Catalog 2024-25

(Graduate Programs)

Table of Content

Table of Contents

Academic Calendar 2024-25 6
University History 12
Vision 13
Mission 13
Core Values 13
Strategic Goals 14
Licensure and Accreditation 16
Membership in International Organizations 18
QS Star Rating 18
Organizational Chart 20
Campus Facilities and Resources 21
Web Interface 28
Partner Organizations and Institutions 31
Graduate Programs and Accreditaition 34
Graduate Admission Requirements 34
General Admission Requirements 34
Graduate Programs 35
Master of Business Administration :Total Quality Management 36
Master of Strategic Human Resource Management (Arabic) 37
Master of Law 38
Master of Media Leadership and Communication Strategies (Arabic) 39
Professional Postgraduate Diploma in Teaching 41
Transfer Student Admission (Graduate) 41
Course Registration 42
Course Load 43
Graduate Programs 43
Transfer to a New Program or Specialization Policy 44
Late Registration 44
Add/Drop Procedure 45
Withdrawal Procedure 45
Re-admission after Academic Suspension 46
Final Academic Dismissal 46

Advanced Standing 46
Recognition of Prior Learning 47
Financial Information 50
Tuition and Fees 50
Payment Schemes 52
Refund Policy 52
Scholarship and Financial Aids 52
Student Services 53
Student Affairs Department 53
Career Placement Services 54
Internship 55
Academic Advising 56
Psychological and Social Counseling Services 56
Health Services 57
Social and Cultural Activities 57
Sports Activities 58
New Student Orientation 58
Email Activation 59
Health and Safety 59
Student Council 60
Student Publication 60
Student Rights and Responsibilities 61
Code of Conduct 61
Misconduct 64
Student Grievance & Appeals 65
General Academic Grievance 65
Student Appeal 67
Attendance 68
Academic Integrity 68
Plagiarism 68
Use of Plagiarism Detection Software 69
Academic Dishonesty 70
Penalties for Academic Dishonesty 70
Verification Process 71
Disciplinary Sanctions 71
Degree Completion Requirements 72
Completion Requirements (Graduate) 72
Credit Hours 73
Definitions of Academic Terminologies 73

The QFE Mapping 76

Master of Business Administration 78
Program Mission 78
Program Goals 78
Program Learning Outcomes 78
Degree requirements 79
Course Descriptions 82

ماجستير في القانون 85
الرؤية 85
رسالة البرنامج 85
أهداف البرنامج 85
متطلبات التخرج 85
ماجستير في القانون العام 86
متطلبات التخرج 86
وصف المساقات 89
ماجستير في القانون الخاص 92
متطلبات التخرج 92
وصف المساقات 95
الماجستير في إستراتيجيات إدارة الموارد البشرية 98
وصف البرنامج 98
رسالة البرنامج 98
مخرجات تعلم البرنامج 98
مساقات البرنامج 98
الخطة الدراسية 99

دبلوم الدراسات العليا المهني في التدريس 101
رسالة البرنامج 101
أهداف البرنامج 101
مخرجات التعلم 101
متطلبات التخرج 102

وصف المساقات 104

Academic Policies 110
Grading System 110
Releasing of Grades 112
Change in Grades 112
Incomplete Coursework 113
Academic Progress Policy 113
Academic Probation 114
Good Academic Standing 115
Academic Honors 115
Award of Degrees 115

Student Records 116
Student File 116
Academic Transcripts 116
Student Information Release Policy 117

General Class Guidelines 118

Specific Academic Information 119

Research Policy Statement 120

Graduate Research Thesis Policy 121

Copyright and Intellectual Property 128

Listing of the Graduate Faculty with Degrees Held and the Conferring Institution, and Research Interest 132
Listing of Senior Administrators and their Titles 142
Overall Student Satisfaction Rate 143
Faculty to Student Ratio 146
CUA Board of Trustees 146
University Address and Contact Details 147

