yara Ali Hasan
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Office Attendant	Foyjul Islam Rojob Ali
Driver	Shemeer Shahulhameed

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Vice President-Academic Affairs	**Ali Charara**

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Senior Counselor-Admissions	Louay Rashid
Counselor-Admissions	Sara Ayyoubi
Coordinator-Admissions	Mahmoud Al Hayek
Counselor-Admissions	Nadia Al Nashash
Counselor-Admissions	Salah Malek

OFFICE OF SCHOLARSHIPS AND FINANCIAL AID

Manager-Scholarship and Financial Aid	**Lama Kablaoui**
Coordinator-Office of Scholarship and Financial Aid	Farah Abu Salhah
Coordinator-Office of Scholarship and Financial Aid	Doaa Afana

OFFICE OF THE REGISTRAR

University Registrar	**Mohammed Da'na**
Senior Specialist-Student Support	Majed Nahas
Specialist-Functional Support	Naji Dimachkie
Specialist-Student Support	Hanin Dalle
Student Support Specialist	Reem Ghamlouch
Assistant Registrar	Azari Kadiri

STUDENT AFFAIRS

OFFICE OF VICE PRESIDENT FOR STUDENT AFFAIRS

Vice President-Student Affairs	**Abdulrahman Al-Farhan**
Senior Coordinator-International Program	Lara Jadayel
Specialist-Student Affairs	Carla Mohd Abbad

OFFICE OF DEAN-STUDENT AFFAIRS

Dean-Student Affairs	**Omar Mehdi**

STUDENT SUCCESS CENTER

Director-Student Success Center	**Soud Ali Hassan Ali**

DEPARTMENT OF STUDENT LIFE

Assistant Director-Student Life	**Fay Alhumoud**
Senior Coordinator-Sports	Mohammad AlSaleh
Senior Coordinator-Student Life	Hesah AlMutairi
Coordinator-Sports	Anas Abdallah
Coordinator-Clubs and Organizations	Zaina Alzakarneh
Coordinator-Student Life	Nuria AlSabah

ACADEMIC ADVISING CENTER

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Advisor-Academic	Tamara Halabi
Advisor-Academic	Jassim Mohamed
Advisor-Academic	Hawraa Habach
Advisor-Academic	Mohamed Mahmoud
Receptionist-Academic Advising Center	Areeg Awad

COUNSELING CENTER

Director-Counseling Center	**Kim Dillen**
Assistant Director-Counseling Center	Sophia Pais
Counselor-Counseling Center	Fatima Ass'ad
Coordinator-Counseling Center Operations	Ayshah Alkandari
Counselor-Counseling Center	Leen Ghader

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Chief Accountant	**Youssef Makar**
Assistant Director-Finance and Budget	Kavalakkal John

DEPARTMENT OF GOVERNMENT RELATIONS

Head of Government Relations	**Yasser Ahmed**
Senior Officer-Government Relations	Ahmad Bagheri

Senior Officer-Government Relations	Ashour Pour
Senior Administrative Assistant	Ahmed Ahmed
Officer-Government Relations	Sabah Ghanem
Officer-Government Relations	Abdelsattar Elasrag

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Manager-Organization Development	**Merlene Babu**
Senior Generalist-Compensation and Benefits	Eman ElDesouky
Specialist-Compensation and Benefits	Essam Ellibishy
Coordinator-Human Capital	Tala Messelmani
Assistant-Human Capital	Christine Antonios
Admin Assistant-Human Capital	Amira Abdelsalam
Office Attendant	Noor Majed

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Director-Information Technology	**Mohammed Maral**
Assistant Director-Information Technology	Heba Al Dalou
Senior Administrative Assistant	Carla aliba
Senior Specialist-Multimedia	Munawar Mullaji
Senior Administrator-Systems	Mohamed Husain
Specialist-Information Technology Support	Ahmed ElBehidy
Specialist-Information Technology Support	Anil Viswanath
Specialist-Information Technology Support	Zainuddin Parkar
Specialist-Multimedia	Vibin Jacob
Specialist-Information Technology Support	Ghouse Sheikh
Systems Administrator	Ali Asgar
Systems Analyst	Ola Abdullah
Systems Analyst	Nitya John
Coordinator-Information Technology Support	Neeha Khan
Administrator-Network & Security	Ali Savaedi
Administrator-Database	Mogaiseuddin Mohammed
Administrator-Database	Shazia Saleem

