AOU
الجامعة العربية المفتوحة
Arab Open University

AOU Student Prospectus

Academic Year: 2026-2027

Contents

Preface
A Brief History
University Vision
University Mission
University Goals
Reasons to Join AOU
Partnership with OU, UK
Integrated Learning System
University Resources
University Branch/campuses
Quality Assurance
Admission Requirements
Language Placement Tests (LPTs)
English Language Courses
Credit Transfer / Course Equivalency
AOU Academic Degrees
AOU Local Programmes
AOU Validated Programmes
Key University Regulations and Policies
University Websites
University Addresses and Information
Appendix 1: The Bachelor's Degree Award Requirements Bylaws At AOU
Appendix 2: AOU-OU Grades Mapping
Appendix 3: BA (Hons.) in Business Studies Study Plan
Appendix 4.1: BA (Hons.) in English Language and Literature Study Plan
Appendix 4.2: BA (Hons.) in English Language and Literature Transitional Plan
Appendix 4.3: BA (Hons.) in English Language and Literature Translation Track
Appendix 5.1: BSc (Hons.) in Information Technology and Computing
Appendix 5.2: Cyber Security (CyS) Track (131 C.H.)
Appendix 5.3: Data Science (DS) Track (131 C.H.)
Appendix 5.4: Artificial Intelligence (AI) Track (131 C.H.)
Appendix 5.5: Computer Science Pathway

Appendix 5.6: Network and Security Pathway
Appendix 5.7: Web Development Pathway
Appendix 5.8: Computing with Business
Appendix 5.9 : Graphic and Multimedia Design Pathway
Appendix 6.1: Bachelor's in Elementary Education (132 C.H. - JOR)
Appendix 6.2: Bachelor's in Elementary Education (128 C.H. - LEB)
Appendix 6.3: Higher Diploma in Kindergarten (39 C.H. - EGY)
Appendix 7.1: Executive Secretarial Programme (126 C.H. - KSA)
Appendix 7.2: Bachelor's in Special Education / Learning Disabilities (132 C.H. - JOR)
Appendix 8: Graphics and Multimedia Design / Technology Structure (GMDT) (137 C.H.)
Appendix 9.1: Electronic Media Programme (129-136 C.H. - EGY)
Appendix 9.2: News Journalism (NJOUR)
Appendix 9.3: Radio and Television (129-136 C.H.)

Preface

Dear Student,

Welcome to the Arab Open University (AOU); the perfect choice for high-quality education and training, and your gateway to future career opportunities.

The purpose of this guide is to provide you with all the information that you may need to understand what AOU has to offer. You can find entry requirements for both general courses and the different academic specializations. While specializations (majors) provide you with the knowledge and skills to become an expert in one particular field or aspect of a field, general courses are also important because they help in developing your language, computing and communication skills, in addition to expanding your knowledge and grasp of the Arabic and Islamic civilization.

You can also find an overview of the University where you can learn about AOU's foundation, objectives, programmes, as well as the general rules and systems for learning and teaching. You can discover what courses are offered, how examinations take place and how we assess student performance. Moreover, tutors are your primary connection to the University. Do not hesitate to ask for help as they, alongside our administrative staff, are here to guide and support you. If you have any questions, check the frequently asked questions (FAQ) section. It may have what you are looking for. What we expect from you in return is your commitment to the University's ethos, high standards, and thrive for academic achievement.

AOU is a partner of the Open University[1], United Kingdom (OU, UK). Our student's guide and OU's Student's Guide to Studying on a Programme Validated by the Open University are also great sources of information that complement each other, and both guides are available on our website[2].

Should you have enquiries about validation by OU, UK, you can visit www.open.ac.uk/validate for more information.

[1] www.open.ac.uk

[2] www.arabou.edu.kw

A Brief History

In 1996, HRH Prince Talal Bin Abdul Aziz Al Saud—chairman of the Arab Gold Programme for United Nations Development Organizations (AGFUND)—took steps toward establishing AOU as a pan-Arab project. AOU's concept was formally presented in a UNESCO regional conference held in Beirut in March 1998, and subsequently in a UNESCO international conference later in October of that year in Paris.

Headquarters:

Five Arab countries offered to host AOU's headquarters: Bahrain, Egypt, Jordan, Kuwait, and Lebanon. In December 2000, Kuwait was selected as the location for both the headquarters and a branch campus.

Campus Expansion

- Branches were initially planned in Bahrain, Egypt, Jordan, Lebanon, and Saudi Arabia.
- The seventh branch campus was established in the Sultanate of Oman in September 2007.
- The eighth branch campus opened in the Republic of Sudan in September 2013.
- The ninth branch campus was established in Palestine in 2017 and is currently suspended.
- During the current academic year, AOU opened its tenth campus in the Kingdom of Morocco.

Teaching at AOU started in early October 2002 in Kuwait, Jordan and Lebanon Campuses. Bahrain, Saudi Arabia and Egypt commenced teaching in the first semester (Fall) of 2002-2003. As for Oman branch/campus, it started in the second semester (Spring) of 2007-2008. Sudan branch/campus started in the academic year 2013-2014, and lastly, Palestine branch/campus in academic year 2018-2019.

University Vision

Arab open university is a pioneer in the quality of education for all and the development of a knowledge society."

University Mission

"Providing high-quality education to all segments of society and providing them with labour market skills. Through an attractive advanced technical learning environment and a flexible educational model that transcends time and space obstacles; working on developing the science and knowledge society by providing a stimulating environment for scientific research and an incubator for innovation; Contribute to achieving sustainable development in Arab societies".

University Goals

Guided by its vision and mission, the University adopted the following goals:

- Developing a Center of Excellence for open education and distance learning.
- Providing opportunities of quality higher education to large and diverse student population.
- Providing special opportunities in higher education to disadvantaged groups of potential students, such as women and those residing in remote areas.
- Providing a forum for continuing education across the region, for the benefit of both individuals and local communities.
- Providing opportunities for professional training in accordance with the latest market demands.
- As a contributing partner, participating in promoting research and scholarly activities in areas of special concern to the Arab society.

Reasons to Join AOU

- By virtue of its partnership with OU, UK, the University is unique. Graduates receive two degrees, one from AOU and a validated award from OU, UK.
- A blended learning system of face-to-face tutoring and self-instructional textbooks designed by OU, UK for distance learning. In addition to using the latest technology applications in teaching and electronic learning.
- The Academic programmes are carefully selected and designed to meet the needs of both local and international markets.
- A flexible attendance system in comparison to traditional modes of higher education. This primarily helps students with disabilities, students with time constraints, and students with family obligations, i.e. parent students.
- Courses are designed to accommodate working students and those commuting from remote areas.
- Students are encouraged to become independent learners as self-learning is heavily emphasized. This enables students to become lifelong learners even after graduation.
- High quality interactive educational materials are employed.
- The language of instruction is English, which helps students practice and become more proficient. It is crucial nowadays to have good English communication skills.
- Mobility and opportunities for credit transfer across branch/campuses are possible.

Partnership with OU, UK

AOU sought institutional accreditation and validation from the Open University Validation Partnerships (OUVP) to demonstrate a commitment to high quality by accepting United Kingdom academic, operational and service norms to students. AOU received institutional accreditation and validation from OUVP in the years 2003, 2007, 2012 and 2017, each valid for a period of 5 years.

The Open University, United Kingdom (OU UK), approves AOU to offer higher education programmes leading to OU UK-validated awards. These awards carry the same academic standing as comparable qualifications offered by UK higher education institutions. For employment and postgraduate applications, an OU UK-validated award is equivalent to a qualification awarded directly by the Open University.

Under this partnership, the OU UK provides the following to AOU:

- Validated programmes and courses.
- Learning materials (textbooks, supporting materials, audiovisuals, etc.)
- Dual awards (Bachelor degrees (BA/BSc)) and master's degrees with Internationally recognized UK qualification).
- Exit awards (Diplomas and certificates).

In addition to regular Programmes' monitoring and external examining system.

Integrated Learning System

AOU's learning and teaching model is based on high-quality educational approach. The offered programmes/ courses are taught in English and are licensed from the Open University (OU UK). The following is a brief description of **AOU's model:**

- The ratio of students to tutor in any section is 25: 1.
- A University-wide online Learning Management System (LMS) facilitates learning.
- All branch/campuses/campuses are equipped with multimedia and computing laboratories to support students.
- Student assessment is carried out as follows:
    - Continuous Assessment (50%) which consists of Midterm Assessments (MTAs) and Tutor-Marked Assignments (TMAs).
    - Final examination (50%) at the end of the semester.
- Tutors provide comprehensive feedback on TMAs to direct students toward better understanding of the subject matter, and to enhance their learning experience.

1.Student Learning Package

The Student Learning Package provides most of the materials students' need for their selected courses.

Available in print or digital format, the package includes:

- Core teaching materials are designed specifically for independent study.
- Course-specific resources, such as set books, supplementary readings, supporting notes, and study guides.
- Audiovisual learning aids.

2. Tutorial Sessions

Designed to provide a forum of interaction between tutors and students, and amongst the students themselves. Sessions are scheduled on a weekly or biweekly basis and are meant as interactive tutorials covering the main topics for the study week identified in the University calendar. Sessions are conducted by highly qualified tutors who utilize the sessions in innovative ways that help students interact and learn more efficiently and effectively.

3. Student Attendance

Attendance is dependent on the number of credit hours registered in a semester. On average, students attend 4-8 hours per week. However, English orientation courses require 8 hours per week.

Tutorial sessions are not intended as classroom-style lectures. Students are expected to take responsibility for their own learning by studying the course material according to the schedule under the course calendar. Attending face- to-face tutorials is mandatory by students whose absence may not exceed 25% of the prescribed tutorials, as stated in the University calendar.

4. Office Hours

Tutors maintain scheduled weekly or biweekly office hours that are intended to provide a more informal environment for academic support. Students are advised to take advantage of these office hours.

University Resources

1. Learning Resources

To support academic programmes, students and tutors, each branch/campus offers a variety of learning resources such as textbooks and IT resources. All students have access to a variety of programme and course

resources that are accessible through the internet, collectively referred to as the Electronic Library (E-Library). Specifically, a Moodle-based software called Learning Management System (LMS) provides students and faculties in every branch/campus access to all electronic resources to which AOU is subscribed. Student support service is another electronic resource where students can access other forms of support services.

2. Computer Laboratories

Each AOU branch/campus has its various-purpose computer laboratories. Some courses have mandatory online components as primary or supporting course material intended to help in learning, and such material can be accessed in the labs. Electronic support for all courses is provided through the University's LMS, which also includes a teleconferencing facility.

3. Other Facilities

Most AOU branch/campuses offer a variety of facilities such as student cafeteria, entertainment rooms and prayer rooms. There is usually ample parking space. Moreover, adequate provisions are made for underprivileged students such as ramps and dedicated special restrooms throughout campus. Lastly, lifts provide easier access to the upper floors of branch/campus buildings.

AOU campuses

Each branch/campus dedicates a range of resources and support services for its students, which can be found on the branch/campus's respective website. Such support services include, but are not limited to:

- Induction to AOU and the mode of instruction being employed.
- Advice and guidance on how to how to study effectively and which courses or programmes to study.
- Allocation to subject-specialist tutors who will provide face-to-face tuition, mark assignments and be available during office hours to provide extra assistance.

Quality Assurance

To ensure a high-quality learning experience for students, the University monitors and evaluates its procedures, practices and student services on a systematic and regular basis.

Designing Learning Materials

Designing courses learning materials is the direct responsibility of the Deans of the respective faculties. For newly designed courses, academic teams from inside and outside the University are usually tasked with producing the required materials. Production of learning materials is conducted with certain specifications and implementation methodologies. Assessment is done externally by other universities to ensure that materials are of a high academic standard, comparable to materials used and taught in campus-based institutions.

All programmes are taught in English; Business Studies, IT and Computing Studies, and English Language Studies. Courses under these programmes are produced according to OU, UK's very high standards. Where necessary, courses materials (written and audio-visual) are adjusted to ensure adherence to Arabic and Islamic values. Faculty of Education programmes have also been developed to meet local accreditation requirements. In addition, some of its Master's programmes have been validated through OUVP.

The University also offers in-house local programmes in different branch/campuses. These include Graphics and Multimedia Design Technology, Business Accounting taught in Arabic, Electronic Media, Radio and Television, and

Public Relations. In addition to Media under three tracks; the Electronic Media Track, the Electronic Journalism Track, and Public Relations Track and Programme of Law.

Tutors Management and Monitoring

Since tutors are the interface between the University and its student body, care is taken to ensure that they deliver a high-quality experience to students. Upon appointment, tutors are trained in generic teaching skills and in the specifics of the courses they will be tutoring. Each tutor is assigned 25-30 students, and their face-to-face sessions are monitored by a full-time course coordinator in the branch/campus. Grading and the quality of feedback given to students on Tutor-Marked Assignments (TMAs) are also monitored. Additionally, students have the chance to evaluate their tutor's performance on a by-semester basis via an especially- designed questionnaire. If inadequate performance is detected, the branch/campus Director/Rector will take appropriate action him/herself.

Assessment

The relevant faculty's academic staff sets all assessment material. However, before an assignment or exam is approved for use, the questions and model answers must be approved by external assessors. In the case of OU, UK validated programmes, the assessors are external examiners that were selected from reputable universities in the United Kingdom.

The University adopts a rigorous policy for student achievement assessment in courses and programmes. The policy aims to create a robust and fair system of evaluation. Each system component intends to serve a learning need within the overall learning process.

The assessments' components are as follow:

Tutor-Marked Assignments (TMAs)

Each course requires students to complete a number of TMAs that are spread over its duration. They are marked by the student's course tutor, and they contribute to the total grade of the course. The number of TMAs is dependent on the level and credit rating of the course. At higher levels of study, some TMAs are set as thematic projects that require students to assemble rational arguments derived from many credible information sources.

TMAs are submitted on the specified dates in the course calendar via the LMS. Any TMA not submitted by the cut-off date will be subject to TMA late submission policy unless the student provides evidence of a medical report or occurrence of circumstances beyond his/her control within 3 days of the cut-off date. The reason for non-submission must be reported to the relevant course coordinator.

Midterm Assessments (MTAs)

Another important means of monitoring student progress during a course. MTAs are unified across all branch/campuses. They are prepared by the General Course Coordinator (GCC) and submitted by the Dean to the external examiners for final approval.

According to University rules and regulations, a student's grade in Continuous Assessment (TMAs and MTAs) in each course should be entered in the Student Information System (SIS) of the respective branch/campus without delay, so that the student's grade record is completed at most 1 week before the beginning of final exams.

Final Examinations

Final examinations are developed under the direct supervision of the faculty Dean, approved by external examiners, and administered simultaneously across all

branches and campuses.

Assessment and Examination Policy

The University adopts various methods to assess the student progression rate toward achieving the program's objectives. The assessment strategy may vary from one course to another, but it usually includes the following:

- 50 marks are allocated for Continuous Assessment, distributed up to 20 for TMAs and up to 30 for MTAs. The other 50 marks are allocated for the final exam which is held at the end of the semester.
- To pass a course, a student must achieve a 50/100 mark in the course final result, i.e. a minimum of 15 marks in continuous assessment and 35 marks in the final exam.
- For programmes validated by OU, UK, the degree award classification is calculated based on the student's average grade in his/her best 32 credit hours of courses in Level 5 and the best 32 credit hours of courses in Level 6, in a ratio of 1:2 according to the new framework for higher education qualifications in the UK.
- In all branch/campuses, students must present identification to enter the examination room and attend the final exam.
- Final exam scripts are marked at the relevant branch/campus under the supervision of the branch/campus Director/Rector in coordination with the concerned Dean. Additionally, students' final exam scripts must be anonymous during the marking process.
- A student unable to attend the final exam due to an acceptable medical report or a force majeure excuse will be given an Incomplete (I) grade and he/she shall be allowed to sit for a make-up final exam in the nearest semester when that course is offered, otherwise he/she shall receive a Fail (F) grade.

Admission Requirement

To be admitted to any BA/BSc programme, students need to meet the following

conditions:

- Have a general secondary school certificate (or equivalent).
- Fulfill any other conditions determined by the University or the competent authorities in the branch/campus country. Students are advised to contact their local branch/campus for more information about admission requirements.
- The Branch/campus Council devises and approves a specific admission policy in accordance with the admission requirements of the branch/campus country. Required application documents may vary from one branch/campus to another, but all branch/campuses require the following:
- A copy of the student's high school certificate (or equivalent).
- A copy of the student's ID or passport/labor card.
- Passport-size photos of the student.

Language Placement Tests (LPTs)

The University administers LPTs in both Arabic and English, not as admission requirements, but rather as indicators to help place students in their appropriate language levels. Based on the scores, students will be assigned courses that aim to develop their Arabic/English proficiency to undertake the full course load in their respective areas of specialization.

English Language Courses

OU, UK licensed courses are all taught in English. Therefore, the University has developed a few English language competency courses. These courses are not validated by OU, UK. Delivered by the Faculty of Language Studies (FLS), the current programmes are:

- The English Orientation Programme (EOP) comprises 3 non-credit hour courses that target students with low English proficiency. The courses are EL097, EL098 and EL099.
- The English Communication Skills Programme (ECS) comprises 2 3-credit hour courses of compulsory University requirements. The courses are EL111 and EL112.

1) Course Assignment and Classification

The aforementioned courses are assigned based on students' scores in the English LPT: Oxford Online Placement Test (OOPT). The courses are classified as follows: Beginner (EL097), Elementary (EL098), pre-intermediate (EL099), Intermediate (EL111) and Upper-Intermediate (EL112).

2) Course Details

- The programme offers significant face-to-face interaction between the student and the tutor at each level as the student's language skills develop.
- For each level in EOP, 4 2-hour tutorials are assigned weekly.
- ECS' credit courses have a total of 32 hours per semester distributed weekly as 2-hour tutorials.

3) Exemption from Foundation Programme Courses EL111 and EL112

Newly admitted students are exempt from the English LPT if they have achieved at least 550 on the paper-based TOEFL, 213 on the computer-based TOEFL, 79 on the TOEFL iBT, or 6.5 on the IELTS. The qualifying score must have been obtained within the two years preceding admission to the University.

Credit Transfer / Course Equivalency

The current University policy allows a student who has been admitted into an academic programme to apply for credit transfer against Level 3 courses (Level 1 previously). Admitted students may thereafter submit the required documents to gain credit transfer for courses successfully completed at other recognized higher education institutions.

Each application must include a detailed description of each successfully completed course alongside an official transcript showing the number of credit hours and marks earned. The course should be at least equivalent in its academic content and number of credit hours to the course offered by the University. At any level, credit transfer cannot exceed 14 credit hours. Applications for credit transfer are scrutinized in accordance with the approved University criteria *(refer to Appendix 1 for details)*.

AOU Academic Degrees

AOU comprises the Faculty of Business Studies (FBS), Faculty of Computing Studies (FCS), Faculty of Language Studies (FLS), Faculty of Education Studies (FES),.The FBS, FCS and FLS have their programmes validated by OU, UK. Only some of FES's programmes are partially validated by OU, UK. The validated programmes are as follows:

- Bachelor's Degree in Business Studies.
    - Major options: Management, Systems, Economics, Marketing, Accounting, Finance/Microfinance or Human Resources.
- Bachelor's Degree in Information Technology and Computing.
    - Major options: Information and Communications Technology, Computing with Business, Web Development (WD), Networking and Security (N&S).
- Bachelor of Art in English Language and Literature.
  Major options: Translation.
- Bachelor Degree in Graphic and Multi-Media Design Technology (GMDT)

AOU Local Programmes

- *FBS:* Bachelor's in Accounting (Arabic),
- *FCS:* Bachelor's degree in Graphics and Multimedia Design Technology.
- *FLS:* Bachelor's in Electronic Media / Radio and Television / Media — Public Relations / Media — Electronic Media / Media — Electronic Journalism.
- *FES:* Bachelor's in Education (B. Ed.) for Intermediate and Secondary Stages.
- *FL:* Bachelor's in Law

Details of the aforementioned programmes can be found from *Appendix 6 onward.*

AOU Validated Programmes

OU, UK follows the credit points system, whereas AOU follows the credit hour system. The following table shows the credit point/credit hour equivalence:

Credit Hours (AOU)	Credit Points (OU, UK)
8	30
5	20
4	15
3	10

The following section provides a detailed description of the 4 AOU validated programmes. Further information can be found in *Appendices 1, 3, 4 and 5*.

1) Bachelor's of Art (Hons.) in Business Studies Programme (Appendix 3)

Developed and delivered by AOU, the BA degree in Business Studies has been validated through a process of external peer review by OU, UK, which is an appropriate quality standard that leads to the OU, UK validated award of BA (Hons.).

Per local accreditation requirements, the degree comprises 132 credit hours to be completed over a 4-year period of full-time study. The programme's credit hours can be broken as follows:

Category	Credit Hours	
M University requirements	18	132
M Faculty requirements	48	
E Faculty requirements	6	
M Specialization requirements	48	
E Specialization requirements	12	

M is Mandatory and E is Elective

2) Bachelor of Art (Hons.) in English Language and Literature (Appendices 4.1 and 4.2)

The BA degree in English Language and Literature (ELL) has been validated through a process of external peer review by OU, UK, which is an appropriate quality standard that leads to the OU, UK validated award of BA (Hons.) in ELL (OUVA).

