



الجامعة العربية المفتوحة  
Arab Open University

## **AOU Admission Criteria**

## **Undergraduate Programmes:**

### **General Admission Criteria**

- To be admitted in any bachelor programme the applicant should have fulfilled the following conditions:
- Obtain a general secondary school certificate or equivalent.
- Fulfil any other conditions determined by the University or competent authorities of the Branch country.
- The Branch Council shall devise and approve a specific admissions policy pursuant to admission requirements in the Branch country.
- Any applicant who meets admission requirements and who could not be admitted due to competition may re-apply in any forthcoming opportunity.
- The Branch may admit students willing to study specific courses as non-registered students provided that they fulfil the pre-requisites for these courses if required, or any other conditions determined by the nature of these courses.
- A student who studied at the Branch as a non-registered student in previous semesters maybe enrolled in any of the programmes offered in the Branch after filing an application for admission during the specified period. Upon his/ her request, courses studied in the Branch or in any other branch will be credited to him/her provided that they are consistent with the study plan of the programme in which he/she was admitted and that the grades he/she earned in these courses shall be entered in his/her new academic record.
- The students' intake in any programme will be decided as per the numbers set by the Ministries of Higher Education in each Branch Country.

### **Branch specific admissions policy:**

#### **1. KSA Branch:**

- For admission to any of the bachelor's programs, the following are required:

1. The applicant has obtained a high school certificate issued by the Saudi Ministry of Education, and with the exception of that, i.e.:
  - Secondary certificate issued by international foreign schools in Saudi Arabia.
  - Secondary school certificate issued outside Saudi Arabia.
2. Passing the "standardized test" approved by the "National Center for Measurement".
3. Applicants for admission to the ITC College must obtain a high school diploma "scientific path"
  - The university may accept those wishing to study certain courses as unregistered students, subject to any other conditions determined by the nature of studying those courses.
  - A student who has studied at the university as a non-admitted student in previous academic semesters may apply for admission during the periods specified by the university administration in any of the offered programs and in a manner that does not conflict with the admission requirements. In the event that student is accepted - and upon the student request - the courses that student previously studied are calculated for the student, provided that they are in line with the current approved study plan for the program in which he was accepted, so the grades student previously obtained in those courses are monitored in the student new academic record.

## **2. Kuwait Branch:**

- Secondary school certificate.
- Minimum of 60% on the general secondary school examination or GPA 2 out of four. Secondary school graduates may be exempted from this minimum if they have at least four years or more of work experience.
- If the number of applicants exceed the need, they are rank ordered for selection purposes.
- 50% of the seats are allocated for Kuwaiti students and the other 50% for non-Kuwaitis.

-Applicants who want to pursue an undergraduate degree in the Information Technology and Computing programme (ITC) must have a high school certificate in the field of science. Concerning IGCSE certificate, students should have completed at least six O-level science courses.

### **3. Jordan Branch:**

- Secondary school certificate.
- Minimum of 60% on the general secondary school certificate.
- Admission to programmes is subject to local authority regulations

### **4. Egypt Branch:**

- Secondary school certificate.
- Minimum of 55% (Egyptians) and 50% non-Egyptians on the general secondary school certificate.
- Admission to programmes is subject to local authority regulations

### **5. Bahrain Branch:**

- Secondary school certificate.
- Admission to programmes is subject to local authority regulations.

### **6. Lebanon Branch:**

#### **6- Lebanon Branch:**

- Secondary school certificate or Technical Baccalaureate Certificate (BT3), on condition that such students enroll in the field of specialization relevant to the technical track as determined by the Lebanese Ministry of Higher Education
- Admission to programmes is subject to local authority regulations.

#### **Non- Degree Courses:**

- An individual wishing to register any course in AOU Lebanon, on a non-degree basis, should hold a Lebanese Baccalaureate or its equivalency.
- Student will have to pay (a onetime application fee), and regular registration and service fees every semester of their registration.
- Student will be assigned a special AOU ID.
- Non-degree students will not be requested to take a placement test.

- No restrictions on course prerequisites for non-degree students.
- Following their registration, non-degree students will be advised by the respective/relevant program coordinator.
- Non-degree students will attend the regular classes and take the required assessments.
- As per VPAA& SR recommendation, upon successful completion of the course, non-degree students can be given a certificate of completion signed by the branch director and the registrar.
- A transcript will be issued for this category of students which is titled “Non degree students”.
- Non-degree students are only allowed to take up to 32 credits of major courses, on a non-degree basis (this is the number of track specific major courses).

#### **7. Oman Branch:**

- Secondary school certificate.
- Admission to programmes is subject to local authority regulations.
- For law students (only) requires:
  1. The student is at least 25 years old.
  2. A proof certificate of employment. (From ministry of labour for employees in the private sector, as for employees in the government sector should bring a letter from the workplace.)

#### **8. Sudan Branch:**

- Secondary school certificate.
- Minimum of 60% on the general secondary school certificate.
- Admission to programmes is subject to local authority regulation.

#### **9. Palestine Branch:**

- Secondary school certificate or an equivalent ( GCE, SAT, IB)
- Minimum of 65% on the general secondary school certificate.
- All secondary school certificate streams are allowed to join AOU-PLS five offered programs ( ELLT, GDM, HRM , RMI and Microfinance)

#### **Postgraduate Programmes**

### **General Admission Criteria**

An applicant to the Master's programmes should meet the following:

- A.** Should have a Bachelor's from the Arab Open University, or its equivalent from a recognized university according to the conditions specified by the competent deanships and in accordance with the accreditation requirements.
- B.** Should not have been dismissed, for academic reasons, from the programme to which he/she is applying.
- C.** Should meet any other requirements required by the faculties concerned.