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Director-Institutional Research and Effectiveness	**Ahmad R A Alsaber**

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Associate Professor-International Relations	Juan Velez
Professor-Political Science	Ahmad Hamze

DEPARTMENT OF PR AND MARKETING

Director-PR and Marketing	**Yasmeen Alsalem**
Senior Coordinator-University Events	Lama Abdo
Senior Graphic Designer	Ghaneema Alkodmani
Senior Motion Graphic Designer	Hassan Al Kelani
Coordinator-Public Relations	Hilda u Hatoum
Web Graphic Designer	Saleem Aboobacker
Graphic Designer	Dima Jadayel
Coordinator-Social Media	Sara Allouch
Administrative Assistant-PR&Marketing;	Bashaye Sulaiman
Receptionist-Public Relations and Marketing	Samar Ahmed

DEPARTMENT OF PURCHASING

Senior Officer-Purchasing	**Leonilo Calingasan**
Officer-Purchasing	Aziz Zuzar Ali

DEPARTMENT OF STORES AND INVENTORY

Clerk-Stores	**Syed Fazululla**
Storekeeper	Andres Zuniega Ternio

INTENSIVE ENGLISH PROGRAM

Chair & Senior Instructor	Alaa Dehrab
Senior Instructor	Sherrie Smith
Instructor	Shannon Parks
Instructor	Mohamad Alshammari
Instructor	Khalid Alkharafi
Administrative Assistant	Marwa Mansy

OFFICE OF CHIEF FINANCIAL OFFICER

Chief Financial Officer	**Pitambar Chakrabarty**

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UNIVERSITY LIBRARY

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Head-Library Systems and Applications	Hana Kaouri
Collection Development Librarian	Thomas Kutty
Coordinator-Access Services	Sara Nejad
Coordinator-Project Oral History and Documentation Project	Abdulaziz Almahmeed
Librarian-Reference and Instruction	Mariam Naseeb
Assistant-Research and Instruction	Nour Soliman

CENTER FOR CONTINUING EDUCATION

Director	**Abdulrahman AlQuraishi**
Senior Business Development Manager	Diana Albostah
Manager-Learning Solutions Development	Mohammad Aldwaidi
Business Development & Corporate Relations Manager	Omnia Amin
Assessment Systems & Educational Technology Manager	Alaa Bouomar
Team Leader-Training Operation & Testing	Mohammed Badawy
Corporate & Public Business Development Supervisor	Amireh Kahnouji
Career Advising Supervisor	Ayasheh Savari
Senior Officer-Operations	Ahmed Mohamed
Learning Solutions & Development-Senior Officer	Yomna Nahas
Officer-Customer and Sales Support	Hebatallah Abdelbaky

CENTER FOR TEACHING EXCELLENCE

Director-Center of Teaching Excellence	**Basema Dana**

COLLEGE OF ARTS & SCIENCES (CAS)

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Senior Administrative Assistant	Micheline Zouein
Administrative Assistant	Hadeer A. Mathews
Administrative Assistant	Farah Al-Toum

COLLEGE OF BUSINESS & ECONOMICS (CBE)

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Executive Assistant	Tina Noronha

COLLEGE OF ENGINEERING & APPLIED SCIENCE

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UNIVERSITY CENTERS

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Direct: (+965) 2224-8398
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DIVISION OF STUDENT AFFAIRS

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COUNSELING CENTER
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ACADEMIC ADVISING CENTER (AAC)
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FINANCE & ADMINISTRATION

FINANCE DEPARTMENT
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cshelpdesk@auk.edu.kw *(Services requests)*
E-Mail: **_grpAUKSecurityTeam@auk.edu.kw** *(security and campus access requests)*

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