The degree comprises 129-133 credit hours to be completed over a 4-year period of full-time study. The number of credit hours selected within this range is determined by local accreditation requirements. The programme's credit hours can be broken-down as follows:

Category	Credit Hours	
M University requirements	18	129-133
E University requirements	3-7	
M Faculty requirements	8	
E Faculty requirements	4	
M Specialization requirements	64	
E Specialization requirements	32	

M is Mandatory and E is Elective

3) *Bachelor of Science (Hons.) in Information Technology and Computing (Appendix 5)*

Developed and delivered by AOU, the BSc degree in Information Technology and Computing (ITC) has been validated through a process of external peer review by OU, UK, which is an appropriate quality standard that leads to the OU, UK validated award of BA (Hons.) in ITC (OUVA).

Per local accreditation requirements, the degree comprises 131 credit hours to be completed over a 4-year period of full-time study. The programme's credit hours can be broken down as follows:

Category	Credit Points		Credit Hours	
M University requirements	60	480	18	131
E University requirements	10		3	
M Faculty requirements	30		8	
E Faculty requirements	20		6	
Specialization requirements	360		96	

M is Mandatory and E is Elective

4) *Academic Programmes Offered by the Faculty of Education Studies (See Appendix 6 and 7)*

Jordan Branch/campus:

- Master's in Education (M. Ed.) in Instructional Technology
- Master's in Education (M.Ed) in Education Leadership
- Bachelor of Art in Education / Elementary Education
- Bachelor of Art in Special Education / Learning Difficulties

- High Diploma in Education

Saudi Arabia Branch/campus:

- Bachelor of Art in Education / Elementary Education
- Bachelor of Art in Special Education
    - Available tracks: Mental Retardation, and Learning Disabilities.
- Diploma Programme in General Education
- Diploma Programme in Special Education
    - Available tracks: Mental Retardation, Behavioral Disorders and Autism, Multiple Disabilities, and Communication Disorders.

Lebanon Branch/campus:

- Bachelor of Art in Education / Elementary Education

Programmes offered on the branch/campuses are in accordance with the local needs and requirements, and most courses are offered in Arabic only.

General Courses

AOU offers a range of largely skills-based compulsory courses and electives. The University attaches special significance to the role of these courses in the make-up of its programmes, as they serve to broaden the students' perspective on life and enrich their personal development.

Compulsory Courses (9 Credit Hours)

These courses are considered University requirements for all programmes.

Course Code	Course Title	Credit Hours	
GR101	Self-Learning Skills	3	9
AR111	Arabic Communication Skills I	3	
AR112	Arabic Communication Skills II	3	

Exemption from Arabic Language Skills Courses

- A student who passes the Arabic LPT with an average of 60% or above is exempted from AR111.
- A student who passes the Arabic LPT with an average of 90% or above is exempted from AR112.

Non-native Arabic Speakers

Students who apply for AR111 and/or AR112 exemption, and whose mother tongue is not Arabic, must have studied and passed the Arabic language courses for non-speakers (AFL111 and AFL112) in an accredited university and earned a credit equivalence of at least 6 credit hours.

Elective Courses (12 Credit Hours)

Course Code	Course Title	Credit Hours	
GR111	Arab Islamic Civilization	3	12
GR112	Developmental Issues and Problems in the Arab region	3	
GR115	Current International Issues and Problems	3	
GR131	General Branch/campus Requirement*	3	

** This is a branch/campus-specific course such as history of the country*

Exit Awards (OU awards only)

Exit awards are part of the BA/B.Sc. (Hons.) degree validated programmes at the University. The rationale behind exit awards is that sometimes-unseen circumstances (social/family considerations, job requirements, etc.) can cause students to exit without completing their bachelor's programme, and the University wants to provide them with the opportunity to obtain a certificate or diploma for the efforts they have put in up to the point of exit. The objectives of doing exit awards are:

- To provide the student with a certain sense of satisfaction, having not wasted

their time thus far.

- To help the student transfer credit if he/she is moving to a different institution.
- To help the student in finding a job, if he/she is unemployed.
- To strengthen the student's position, if he/she is already employed.

Except for Business *(see 6.4 below)*, exit awards are conferred by OU, UK for students registered in OU validated programs. Exit awards requirements are as follows:

- *Certificate award:* the successful completion of 120 credit points at Level 4.
- *Diploma award:* the successful completion of 240 credit points at Level 4 and higher.

Exit Awards in ELL for Undergraduates (developed by OU, UK)

The following awards are only available to students registered in the BA ELL programme who leave part-way. They are not free-standing awards and are only awarded by OU, UK.

Higher Education (HE) Certificate in English Language and Literature

A student is eligible for this exit award if he/she successfully completes the following Level 4 courses from the BA ELL programme, totaling 32 credit hours or 120 credit points:

Course Code	Course Title	Credit Points		Credit Hours	
EL120	English Phonetics and Linguistics	15	120	4	32
EL121	Short Story and Essay Writing	15		4	
AA100 A&B	Arts of the Past and Present*	60		16	
EL122	Writing and Research	30		8	

** Formerly A123 A&B: An Introduction to Humanities. Changed in the academic year 2013-2014.*

Higher Education (HE) Diploma in English Language and Literature

A student is eligible for this exit award if he/she successfully completes the following Level 5 courses from the BA ELL programme in addition to the Level 4 courses in the table above, totaling 64 credit hours or 240 credit points:

Course Code	Course Title	Credit Points		Credit Hours	
A230 A&B	Reading and Studying Literature, I and II. *	60	120	16	32
U214 A&B	Worlds of English, I and II. **	60		16	

** Formerly A210 A: Approaching Literature I: The Realist Novel and the Canon, and A210 B: Approaching Literature II: Romantic Writing. Changed in the academic year 2013-2014.*

*** Formerly U210 A&B: The English Language: Past, Present and Future, I and II. Also changed in the academic year 2013-2014.*

Exit Awards in ITC

OU Award	Requirements
HE Certificate in ITC	All Level 4 courses in the ITC track (120 credit points)
HE Diploma in ITC	All Level 4 and Level 5 courses in the ITC track (240 credit points)

Exit Awards in Business

OU Award	Requirements
HE Certificate in Business	120 credit points at Level 4 and Level 5
HE Diploma in Business	120 credit points at Level 4 and 120 credit points at Level 5 (240)

Future Developments

- New specialization tracks will be added to suit student and market demand in the AOU branch/campus countries.
- Postgraduate programmes will be introduced in all faculties according to market demands.

Key University Regulations and Policies

Students with disabilities or special requirements

- Students who feel that certain circumstances have impacted their performance negatively when completing their assignments, or who need particular support, should present their case to their tutor who will discuss it with the appropriate authority.
- Students requiring an extension to an examination duration/time must submit their needs not less than 3 weeks before the date of the exam or the due date of a research/project submission.

Cheating and Plagiarism

Any student caught cheating or committing plagiarism will be referred to the appropriate authority for a decision under AOU rules and regulations. Penalties may include dismissal from the University. The following constitute cheating and plagiarism:

- Copying printed material and submitting it as part of a TMA or examination scripts without proper acknowledgement and documentation.
- Copying material from the Internet, including tables and pictures, without proper acknowledgement.
- Copying other students' work.
- Using material prepared for the student by other individuals or institutions (not the student's own work).

- Taking unauthorized material into the examination room.

Inability to Take the Final Exam — Extenuating Circumstances

- A student who cannot take the final exam or submit a report/project that is a main component of the continuous assessment must submit a medical report or a force majeure excuse within 1 week following the exam date to the Students' Affairs Office, which will then forward it to the competent authority.
- If the Branch/campus Examination Committee (BEC) accepts the case, the student is awarded Incomplete (I). The student may take the exam on the next occasion that it is held, whether in the next semester or next academic year.
- If the BEC rejects the case, the student is awarded a 0 mark in the exam.

Repeating Courses

- A student may not repeat any AOU course in which they have obtained a B grade or higher.
- A student may not repeat a Level 2 (5) or Level 3 (6) OU, UK course in which they have obtained a C grade or higher.
- A student who fails an elective course may repeat it or any other elective course for the purpose of completing the programme's approved study plan requirements. The new grade resulting from the repeat shall be included in his/her semester and cumulative averages. However, if they fail, the number of course hours shall be excluded from his/her cumulative average, provided that no semester average modification should occur in the semester in which he/she failed.
- A student who fails a compulsory course must repeat it in a subsequent semester. The new grade resulting from the repeat shall be entered into his/her record. However, if they fail, the number of course hours shall be excluded from his/her cumulative average, provided that no semester average modification should occur in the semester in which he/she failed.
- A student may repeat any course in his/her study plan, other than Level 2 (5) and Level 3 (6) OU, UK courses, only if it is for the purpose of raising their cumulative average to the required limit to graduate. The new grade, whether higher or lower than the previous grade, shall be entered into his/her

cumulative average, and the number of points earned prior is canceled alongside the course's credit hours.

Attendance of Tutorials

With due regard to local accreditation conditions required from each university branch: The following points provide the main aspects regarding the attendance of the Tutorial sessions:

- The minimum face-to-face classroom meeting hours allocated for tutorials in each course during a single semester shall be 4 classroom hours against each credit hour allotted to the course.
- Face-to-face tutorial classroom hours may increase in the case of certain courses having a special nature. This is determined by the competent faculty or a branch/campus with a view to fulfilling local accreditation requirements, for instance.
- Attending the face-to-face tutorial sessions of the registered course is mandatory by students. Absence from such tutorials may not exceed 25% of the prescribed tutorials as stated in the approved University calendar

Duration of Study and Study Load

- An academic year consists of two semesters, each lasting 16 weeks. The summer semester lasts 8 weeks.
- The University Council approves the University Calendar for each academic year, which includes the dates for the beginning of semesters, adding and dropping courses periods, final examinations, etc.
- Minimum Load: the minimum study load per student shall be 8 credit hours per semester. However, with the branch/campus Rector's approval, this load may be reduced to 6 credit hours.
- Maximum Load: The maximum study load per student shall be 21 credit hours per semester. However, for students expected to graduate in the same semester, the branch/campus Rector may raise the maximum load to 24 credit hours.
- Students with a cumulative average under 2.00 shall not be permitted to register more than 16 credit hours in a semester.
- The maximum duration for obtaining a Bachelor's degree is 24 semesters (12 years) excluding summer semesters, considering local accreditation requirements.

1) Pre-requisites

- The study plan details the pre-requisites for each course.
- A student may not register for a course without finishing its pre-requisite first.

2) Postponement, Suspension and Withdrawal

- A continuing student may submit an application within a period not exceeding 2 weeks from the beginning of the semester to postpone his/her

study. The postponement period shall not exceed 6 consecutive or interrupted semesters and shall not be included within the maximum period required for graduation.

- During the add and drop period, a student may withdraw from study after the approval of the competent party at the branch/campus.
- A student who does not register in a certain semester is considered suspended. However, if he/she subsequently submits a valid excuse before the end of the semester, the suspension period will be considered a postponement instead.
- If a student resumes their study after a period of postponement or suspension with an acceptable excuse, they can resume studying for the second part of the course if he/she has satisfied the requirements of the first part. Marks obtained in the first part will contribute to the final grade of the course, provided that the postponement period does not exceed 6 consecutive or interrupted semesters *OR* the suspension period does not exceed 3 consecutive or interrupted semesters.
- A student's enrollment shall be cancelled if he/she fails to register in any course during the first semester following their enrollment at the University and/or not registering in any course for 3 consecutive or interrupted semesters without a valid excuse.

3) Granting the bachelor's degree

The bachelor's degree is granted after completing the following graduation requirements:

- Passing all courses required for graduation pursuant to the approved study plan for the Bachelor's degree in the concerned programme.

- Achieving a cumulative average of not less than 2.00.
- Not exceeding the maximum period of study stipulated in *Point 7 above*.
- Finishing any other requirements stated inside or outside the study plan.
- The OU validated award is classified based on the student's grade point average in the best 32 credit hours at Level 5 and the best 32 credit hours at Level 6.

4) Warning and Dismissal

- A warning shall be issued to the student whose cumulative average is less than 2.00 at the end of any semester, excluding summer semesters.
- A student shall be dismissed from the University if he/she receives 5 warnings within 5 consecutive semesters, excluding summer semesters.
- A student who has been dismissed from the University for academic reasons related to their GPA may re-apply for enrollment in any AOU programme, excluding the programme from which he/she was dismissed.

5) Grades and Awards Classification

Final grades correspond to the following points:

Letter Grade	F	D *	C	C+	B	B+	A
Points	0.00	1.50	2.00	2.50	3.00	3.50	4.00

** The minimum passing grade for a student's successful completion of a course.*

Classification of students' certificates is derived from OU, UK as follows:

Award Classification by OU, UK	AOU Rating / Cumulative Average
First Class	Excellent
Second Class (1st Division)	Very Good
Second Class (2nd Division)	Good
Third Class	Pass

6) Study Fees

Being a non-profit institution, AOU aims to keep fee levels as low as possible, so long as it allows for the offering of its high quality learning experience. Study fees differ depending on the nature of the courses and the living standards of the branch/campus country. The University also has a *Student Fund* that aims to financially support students in need, as well as honoring distinguished students by providing them with grants, subsidies or loans.

7) Student Transfer

7.1) Transfer between Academic Programmes

A student is eligible to transfer provided that he/she fulfills the admission requirements of the programme to which he/she wishes to transfer, and the transfer takes place at the beginning of the semester following the one in which he/she has been admitted. In this case, all courses successfully completed that correspond with the requirements of the new programme will be taken into account. The number of course hours that do not belong in the new programme's study plan as well as the points attained in said courses shall be excluded from his/her cumulative average. Lastly, the student needs to fill in the special transfer form during the period announced in the University calendar. The transfer is subject to the following conditions:

- The availability of space for an extra student on the programme, as there are limits to capacity.

- The student's average in the secondary school certificates should not be less than the average required by the programme to which the student is applying to transfer.
- Fulfillment for any other academic qualification required for admission to the new academic programme.
- Passing any qualifying exams requested by the programme that the student is applying to join.
- Ensuring that the transfer does not lead to a critical situation on the programme being transferred from.

7.2) *Transfer between Branch/campuses*

A student who is registered in one branch/campus is eligible to transfer to another branch/campus, but only at the beginning of the semester. This case, all completed courses are taken into account for the student. However, this type of transfer is subject to local requirements. Additionally, tuition fees for new courses are calculated according to the fees of the new branch/campus. The transfer is subject to the following conditions:

- When applying for a branch/campus transfer, the student should be fully registered in that branch/campus, not a discontinued student, and does not have a warning/punishment of expulsion from the University.
- The student shall fill in the respective form stating the reasons for transfer before the end of the semester and according to the specified dates schedule.
- In certain circumstances, a student may apply for transfer from one branch/campus to another during the semester provided that he/she can provide a valid reason for the transfer.
- The student shall pay the appropriate transfer fee of $100 when filing the application. If the application is accepted, the amount is settled equally between the original branch/campus and the branch/campus that the student is transferring to. However, if the application is rejected, the student has the right to receive a refund.

- Transfer should normally occur within the same programme in which the student is registered. If not, admission to a different programme will be considered according to the fulfillment of programme admission requirements in the original branch/campus, and then the application for transfer is reviewed.
- The availability of space for an extra student in the programme, as there are limits to capacity.
- Where necessary, it is the student's responsibility to get a residence permit in the country branch/campus to which he/she wants to transfer. Including the necessary entry visas and other requirements.
- The student's average in the secondary school certificates should not be less than the average required by the programme to which the student is applying to transfer.
- When a transfer has been approved by the two branch/campuses/campuses, the student's file and academic record is sent to the new branch/campus.
- Before joining the new branch/campus, the student should be informed about any admission conditions or requirements observed in the new branch/campus so that he/she can fulfill these conditions either before or after joining the new branch/campus.

14) Student Conduct, Bylaws and Disciplinary Procedures

14.1) *Violations*

Any violation of the University's laws, statutes and bylaws, and any breach of proper conduct, norms and University traditions shall be deemed punishable. Examples include, but not limited to:

- Any act that is incompatible with honor and dignity, or that which breaches

good conduct inside the University.

- Actions that result in inflicting harm to the University's properties.
- Direct disruption of tutorials or exams, or incitement to do so. Also, refraining from performing academic and other related University activities.
- Any attempt to leak exam questions or cover up those attempting to do so.
- Organizing gatherings or non-academic meetings within the University without prior approval of the University's administration.
- Distribution of leaflets, issuance of bulletins, in any form, or collecting signatures for any purpose without the approval of the University's administration.
- Any sit-in within the University campus or participation in demonstrations or gatherings that are deemed contrary to public order or public morals in the University.
- Any publication that offends the University's reputation or its employees, or reporting false information to the administrators of the University.
- Assault by word or action, or both on any of the faculty members, employees, students, or guests.
- Any impersonation of others in any matter related to the University and its affairs.
- Carrying or using licensed or unlicensed firearms and sharp instruments.

14.2) *Penalties*

A student who commits any of the violations *presented in 15.1 above* may be subject one or more of the following punishments, following an investigation by the Branch/campus Disciplinary Council (BDC):

- Written Notice.
- Written Warning.
- Final Written Warning.
- Failure in the Course.

- Dismissal from the University for the duration of one semester following the violation.
- Dismissal from the University for more than one semester following the violation.
- Final Dismissal from the University.

The penalties inflicted should be dependent on the case at hand without abiding by the sequence listed above. Additionally, any punishment imposed will be recorded in the student's file.

14.2.1) *Plagiarism in TMAs Penalties*

If a student is suspected of committing plagiarism in a TMA, the tutor will report the incident to the Course Coordinator. If proven, the tutor shall implement the proper penalty in accordance with the University approved scheme of plagiarism penalties:

A) A zero mark will be given on the plagiarized TMA and the incident will be recorded in the student's file.

B) In the case of repeated plagiarism in student assignments, the student shall be referred to the Primary Disciplinary Council to receive one or more of the following penalties:

- Failure in the course.
- Dismissal from the University for the duration of one semester following the violation.
- Dismissal from the University for more than one semester following the violation.
- Final Dismissal from the University.

14.3) *Student Grievance Procedures*

14.3.1) *Appeals Procedures*

- A student may appeal their course grade through the online complaints and appeals system to the Branch/campus Appeal Committee (BAC) within 1 week from the course results announcement.
- The BAC ensures that the marks have been compiled properly and all answer scripts have been marked and verified, then notifies the student of the acceptance or rejection of his/her appeal.
- If rejected, the student may appeal the BAC decision to the Branch/campus Re-Appeal Committee (BRAC) through the branch/campus Rector/Director within 1 week of the original appeal decision notification. The re-appeal needs to include reasons for appealing alongside supporting documents.
- The recommendations of the BRAC will be sent to the Central Examination Committee (CEC) for approval and endorsement. The CEC's decision is considered final and irrevocable. However, if a student still insists on pursuing their appeal beyond this point, they should do so within one week from the CEC decision notification.
- In all cases, if a grade is modified as a result of an appeal then the respective examination committees must be informed.
- If the student is not satisfied with the outcome of the entire appeal process, he/she may appeal to the University President. Students registered in OU validated programmes may appeal to the OUVP if they believe that they have exhausted all AOU means and levels of appeal.

14.3.2) *Complaints Procedures*

- A student may lodge a complaint any time during the academic year by filling the University complaints form. The student must state detailed reason(s) for complaining. A copy will be automatically sent to the department concerned and to the Students' Affairs Office.
- The department concerned will examine the complaint. It may consult other departments or members of the University staff, if deemed appropriate and necessary.
- The department concerned may find grounds for the complaint and produce a report alongside its recommendations including all necessary documentation.
- The report will be sent to the Assistant Director/Rector for Administration and Finance or the Assistant Director for Academic Affairs for approval, based on the nature and subject of the complaints.
- Upon the approval of the relevant Assistant Director, the Students' Affairs Office will notify the study of the final outcome.
- If unsatisfied with the outcome, the student may raise the complaint to the branch/campus Rector/Director within 7 days of receiving the outcome notification. The branch/campus Rector/Director will inform the student of his/her decision.
- If unsatisfied with the branch/campus Rector/Director's decision, the student may raise the complaint to the University President and/or to the OUVP.

University Websites

To facilitate the educational process and achieve meaningful results, AOU established websites for its various programmes and activities. Unless otherwise noted, all websites are available in the English language.

