Diploma in Business Studies- 2024

Arab Open University
الجامعة العربية المفتوحة
Arab Open University
Faculty of Business Studies

1. Programme Structure

Students seeking a Diploma in Business Studies must complete 65 credit hours:

No.	Requirements	Credit Hours
1	Foundation Program Requirements	0
2	University Requirements/Mandatory	18
3	Specialization Requirements/Mandatory	47
Total		65

2. Programme Requirements (65 Credits)

1. Foundation Program Requirements   (Credits Needed: 0)

Course Code	Course Name	Level	Credits	Prerequisites
EF001	English Foundation (I)	0	0	Nothing
EF002	English Foundation (II)	0	0	EF001
EF003	English Foundation (III)	0	0	EF002
IT100	Foundation Information Technology	0	0	EF001
MA100	Foundation Mathematics	0	0	None
MA101A	Applied Mathematics	0	0	MA100

2. University Requirements/Mandatory   (Credits Needed: 18)

Course Code	Course Name	Level	Credits	Prerequisites
GR118	Life Skills and Coexistence	1	3	& IT100 & EF003 MA101A
GT101	Learning and Information Technology	1	3	& IT100 & EF003 MA101A
EL111	English Communication Skills I	1	3	& IT100 & EF003 MA101A
EL112	English Communication Skills II	1	3	EL111
AR113	Arabic Communication Skills (I)	1	3	None
GR111	Arab Islamic Civilization	1	3	None
Total			18	

3. Specialization Requirements/Mandatory   (Credits Needed: 47)

Course Code	Course Name	Level	Credits	Prerequisites
BUS110	An Introduction to Business Studies	1	8	EL111
BUC111	Business Communication - I	1	4	EL111
BUC112	Business Communication - II	1	4	BUC112
ACT111	Financial Accounting	4	4	EL111
ACT112	Managerial Accounting	4	4	ACT112
B207A	Shaping Business Opportunities	5	8	BUS110
B207B	Shaping Business Opportunities	5	8	B207A and BUC112
BUS115	Small Business Management	4	4	EL112
BA100	Career Planning & Development	1	1	EL111
BSIT101	Multimedia Applications	1	2	EL111
Total			47	