### **Branch Specific Criteria**

#### **1. Lebanon Branch**

##### **A. Admission Requirements for Postgraduate degree**

#### **1. MBA**

All applicants must satisfy the AOU admission requirements for graduate studies which include:

- A bachelor's degree from an accredited institution or an equivalent degree as evaluated by the Ministry of Higher Education.
- Applicants should have relevant professional experience.
- A minimum GPA on of 2.5 in the undergraduate degree.
- MBA applicants coming from a non-business background should complete 16 cr. as remedial courses (REM1 and REM2).

#### **Required Documents for Admission**

- Application Form
- TOEFL or IELTS (requested for graduate students for non-English speaking universities)
- Recommendation letters (for NON AOU graduates)
- CV / Professional Credentials

- Bachelor degree: Certified copy of the Lebanese Equivalence of the bachelor degree from the Lebanese Ministry of Higher Education is a must
- The Certified copy of the bachelor degree earned is mandatory when the certified equivalence is provided
- Official Transcript (is a must)
- Three passport photos

Copy of the National ID or a copy of the Individual information record or passport  
An MBA committee will decide the validity of the professional credentials submitted by the applicants.

## **2. MSc**

- Applicants should have a BSc in Information Technology related subjects with a minimum GPA of 2.5, from AOU or any other recognized university. Applicants having a BSc degree from other subjects (mathematics, physics or business computing) should complete additional 12 credit-courses from the BSc information technology and computing (ITC) programme before starting the MSc programme. This would be essential to confirm that applicant has the necessary underpinning knowledge and understanding to undertake the MSc.

- Applicants should have an overall score of 6.0 in the International English Language Testing System (IELTS) or an overall score of 550 in the Test of English as a Foreign Language (TOEFL) in the Paper-Based Test (PBT) or the equivalent score of 213 in the Computer-Based (CBT) TOEFL Test or an overall score of 80 in the Internet Based Test (iBT). (Student is allowed to register under the condition that he/she will provide the university with the TOEFL or IELTS certificate within 6 months from the date of registration.)

### Required Documents for Admission

- TOEFL or IELTS (requested to all applicants)
- Recommendation letters (optional)
- CV
- Professional Credentials (optional)
- Bachelor degree: Certified copy of the Lebanese Equivalence of the bachelor degree from the Lebanese Ministry of Higher Education is a must

- The Certified copy of the bachelor degree earned is mandatory when the certified equivalence is provided
- Official Transcript (is a must)
- Three passport photos
- Copy of the National ID or a copy of the Individual information record or passport

## **2. Oman Branch:**

### **1. MBA**

- Bachelor Degree
- IELTS 6.5 or TOFEL 575 (Waived if bachelor study in English)
- Professional work experience
- Passing interview

### **2. FED**

- Bachelor Degree
- Passing interview

## **3. Jordan Branch:**

- All applicants must satisfy the AOU admission requirements for graduate studies which include:
  1. A bachelor's degree from an accredited institution or an equivalent degree as evaluated by the Ministry of Higher Education.
  2. A minimum GPA rate (Good) in the undergraduate degree.
  3. TOEFL or IELTS or Local English exam from one of official Jordanian universities (requested for graduate).
- Required Documents for Admission
  1. Official Certified for Bachelor degree.
  2. Official Transcript of the bachelor degree.



3. Official Transcript of the Secondary school.
4. Two passport photos.
5. Copy of the National ID or a copy of the Individual information record or passport.
6. TOEFL or IELTS (requested to all applicants)

#### **4. Egypt Branch:**

##### A. Admission Requirements for Postgraduate degree

###### 1. MBA

All applicants must satisfy the AOU admission requirements for graduate studies which include:

- A bachelor's degree from an accredited institution or an equivalent degree as evaluated by the Ministry of Higher Education.
- A minimum GPA (Good) in the undergraduate degree.

##### Required Documents for Admission

- Application Form
- TOEFL or IELTS

###### 2. MSc/Diploma in Computing (Cyber Security and Forensics)

###### 1 - Criteria of acceptance

###### 1.1 BSc degree in Computing

- Certified from a university which must be recognized by the Egyptian ministry of higher education.

- GPA should be at least: good

###### 1.2 Equivalent of BSc of Computing

- Equivalents to BSc of Computing are accepted only if the Bachelor field is restricted to Math, Physics or Business Computing, no other fields are accepted.

- Candidate should have evidence of professional experience in computing field.

- Candidate will have to complete at least 12 credit hours of remedial courses (passing grade at least B) before enrollment.

### 1.3 English Test Score

- IELTS with total score 6.0 at least.

- TOEFL with score 500 PBL (Paper Based Test) or Score 61 IBT (Internet Based Test)

- Candidate should have at least one of the previously mentioned certificates

### 3. MA Master in English Literature and TEFL (Teaching English as a Foreign Language)

- All applicants must satisfy the AOU admission requirements for graduate studies which include:

- A bachelor's degree in English Language and Literature from an accredited institution or an equivalent degree as evaluated by the Ministry of Higher Education.
- A minimum GPA (Good) in the undergraduate degree.