Faculties websites:

Faculty	Website
Business Studies (FBS)	www.arabou.edu.kw/faculties/business/
Computing Studies (FCS)	www.arabou.edu.kw/faculties/computer/
Language Studies (FLS)	www.arabou.edu.kw/faculties/language/
Education Studies (FES)	www.arabou.edu.kw/faculties/education/

University Branch/campuses websites:

Branch/campus	Website
Bahrain	www.aou.org.bh
Egypt	www.aou.edu.eg
Jordan	www.aou.edu.jo
Kuwait	www.aou.edu.kw
Lebanon	www.aou.edu.lb
Oman	www.aou.edu.om
Saudi Arabia	www.arabou.edu.sa
Sudan	www.aou.edu.sd

University Addresses and Information

Headquarters (HQ)	PO Box 3322 Safat - Postal Code 13033 - State of Kuwait *Email:* info@arabou.edu.kw *Tel:* (+965) 24394143 / *Fax:* (+965) 24394150 *Directions:* Al-Farwaniya, Al-Ardiya Industrial Area, government usages zone next to the Public Institution for
AOU Bahrain	PO Box 18211 - Manama - Kingdom of Bahrain *Email:* student-affairs@aou.org.bh / info.desk@aou.org.bh *Tel:* (+973) 17407077 / *Fax:* (+973) 17402548 *Directions:* A'ali, Street 3220 (Building 890, Block 732)
AOU Egypt	PO Box 51 - El-Sherouk City behind City Hall - Cairo - Egypt *Email:* info@aou.edu.eg *Tel:* (+202) 26890500 - *Hotline:* 19268 / *Fax:* (+202) 26890590 *Directions:* Cairo, El-Sherouk City, Al-Hay Al-Thani
AOU Jordan	PO Box 1339 Amman - Postal Code 11953 - Jordan *Email:* info@aou.edu.jo *Tel:* (+962) 6 5630630 / *Fax:* (+962) 6 5630610 *Directions:* Amman, Tareq, Behind Queen Alia Hospital and close to the Association of Arab Universities
AOU Kuwait	PO Box 830 Al-Ardiya - Postal Code 92400 - State of Kuwait *Email:* director2@aou.edu.kw / info@aou.edu.kw *Tel:* (+965) 24394400 / *Fax:* (+965) 24394200 *Directions:* Al-Farwaniya, Al-Ardiya Industrial Area, government usages

AOU Lebanon	20584518 - Beirut - Lebanon *Email:* admin@aou.edu.lb / info@aou.edu.lb / studentaffairs@aou.edu.lb *Tel:* (+961) 01-392139 / *Fax:* (+961) 01-392146

AOU Oman	PO Box 1596 – PC 130 – Azaiba – Sultanate of Oman *Email:* info@aou.edu.om / admission@aou.edu.om *Tel:* (+968) 24957300 / *Fax:* (+968) 24699669 *Directions:* Muscat, Qurm 18, Madinat Sultan Qaboos

AOU Saudi Arabia	PO Box 84901 – Riyadh 11681 – Kingdom of Saudi Arabia *Tel:* (+966) 112742277 / *Fax:* (+966) 112742696 *Email:* support@arabou.edu.sa *Directions:* Riyadh, Hittin, Prince Faisal Ibn Abdullah Ibn Abdulrahman Street,

AOU Sudan	PO Box 7818 – Postal Code 11123 – Republic of Sudan *Email:* info@aou.edu.sd *Tel:* (+249) 154891834 / *Fax:* (+249) 154891832 *Directions:* Khartoum, Al-Amarat Street 17, Opposite of the Local Government Office

Appendices

Appendix 1:

The Bachelor's Degree Award Requirements Bylaws at the Arab Open University

Approved by the University Council No. 82 October, 2024

Contents

Article 1: Title
Article 2: Definitions
Article 3: Study Plans
Article 4: The Academic Year
Article 5: Admission
Article 6: Language Placement Test (LPT)
Article 7: Duration of Study
Article 8: Study Load and Study Level
Article 9: Registration
Article 10: Drop and Add
Article 11: Deferral of Study
Article 12: Discontinuation of Study
Article 13: Withdrawal from the University
Article 14: Cancellation of Enrollment
Article 15: Face-to-Face Tutorial Sessions
Article 16: Course Assessment
Article 17: Period of Storing MTA and Exam Booklets
Article 18: Absence from Exams & Assessments
Article 19: Examination & Assessment in a Different Branch/campus
Article 20: Grading Scale
Article 21: Course Failure

Article 22: Results
Article 23: Appeals
Article 24: Semester and Cumulative Averages
Article 25: Warning and Dismissal
Article 26: Repeating Courses
Article 27: Equivalency of Courses
Article 28: Transfer
Article 29: Graduation
Article 30: Award Classification
Article 31: General Provisions

Article 1: Title

The present bylaws shall be named: "The Bachelor's Degree Award Requirements Bylaws at the Arab Open University."

Article 2: Definitions

Unless the context indicates otherwise, the following words and expressions shall have the meanings specified hereunder:

University / AOU	The Arab Open University
President	The University President
VPAA&SR	The vice President of academic affairs and scientific research
Dean	The Dean of an academic programme
Deanship	The Deanship of an academic program that offers a Bachelor's degree
Director	The Director of an Arab Open University branch/campus or campus
Branch/campus	An Arab Open University branch/campus or campus
Headquarters / HQ	The Arab Open University headquarters
Programme	An academic major accredited for a Bachelor's award
Tutorial	A face-to-face classroom teaching hour
Study Plan	A distribution of courses pursuant to the components of an accredited academic programme

Academic Committee	A permanent committee formed by the University Council

CEC	The Central Examination Committee at the University's headquarters
FEC	The Faculty Examination Committee in a Deanship
BEC	The Branch/campus Examination Committee

Article 3: Study Plans

A) The University Council shall approve the bachelor's programme study plans pursuant to the recommendation of the competent Faculty Council and the endorsement of the Academic Committee.

B) Academic programme study plans should be based on the credit hour system.

C) The total credit hours required for obtaining a bachelor's degree in any programme shall not be less than 128 credit hours (480 credit points). These credit hours are distributed as follows:

- A minimum of 18 credit hours (68 credit points) of compulsory general University requirements.
- A range of 80 to 100 credit hours (300 to 375 credit points) of a programme's specialized requirements.
- A minimum of 14 credit hours of Deanship requirements and elective courses that are specified in the approved study plan of the academic programme.

D) The distribution of credit hours in some AOU programmes may not follow the distribution highlighted in Clause C herein so long as the overall credit hours required for obtaining the bachelor's degree is maintained; 128 credit hours (480 credit points).

Article 4: The Academic Year

A) The academic year shall consist of two semesters. Each semester's duration is 16 weeks, including the final exams period.
   - The summer semester is optional and shall span eight (8) weeks including the final exams period.

B) The University calendar, as approved by the University Council, shall determine the commencement of the academic year, semesters, and examination dates.

Article 5: Admission

A) To be admitted into any bachelor's programme, an applicant should have fulfilled the following conditions:
   - Obtained a general secondary school certificate or an equivalent certificate.
   - Fulfilled any other conditions determined by the University or by the competent authorities of the branch/campus country.

B) The Branch/campus Council shall devise and approve a specific admission policy pursuant to admission requirements in the branch/campus country.

C) Any applicant who meets admission requirements but cannot be admitted due to competition may re-apply at any forthcoming opportunity.

D) The Branch/campus may admit students willing to study specific courses (if any) as non-registered students if they meet any other conditions determined by the nature of these courses.

E) A student who studied at a branch/campus as a non-registered student in previous semesters may submit an admission application to any programme offered in said branch/campus after filing an application during the specified admission period announced by the branch/campus. If admitted, and at his/her request, previously studied courses will be credited so long as they are consistent with the local

accreditation conditions. Additionally, the grades earned in these courses shall be entered onto his/her new academic record.

F) A prospective student may appeal against an admission decision or file a complaint against an admission process.

Article 6: Language Placement Test (LPT)

A) All freshmen shall undertake the language Placement Test (LPT) in Arabic and English according to the approved standards by the University Council as shown in the table below.

B) Non-Arabic speaking freshmen shall be exempt from the Arabic LPT and shall be treated according to approved standards by the University Council.

C) Depending on the freshmen's score in TOEFL and/or IELTS, he/she can either be exempt from taking the English LPT or exempted from some courses as shown below. They also ought to have taken either test not more than two years prior to applying.

TOEFL Score			IELTS Score	Student is Exempted from
Internet-Based Test (IBT)	Computer - Based Test (CBT)	Paper-Based Test		
30	93	397	3	EL097
41	123	437	4	EL098
53	153	477	4.5	EL099
65	183	513	5.5	EL111
79	213	550	6.5	EL112 To be exempted from the placement test

D) Students may be exempted from pursuing one or more University-required Arabic compulsory courses pursuant to scores obtained in the Arabic LPT, and in accordance with the approved standards by the University Council.

Student Grade in Placement Test	Students are Exempted from
0 — 59%	No exemption
60 — 89%	AR111
90% and above	AR112

If a student is undertaking the updated University requirements, the exemptions will differ as follows:

Student Grade in Placement Test	Student is Exempted from
0 — 74%	No exemption
75% and above	AR113

E) On entry, the freshman's academic record shall contain a record of all courses from which the freshman has been exempted due to his/her performance at the Arabic and/or English LPTs. These exempted courses shall be marked "CR". Moreover, the credit hours associated with exempted courses shall not be included in the freshman's cumulative averages.

Article 7: Duration of Study

The maximum duration for obtaining a Bachelor's degree shall be twenty-four semesters (12 years), taking into account the local accreditation requirements.

Article 8: Study Load

The following is only applicable to normal (non-summer) classes and is regarding local accreditation conditions required by each University

branch/campus:

1) **Minimum Load:** the minimum study load per student shall be eight credit hours (30 credit points) per semester. However, with the branch/campus Rector's approval, this load may be reduced to six credit hours (22 credit points).
2) **Maximum Load:** The maximum study load per student shall be 21 credit hours (78 credit points) per semester. However, for students expected to graduate in the same semester, the branch/campus Rector may raise the maximum load to 24 credit hours (90 credit points).
3) Students with a cumulative average under 2.00 on a scale of 4:00 shall not be permitted to register more than 16 credit hours in a semester.

Article 9: Registration

A) **Registration within the Study Plan:**
1) Students must register for courses included in their study plan according to the sequence prescribed by the Deanship concerned in order to obtain the required academic degree.
2) Students are not allowed to register for a course if they had not passed its pre-requisite or obtained a mark in its continuous assessment and final exam that is less than 30/100.
3) A graduating student may register for a course and its pre-requisite simultaneously.
4) A student may be allowed to register for a course and its pre-requisite simultaneously if it allows him/her to reach the minimum study load of 8 credit hours, and only by recommendation from the programme coordinator and by approval from the Branch/campus Director/Rector.

B) **Registration Outside the Study Plan:**
1) A student may register for any course offered by the University even if outside of his/her study plan.
2) The credit hours of registered courses that are not included in the student's study plan will not be attributed to him/her. Consequently, they will also not be included in the student's semester or cumulative averages.
3) Registration and Study in another Branch/campus:

4) A student registered in one branch/campus may study courses within his/her study plan in another branch/campus upon the approval of both branch/campus Rectors.
5) The required courses are registered and paid for in the host branch/campus.

Article 10: Drop and Add

A) Without prejudice to the provisions of Article 8 hereof, the student may drop and add certain courses included in the study plan within the statutory drop and add period declared in the University calendar.
B) In financial terms, drop and add procedures are dealt with according to the following table and in a manner that does not conflict with the financial plans approved by the branch/campus Rector.

Withdrawal	% of Student Reimbursed Fees	Symbol Shown in the Student's Record
Before study commencement and during drop and add period	100%	It is not shown
After drop and add period	70%	Withdrawn – W
Week 3	50%	Withdrawn – W
After week 3	No reimbursement	Withdrawn – W

C) The student is considered deferred if he/she has withdrawn from all courses in a certain semester after getting the approval of the respective authority.
D) The student is not allowed to withdraw after the last week of study.

Article 11: Deferral of Study

A continuing student (non-freshmen) may defer his/her study within a period not exceeding 2 weeks after semester commencement, provided

that such deferral does not exceed six (6) consecutive or interrupted semesters. Such deferral shall not be included within the maximum study duration limit allowed for graduation requirements completion.

Article 12: Discontinuation of Study

A) A student is considered discontinued in a semester if he/she fails to register for any course during specific semester.
B) This semester is accounted for within the allowed period of study.
C) Students may submit a petition to the branch/campus Rector showing proof of the force majeure[1] which prevented him/her from registering in the semester. If approved, he/she shall be deemed deferred for that semester.
D) No student is allowed to discontinue his/her study for more than three consecutive or interrupted semesters.

Article 13: Withdrawal from the University

A) A student is considered withdrawn when he/she personally fills an application of withdrawal from the University.
B) The student is not entitled for any fees refund including tuition fees, textbooks fees and any other remuneration if he/she withdraws completely from the university during any semester including summer semester.

Article 14: Cancellation of Enrolment

A) A student enrolment is cancelled in the following cases:

1) Upon personally filing an application of withdrawal from the University.
2) If he/she fails to register for any course during the first semester following enrolment at the University.
3) Should he/she discontinue his/her studies for three consecutive semesters without any valid justification.

[1] Definition in Law: unforeseeable circumstances that prevent someone from fulfilling a contract.

4) If deferral periods exceeded six consecutive or interrupted semesters.
5) If he/she is dismissed from the University.

B) A student with cancelled enrolment due to discontinued studies may apply for re-enrolment if his/her current study plan was identical to his/her previous one. The academic record is then restored with his/her previous registration number.

C) If the two plans were not identical, he/she may apply again, and all completed courses are credited in accordance with the *Course Equivalency Bylaws at the Arab Open University*.

Article 15: Face-to-Face Tutorial Sessions

The following are local accreditation conditions required by each University branch/campus:

A) The minimum face-to-face classroom meeting hours allocated for tutorials in each course during a single semester shall be 4 classroom hours against each credit hour allotted to the course. In other words, 1 credit hour = 4 classroom hours.

B) Face-to-face tutorial classroom hours may increase in the case of certain courses having a special nature. This is determined by a competent Deanship or a branch/campus with a view to fulfil local accreditation requirements, for instance.

C) Attending the face-to-face tutorial sessions of the registered course is mandatory by students. Absence from such tutorials may not exceed 25% of the prescribed tutorials as stated in the approved University calendar. A student whose absence exceeds this percentage fails the course.

Article 16: Course Assessment

A) Each course shall have a final mark out of 100 marks to be equally distributed between the continuous assessment and the final exam.

B) The continuous assessment s 50 marks shall be allotted as follows:

A minimum of 20 marks shall be assigned to Tutor Marked Assignments (TMAs).

• A maximum of 30 marks shall be allotted to the Midterm Assessments (MTAs).

C) The concerned Deanship may exclude any course from the marks distribution stipulated in Clauses A and B above following the approval of the Deanship Council and the Academic Committee.

D) The minimum number of TMAs required for each course shall be at least 1 TMA per course per semester. The Deanship may determine the maximum number of TMAs.

E) A maximum of two (2) continuous assessments per course may be held during the semester.

F) Each Deanship shall be responsible for the preparation of assignments, mid-term and final exam of every course.

G) TMAs, MTAs and Final Examinations shall be unified in all University branch/campuses and endorsed by the concerned Dean.

H) A Deanship may hold more than (1) MTA in a single semester in response to special circumstances.

I) According to special instructions issued by the University Council, the MTA and the final exam are held at the same time and the same date in all branch/campuses. In special circumstances, exceptions may be allowed.

Article 17: Period of Storing Mid Term Assessment and Final Exam Booklets

Students' final exam and mid-terms assessment answer booklets shall be kept as references at the branch/campuses for specific periods and circumstances should they be needed. Specific periods are as follows:
Mid-term assessments are kept for one (1) semester following the specific assessment semester.

Final exams are kept for two (2) semesters following the specific final examination semester.
The answer booklets shall be destroyed at the end of the retention periods, according to university-approved procedures.

Article 18: Absence from Exams & Assessments

A) Mid-Term Assessment (MTAs):

1) A student who is absent from an MTA shall be credited with a zero (0) mark, unless he/she presents a valid reason for the absence within one week (7 calendar days) from the exam date.
2) If the reason for absence is accepted, he/she may sit for a make-up examination in the same semester at a time set by the Admission, Registration, and Examination Department at the University Head Quarter (HQ).

B) Final Examinations:

1) A student who is absent from the final exam shall earn a zero (0) mark, unless he/she submits a force majeure (extenuating circumstances) excuse within one week (7 calendar days) from the exam date.
2) In case the excuse is accepted, the letter I^2 shall be entered in the student s academic record and he/she shall be permitted to re-sit for the exam on its first subsequent session.
3) In such a case, the course s credit hours shall be excluded from the student s semester and cumulative averages.
4) Should the student fail to submit the exam on its first subsequent session, the letter I shall be replaced with the letter F in his/her academic record.

Article 19: Examination & Assessment in a Different Branch

A- The student may submit a request to take the semester's final exams for his/her registered or deferred courses, or to re-sit in any other branch/campus, no later than three weeks before the beginning of the exam period.

B- If the course is not offered in the AOU host campus/ branch/campus, the Admissions, Registration and Examinations Department in the host/campus branch/campus requests the availability of the exam from the respective deanship a maximum of one week before the start of the exam period.

C- The Admission, Registration and Examinations Department at the host campus/branch/campus sends the answer booklet to the student's main branch/campus for marking.

Article 20: Grading Scale

A. The University grading scale is as follows:

Letter Grade	F	D	C	C+	B	B+	A
Points	0.00	1.50	2.00	2.50	3.00	3.50	4.00

B. Grade D is the minimum passing value for a student s successful completion of a course.

Article 21: Course Failure

A) A student shall fail a course according to the following criteria:

1) If a student's mark in continuous assessment was less than 30% of the marks assigned to it, the grade FC (failed continuous assessment) shall be entered into his/her record.
2) If a student was absent from the final exam without an acceptable excuse, the grade FA[4] shall be entered into his/her record.
3) If the student s mark in the final exam was less than 40% of the overall mark, the grade FF[5] shall be entered into his/her record.
4) If the student's final mark (the total marks obtained in continuous assessment and the final exam) was less than 50%, the letter F shall be entered into his/her record.

B) The credit hours of a course that a student fails for any of the reasons

stated in Clause A shall be counted in determining his/her semester and cumulative averages.

[4] FA stands for Absent from Final Examination

[5] FF stands for Failed in Final Examination

Article 22: Results

The Central Examination Committee (CEC) shall approve the results according to a recommendation submitted by the Faculty Examination Committee (FEC) of the concerned Deanship.

Article 23: Appeals

A) A student may appeal against a recommendation or decision regarding course progression or course results.

B) A student may not appeal against matters of academic judgement.

C) The appeal can only be considered according to AOU Appeals and Complaints Procedures and within the dates set in the bachelor's degree Award Examination and Assessment Bylaws.

D) The committees that investigate student appeals are:

1) The Appeals Committee: the committee that considers a student's first appeal.
2) The Re-Appeals Committee: the committee that deals with students' re-appeals (second appeal).

☐

Task	Period
Student submit an appeal against recommendation/decision within one (1) week (7calendar days) of the results announcement	Week 1
The Appeals Committee looks into student appeals and submits its recommendation to the Assistant Director/Rector for Academic Affairs	Week 2 Week 3
A student will be informed of the committee's Recommendation through the online appeals system or the official University email	Week 4
A student may re-appeal the recommendation/decision within one (1) week (7 calendar days) of being notified.	
The Re-Appeals Committee looks into student re-appeal and makes recommendations in consultation with the respective General Course Coordinator (GCC). The recommendation will be submitted to the Branch/campus Rector/Director for endorsement.	Week 5 Week 6
The Branch/campus Director/Rector informs the VPAA&SR of all appeals and re-appeals to be submitted for final approval by the CEC.	Week 7
The student will be notified of the re-appeal status formally through the online appeals system or the official University e-mail.	

E) Re-appeal cases are allowed only for cases of pervious appeals.
F) The respective committees present their recommendations to the Branch/campus Director/ Rector who then submits it to the Chairperson of the Central Examination Committee for approval and endorsement.
G) All students' results are deemed final and irrevocable one (1) academic semester following their declaration, and changes are prohibited from this point onward.

Article 24: Semester and Cumulative Averages

The number of points for each course shall be computed by multiplying the credit hours of the course a student studied during a semester by the total number of points he/she earned during the same semester, then assigned a letter grade as shown in Article 20 herein.

A) The semester average:
   1) The semester average shall be computed by dividing the student s total number of points earned during the semester by the total number of credit hours of courses studied during the same semester.
   2) The semester GPA will be calculated according to the provisions of Clause B of Articles 10 and 18 of this bylaw.

B) The cumulative average:
   1) The cumulative average is computed by dividing the overall number of points earned by a student in all of their registered courses in the study plan since joining the University by the overall number of these courses credit hours.
   2) Exemption of the calculation of cumulative average is subject to Clause E of Article 6, Clause B of Article 10, Article 18, and Clauses B and C of Article 27 of this bylaw.
   3) Both semester and cumulative averages shall be rounded to the nearest two decimal points.

Article 25: Warning and Dismissal

A) A warning shall be issued to a student, whose cumulative average is under 2.00 and has successfully completed 12 credit hours as a minimum at the end of any semester, excluding the summer semester.

B) The student shall be dismissed from the University if he/she receives five warnings within five consecutive semesters, excluding summer semesters.

C) A student whose academic warnings exceed the allowed number shall be referred to the special studies programme where they will remain under the warning system on the conditions that:

1) He/she had successfully completed a minimum of 80 credit hours.
2) He/she had not exceeded the stipulated period for graduation.

D) A student who is academically dismissed from a certain track is not allowed to re-apply and register in that same track.

E) A student may apply for another programme or even a different track under the same programme that he/she were dismissed from. He/she may request the University to credit the relevant registered courses that they had previously passed. All shared courses by the study plans should be credited to the student if the cumulative average is not under 2.00 after these courses are computed.

Article 26: Repeating Courses

A. Repeating provisions:

- Students may not retake any course in which they obtained a Grade B or above.
- No student is allowed to repeat a 5th or 6th level course derived from the Open University-United Kingdom (OU-UK) in which he/she had obtained a Grade C or above.

B. Repeating an optional course:

1- Students who have failed to pass an optional course may repeat it or any other course to fulfill the requirements of their programme's study plan.

2- If they pass the course, the grade obtained in the repeated exam shall be counted in their semester average and cumulative average.

3- If they fail the course, this shall not affect their cumulative average.

C. **Repeating compulsory course:**

1- A student who fails to pass a compulsory course must retake the same course in a subsequent semester. The student s grade resulting from the repeat shall be entered into his/her record.

2- If they pass the course, the new grade will be counted in his/her semester and cumulative average.

3- If the student fails the course, the number of course credit hours shall be excluded from his/her cumulative average.

A. **Repeating courses to raise the cumulative average to 2.00; the required minimum for graduation.**

1- Contrary to Clause A herein, the student may retake any course in his/her study plan other than 5th or 6th level OU-UK courses if he/she needs to raise the cumulative average to 2.00 to graduate.

2- Consonant with Clause A Item 2 herein, a student may retake any 5th or 6th level OU-UK courses provided that the grade ceiling is C.

3- In both the above cases, the new grade is entered into the cumulative average whether it is higher or lower than the previous one, and the number of points earned prior is cancelled alongside the course s credit hours.

Article 27: Equivalency of Courses

A. A student may apply for equivalency of courses completed at another recognized higher education institute that is in the same country as the branch/campus where the student is studying pursuant to the standards and procedures in *The Course Equivalency Bylaws at the Arab Open University*, and in accordance with the procedures approved by the University Council.

B. Courses accepted as equivalents are entered as the letter T[6] into the student's academic record alongside their figures and credit hours.

C. Equivalent courses' credit hours shall not be counted in the student's cumulative average.

Article 28: Transfer

A) Following the principles and procedures approved by the University Council, a student may apply for transfer between:

a. Tracks
b. Programmes
c. Branch/campuses

B) These transfers are governed by the principles and procedures stipulated in *The Student Transfer Bylaws at the Arab Open University*.

C) A student who cannot meet the transfer conditions of the aforementioned bylaws may cancel their enrollment, then apply again for admission to a different programme or track. In doing so, the passed courses shared between the previous and new study plans shall be credited alongside their grades, on the condition that their cumulative average is not lower than 2.00 after these courses are computed.

Article 29: Graduation

A. Following the recommendation of the competent Faculty Examination Committee (FEC) and Central Examination Committee (CEC), the University degree award should be granted pursuant to a University Council decision.

B. The Bachelor's Degree Award is awarded to a student after he/she has

C. passed all the courses listed in the validated study plan of their programme, provided that his/her GPA is not less than 2.00.

D. A student who has not completed the graduation requirements of the academic programme may be awarded a statement, provided that he/she meets the requirements stated by the relevant Deanship in this respect.

Article 30: Award Classification

A. The graduating student award grades shall be pursuant to the cumulative average of the graduation semester as follows:

Cumulative Average	Grade
3.67 — 4.00	Excellent
3.00 — 3.66	Very Good
2.33 — 2.99	Good
2.00 — 2.32	Pass

B. The range of the cumulative average may be modified to match local accreditation specifications in a certain branch/campus country if

Clause B of article 20 herein is not breached.

Article 31: General Provisions

A. The current bylaws herein shall override any previous bylaws relating to or having the same title or subject matter.
B. The Vice Presidents, Deans, branch/campus Rectors and Head of Admissions, Registration and Examination shall be responsible for implementing the provisions of the current bylaws.
C. The University Council shall decide on all cases not covered by the provisions of the current bylaws.

Appendix 2:
AOU-OU Grades Mapping

AOU-OU Grades Mapping

OU Diploma Supplement/Transcript

VPAA&SR Office

March 2021

Introduction

As per effect of the AOU-OU agreement (signed on 2017), the AOU is committed to hand over, together with the OU certificate, the OU Diploma Supplement (DS) for every AOU graduate following an OU programme. The DS is a form, used like an AOU transcript, but follows the European norms.

The OU GPA and the modules raw marks should be mentioned in the DS with respect to the UK standards not the AOU ones. Due to grade scale inconsistency, the mapping showed as a must requirement.

The upcoming part covers all academic levels (undergraduate and postgraduate) at AOU.

Undergraduate Level

1) *Current Scales*

a) AOU Scale

Grading scale and its corresponding points:

Letter Grade	Range	Points
A	90% – 100%	4.00
B+	82% – 89%	3.50
B	74% – 81%	3.00
C+	66% – 73%	2.50
C	58% – 65%	2.00
D	50% – 57%	1.50
Fail	Below 50%	0.00

b) GPA Scale

Classification	GPA Range
Excellent	3.67 – 4.00
Very Good	3.00 – 3.66
Good	2.33 – 2.99
Fair	2.00 – 2.32
Fail	Below 2.00

c) OU Scale

Classification	Performance Standard	Scale Score %
First-Class Honours (1)	Excellent Pass	70% and above
Upper Second-Class Honours (2.1)	Very Good Pass	60% – 69%
Lower Second-Class Honours (2.2)	Good Pass	50% – 59%
Third Class Honours (3)	Pass	40% – 49%
Fail	Fail	Below 40%

2) *AOU-OU Mapping*

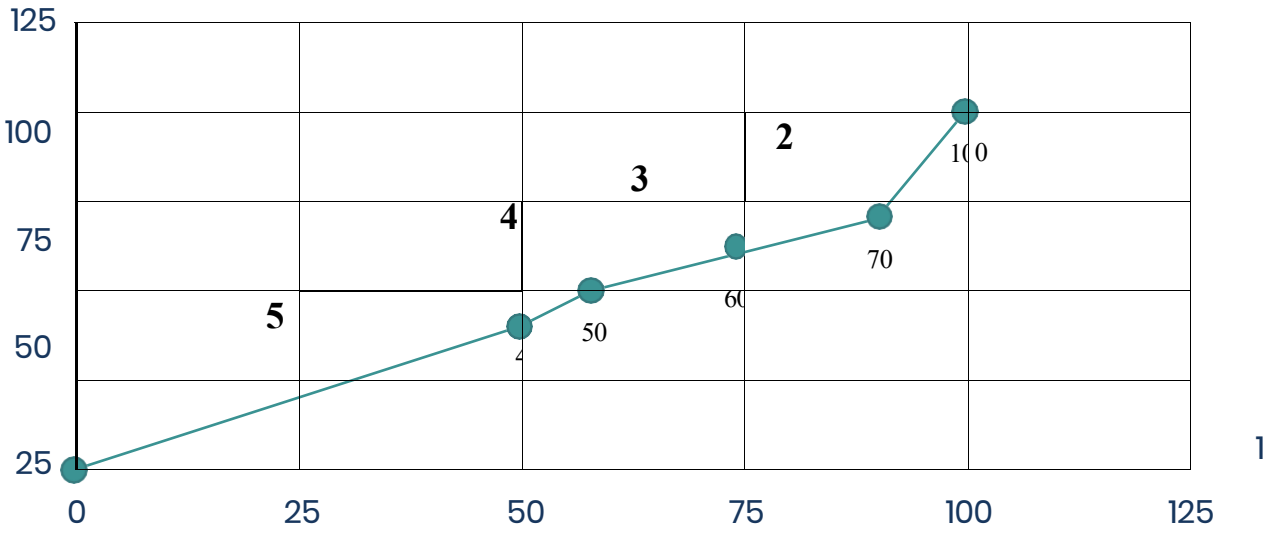
a) Concept

The following table shows the proposed mapping:

AOU Equivalent Range	OU Range
90% – 100%	70% – 100%
82% – 89%	60% – 69%
74% – 81%	
66% – 73%	50% – 59%
58% – 65%	
50% – 57%	40% – 49%
Below 50%	Below 40%

b) Simulation

Mapping between AOU and OU resulted in the following chart:



Mapping divides the space into 5 different regions that can be interpreted as follows:

Region	Slope	Intercept	OU Classification
1	3	-200	1
2	0.625	13.75	2.1
3	0.625	13.75	2.2

4	1.25	-22.5	3
5	0.8	0	Fail

- Following this table, OU mark will be automatically generated based on AOU's

  mark.

The complete scale:

AOU	OU	AOU	OU	AOU	OU	AOU	OU	AOU	OU
20	16	40	32	60	51.25	80	63.75	100	100
19	15.2	39	31.2	59	50.625	79	63.125	99	97
18	14.4	38	30.4	58	50	78	62.5	98	94
17	13.6	37	29.6	57	48.75	77	61.875	97	91
16	12.8	36	28.8	56	47.5	76	61.25	96	88
15	12	35	28	55	46.25	75	60.625	95	85
14	11.2	34	27.2	54	45	74	60	94	82
13	10.4	33	26.4	53	43.75	73	59.375	93	79
12	9.6	32	25.6	52	42.5	72	58.75	92	76
11	8.8	31	24.8	51	41.25	71	58.125	91	73
10	8	30	24	50	40	70	57.5	90	70
9	7.2	29	23.2	49	39.2	69	56.875	89	69.375
8	6.4	28	22.4	48	38.4	68	56.25	88	68.75
7	5.6	27	21.6	47	37.6	67	55.625	87	68.125
6	4.8	26	20.8	46	36.8	66	55	86	67.5
5	4	25	20	45	36	65	54.375	85	66.875
4	3.2	24	19.2	44	35.2	64	53.75	84	66.25
3	2.4	23	18.4	43	34.4	63	53.125	83	65.625
2	1.6	22	17.6	42	33.6	62	52.5	82	65
1	0.8	21	16.8	41	32.8	61	51.875	81	64.375
0	0								

Postgraduate Level

1) *New Fixed Scales*

a) AOU Scale (newly introduced)

The new grading scale and its corresponding points:

Letter Grade	Range	Points
A	86% — 100%	4.00
B+	80% — 85%	3.50
B	75% — 79%	3.00
C+	70% — 74%	2.50
Fail	Below 70%	Below 2.50

b) GPA Scale (Bylaw)

Classification	GPA Range
Excellent	3.67 — 4.00
Very Good	3.00 — 3.66
Good	2.50 — 2.99
Fail	Below 2.50

c) OU Scale

Classification	Performance Standard	Scale Score %
Distinction	Excellent Pass	70% and above
Merit	Very Good Pass	60% — 69%
Pass	Good Pass	50% — 59%
Fail	Fail	Below 50%

2) *AOU-OU Mapping*

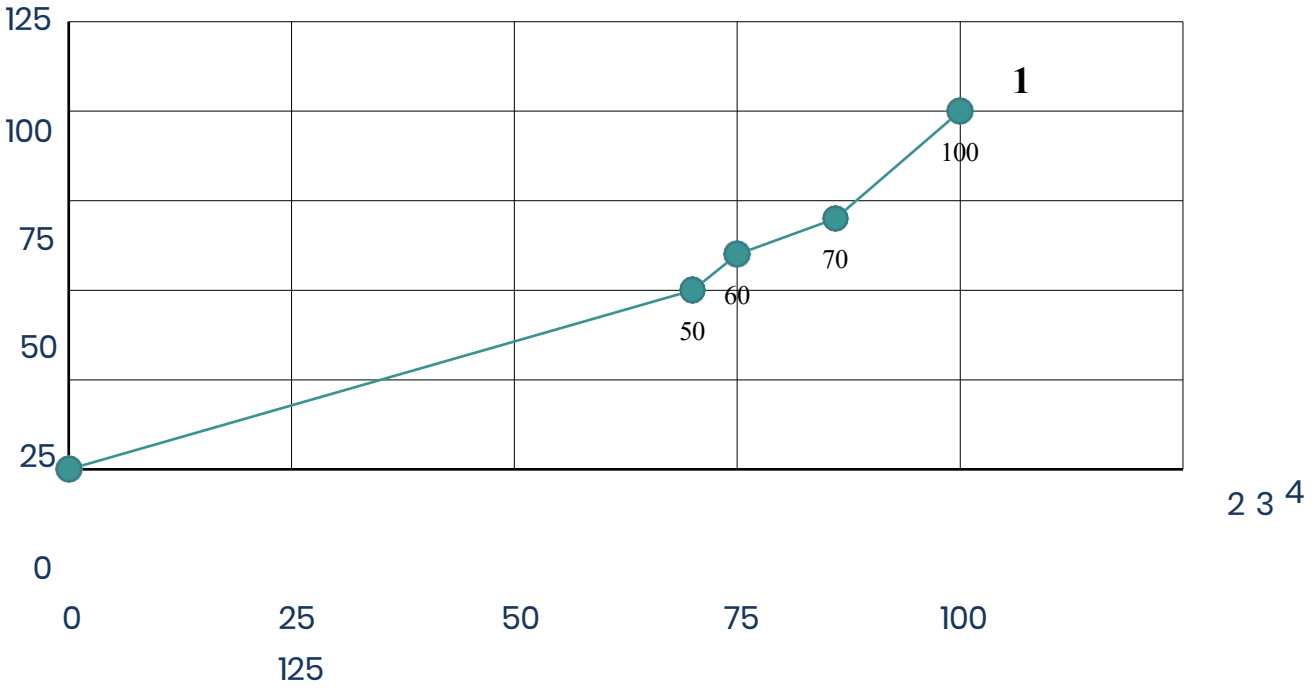
a) Concept

The following table shows the proposed mapping:

AOU Equivalent Range	OU Range
86% – 100%	70% – 100%
80% – 85%	60% – 69%
75% – 79%	
70% – 74%	50% – 59%
Below 70%	Below 50%

b) Simulation

Mapping between AOU and OU resulted in the following chart:



Mapping divides the space into 4 different regions that can be interpreted as follows:

Region	Slope	Intercept	OU Classification
1	2.14	-114.29	Distinction
2	0.91	-8.18	Merit
3	2	-90	Pass
4	0.71	0	Fail

- Following this table, OU mark will be automatically generated based on AOU's mark.

The complete scale:

AOU	OU	AOU	OU	AOU	OU	AOU	OU	AOU	OU
20	14.29	40	28.57	60	42.86	80	64.55	100	100.00
19	13.57	39	27.86	59	42.14	79	63.64	99	97.86
18	12.86	38	27.14	58	41.43	78	62.73	98	95.71
17	12.14	37	26.43	57	40.71	77	61.82	97	93.57
16	11.43	36	25.71	56	40.00	76	60.91	96	91.43
15	10.71	35	25.00	55	39.29	75	60.00	95	89.29
14	10.00	34	24.29	54	38.57	74	58.00	94	87.14
13	9.29	33	23.57	53	37.86	73	56.00	93	85.00
12	8.57	32	22.86	52	37.14	72	54.00	92	82.86
11	7.86	31	22.14	51	36.43	71	52.00	91	80.71
10	7.14	30	21.43	50	35.71	70	50.00	90	78.57
9	6.43	29	20.71	49	35.00	69	49.29	89	76.43
8	5.71	28	20.00	48	34.29	68	48.57	88	74.29

7	5.00	27	19.29	47	33.57	67	47.86	87	72.14
6	4.29	26	18.57	46	32.86	66	47.14	86	70.00
5	3.57	25	17.86	45	32.14	65	46.43	85	69.09
4	2.86	24	17.14	44	31.43	64	45.71	84	68.18
3	2.14	23	16.43	43	30.71	63	45.00	83	67.27
2	1.43	22	15.71	42	30.00	62	44.29	82	66.36
1	0.71	21	15.00	41	29.29	61	43.57	81	65.45
0	0.00								

Concerns

- Clear differences between AOU and OU marks may lead to confusion.
- The scales and the mapping should be announced and published to all AOU students that follow a programme validated by OU.
- Student Orientation should be conducted to clarify the concept and the mapping between the scales.
- Changing the scale will lead to improper mapping and grade misinterpretation.
- No change to a fixed scale.
- Once modification is needed, scripts are the parts that should be reviewed and modified, not the scale itself.

OU Validated Programmes

Study Plans

Appendix 3: BA (Hons.) in Business Studies Study Plan

Business Studies with Accounting

1. Programme Structure

Students seeking a BA (Honours) Business Studies with Accounting must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory

Course Code	Course Title	Credit hours	Prerequisites	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU
Total		18		

3. University Requirements / Electives (10 points/ 3 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
EL118	Reading	3	--	AOU
IN300	Internship	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU
CHI102	Chinese for Beginners (II)	3	--	AOU
SL101	Spanish for Beginners (I)	3	--	AOU
SL102	Spanish for Beginners (II)	3	SL101	AOU
FR101	French for Beginners (I)	3	--	AOU
FR102	French for Beginners (II)	3	FR101	AOU
Total		3		

4.

3. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
ACC204	Intermediate financial accounting	4	ACT112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	MKT112	Principles of Marketing II	4	MKT111	AOU
L5	B207A	Shaping business opportunities I	8	MKT112 +MGT112	OU
	B207B	Shaping business opportunities II	8	B207A +BUC112	OU
	BB293	Financial accounting in context	8	ACT112 +ECO101	OU
	B294	Financial Analysis And Decision Making	8	ACT112 +BUS102	OU
L6	BUS310	Strategic Management	8	B207B	AOU
	B326	Advanced Financial Accounting	8	BB293	AOU
	B391	Management accounting and finance	8	B294	OU
	ACC300	Accounting Information System	4	BB293 OR B294	AOU
	ACC302	Auditing theory and Practice	4	BB293 OR B294	AOU
	Total		96		

Business Studies with Economics

1. Programme Structure

Students seeking a BA (Honours) Business Studies with Economics must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory (60 points/18 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU
Total		18		

2. University Requirements / Electives (10 points/3 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU
CHI102	Chinese for Beginners (II)	3	--	AOU
Total		3		

4. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

5. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
MKT112	Principles of Marketing II	4	MKT111	AOU
BUS115	Small Business Management	4	EL112	AOU
Total		4		

6. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	ECO102	Principle of Macroeconomics	4	ECO101	AOU
L5	B207A	Shaping business opportunities I	8	MKT112+MGT112	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	DD209A	Running the Economy	8	BUS102+ECO102	OU
	DD209B	Running the Economy	8	DD209A+MKT111	OU
L6	BUS310	Strategic Management	8	B207B	AOU
	DD309A	Doing Economics I	8	DD209B	OU
	DD309B	Doing Economics II	8	DD309A	OU
	ECO342	Economic development & contemporary issues	8	DD209B	AOU
	Total		96		

Business Studies with Finance

1. Programme Structure

Students seeking a BA (Honours) Business Studies with Finance must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory (60 points/18 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU
Total		18		

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU
CHI102	Chinese for Beginners (II)	3	--	AOU
Total		3		

3. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
ACC204	Intermediate financial accounting	4	ACT112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	MKT112	Principles of Marketing II	4	MKT111	AOU
L5	B207A	Shaping business opportunities I	8	MKT112+MGT112	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	FIN241	Microfinance	4	ACT112+ECO101	AOU
	FIN242	Financial Technology	4	ACT112+ECO101	AOU
	B294	Financial Analysis And Decision Making	8	ACT112+BUS102	OU
L6	BUS310	Strategic Management	8	B207B	AOU
	B391	Management accounting and finance	8	B294	OU
	FIN301	Financial and Securities Markets	4	FIN241+FIN242	AOU
	FIN302	Portfolio theory	4	FIN301	AOU
	FIN340	Corporate Finance	4	FIN241	AOU
	FIN341	Islamic Finance	4	FIN241	AOU
	Total		96		

Business Studies
with Human Resource Management

1. Programme Structure

Students seeking a BA (Honours) Business Studies
with Human Resource Management must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory (60 points/ 18 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU

2. University Requirements / Electives (10 points/ 3 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU
CHI102	Chinese for Beginners (II)	3	--	AOU
Total		3		

3. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
HRM111	Principles of Human Resource Management	4	EL111	AOU
BUS115	Small Business Management	4	EL112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	MKT112	Principles of Marketing II	4	MKT111	AOU
L5	B207A	Shaping business opportunities I	8	MKT112+MGT112	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	HRM205	Employment Law	4	ECO101+ACT112	AOU
	HRM206	Staffing Organizations	4	BUC112+ACT112	AOU
	HRM210	Training and development	4	HRM205	AOU
	HRM215	Employment Compensation & Benefits	4	HRM206	AOU
L6	BUS310	Strategic Management	8	B207B	AOU
	BUS628	Global Human Resource Management	8	B207B	AOU
	B329	Leadership in a changing world	8	B207B	OU
	HRM320	Workplace Health & Safety	4	HRM215	AOU
	HRM330	Strategic HRM	4	HRM210	AOU
	Total		96		

Business Studies with Management

1. Programme Structure

Students seeking a BA (Honours) Business Studies with Management must complete at least 133 Cr. hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements /Mandatory (60 points/18 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU
Total		18		

2. University Requirements / Electives (10 points/3 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU

3. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
ECO102	Principle of Macroeconomics	4	ECO101	AOU
BUS115	Small Business Management	4	EL112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	MKT112	Principles of Marketing II	4	MKT111	AOU
L5	B207A	Shaping business opportunities I	8	MKT112+MGT112	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	B205A	Exploring innovation and entrepreneurship	8	BUC112+ACT112	OU
	B205B	Exploring innovation and entrepreneurship	8	B205A+ECO101	OU
L6	BUS310	Strategic Management	8	B207B	AOU
	B329	Leadership in a changing world	8	B207B	OU
	BUS628	Global Human Resource Management	8	B207B	AOU
	BUS629	International Management	8	B205B	AOU
	Total		96		

Business Studies
with Management Information System

1. Programme Structure

Students seeking a BA (Honours) Business Studies
with Management Information System must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory (60 points/18 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU
Total		18		

2. University Requirements / Electives (10 points/3 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU
CHI102	Chinese for Beginners (II)	3	--	AOU
Total		3		

1. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

2. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS115	Small Business Management	4	EL112	AOU
ACT112	Managerial Accounting	4	ACT111	AOU
MGT112	Principles of Management II	4	MGT111	AOU
MKT112	Principles of Marketing II	4	MKT111	AOU
Total		4		

3. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MIS111	Introduction to Management information system I	4	EL111	AOU
	MIS112	Introduction to Management information system II	4	MIS111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	SYS111	Principles of Technology Ventures	4	EL111	AOU
L5	B207A	Shaping business opportunities, I	8	MIS112 OR SYS111	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	SYS210	Managing technology and innovation	8	SYS111	AOU
	MIS200-IS	Relational database Management Systems	4	MIS112	AOU
	MIS201-IS	Programming for Business Studies	4	MIS200-IS +BUS102	AOU
L6	BUS310	Strategic Management	8	B207B	AOU
	MIS300	Project Management	8	B207B	AOU
	MIS330	Business Data management	4	MIS200-IS	AOU
	MIS331	Business Intelligence	4	MIS201-IS	AOU
	MIS332	System analysis and design	8	MIS330	AOU
	Total		96		

Business Studies with Marketing

1. Programme Structure

Students seeking a BA (Honours) Business Studies with Marketing must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory (60 points/18 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU

2. University Requirements / Electives (10 points/3 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU

3. Faculty Requirements / Mandatory (45 points/12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
ECO102	Principle of Macroeconomics	4	ECO101	AOU
BUS115	Small Business Management	4	EL112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	MKT112	Principles of Marketing II	4	MKT111	AOU
L5	B207A	Shaping business opportunities I	8	MKT112+MGT112	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	B206	Understanding Customers	8	BUC112+ACT112	OU
	BUS208	Contemporary issues in Marketing	8	B206+MKT112	AOU
L6	BUS310	Strategic Management	8	B207B	AOU
	B327	Sustainable enterprise and innovation	8	B207B	OU
	B328	Marketing in Action	8	BUS208	OU
	MKT331	Services Marketing	4	BUS208	AOU
	MKT332	Digital Marketing	4	BUS208	AOU
	Total		96		

Business Studies with Systems

1. Programme Structure

Students seeking a BA (Honours) Business Studies with Systems must complete at least 133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10	3
3	Faculty Requirements / Mandatory	45	12
4	Faculty Requirements/ Electives	15	4
5	Specialization/Track Requirements / Mandatory	360	96
Total		490	133

2. Programme Requirements (133 Credits)

1. University Requirements / Mandatory (60 points/ 18 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
AR113	Arabic Communication Skills	3	--	AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3	--	AOU
GR118	Life Skills and Coexistence	3	--	AOU
GT101	Learning and Information Technology	3	EL099	AOU

2. University Requirements / Electives (10 points/ 3 credit hours)

Course Code	Course Title	Credit hours	Prerequisite	Source
GR111	Arabic Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	--	AOU
GR115	Current International Issues and Problems	3	--	AOU
GR116	Youth Empowerment	3	--	AOU
GR117	Women Empowerment	3	--	AOU
GR121	Environment and Health	3	--	AOU
GR131	General Branch Requirement	3	--	AOU
CHI101	Chinese for Beginners (I)	3	--	AOU

3. Faculty Requirements / Mandatory (45 points/ 12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUC111	Business communication 1	4	EL111	AOU
BUC112	Business communication 2	4	BUC111	AOU
ECO101	Principles of Microeconomics	4	EL099	AOU
Total		12		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
BUS110	Introduction to Business	8	EL111	AOU
SYS111	Principals of Technology Ventures	4	EL111	AOU
BUS115	Small Business Management	4	EL112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
L4	ACT111	Financial Accounting	4	EL111	AOU
	ACT112	Managerial Accounting	4	ACT111	AOU
	BUS101	Introduction to Math for Business	4	EL099	AOU
	BUS102	Introduction to Statistics	4	BUS101	AOU
	MGT111	Principles of Management I	4	EL111	AOU
	MGT112	Principles of Management II	4	MGT111	AOU
	MKT111	Principles of Marketing I	4	EL111	AOU
	MKT112	Principles of Marketing II	4	MKT111	AOU
L5	B207A	Shaping business opportunities I	8	MKT112+MGT112	OU
	B207B	Shaping business opportunities II	8	B207A+BUC112	OU
	SYS210	Managing technology and innovation	8	BUC112+ACT112	AOU
	SYS280	Principles and Practice of Systems' Thinking	8	SYS210+ECO101	AOU
L6	BUS310	Strategic Management	8	B207B	AOU
	B329	Leadership in a changing world	8	B207B	OU
	B327	Sustainable enterprise and innovation	8	B207B	OU
	SYS380	Managing Systems Complexity	8	SYS280	AOU
	Total		96		

AOU Morocco
Management – Business Studies Programme
Year 1
Sem 1

Code	Morocco Module Title	MAR Standard Credit	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
BUS101	Introduction to Math for Business	5	BUS101	Introduction to Math for Business	4	1	Knowledge	(DS)
ECO101	Principles of Microeconomics	5	ECO101	Principles of Microeconomics	4	1	Knowledge	
ACT111	Financial Accounting	4	ACT111	Financial Accounting	4	1	Knowledge	(DS)
MGT111	Principles of Management I	4	MGT111	Principles of Management I	4	1	Knowledge	(DS)
MKT111	Principles of Marketing I	4	MKT111	Principles of Marketing I	4	1	Knowledge	(DS)
LAW101	Introduction to Law	5	LAW101	Introduction to Law	3	1	Knowledge	
MM116	Foreign Language I	3	EL111	English Communication Skills (I)	3	1	Language	

Sem 2

Code	Morocco Module Title	MAR Standard Credit	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
BUS110	Introduction to Business	4	BUS110	Introduction to Business	8	1	Knowledge	
BUS102	Introduction to Statistics	5	BUS102	Introduction to Statistics	4	1	Knowledge	(DS)
ACT112	Managerial Accounting	5	ACT112	Managerial Accounting	4	1	Knowledge	(DS)
MKT112	Principles of Marketing II	5	MKT112	Principles of Marketing II	4	1	Knowledge	(DS)
MGT112	Principles of Management II	5	MGT112	Principles of Management II	4	1	Knowledge	(DS)
MM122	Foreign Language II	3	EL112	English Communication Skills (II)	3	1	Language	
MM236	English / Arabic Communication III	3	BUC111	Business Communication 1	4	1	Language	

Year 2

Sem 3

Code	Morocco Module Title	MAR Standard Credit	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MM126	Principles of Entrepreneurship	3	B205A	Exploring innovation and entrepreneurship A	8	2	Knowledge	(DS)
MM242	Shaping Business Opportunities I	5	B207A	Shaping Business Opportunities A	8	2	Knowledge	(DS)
ECO102	Principles of Macroeconomics	5	ECO102	Principles of Macroeconomics	4	1	Knowledge	
LAW301	Business Law	5	LAW301	Business Law (pre-requisite LAW101 + ACT112)	3	3	Knowledge	
MM235	Taxation Law	4	ACCT340	Tax Accounting and Zakat (pre-requisite ACT111 + LAW101)	3	3	Knowledge	
MM246	Language for Business	3	BUC112	Business Communication 2	4	1	Language	
GT101	Learning and Information Technology	5	GT101	Learning and Information Technology	3	1	Knowledge	

Sem 4

Code	Morocco Module Title	MAR Standard Credit	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MM357A	Business Game	5	B205B	Exploring innovation and entrepreneurship B	8	2	Knowledge	(DS)
MM342	Shaping Business Opportunities II	5	B207B	Shaping Business Opportunities	8	2	Knowledge	(DS)
MM123	Digital Skills	4	SYS111	Principles of Technology Ventures	4	1	Knowledge	
BB293	Financial Accounting in Context	4	BB293	Financial Accounting in Context	8	2	Knowledge	
MIS111	Introduction to Management Information System I	4	MIS111	Introduction to Management Information System I	4	1	Knowledge	
B294	Financial Analysis and Decision Making	5	B294	Financial Analysis and Decision Making	8	2	Knowledge	
MM362	Language for Finance	3	FIN241	Microfinance	4	2	Horizontal	

Year 3

Sem 5

Code	Morocco Module Title	MAR Standard Credit	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MM353	Advanced Management Accounting and Finance	5	B391	Management Accounting and Finance	8	3	Knowledge	
ACC302	Auditing Theory and Practice	5	ACC302	Auditing Theory and Practice	4	3	Knowledge	
ACC300	Accounting Information System	5	ACC300	Accounting Information System	4	3	Knowledge	
MM356	Language for Accounting	3	ACC204	Intermediate Financial Accounting	4	2	Horizontal	
MM363	Accounting for Islamic Finance	5	FIN341	Islamic Finance	4	3	Knowledge	
GR118	Life Skills and Coexistence	4	GR118	Life Skills and Coexistence	3	1	Knowledge	
MM237	Art and Culture	3	GR111	Arab Islamic Civilization	3	1	Horizontal	

Sem 6

Code	Morocco Module Title	MAR Standard Credit	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
BUS310	Strategic Management	5	BUS310	Strategic Management	8	3	Knowledge	(DS)
MM364	Skills for Success	5	BUS629	International Management	8	3	Horizontal	(DS)
MM244	Employment Law	5	BUS628	Global Human Resource Management	8	3	Knowledge	(DS)
MM247	Personal Growth and Leadership	5	B329	Leadership in a Changing World	8	3	Knowledge	(DS)

Appendix 4.1:

BA (Hons.) in English Language and Literature Study Plan (ELL)

1. Programme Structure

Students seeking a BA Honors degree in English Language and Literature must complete 129 -133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10 -25	3 - 7
3	Faculty Requirements / Mandatory	30	8
4	Faculty Requirements / Elective	15	4
5	Specialization Requirements / Mandatory	360	96
Total		475 - 490	129 - 133

2. Programme Requirements (129 - 133 Credits)

1. University Requirements / Mandatory (60 points/18 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Source
AR113	Arabic Communication Skills	3		AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3		AOU
GR118	Life Skills and Coexistence	3		AOU
GT101	Learning and Information Technology	3	EL099	AOU
Total		18		

2. University Requirements / Electives (10 -25 points/3 – 7 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Source
GR111	Arabic-Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	-	AOU
GR115	Current International Issues and Problems	3	-	AOU
GR131	Branch/campus Requirement	3	-	AOU
CH101	Chinese for Beginners (I)	3	-	AOU
CH102	Chinese for Beginners (II)	3	CH101	AOU
SL101	Spanish for Beginners (I)	3	-	AOU
SL102	Spanish for Beginners (II)	3	SL101	AOU
FR101	French for Beginners (I)	3	-	AOU
FR102	French for Beginners (II)	3	FR101	AOU
Total	3 - 7			

3. Faculty Requirements / Mandatory (30 point/8 credit hours)

Course Code	Course Title	Credit	Prerequisite	Source
EL 117	Writing	4	EL111	AOU
EL 119	Oral and Presentation Skills	4	EL111	AOU
Total		8		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
EL123	Discourse Analysis	4	EL112	AOU
EL230	American Literature	4	E121	AOU
EL240	Drama	4	EL112	AOU
EL350	Introduction to Literary Theory	4	EL112	AOU
EL330	Teaching English as a Foreign Language	4	EL112	AOU
Total		4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course	Course Title	Credit Hours	Prerequisite	Source
1	E120	Introduction to Language	4	EL111	AOU
	E121	Introduction to Literature	4	EL117 &EL119	AOU
	EL122	Writing Research	4	EL117	AOU
	EL118	Reading	4	EL111	AOU
	A112A	Cultures (I)	8	EL112	OU
	A112B	Cultures (II	8	A112A	OU
2	A230A	Reading and Studying Literature (I)	8	E121	OU
	A230B	Reading and Studying Literature (II)	8	A230A	OU
	L201A	English in the World (I)	8	E120	OU
	L201B	English in the World (II)	8	L201A	OU
3	E304A	Exploring English Grammar (I)	8	L201B	OU
	E304B	Exploring English Grammar (II)	8	E304A	OU
	EA300A	Children's Literature (I)	8	A230B	OU
	EA300B	Children's Literature (II)	8	EA300A	OU
	Total		96		

AOU Morocco

FLS BA in Translation Study Plan

Year 1

Semester 1

Code	Morocco Module Title	MAR Standard credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MT111	Communication Skills I (Arabic and French)	3	AR113	Arabic Communication Skills	3	1	Language	
MT112	Fundamentals of English Communication I	4	EL111	English Communication Skills (I)	3	1	Knowledge	
MT121	Fundamentals of English Communication II	4	EL112	English Communication Skills (II)	3	1	Knowledge	
MT122	Academic Writing	4	EL117	Writing	4	1	Knowledge	
EL118	Reading	5	EL118	Reading	4	1	Knowledge	(DS)
EL119	Oral and Presentation Skills	5	EL119	Oral and Presentation Skills	4	1	Knowledge	
GT101	Learning and Information Technology	5	GT101	Learning and Information Technology	3	1	Knowledge	

Semester 2

Code	Morocco Module Title	MAR Standard credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
E120	Introduction to Language	4	E120	Introduction to Language	4	1	Knowledge	(DS)
E121	Introduction to Literature	4	E121	Introduction to Literature	4	1	Knowledge	(DS)
TR102	Introduction to Translation	5	TR102	Introduction to Translation	4	1	Knowledge	(DS)
TR103	Contrastive Analysis for Translation Purposes	5	TR103	Contrastive Analysis for Translation Purposes	4	1	Knowledge	(DS)
MT233	Cultures	5	A112T	Cultures T	8	1	Knowledge	(DS)
MT242	Academic Writing	4	EL122	Writing Research	4	1	Knowledge	(DS)
GT102	AI for Everyone	3	GT102	AI for everyone	3	1	Horizontal	

Year 2

Semester 3

Code	Morocco Module Title	MAR Standard credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
L201A	English in the world I	5	L201A	English in the World I	8	2	Knowledge	(DS)
A215A	Creative Writing I	5	A215A	Creative Writing I	8	2	Knowledge	(DS)
EL350	Introduction to Literary Theory	4	EL350	Introduction to Literary Theory	4	1	Knowledge	
MT114	Issues and Problems of Development in the Arab Region	5	GR112	Issues and Problems of Development in the Arab World	3	1	Knowledge	
MT123	Communication Skills II (Arabic and French)	3	FR101	French for Beginners (I)	3	1	Language	
GR118	Life Skills and Coexistence	4	GR118	Life Skills and Coexistence	3	1	Knowledge	
MT357	Digital skills	4	GR77	Skills for Success (this is available in LB plan)	1	1	Knowledge	

Semester 4

Code	Morocco Module Title	MAR Standard credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
L201B	English in the World II	5	L201B	English in the World II	8	2	Knowledge	(DS)
A215B	Creative Writing II	5	A215B	Creative Writing II	8	2	Knowledge	(DS)
EL230	American Literature	4	EL230	American Literature	4	1	Knowledge	
EL123	Discourse analysis	5	EL123	Discourse Analysis	4	1	Knowledge	
GR116	Youth Empowerment	3	GR116	Youth Empowerment	3	1	Horizontal	
MT115	Crisis Management	5	GR131	History and Civilization of AOU Branch Country	3	1	Knowledge	
MT246	Communication Skills IV (Spanish and French)	3	SL101	Spanish for Beginners (I)	3	1	Language	

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Arab Open University
Faculty of Language Studies

Year 3
Semester 5

Code	Morocco Module Title	MAR Standard credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MT234	Communication Skills III (Arabic and French)	3	TR301N	Creative Writing in Arabic	4	3	Language	(DS)
TR302	Computer Assisted Translation	5	TR302	Computer-Assisted Translation	4	3	Knowledge	(DS)
MT353	Current International Affairs	4	GR115	Current International Issues and Problems	3	1	Knowledge	
TR303	Translation of Business texts	5	TR303	Translation of Business Texts	4	3	Knowledge	(DS)
TR304	Translation of Official and Legal Documents	5	TR304	Translation of Official and Legal Documents	4	3	Knowledge	(DS)
TR305	Translation of Media Texts	5	TR305	Translation of Media Texts	4	3	Knowledge	(DS)
MT356	Communication Skills V (Spanish and Chinese)	3	CH102	Chinese for Beginners (II)	3	1	Knowledge	

Semester 6

Code	Morocco Module Title	MAR Standard credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MT236	Consecutive & Simultaneous Interpreting	5	TR306	Consecutive & Simultaneous Interpreting	4	3	Knowledge	(DS)
MT364	Political & Diplomatic Translation	5	TR307	Political and Diplomatic Translation	4	3	Knowledge	(DS)
TR308	Special topics in Translation	5	TR308	Special Topics in Translation	4	3	Knowledge	(DS)
GR121	Environment and Health	3	GR121	Environment and Health	3	1	Horizontal	
M126	Principles of Entrepreneurship	4	GB102	Principles of Entrepreneurship for Non-Specialists	3	1	Knowledge	
MT365	Communication Skills VI (Spanish and Chinese)	3	CH101	Chinese for Beginners (I)	3	1	Horizontal	

Appendix 4.2

BA (HONS) English Language, Literature and Translation (ELLT)

1. Programme Structure

Students seeking a BA Honours degree in English Language, Literature and Translation must complete 129 -133 credit hours:

No.	Requirements	Points	Credit Hours
1	University Requirements / Mandatory	60	18
2	University Requirements / Elective	10 -25	3 -7
3	Faculty Requirements / Mandatory	30	8
4	Faculty Requirements / Elective	15	4
5	CORE COURSES		
	ELL Core Specialization Courses	210	56
	Translation Track Specialization Courses	150	40
Total		475 - 490	129 - 133

2. Programme Requirements (129 - 133 Credits)

Course Code	Course Title	Credit hours	Prerequisites	Source
AR113	Arabic Communication Skills	3		AOU
EL111	English Communication Skills I	3	EL099	AOU
EL112	English Communication Skills II	3	EL111	AOU
GB102	Principles of Entrepreneurship for Non-Specialists	3		AOU
GR118	Life Skills and Coexistence	3		AOU
GT101	Learning and Information	3	EL099	AOU

Total	18

2. University Requirements / Electives (10 -25 points/3 – 7 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Source
GR111	Arabic-Islamic Civilization	3	--	AOU
GR112	Issues and Problems of Development in the Arab World	3	-	AOU
GR115	Current International Issues and Problems	3	-	AOU
GR131	Branch/campus Requirement	3	-	AOU
CH101	Chinese for Beginners (I)	3	-	AOU
CH102	Chinese for Beginners (II)	3	CH101	AOU
SL102	Spanish for Beginners (II)	3	SL101	AOU
FR101	French for Beginners (I)	3	-	AOU
FR102	French for Beginners (II)	3	FR101	AOU
Total		3 - 7		

3. Faculty Requirements / Mandatory (30 point/8 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Source
EL 117	Writing	4	EL111	AOU
EL 119	Oral and Presentation Skills	4	EL111	AOU
Total		8		

4. Faculty Requirements / Elective (15 point/4 credit hours)

Course	Course	Credi	Prerequisit	Sourc

Code	Title	t Hours	e	e
EL123	Discourse Analysis	4	E121	AOU
EL230	American Literature	4	EL112	AOU
EL240	Drama	4	E121	AOU
EL350	Introduction to Literary Theory	4	EL112	AOU
AR 1	Introduction to Creative Writing in Arabic	4	EL112	AOU
EL330	Teaching English as a Foreign Language	4	EL112	AOU
	Total	4		

5. Specialization/Core Requirements (360 point/96 credit hours)

Level	Course Code	Course Title	Credit Hours	Prerequisite	Source
1	E120	Introduction to Language	4	EL111	AOU
	E121	Introduction to Literature	4	EL117 &EL119	AOU
	A112T	Cultures	8	EL117	OU
	EL118	Reading	4	EL111	AOU
	EL122	Writing Research	4	EL117	AOU
	TR102	Introduction to Translation	4	EL117	AOU
	TR103	Contrastive Analysis for Translation Purposes	4	EL117	AOU
2	L201A	English in the World (I)	8	E120	OU
	L201B	English in the World (II)	8	L201A	OU
	A215A	Creative Writing (I)	8	A112T	OU
	A215B	Creative Writing (II)	8	A215A	OU

	TR301N	Creative Writing in Arabic	4	AR113	OU
	TR302	Computer Assisted Translation	4	TR102	OU
3	TR303	Translation of Business Texts	4	TR103	OU
	TR304	Translation of Official and Legal Documents	4	TR103	OU
	TR305	Translation of Media Texts	4	TR103	OU
	TR306	Consecutive & Simultaneous Interpreting	4	TR304	OU
	TR307	Political & Diplomatic Translation	4	TR304	OU
	TR308	Special Topics in Translation	4	TR302	OU
	Total		96		

MA in English Literature – Study Plan

1. Specialization Requirements / Mandatory (36 credit hours)

2.

	Course Title	Credit Hours	Prerequisite	Equivalency
A801	Research in English Studies	4		
A802	Theories in Criticism	4		
A803	The English Novel	4	A801& A802	
A804	Cultural Studies	4	A801 and A802	
A805N	Dramatic Dialogues	4	A801 and A802	
A806	Studies in Poetry	4	A801 and A802	
A807	Comparative Literature	4	A801 and A802	
A208	Postcolonial Studies	4	A801 and A802	
A829	Proposal Prep	4	A801, A802, A803 & A804	
Total	36			

2. Dissertation(12 credit hours)

Course Code	Course Title	Credit Hours	Prerequisite	Equivalency
A831	MA Dissertation	12	A801, A802, A803, A804, A805N, A806, A807, A808, A829	
Total	36			

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Faculty of Language Studies

MA in TEFL study plan

Semester	Code	Module Title	Credit	Prerequisite
Sem. I	EFL501	Theories of Foreign Language Learning	4	None
	EFL502	Research Methods	4	None
	EFL503	English Language Teaching Methods: Receptive Skills (I)	4	None
Total		12		
Sem. II	EFL504	English Language Teaching Methods: Productive Skills (II)	4	EFL501 EFL502
	EFL505	Technology in the Classroom	4	EFL501 EFL502
	EFL506	Classroom Management	4	EFL501 EFL502
Total		12		
Sem. III				
	EFL507	Foreign Language Testing	4	EFL501 EFL502
	EFL508	Practicum	4	EFL503 EFL50 4

				EFL505 EFL506
	EFL529	Proposal Prep	4	EFL501 EFL502
Total		12		
Sem. IV	EFL531	Thesis Module	12	EFL529

Appendix 5.1: BSc (Hons.) in Information Technology and Computing (131 CH)

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	–
	GT101	Computing Essentials	3	–
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	–
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111
Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	–
	M110	Python Programming	8	EL111
		A module from University Requirement/Elective	3	–
2nd (19 CHs)	TM112	Introduction to Computing and Information Technology	8	M110
	TM105	Introduction to Programming	4	EL111
	TM103	Computer Organization and Architecture	4	EL111

		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	M251	Object-Oriented Programming using Java	8	TM105
	TM255	Communication and Information Technologies	8	TM112
2nd (20 CHs)	M269	Algorithms, Data Structures and Computability	8	M110 & MT131
	T215B	Communication and Information Technologies – Part B	8	TM255
	TM260	Ethics, Law and the Governance in IT	4	TM255
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	TM351	Data Management and Analysis	8	M269 or M251
	TM354	Software Engineering	8	M251
	TM471A	Graduation Project-A	4	TM355 or TM354 or TM351
2nd (15 CHs)	TM355	Communications Technology	8	T215B
	TM471B	Graduation Project-B	4	TM471A
		Faculty Elective	3	

Appendix 5.2: Cyber Security (CyS) Track (131 C.H.)

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	–
	GT101	Computing Essentials	3	–
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	–
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111
Second Year				

Semester	Modules	Title	Credit Hours	Prerequisite
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	-
	M110	Python Programming	8	EL111
		A module from University Requirement/Elective	3	-
2nd (20 CHs)	TM112	Introduction to Computing and Information Technology- 2	8	M110
	TM129	Technologies in practice	8	M110
		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	TT284	Web technologies	8	TM112
	T216A	Cisco networking (CCNA) part1	8	TM112
2nd (19 CHs)	T216B	Cisco networking (CCNA) part2	8	T216A
	TM256	Cyber Security	8	TM129
	TM260	Ethics, Law and the Governance in IT	4	TM256
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	TM311	Information security	8	T216B
	TM359	System penetration testing	8	TM256
	TM471A	Graduation Project-A	4	TM311 or TM359 or T318
2nd (15 CHs)	T318	Applied Network Security	8	T216B
	TM471B	Graduation Project-B	4	TM471A
		Faculty Elective	3	

Appendix 5.3: Data Science (DS) Track (131 C.H.)

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	-
	GR118	Life Skills and Coexistence	3	-
	GT101	Computing Essentials	3	-
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	-
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111
Second Year				

Semester	Modules	Title	Credit Hours	Prerequisite
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	-
	M110	Python Programming	8	EL111
		A module from University Requirement/Elective	3	-
2nd (20 CHs)	TM112	Introduction to Computing and Information Technology	8	M110
	M140	Introducing statistics	8	EL111
	TM260	Ethics, Law and the Governance in IT	4	M110
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	M218	Relational Databases	4	M110, MT131
	MT248	Analysing data	4	M140
	M269	Algorithms, Data Structures and Computability	8	M110 and MT131
2nd (19 CHs)	M238	Data Visualization	4	M110
	MST224	Mathematical Methods	8	MST129 & MT132
	MT249	Practical Modern Statistics	4	MT248
		Faculty Elective	3	
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	M348	Applied Statistical Modelling	8	MT248
	TM351	Data management and analysis	8	M269
	TM471A	Graduation Project-A	4	M348 or TM351 or TM358
2nd (15 CHs)	TM358	Machine learning and artificial intelligence	8	M269
	TM471B	Graduation Project-B	4	TM471A
		Faculty Elective	3	

Data Science Programme (3-Year Plan)
Morocco Study Plan

Year 1
Semester 1

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Types	Diploma Supplement
MT131	Discrete Mathematics	5	MT131	Discrete Mathematics	4	1	Knowledge	(DS)
MT132	Linear Algebra	5	MT132	Linear Algebra	4	1	Knowledge	(DS)
MD116	Communication Skills I	3	EL111	English Communication Skills (I)	3	1	Language	
M113	Python Programming	5	M110A	Python Programming Fundamentals	4	1	Knowledge	(DS)
GT101	Learning and Information Technology	5	GT101	Learning and Information Technology	3	1	Knowledge	
GT102	AI for Everyone	3	GT102	AI for everyone	3	1	Horizontal	
M121	Introduction to Computing and Information Technology	4	TM112A	Digital Media and Network Technologies	4	1	Knowledge	(DS)

Semester 2

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Types	Diploma Supplement
MD126	Communication Skills II	3	EL112	English Communication Skills (II)	3	1	Language	
MD123	Statistics	5	MT141	Introduction to Probability and Statistics	4	1	Knowledge	(DS)
M114	Advanced Python Programming	5	M110B	Applied Python Programming	4	1	Knowledge	(DS)
M122	Advanced Computing and Information Technology	5	TM112B	Data Security and Cloud Computing	4	1	Knowledge	(DS)
MST129	Applied Calculus	4	MST129	Applied Calculus	4	1	Knowledge	
M118	Relational Databases	4	M118	Relational Databases	4	1	Knowledge	(DS)
GR118	Life Skills and Coexistence	4	GR118	Life Skills and Coexistence	3	1	Knowledge	

Year 2

Semester 3

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Types	Diploma Supplement
MD124	Statistical Modelling	5	TM270A	Artificial Intelligence	4	2	Knowledge	(DS)
MD235	Advanced Calculus	4	MST224A	Mathematical methods	4	2	Knowledge	(DS)
M242	Algorithms and Data Structures	5	M269A	Fundamentals of Algorithms and Data Structures	4	1	Knowledge	
MT248	Analysing Data	4	MT248	Analysing Data	4	2	Knowledge	(DS)
MD236	Communication Skills III	3	AR113	Arabic Communication Skills	3	1	Language	
M109	.NET Programming	5	M109	.NET Programming	3	1	Knowledge	
M238	Data Visualization	4	M238	Data Visualization	4	2	Knowledge	(DS)

Semester 4

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Types	Diplo Suppl
MT249	Practical modern statistics	5	MT249	Practical modern statistics	4	2	Knowledge	(DS)
M233	Advanced Data Structure and Computability	5	M269B	Applied Algorithms and Computing	4	2	Knowledge	
MD246	Foreign Language for Beginners (I)	3	SL101	Spanish for Beginners (I)	3	1	Language	
M115	Python for Machine Learning and Data Science	4	M115	Python for Machine Learning and Data Science	3	1	Knowledge	
MD234	Differential Equations and Multivariable Calculus	5	MST224B	Differential Equations	4	2	Knowledge	(DS)
M362	Machine Learning and artificial intelligence B	4	TM271A	Deep learning	4	2	Knowledge	(DS)
M361	Machine Learning and artificial intelligence A	4	TM270B	Machine Learning	4	2	Knowledge	(DS)

Year 3

Semester 5

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Types	Diploma Supplement
M348A	Applied Statistical Modelling	5	M348A	Applied Statistical Modelling	4	3	Knowledge	(DS)
M351	Databases management systems	5	TM351 A	Data Management and Foundations of Data Systems	4	3	Knowledge	(DS)
M243	Integrated Project	5	TM471 A	Graduation Project -1	4	3	Knowledge	(DS)
GR116	Youth Empowerment	3	GR116	Youth Empowerment	3	1	Horizontal	
MD356	Foreign Language for Beginners (II)	3	SL102	Spanish for Beginners (II)	3	1	Knowledge	
TM368	Big Data Analytics	5	TM368	Big Data Analytics	4	3	Knowledge	(DS)
M126	Principles of Entrepreneurship	4	GB102	Principles of Entrepreneurship for Non-Specialists	3	1	Knowledge	

Semester 6

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Types	Diploma Supplement
GR121	Environment and Health	3	GR121	Environment and Health	3	1	Horizontal	
CH101	Chinese for Beginners (I)	3	CH101	Chinese for Beginners (I)	3	1	Horizontal	
M343	Graduation Project	5	TM471B	Graduation Project -2	4	3	Knowledge	(DS)
M244	Ethics, Law and the Governance in IT	4	TM260	Security, Ethics and Privacy in IT and Computing	4	1	Knowledge	
M348B	Advanced Statistical Modelling	5	M348B	Advanced Statistical Modelling	4	3	Knowledge	(DS)
TM367	Data Mining	5	TM367	Data Mining	4	3	Knowledge	(DS)
M352	Advanced Data Analytics	5	TM351B	Advanced Data Analysis and Decision Support	4	3	Knowledge	(DS)

Appendix 5.4: Artificial Intelligence (AI) Track (131 C.H.)

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Pre-requisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	–
	GT101	Computing Essentials	3	–
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	–
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111

	MT132	Linear Algebra	4	EL111
Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (18 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	-
	M110	Python Programming	8	EL111
	MT141	Introduction to Probability and Statistics	4	EL111
		A module from University Requirement/Elective	3	-
2nd (15 CHs)	TM112	Introduction to Computing and Information Technology	8	M110
	TM103	Computer Architecture and Organization	4	EL111
		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	M269	Algorithm, Data structure and Computability	8	M110 & MT131
	TM270	Artificial intelligence	8	TM112 & MT141
2nd (20 CHs)	TM271	Machine Learning and Deep learning	8	MT141 & TM270
	TM275	Parallel and Distributed Systems	4	TM103
	TM276	Software Development Processes and Methodologies	4	TM112
	TM260	Ethics, Law and the Governance in IT	4	TM271
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	TM351	Data Management and Analysis	8	M269
	TM340	Natural Language Processing	8	TM271
	TM471A	Graduation Project – A	4	TM351 or TM340 or TM341
2nd (15 CHs)	TM341	Computer Vision	8	TM271
	TM471B	Graduation Project – B	4	TM471A
		Faculty Elective	3	

Appendix 5.5: Computer Science Pathway

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	–
	GT101	Computing Essentials	3	–
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	–
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111
Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	–
	M110	Python Programming	8	EL111
		A module from University Requirement/Elective	3	–
2nd (19 CHs)	TM112	Introduction to Computing and Information Technology	8	M110
	TM105	Introduction to Programming	4	EL111
	TM103	Computer Organization and Architecture	4	EL111
		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	M251	Object-Oriented Programming using Java	8	TM105
	TT284	Web Technologies	8	TM112
2nd (20 CHs)	M269	Algorithms, Data Structures and Computability	8	M110 & MT131
	TM298	Operating Systems	4	TM105 & TM103
	TM240	Computer Graphics and Multimedia	4	MT132 & TM105
	TM260	Ethics, Law and the Governance in IT	4	TT284
Fourth Year				
Semester	**Modules**	**Title**	**Credit**	**Prerequisit**

			Hours	e
1st (20 CHs)	TM351	Data Management and Analysis	8	M269 or M251
	TM354	Software Engineering	8	M251
	TM471A	Graduation Project-A	4	TM354 or TM351 or TM358
2nd (15 CHs)	TM358	Machine learning and artificial intelligence	8	M269
	TM471B	Graduation Project-B	4	TM471A
		Faculty Elective	3	

Morocco Student plan

Computer Science Programme (3-Year Plan)

Year 1

Semester 2

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MT131	Discrete Mathematics	5	MT131	Discrete Mathematics	4	1	Knowledge	(DS)
MT132	Linear Algebra	4	MT132	Linear Algebra	4	1	Knowledge	(DS)
MC116	Foreign Language Communication Skills I	3	EL111	English Communication Skills (I)	3	1	Language	
M113	Python Programming	5	M110A	Python Programming Fundamentals	4	1	Knowledge	(DS)
M121	Introduction to Computing and Information Technology	5	TM112A	Digital Media and Network Technologies	4	1	Knowledge	(DS)
GT101	Learning and Information Technology	4	GT101	Learning and Information Technology	3	1	Knowledge	
GR118	Life Skills and Coexistence	4	GR118	Life Skills and Coexistence	3	1	Knowledge	

Semester 2

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
TM105	Introduction to Programming	4	TM105	Introduction to Programming	4	1	Knowledge	(DS)
MST129	Applied Calculus	5	MST129	Applied Calculus	4	1	Knowledge	
TM103	Computer Organization and Architecture	5	TM103	Computer Organization and Architecture	4	1	Knowledge	(DS)
GT102	AI for Everyone	3	GT102	AI for everyone	3	1	Horizontal	

MC126	Foreign Language Communication Skills II	3	EL112	English Communication Skills (II)	3	1	Language	
M114	Advanced Python Programming	5	M110B	Applied Python Programming	4	1	Knowledge	(DS)
M122	Advanced Computing and Information Technology	5	TM112B	Data Security and Cloud Computing	4	1	Knowledge	(DS)

Year 2

Semester 3

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
M109	.NET Programming	5	M109	.NET Programming	3	1	Knowledge	
MS102	Physics	4	MS102	Physics	3	1	Knowledge	
TM252A	Web Technologies	4	TM252A	Web Technologies	4	2	Knowledge	(DS)
M242	Algorithms and Data Structures	5	M269A	Fundamentals of Algorithms and Data Structures	4	2	Knowledge	(DS)
MC232	Object-Oriented Programming in Java	5	M251A	Advanced Programming Concepts using Java I	4	2	Knowledge	(DS)
MC236	Foreign Language Communication Skills III	3	AR113	Arabic Communication Skills	3	1	Language	
TM298	Operating Systems	4	TM298	Operating Systems	4	2	Knowledge	(DS)

Semester 4

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
MC233	Java Event Handling	5	M251B	Advanced Programming Concepts using Java II	4	2	Knowledge	(DS)
MC235	Mobile Development	5	TM252B	Advanced Web Technologies and Applications	4	2	Knowledge	(DS)
GR121	Environment and Health	3	GR121	Environment and Health	3	1	Horizontal	
TM240	Computer Graphics and Multimedia	5	TM240	Computer Graphics and Multimedia	4	2	Knowledge	(DS)

M233	Advanced Data Structure and Computability	5	M269B	Applied Algorithms and Computing	4	2	Knowledge	(DS)
M126	Principles of Entrepreneurship	4	GB102	Principles of Entrepreneurship for Non-Specialists	3	1	Knowledge	
MC246	Foreign Language IV	3	SL101	Spanish for Beginners (I)	3	1	Language	

Year 3

Semester 5

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
M361	Machine learning and artificial intelligence A	5	TM358A	Artificial Intelligence	4	3	Knowledge	(DS)
TM295	System Modelling	5	TM295	System Modelling	3	1	Knowledge	
GR116	Youth Empowerment	3	GR116	Youth Empowerment	3	1	Horizontal	
MC353	Software Requirements and Analysis	5	TM354A	Software Engineering Principles and Requirements Analysis	4	3	Knowledge	(DS)
M243	Integrated Project	5	TM471A	Graduation Project -1	4	3	Knowledge	(DS)
M351	Databases management systems	4	TM351A	Data Management and Foundations of Data Systems	4	3	Knowledge	(DS)
MC365	Chinese and German for Beginners (I)	3	CH101	Chinese for Beginners (I)	3	1	Horizontal	

Semester 6

Code	Morocco Module Title	MAR Standard Credits	HQ Code	HQ Module Title	Credit	Level	Module Type	Diploma Supplement
M244	Ethics, Law and the Governance in IT	4	TM260	Security, Ethics and Privacy in IT and Computing	4	1	Knowledge	
M277	Competitive Programming	4	M277	Competitive Programming	3	1	Knowledge	
M343	Graduation Project	5	TM471B	Graduation Project -2	4	3	Knowledge	(DS)
M352	Advanced Data Analytics	5	TM351B	Advanced Data Analysis and Decision Support	4	3	Knowledge	(DS)
MC354	Software Quality	4	TM354B	Software Design, Testing, and Project Implementation	4	3	Knowledge	(DS)
M362	Machine learning and artificial intelligence B	4	TM358B	Machine Learning	4	3	Knowledge	(DS)
MC356	Foreign Languages V	4	CH102	Chinese for Beginners (II)	3	1	Knowledge	

Appendix 5.6: Network & Security Pathway

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	–
	GT101	Computing Essentials	3	–
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	–
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111
Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	–
	M110	Python Programming	8	EL111
		A module from University Requirement/Elective	3	–
2nd (19 CHs)	TM112	Introduction to Computing and Information Technology	8	M110
	TM105	Introduction to Programming	4	EL111
	TM103	Computer Organization and Architecture	4	EL111
		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	T216A	Cisco Networking (CCNA)-A	8	TM112
	TM254	Managing IT: the why, the what	8	M110

		and the how		
2nd (20 CHs)	T216B	Cisco Networking (CCNA)–B	8	T216A
	M251	Object–Oriented Programming using Java	8	TM105
	TM260	Ethics, Law and the Governance in IT	4	T216B
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	T316	Advanced Networking	8	T216B
	T318	Applied Network Security	8	T216B
	TM471A	Graduation Project–A	4	T316 or T318 or T321
2nd (15 CHs)	T321	Operating System Server Administration	8	T216A
	TM471B	Graduation Project–B	4	TM471A
		Faculty Elective	3	

Appendix 5.7: Web Development Pathway

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	–
	GT101	Computing Essentials	3	–
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	–
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111
Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	–
	M110	Python Programming	8	EL111
		A module from University Requirement/Elective	3	–
2nd (19 CHs)	TM112	Introduction to Computing and Information Technology	8	M110
	TM105	Introduction to Programming	4	EL111

	TM103	Computer Organization and Architecture	4	EL111
		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	M251	Object-Oriented Programming using Java	8	TM105
	M252	Internet Programming	8	TM112
2nd (20 CHs)	TM254	Managing IT: the why, the what and the how	8	M110
	TT284	Web Technologies	8	TM112
	TM260	Ethics, Law and the Governance in IT	4	TM254
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	TM352	Web, Mobile and Cloud Technologies	8	TT284 or M251
	TM354	Software Engineering	8	M251
	TM471A	Graduation Project-A	4	TM352 or TM354 or TM356
2nd (15 CHs)	TM356	Interaction Design and User Experience	8	TT284
	TM471B	Graduation Project-B	4	TM471A
		Faculty Elective	3	

Appendix 5.8: Computing with Business Pathway

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (13 CHs)	EL111	English Communication Skills I	3	EL099
	GR118	Life Skills and Coexistence	3	-
	GT101	Computing Essentials	3	-
	MST129	Applied Calculus	4	EL099
2nd (14 CHs)	AR113	Arabic Communication Skills	3	-
	EL112	English Communication Skills II	3	EL111
	MT131	Discrete Mathematics	4	EL111
	MT132	Linear Algebra	4	EL111

Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (14 CHs)	GB102	Principles of Entrepreneurship for Non-Specialists	3	-
	M110	Python Programming	8	EL111
		A module from University requirement/Elective	3	-
2nd (19 CHs)	BUS110	Introduction to Business	8	EL111
	TM105	Introduction to Programming	4	EL111
	TM103	Computer Organization and Architecture	4	EL111
		Faculty Elective	3	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (16 CHs)	B207A	Shaping Business Opportunities-A	8	BUS110
	M251	Object-Oriented Programming using Java	8	TM105
2nd (20 CHs)	B207B	Shaping Business Opportunities-B	8	B207A
	TM254	Managing IT: the why, the what and the how	8	M110
	TM260	Ethics, Law and Governance in IT	4	TT284
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (20 CHs)	BUS310	Strategic Management	8	B207B
	TM354	Software Engineering	8	M251
	TM471A	Graduation Project-A	4	(TM351 & BUS310) or (TM354 & BUS310)
2nd (15 CHs)	TM351	Data Management and Analysis	8	M251
	TM471B	Graduation Project-B	4	TM471A
		Faculty Elective	3	

The GMDT programme has 1 track as follows:

1. **Graphic and Multimedia Design Technology**

GMDT Programme Structure

1. Overall, AI Programme Requirements (AOU) (Table-1)
2. General University requirements (Table-2)
3. Faculty compulsory Requirements (Table-3)
4. Faculty elective requirements (Table-4)
5. Faculty core requirements (Table-5)
6. Specialization/Core Requirements (Table-6)

Table 1: Programme Requirements

Requirement type	**12**
University Requirements/ Mandatory	**12**
University Requirements/ Electives	**9**
Faculty Requirements/ Mandatory	**6**
Faculty Requirements/ Electives	**14**
Specialization Requirements/ Mandatory	**96**
Total Credit Hours	**137**

University Requirements/ Mandatory (40 points) (12 Credit Hours)

Table 2: Details of University Requirements (Mandatory)

Module Code	Module Title	Credit Hours	Pre-requisites
TU170	Computing Essentials	3	EL111
EL111	English Communication Skills I	3	EL099
EL112	English Communication Skills II	3	EL111

** The list of modules and/or the modules contents may be updated/replaced as per AOU university council decision or local accreditation requirements.*

University Requirements/ Electives (30 points) (9 Credit Hours)

Table 3: Details of University Requirements (Electives)

Module Code	Module Title	Credit Hours	Pre-requisites
GR111	Arabic Islamic Civilization	3	--
GR112	Issues and Problems of Development in the	3	--
GR115	Current International Issues and Problems	3	--
GR131	History & Civilization of Jordan	3	--
CH101	Chinese for Beginners (I)	3	--
CH102	Chinese for Beginners (II)	3	CH101
SL101	Spanish for Beginners (I)	3	--
SL102	Spanish for Beginners (II)	3	SL101
FR101	French for Beginners (I)	3	--
FR102	French for Beginners (II)	3	FR101
Total	9		

** The list of modules and/or the modules contents may be updated/replaced as per AOU university council decision or local accreditation requirements.*

Faculty Requirements / Mandatory (20 points) (6 Credit Hours)

Table 4: Details of Faculty Requirements (Mandatory)

Module code	Module title	Credit Hours	Points	Source	Pre-requisites
GM101	Calculus 1/ College Mathematics	3	10	AOU	--
GM102	Linear Algebra	3	10	AOU	--
Total	6				

+ the pre-requisite can be registered in parallel

Faculty Requirements / Elective (20 points) (14 Credit Hours)

code	Module title	Pre-requisites
GE103	Discrete Mathematics	-
GE104	Data, Computing and Information	EL111
GE105	Data Structures and Algorithm	-
GE106	Computer Organization and Architecture	-
GE201	Programming for Digital Media	4AD010 -4VC012
GE202	Computer Aided Design	EL111 - 4VC012
GE301	3D Modelling and Animation Techniques	EL111- 5VC012
GE-302	Web Application Development – Server Side	-
MT133	Numerical Analysis	GM101
Total	14	

( )+ can be registered in parallel.

- GMDT Students are highly recommended to study GE104- GE202- GE201- GE301 as elective modules
- Note- The student will not be allowed to take more than one elective module per level from the above Table-5, according to proper Academic Advising. Core modules of any pathway might serve as Elective modules for other pathways, according to proper Academic Advising.

Specialization/ Core Requirements (96 Credit Hours)

The students are expected to finish each level before moving on to the next level. The details of core modules are given as follows:

Table 6: Details of Specialization/Core Requirements

- **Graphic and Multimedia Design Pathway –Recommended Study Plan**

First Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (12 CHs)	EL111	English Communication Skills I	3	EL099
	GR101	Self-learning Skills	3	–
	TU170	Computing Essentials	3	EL111
	GM101	Calculus	3	–
2nd (18 CHs)	4AD010	Introduction to art and design	5	EL111
	4VC012	Studio Practice Ideas, Concept	5	EL111
	4VC013	Elements, Composition and digital foundation	5	EL111
		Faculty Elective	3	
Second Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (19 CHs)	4VC014	Introduction to programming and interactivity	5	EL111 4AD010 – 4VC012 Ge104
	4VC015	Digital Photography & Media Production	5	EL111
	4VC016	Typography 1	5	EL111 4AD010 – 4VC012
		Faculty Elective	4	
2nd (19 CHs)	5AD008	Critical and Contextual Issues in art and Design	5	4VC015
	5VC012	Visual Narrative	5	4VC013
	5VC013	Typography 2 and computer graphics	5	4VC016, GM102, 4VC014
		Faculty Elective	4	
Third Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**

1st (18 CHs)	5VC015	Digital and Emerging Media Design	5	4VC016
	5VC017	Digital Visualization Studio	5	5VC012
	5VC019	Visual Effects, Compositing and Mixed Media	5	5VC013
	GM102	Algebra	3	
2nd (19 CHs)	6AD001	Creative industries and opportunities	6	5VC015
	6AD002	Research Methods for Graphic design	6	5AD008
		Faculty Elective	4	
		University Elective	3	
Fourth Year				
Semester	**Modules**	**Title**	**Credit Hours**	**Prerequisite**
1st (18 CHs)	6VC018	Independent Graphic Design Practice	6	5VC017
	6VC015	Digital Media Design for Mobile Devices	6	4VC014–5VC013
		University Elective	3	
	EL112	English Communication Skills1	3	EL111
2nd (15 CHs)	6VC012	Graduation Project	6	6VC018– All level 5 courses must be completed.
	6VC019	Major Aspects of visual communication Project	6	5VC019
		University Elective	3	

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AOU Programmes

Study Plans

Appendix 6.1: Bachelors in Elementary Education (132 C.H. - JOR)

1) Mandatory University Requirements (24 Credit Hours)

Code	Course Title	Credit	Prerequisite	Equivalent
AR111	Arabic Communication Skills I	3		
AR112	Arabic Communication Skills II	3	AR111	
EL111E	English Communication Skills I	3	EL099E	EL111
EL112E	English Communication Skills II	3	EL111E	EL112
ED111	Foundations of Education	3		
GR100	Computer and Internet Literacy	3		TU170
GR101	Self-Learning Skills	3		GR101EL
GR131	History and Civilization of Jordan	3		

2) Elective University Requirements (6 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
GR111	Arab Islamic Civilization	3	
GR112	Developmental Issues and Problems in the Arab region	3	
GR115	Current International Issues and Problems	3	
GR117	Empowerment of Women	3	
GR118	Life Skills	3	
SP233	Building Behavior Modification	3	
SP325	Learning Through Playing	3	

3) Professional Education Courses (51 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ED121	Psychology of Child Growth	3	
ED212	Elementary Education	3	
ED222	Psychology of Learning and Instruction	3	
ED241	Teaching Strategy	3	
ED313	Class Management and Teaching Environment	3	
ED331	Education Technology	3	
ED332	Computer-Assisted Instruction	3	
ED421	Principles of Guidance and Scholastic Counseling	3	
ED423	Measurement, Evaluation and Construction of Tests	3	ED241
ED431	Design and Production of Instructional Software	3	
ED441	Practical Education I	6	
ED442	Scientific Research Methodology	3	
ED449	Practical Education II	6	ED441
SP100	Introduction to Special Needs	3	
SP302	Introduction to Learning Difficulties	3	

- A highlighted course code and its prerequisite code means they should be taken concurrently.

4) Professional Education Courses (51 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ED252	Methodology of Islamic Education for Elementary School	3	
ED254	Methodology of Social Sciences	3	

ED354	Methodology of Arabic Language for Elementary School	3	ED241
ED364	Methodology of Mathematics for Teachers of Elementary School	3	
ED456	Children Literature	3	
ED468	Methodology of Science for Teachers of Elementary School	3	ED241
ED482	Environment and Health	3	
ED247	Social Sciences I	3	
ED248	Social Sciences II	3	ED247
ED249	Islamic Education for Teachers of Elementary School I	3	
ED250	Islamic Education for Teachers of Elementary School II	3	
ED347	Arabic Education for Teachers of Elementary School I	3	
ED349	Arabic Education for Teachers of Elementary School II	3	ED347
ED359	Mathematics for Teachers of Elementary School I	3	
ED360	Mathematics for Teachers of Elementary School II	3	ED359
ED460	Science for Teachers of Elementary School I	3	
ED462	Science for Teachers of Elementary School II	3	

- A highlighted course code and its prerequisite's code means they should be taken concurrently.

Appendix 6.2: Bachelors in Elementary Education (128 C.H. - LEB)

1) Mandatory University Requirements (21 Credit Hours)

Code	Course Title	Credit	Prerequisite	Equivalent
AR111	Arabic Communication Skills I	3		
AR112	Arabic Communication Skills II	3	AR111	
EL111E	English Communication Skills I	3	EL099E	EL111
EL112E	English Communication Skills II	3	EL111E	EL112
ED111	Foundations of Education	3		
GR100	Computer and Internet Literacy	3		TU170
GR101	Self-Learning Skills	3		GR101EL

2) Elective University Requirements (9 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
GR111	Arab Islamic Civilization	3	
GR112	Developmental Issues and Problems in the Arab region	3	
GR115	Current International Issues and Problems	3	
GR131	History and Civilization of Lebanon	3	
SP233	Building Behavior Modification	3	
SP325	Learning through Playing	3	

3) Professional Education Courses (51 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ED121	Psychology of Child Growth	3	
ED212	Elementary Education	3	

ED222	Psychology of Learning and Instruction	3	
ED241	Teaching Strategy	3	
ED313	Class Management and Teaching Environment	3	
ED331	Education Technology	3	
ED332	Computer-Assisted Instruction	3	
ED421	Principles of Guidance and Scholastic Counselling	3	
ED423	Measurement, Evaluation and Construction of Tests	3	ED241
ED431	Design and Production of Instructional Software	3	
ED441	Practical Education (1)	6	
ED442	Scientific Research Methodology	3	
ED449	Practical Education (2)	6	ED441
SP100	Introduction to Special Needs	3	
SP302	Introduction to Learning Difficulties	3	

- A highlighted course code and its prerequisite code means they should be taken concurrently.

4) Professional Education Courses (47 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ED254	Methodology of Social Sciences	3	ED241
ED252	English for Elementary School Teachers	4	
ED256	Methods of Teaching English for Elementary School	4	
ED354	Methodology of Arabic Language for Elementary School	3	ED241
ED364	Methodology of Mathematics for Teachers of Elementary School	3	
ED456	Children Literature	3	
ED468	Methodology of Science for Teachers of Elementary School	3	ED241

ED482	Environment and Health	3	
ED247	Social Sciences I	3	
ED248	Social Sciences II	3	ED247
ED347	Arabic Education for Teachers of Elementary School I	3	
ED349	Arabic Education for Teachers of Elementary School II	3	ED347
ED359	Mathematics for Teachers of Elementary School I	3	
ED360	Mathematics for Teachers of Elementary School II	3	ED359
ED460	Science for Teachers of Elementary School I	3	
ED462	Science for Teachers of Elementary School II	3	

- A highlighted course code and its prerequisite code means they should be taken concurrently.

Appendix 6.3: Higher Diploma in Kindergarten (39 C.H. - EGY)

1) Mandatory Specialization Requirements (36 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ECD510	Child Education Systems and Administration	3	
ECD511	Child Psychology: Growth, Learning and Counseling	3	
ECD512	Child Nutrition, Health and Safety	3	
ECD513	Education of Students with Special Needs and Inclusion	3	
ECD514	Information and Communication Technology for Children	3	
ECD515	Planning Learning Early Childhood Teaching and Learning Programs	3	
ECD517	Scientific and Mathematical Concepts for Children	3	
ECD518	Musical Skills and Child Theatre	3	
ECD519	Arts and Physical Skills for Children	3	
ECD520	Field Training	3	
ECD521	Multiple Intelligences and Creativity Development	3	
ECD523	Concepts and Linguistics Skills (Arabic and Foreign)	3	

2) Elective Specialization Requirements (3 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ECD526	Arabic Language in Kindergarten	3	
ECD527	English Language in Kindergarten	3	
ECD528	Psychology of Play	3	
ECD529	Child Culture and Media	3	
ECD530	Parental Education	3	

Appendix 7.1 – Executive Secretarial Programme (126 C.H. - KSA)

Compulsory Major Courses Level 1 (Credits Needed: 18)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
BDF106	Introduction to administrative and office systems	3	1	C	
DF-101	Reading for the Deaf and hearing-Impaired	3	1	C	
DF102	Islamic Education	3	1	C	
DF103	Arabic Language Skills (1)	3	1	C	
DF104	Self-Learning Skills	3	1	C	
DF105	Deaf Education: History and Directions	3	1	C	

Compulsory Major Courses Level 2 (Credits Needed: 12)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF110	Employing Technology in Deaf Education	3	2	C	BDF106
DF111	Arabic Language Skills (2)	3	2	C	DF103
DF112	Communication Skills in English Language (1)	3	2	C	
TDF115	Computer Components Maintenance (1)	3	2	C	

Compulsory Major Courses Level 3 (Credits Needed: 15)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
BDF206	Office Applications (1)	3	3	C	BDF106
DF201	Writing communication skills (1)	3	3	C	DF-101
DF202	Arabic Language Skills (3)	3	3	C	DF111
DF203	Communication Skills in English Language (2)	3	3	C	DF112
DF204	Introduction to the Deaf Habilitating	3	3	C	DF105

Compulsory Major Courses Level 4 (Credits Needed: 15)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF210	Writing communication skills (2)	3	4	C	DF201
DF211	Arabic Language Skills (4)	3	4	C	DF202
DF213	National Education	3	4	C	DF105
DF214	Language development and functional Oral language	3	4	C	DF204
TDF216	Advanced Computer Maintenance (2)	3	4	C	TDF115

Compulsory Major Courses Level 5 (Credits Needed: 15)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF302	Arabic Language Skills (5)	3	5	C	DF211
DF303	Translation of Terms and Texts	3	5	C	DF203
DF304	Computer and its Applications in the Working Field	3	5	C	BDF106
DF305	Professional and Functional Working Environment	3	5	C	DF110
DF306	Writing Communication Skills: Professional and Functional Appl	3	5	C	DF210

Compulsory Major Courses Level 6 (Credits Needed: 18)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF310	Arabic Language Skills (6)	3	6	C	DF302
DF311	Instructional strategies	3	6	C	DF204
DF312	Issues and Trends in Deaf Society	3	6	C	DF204
DF313	Mathematics' Applications in the Working Field	3	6	C	DF304
DF314	Labor Laws and Ethics	3	6	C	DF305
DF315	The Community Services	3	6	C	DF105

Compulsory Major Courses Level 7 (Credits Needed: 15)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
BDF406	Office and administrative applications	3	7	C	
DF401	Professional and Career Selection for the deaf and Hearing-Imp	3	7	C	
DF402	Arabic Language Skills (7)	3	7	C	
DF404	Deaf Theater	3	7	C	
DF-405	Project Management	3	7	C	

Compulsory Major Courses Level 8 (Credits Needed: 12)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF410	Internship	12	8	C	

Programme Requirements/Electives (Credits Needed: 4)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF-212	Developmental Psychology	2	4	C	
DF-215	Introduction to Science of Interpretation	2	4	C	
DF-301	Psychological Counseling and Guidance	2	5	C	
DF-403	Family Empowerment	2	7	C	

Faculty Requirements/ Electives (Credits Needed: 4)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
DF-113	Health and Food	2	2	C	
DF-114	Hearing Science	2	2	C	
DF-205	Educational Arts	2	3	C	

Educational Preparation 1 (Credits Needed: 0)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
ODF011-1	Basic Arabic Language Skills (1)	0	0	C	
ODF022-1	Work Skills (1)	0	0	C	
ODF033-1	Sign Language Skills (1)	0	0	C	
ODF044-1	Life Skills (1)	0	0	C	
ODF055-1	Computer Skills for Deaf (1)	0	0	C	

Educational Preparation 2 (Credits Needed: 0)

Course Code	Course Name	Credits	Level	Repeating Bound	Pre-Request
ODF011-2	Basic Arabic Language Skills (2)	0	0	C	

ODF022-2 Work Skills (2)	0	0	C
ODF033-2 Sign Language Skills (2)	0	0	C
ODF044-2 Life Skills (2)	0	0	C
ODF055-2 Computer Skills for Deaf (2)	0	0	C

Appendix 7.2: Bachelor's in special education / Learning Disabilities
(132 C.H. - JOR)

1) Mandatory University Requirements (27 Credit Hours)

Code	Course Title	Credit	Prerequisite	Equivalent
AR111	Arabic Communication Skills I	3		
AR112	Arabic Communication Skills II	3	AR111	
EL099E	English Orientation	0		
EL111E	English Communication Skills I	3	EL099E	EL111
EL112E	English Communication Skills II	3	EL111E	EL112
ED111	Foundations of Education	3		
GR100	Computer and Internet Literacy	3		TU170
GR101	Self-Learning Skills	3		GR101EL
GR111	Arab Islamic Civilization	3		
GR131	History and Civilization of Jordan	3		

2) Elective University Requirements (6 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
GR112	Developmental Issues and Problems in the Arab region	3	
GR115	Current International Issues and Problems	3	
BE322	Small Business Management	3	
ED212	Elementary Education	3	
ED247	Social Sciences I	3	
ED249	Islamic Education for Teachers of Elementary School	3	
ED460	Science for Teachers of Elementary School I	3	

3) Mandatory Specialization Requirements (48 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
ED324	Learning Difficulties	3	
ED347	Arabic Education for Teachers of Elementary School I	3	
ED349	Arabic Education for Teachers of Elementary School II	3	ED347
ED354	Methodology of Arabic Language for Elementary School	3	ED241
ED359	Mathematics for Teachers of Elementary School I	3	
ED360	Mathematics for Teachers of Elementary School II	3	ED359
ED364	Methodology of Mathematics for Teachers of Elementary School	3	ED241
SP205	Assessment and Diagnosis of Learning Disabilities	3	ED323 or SP100
SP230	Language and Communication Disorders	3	
SP334	Teaching Methods for Students with Learning Disabilities	3	
SP336	Developmental Learning Disabilities	3	
SP337	Learning Disabilities and Academic Education	3	
SP343	Practicum I in the Field of Learning Disabilities	6	
SP494	Practicum II in the Field of Learning Disabilities	6	SP343

- A highlighted course code and its prerequisite's code means they should be taken concurrently.

4) Professional Education Courses (45 Credit Hours)

Code	Course Title	Credit	Prerequisite	Equivalent
ED121	Psychology of Child Growth	3		
ED222	Psychology of Learning and Instruction	3		
ED241	Teaching Strategy	3		
ED313	Class Management and Teaching Environment	3		
ED332	Computer-Assisted Instruction	3		
ED423	Measurement, Evaluation and Construction of Tests	3		
ED431	Design and Production of Instructional Software	3		
ED442	Scientific Research Methodology	3		
SP100	Education with Children with Special Needs	3		ED323
SP202	Early Intervention in Special Education	3	ED323 or SP100	
SP233	Building Behavior Modification	3		
SP241	Curricula and Methods in Special Education	3		
SP340	Working with Families of Individuals with Special Needs	3		
SP405	Contemporary Issues in Special Education	3		
SP415	Integrating People with Special Needs in Regular Schools	3		

5) Professional Education Courses (6 Credit Hours)

Code	Course Title	Credit	Prerequisite	Equivalent
SP325	Learning through Playing	3	ED323 or SP100	

ED456	Children Literature	3		
ED482	Environment and Health	3		
SP410	Administration and Supervision in Special Education	3	ED323 or SP100	

Appendix 8: Graphics and Multimedia Design / Technology Structure (GMDT)
(137 C.H.)

1) Mandatory University Requirements (12 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
EL111	English Communication Skills I	3	
EL112	English Communication Skills II	3	EL111
GR101	Self-Learning Skills	3	
TU170	Computing Essentials	3	

2) Elective University Requirements (9 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
MS101	Physics I	3	EL111
MS102	Physics II	3	MS101
GE102	Introduction to Statistics	3	EL111
EL118	Reading	4	
CH101	Chinese for Beginners I	3	
CH102	Chinese for Beginners II	3	CH101
FR101	French for Beginners I	3	
FR102	French for Beginners II	3	FR101
SL101	Spanish for Beginners I	3	
SL102	Spanish for Beginners II	3	SL101
GR111	Arab Islamic Civilization	3	
GR112	Developmental Issues and Problems in the Arab region	3	

GR115	Current International Issues and Problems	3	
GR131	General Branch/campus Requirement*	3	

** This is a branch/campus-specific course such as history of the country*

3) Mandatory Faculty Requirements (6 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
GM101	Calculus 1 / College Mathematics	3	
GM102	Linear Algebra	3	

4) Elective Faculty Requirements (14 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
GE103	Discrete Mathematics	3	
GE104	Data, Computing and Information	3	
GE105	Data Structures and Algorithms	3	
GE106	Computer Organization and Architecture	3	
GE201	Programming for Digital Media	4	
GE202	Computer-Aided Design	4	
GE301	3D Modeling and Animation Techniques	4	
GE302	Web Application Development — Server Side	4	

5) Mandatory Specialization/Core Requirements (96 Credit Hours)

Course Code	Course Title	Credit	Prerequisite
Level 4 (UoWH)			
4AD010	Introduction to Art and Design in Context	5	
4VC012	Studio Practice: Ideas, Concepts, and Communication Methods	5	

4VC013	Elements, Composition and Digital Foundation	5	
4VC014	Introduction to Programming and Interactivity for Media Arts	5	
4VC015	Digital Photography and Media Production	5	
4VC016	Typography I	5	
Level 5 (UoWH)			
5AD008	Critical and Contextual Issues in Art and Design	5	
5VC012	Visual Narrative	5	
5VC013	Typography II and Computer Graphics	5	
5VC015	Digital and Emerging Media Design	5	
5VC017	Digital Visualization Studio	5	
5VC019	Visual Effects, Compositing and Mixed Media Production	5	
Level 6 (UoWH)			
6AD001	Creative Industries and Opportunities	6	
6AD002	Research Methods for Graphics Design	6	
6VC012	Graduation Project	6	
6VC015	Digital Media Design for Mobile Devices	6	
6VC018	Independent Graphic Design Practice	6	
6VC019	Major Aspects of Visual Communication Projects	6	

Appendix 9.1: Media and Mass Communication
Track – Integrated Marketing Communication (IMC)

No.	Category	Credit Hours
1	University Requirements / Mandatory	*18*
2	University Requirements / Electives	*3*
3	Faculty Requirements / Mandatory	*18*
4	Faculty Requirements/ Electives	*18*
5	Specialization/Track Requirements / Mandatory (Major)	*45*
6	Specialization/Track Requirements / Elective (Major)	*12*
7	Specialization/Track Requirements / Mandatory (Minor: Public Relation)	*18*
8	Specialization/Track Requirements / Mandatory (Minor: Advertising)	*18*
Total		*132**

*The student will have to choose only one minor, whether Public Relation or Advertising

1. University Requirements / Mandatory (18 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Equivalency
AR113	مهارات الاتصال في اللغة العربية	3		مهارات الاتصال في اللغة العربية)1(AR111
GB102	مباديء ريادة الأعمال لغير المتخصصين	3		مهارات الاتصال في اللغة العربية)2(AR112
GT101	أساسيات الحوسبة ومهارات التعلم الذاتي	3		أساسيات الحوسبةTU170
GR118	مهارات الحياة والتعايش	3		مهارات التعلم الذاتي GR101
)1(EL111	مهارات الاتصال في اللغة الإنجليزية	3		مهارات الاتصال في اللغة الإنجليزية
)2(EL112	مهارات الاتصال في اللغة الإنجليزية	3		مهارات الاتصال في اللغة الإنجليزية
Total		18		

Course Code	Course Title	Course Level	Credit hours	Prerequisites	Equivalency
GR111	الحضارة العربية الاسلامية		3		

GR112	قضايا ومشكلات التنمية في الوطن العربي		3		
GR115	قضايا ومشكلات عالمية معاصرة		3		
GR131	متطلب خاص بالفرع		3		
EL118	القراءة		4	EL111	
CH101	اللغة الصينية للمبتدئين)1(		3		
CH102	اللغة الصينية للمبتدئين)2(		3		
SL101	اللغة الاسبانية للمبتدئين)1(		3		
SL102	اللغة الاسبانية للمبتدئين)2(		3		
FR101	اللغة الفرنسية للمبتدئين)1(		3		
FR102	اللغة الفرنسية للمبتدئين)2(		3		
BE322	إدارة الأعمال الصغيرة		4		
MC101	مهارات الإعلام		3		
GR141	الأدب العربي الحديث		3		
GR142	التاريخ العربي الحديث		3		
Total			3-7		

3. Faculty Requirements / Mandatory (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MGN-101	مدخل إلى الإذاعة والتليفزيون	1	3		
MGN-102	مدخل إلى العلاقات العامة والإعلان	1	3		
MGN-103	مدخل إلى الصحافة الإخبارية	1	3		
MGN-104	تشريعات الإعلام وأخلاقياته	1	3		
MGN-105	نظريات الإعلام	1	3		
MGN-106	مناهج البحث	1	3		
Total			18		

4. Faculty Requirements / Elective (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MGN-107	نشأة وسائل الإعلام العربية وتطورها	1	3		
MGN-108	علم النفس الإعلامي	1	3		
MGN-109	علم الاجتماع الإعلامي	1	3		
MGN-110	مباديء العلوم السياسية والعلاقات الدولية	1	3		
MGN-111	مدخل الى الإقتصاد	1	3		
MGN-112	حقوق الإنسان	1	3		

MGN-113	التفكير الناقد	1	3		
MGN -114	مدخل إلى السينما	1	3		
MGN-115	تطبيقات الحاسب الآلي في الإعلام	1	3		
MGN-116	مقدمة في الموسيقى	1	3		
MGN-117	تاريخ العلوم	1	3		
MGN-118	مقدمة في الفنون التشكيلية	1	3		
Total			18		

5. Specialization Requirements / Mandatory (Major) (45 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
IMC201	مادة إعلامية باللغة الإنجليزية	2	3	EL112	
IMC 202	استراتيجيات الإبداع في الإعلان	2	3	-	
IMC 203	أسس إنتاج المواد الإعلامية	2	3	-	
IMC 204	التصميم الجرافيكي في الإعلان	2	3	-	
IMC 205	الاتصال التسويقي	2	3	-	
IMC 301	الاتصال التنظيمي	3	3	-	
IMC 302	الإعلان وسلوك المستهلك	3	3	-	
IMC 303	العلاقات العامة الدولية	3	3	-	
IMC 304	الأنشطة الترويجية	3	3	-	
IMC 305	التسويق الاجتماعي	3	3	-	
IMC 306	الرأي العام	3	3	-	
IMC 403	مدخل إلى التصوير الإعلاني	4	3	-	
IMC 404	الترجمة الإعلامية	4	3	EL112	
IMC 405	المونتاج الإلكتروني	4	3	-	
IMC 406	الايتيكيت والبروتوكول	4	3	-	
Total			45		

6. Specialization Requirements / Elective (Major) (12 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
IMC 206	بحوث العلاقات العامة والإعلان	2	3	MGN 106	
IMC 207	الاتصال الشخصي	2	3	-	
IMC 307	إدارة الأزمات	3	3	-	
IMC 308	التسويق الإلكتروني	3	3	-	
IMC 407	الإعلان السياسي	4	3	-	

IMC 408	الإقناع	4	3	-	
IMC 409	الإعلام والتغير الاجتماعي	4	3	-	
Total			12		

**The student will have 12 credit hours out of 21*

7. Specialization Requirements / Mandatory (Minor: Public Relations)
(18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
IMC309	إدارة العلاقات العامة	3	3	-	
IMC 310	العلاقات العامة الإلكترونية	3	3	-	
IMC311	الكتابة للعلاقات العامة	3	3	-	
IMC410	إدارة وتخطيط حملات العلاقات العامة	4	3	-	
IMC411	العلاقات العامة وبرامج المسئولية الاجتماعية	4	3	-	
IMC412	مشروع التخرج	4	3	IMC411	
Total			18		

8. Specialization Requirements / Mandatory (Minor: Advertising)
(18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
IMC312	إدارة الإعلان	3	3	-	
IMC 313	الإعلان الرقمي	3	3	-	
IMC314	الكتابة للإعلان	3	3	-	
IMC 413	الإنتاج الإعلاني	4	3	-	
IMC 414	إدارة وتخطيط الحملات الإعلانية	4	3	-	
IMC 415	مشروع التخرج	4	3	IMC 414	
Total			18		

Appendix 9.2: BA (HONS) Faculty of Media and Mass Communication
Track - News Journalism (NJOUR)

No.	Category	Credit Hours
1	University Requirements / Mandatory	*18*
2	University Requirements / Electives	*3*
3	Faculty Requirements / Mandatory	*18*
4	Faculty Requirements/ Electives	*18*
5	Specialization/Track Requirements / Mandatory (Major)	*45*
6	Specialization/Track Requirements / Elective (Major)	*12*
7	Specialization/Track Requirements / Mandatory (Minor: Video Journalism)	*18*
8	Specialization/Track Requirements / Mandatory (Minor: Digital Journalism)	*18*
Total		**132*

*The student will have to choose only one minor, whether Video Journalism or Digital Journalism.

1. University Requirements / Mandatory (18 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Equivalency
AR113	مهارات الاتصال في اللغة العربية	3		مهارات الاتصال في اللغة العربية (AR111)
GB102	مباديء ريادة الأعمال لغير المتخصصين	3		مهارات الاتصال في اللغة العربية(AR112)
GT101	أساسيات الحوسبة ومهارات التعلم الذاتي	3		أساسيات الحوسبةTU170
GR118	مهارات الحياة والتعايش	3		مهارات التعلم الذاتي GR101
(EL111)	مهارات الاتصال في اللغة الإنجليزية	3		مهارات الاتصال في اللغة الإنجليزية
(EL112)	مهارات الاتصال في اللغة الإنجليزية	3		مهارات الاتصال في اللغة الانجليزية

2. University Requirements / Electives (3-7 credit hours)

Course Code	Course Title	Course	Credit hours	Prerequisites	Equivalency

		Level			
GR111	الحضارة العربية الاسلامية		3		
GR112	قضايا ومشكلات التنمية في الوطن العربي		3		
GR115	قضايا ومشكلات عالمية معاصرة		3		
GR131	متطلب خاص بالفرع		3		
EL118	القراءة		4	EL111	
CH101	اللغة الصينية للمبتدئين		3		
CH102	اللغة الصينية للمبتدئين		3		
SL101	اللغة الاسبانية للمبتدئين		3		
SL102	اللغة الاسبانية للمبتدئين		3		
FR101	اللغة الفرنسية للمبتدئين		3		
FR102	اللغة الفرنسية للمبتدئين		3		
BE322	إدارة الأعمال الصغيرة		4		
MC101	مهارات الإعلام		3		
GR141	الأدب العربي الحديث		3		
GR142	التاريخ العربي الحديث		3		
Total			3-7		

3. Faculty Requirements / Mandatory (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MGN-101	مدخل إلى الإذاعة والتليفزيون	1	3		
MGN-102	مدخل إلى العلاقات العامة والإعلان	1	3		
MGN-103	مدخل إلى الصحافة الإخبارية	1	3		
MGN-104	تشريعات الإعلام وأخلاقياته	1	3		
MGN-105	نظريات الإعلام	1	3		
MGN-106	مناهج البحث	1	3		
Total			18		

4. Faculty Requirements / Elective (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MGN-107	نشأة وسائل الإعلام العربية وتطورها	1	3		
MGN-108	علم النفس الإعلامي	1	3		
MGN-109	علم الاجتماع الإعلامي	1	3		

MGN-110	مباديء العلوم السياسية والعلاقات الدولية	1	3		
MGN-111	مدخل الى الإقتصاد	1	3		
MGN-112	حقوق الإنسان	1	3		
MGN-113	التفكير الناقد	1	3		
MGN-114	مدخل إلى السينما	1	3		
MGN-115	تطبيقات الحاسب الآلي في الإعلام	1	3		
MGN-116	مقدمة في الموسيقى	1	3		
MGN-117	تاريخ العلوم	1	3		
MGN-118	مقدمة في الفنون التشكيلية	1	3		
Total			18		

5. Specialization Requirements / Mandatory (Major) (45 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
NJOUR201	مادة إعلامية باللغة الإنجليزية		3	EL112	
NJOUR202	الاتصال الرقمي		3	-	
NJOUR203	التحرير الإخباري		3	-	
NJOUR 204	المقابلات الإخبارية		3	-	
NJOUR 301	إنتاج الأخبار للراديو والتلفزيون		3	-	
NJOUR 302	إنتاج الأخبار للصحف المطبوعة		3	-	
NJOUR 303	إنتاج الأخبار الرقمية		3	-	
NJOUR 304	الرأي العام		3	-	
NJOUR 305	تصميم جرافيكي		3	-	
NJOUR 401	الصحافة الاستقصائية		3	-	
NJOUR 402	تصميم المواقع الإخبارية		3	NJOUR305	
NJOUR 403	وسائل الأخبار العالمية		3	-	
NJOUR 404	ترجمة إخبارية		3	EL112	
NJOUR 405	المونتاج الإلكتروني		3	NJOUR303	
NJOUR 406	الإنفوجرافيكس		3	NJOUR402	
Total			45		

6. Specialization Requirements / Elective (Major) (12 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
NJOUR 205	المراسل الإخباري	2	3	-	

6. Specialization Requirements / Elective (Major) (12 credit hours)

NJOUR 206	صحافة المواطن	2	3	-	
NJOUR 306	صحافة الحلول	3	3	-	
NJOUR 307	الصحافة الرياضية	3	3	-	
NJOUR 407	تغطية أخبار المال والأعمال	4	3	-	
NJOUR 408	دراسات إخبارية مقارنة	4	3	-	
NJOUR 409	صحافة الحوادث	4	3	-	
Total			12		

**The student will have 12 credit hours out of 21*

7. Specialization Requirements / Mandatory (Minor: Video Journalism)
(18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
NJOUR308	تطبيقات عملية في الصحافة التلفزيونية	3	3	-	
NJOUR 309	إخراج المواقع الإلكترونية	3	3	NJOUR305	
NJOUR 310	الوثائقيات الإخبارية	3	3	-	
NJOUR 410	تقديم المواد الإخبارية التلفزيونية	4	3	-	
NJOUR 411	إخراج البرامج الإخبارية في الإذاعة والتلفزيون	4	3	-	
NJOUR 412	مشروع التخرج	4	3	NJOUR308	
Total			18		

8. Specialization Requirements / Mandatory (Minor: Digital Journalism)
(18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
NJOUR311	تطبيقات عملية في الصحافة الرقمية	3	3	-	
NJOUR 312	تحرير الأخبار للمواقع الإلكترونية	3	3	-	
NJOUR 313	صحافة الهاتف المحمول	3	3	-	
NJOUR 413	إذاعات وقنوات الإنترنت	4	3	-	
NJOUR 414	إنتاج محتوى المواقع الإلكترونية	4	3	-	
NJOUR 415	مشروع التخرج	4	3	NJOUR311	
Total			18		

Appendix 9.3: Mass Communication Radio and TV (MRT)

No.	Category	Credit Hours
1	University Requirements / Mandatory	*18*
2	University Requirements / Electives	*3*
3	Faculty Requirements / Mandatory	*18*
4	Faculty Requirements/ Electives	*18*
5	Specialization/Track Requirements / Mandatory (Major)	*45*
6	Specialization/Track Requirements / Elective (Major)	*12*
7	Specialization/Track Requirements / Mandatory (Minor: TV)	*18*
8	Specialization/Track Requirements / Mandatory (Minor: Radio)	*18*
Total		*132**

*The student will have to choose only one minor, whether TV or Radio

1. University Requirements / Mandatory (18 credit hours)

Course Code	Course Title	Credit hours	Prerequisites	Equivalency
AR113	مهارات الاتصال في اللغة العربية	3		مهارات الاتصال في اللغة العربية)1(AR111
GB102	مباديء ريادة الأعمال لغير المتخصصين	3		مهارات الاتصال في اللغة العربية)2(AR112
GT101	أساسيات الحوسبة ومهارات التعلم الذاتي	3		أساسيات الحوسبةTU170
GR118	مهارات الحياة والتعايش	3		مهارات التعلم الذاتي GR101
EL111)1(	مهارات الاتصال في اللغة الإنجليزية	3		مهارات الاتصال في اللغة الإنجليزية
EL112)2(	مهارات الاتصال في اللغة الإنجليزية	3		مهارات الاتصال في اللغة الإنجليزية
Total		18		

Course Code	Course Title	Course Level	Credit hours	Prerequisites	Equivalency
GR111	الحضارة العربية الاسلامية		3		
GR112	قضايا ومشكلات التنمية في الوطن العربي		3		
GR115	قضايا ومشكلات عالمية معاصرة		3		

GR131	متطلب خاص بالفرع		3		
EL118	القراءة		4	EL111	
CH101	اللغة الصينية للمبتدئين 1		3		
CH102	اللغة الصينية للمبتدئين 2		3		
SL101	اللغة الاسبانية للمبتدئين 1		3		
SL102	اللغة الاسبانية للمبتدئين 2		3		
FR101	اللغة الفرنسية للمبتدئين 1		3		
FR102	اللغة الفرنسية للمبتدئين 2		3		
BE322	إدارة الأعمال الصغيرة		4		
MC 101	مهارات الإعلام		3		
GR141	الأدب العربي الحديث		3		
GR142	التاريخ العربي الحديث		3		
Total			3-7		

3. Faculty Requirements / Mandatory (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MGN-101	مدخل إلى الإذاعة والتليفزيون	1	3		
MGN-102	مدخل إلى العلاقات العامة والإعلان	1	3		
MGN-103	مدخل إلى الصحافة الإخبارية	1	3		
MGN-104	تشريعات الإعلام وأخلاقياته	1	3		
MGN-105	نظريات الإعلام	1	3		
MGN-106	مناهج البحث	1	3		
Total			18		

4. Faculty Requirements / Elective (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MGN-107	نشأة وسائل الإعلام العربية وتطورها	1	3		
MGN-108	علم النفس الإعلامي	1	3		
MGN-109	علم الاجتماع الإعلامي	1	3		
MGN-110	مباديء العلوم السياسية والعلاقات الدولية	1	3		
MGN-111	مدخل الى الإقتصاد	1	3		
MGN-112	حقوق الإنسان	1	3		
MGN-113	التفكير الناقد	1	3		
MGN-114	مدخل إلى السينما	1	3		

MGN-115	تطبيقات الحاسب الآلي في الإعلام	1	3		
MGN -116	مقدمة في الموسيقى	1	3		
MGN-117	تاريخ العلوم	1	3		
MGN-118	مقدمة في الفنون التشكيلية	1	3		
Total			18		

5. Specialization Requirements / Mandatory (Major) (45 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MRT201	مادة إعلامية باللغة الإنجليزية	2	3	EL112	
MRT 202	التصوير التليفزيوني والإضاءة	2	3		
MRT 203	الإلقاء والصوتيات	2	3		
MRT 204	الرأي العام	2	3		
MRT 205	المونتاج الإلكتروني	2	3		
MRT 301	إعداد وتقديم البرامج	3	3		
MRT 302	الإذاعات والقنوات المتخصصة	3	3		
MRT 303	الجرافيك التليفزيوني	3	3		
MRT 304	الكتابة للإذاعة والتلفزيون	3	3		
MRT 305	الإخراج الإذاعي والتلفزيوني	3	3	MRT 202	
MRT 306	الأخبار والبرامج الإخبارية	3	3		
MRT 401	الإذاعات والقنوات الدولية	4	3		
MRT 402	الإعلان في الإعلام المرئي والمسموع	4	3		
MRT 403	الاستوديو التخيلي والافتراضي	4	3		
MRT 404	الترجمة الإعلامية	4	3	EL112	
Total			45		

6. Specialization Requirements / Elective (Major) (12 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MRT 206	إدارة المؤسسات الإذاعية والتلفزيونية	2	3		
MRT 207	السينما التسجيلية والوثائقية	2	3		
MRT 307	التوثيق الإعلامي	3	3		
MRT 308	التذوق الأدبي والفني	3	3		
MRT 405	الإخراج الفني التليفزيوني	4	3		
MRT 406	الإعلام الجديد	4	3		
MRT 407	الدراما الإذاعية	4	3		
Total			12*		

**The student will have 12 credit hours out of 21*

7. Specialization Requirements / Mandatory (Minor: TV) (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MRT 309	المونتاج الإلكتروني المتقدم للاعلام المرئى	3	3	MRT 205	
MRT 310	ورش عمل لبرامج التلفزيون	3	3	-	
MRT 408	مهارات الإلقاء والتقديم متقدم	4	3	MRT 301	
MRT 409	الإخراج التلفزيوني المتقدم	4	3	MRT 305	
MRT 311	بحوث المشاهدين	3	3	MGN 106	
MRT 410	مشروع التخرج	4	3	MRT 310	
Total			18		

8. Specialization Requirements / Mandatory (Minor: Radio) (18 credit hours)

Course Code	Course Title	Course Level	Credit hours	Prerequisite	Equivalency
MRT 312	المونتاج الإلكتروني المتقدم للإعلام المسموع	3	3	MRT 205	
MRT 313	ورش عمل لبرامج الإذاعة	3	3	-	
MRT 411	مهارات الإلقاء والتقديم متقدم	4	3	MRT 301	
MRT 412	الإخراج الإذاعي المتقدم	4	3	MRT 305	
314MRT	بحوث المستمعين	3	3	MGN 106	
MRT 413	مشروع التخرج	4	3	MRT 313	
Total			18		