Academic Calendar 2024-25

CU | جامعة المدينة عجمان
CITY UNIVERSITY AJMAN

Academic Calendar 2024-2025
التقويم الجامعي 2024-2025

FALL SEMESTER 2024 فصل الخريف

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية		Event الحدث
26-08-2024	Monday			Orientation Program for New Students البرنامج التعريفي للطلبة الجدد
30-08-2024	Friday			Deadline for admission اخر موعد للقبول
02-09-2024 08-09-2024	Monday- Sunday			Registration for new and existing students التسجيل للطلبة الجدد والمستمرين
05-09-2024	Thursday			Orientation Day for new faculty members البرنامج التعريفي لأعضاء الهيئة التدريسية الجدد
09-09-2024	Monday	Week 1	الأسبوع 1	Begin of weekdays classes بداية محاضرات أيام الأسبوع
14-09-2024	Saturday	Week 1	الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الاسبوع
09-09-2024 15-09-2024	Monday - Sunday	Week 1	الأسبوع 1	Add/Drop period; late registration فترة السحب والاضافه والتسجيل المتأخر
22-09-2024	Sunday	Week 2	الأسبوع 2	Late registration deadline اخر موعد للتسجيل المتاخر
22-09-2024	Sunday	Week 2	الأسبوع 2	Deadline to drop courses (no academic penalty but financial penalty applies) اخر موعد لحذف مساق بدون غرامة أكاديمية وبغرامة مالية
28-10-2024	Monday	Week 8	الأسبوع 8	Admission begins for Spring semester 2025 بداية القبول لفصل الربيع
28-10-2024 03-11-2024	Monday- Sunday	Week 8	الأسبوع 8	Midterm exam period فترة امتحانات المنتصف
03-11-2024	Sunday	Week 8	الأسبوع 8	Deadline to withdraw from courses (no academic penalty but financial penalty applies) اخر موعد للانسحاب من مساق بدون غرامة أكاديمية وبغرامة مالية
02-12-2024 08-12-2024	Monday - Sunday	Week 13	الأسبوع 13	Applications for changing specialization period فترة تقديم طلبات تغيير التخصص
09-12-2024 15-12-2024	Monday - Sunday	Week 14	الأسبوع 14	Early registration week for Spring semester 2025 اسبوع التسجيل المبكر لفصل الربيع
16-12-2024 29-12-2024	Monday - Sunday			Fall semester recess for Students إجازة فصل الخريف للطلبة
03-01-2025	Friday	Week 15	الأسبوع 15	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
05-01-2025	Sunday	Week 15	الأسبوع 15	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
06-01-2025 16-01-2025	Monday - Thursday	Week 16	الأسبوع 16	Final exam period فترة الامتحانات النهائية
18-01-2025	Saturday			Deadline for faculty members to submit the grades اخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
18-01-2025	Saturday			Announcement of grades اعلان الدرجات

SPRING SEMESTER 2025 فصل الربيع

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية		Event الحدث
12-01-2025	Sunday			Deadline for admission آخر موعد للقبول
06-01-2025 12-01-2025	Monday- Sunday			Registration for new and existing students التسجيل للطلبة الجدد والمستمرين
20-01-2025	Monday			Orientation Program for New Students البرنامج التعريفي للطلبة الجدد
23-01-2025	Thursday			Orientation Day for new faculty members اليوم التعريفي لأعضاء الهيئة التدريسية الجدد
27-01-2025	Monday	Week 1	الأسبوع 1	Begin of weekdays classes بداية محاضرات أيام الأسبوع
01-02-2025	Saturday	Week 1	الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
27-01-2025 02-02-2025	Monday- Sunday	Week 1	الأسبوع 1	Add/Drop period; late registration فترة السحب والاضافه والتسجيل المتأخر
09-02-2025	Sunday	Week 2	الأسبوع 2	Late registration deadline آخر موعد للتسجيل المتأخر
09-02-2025	Sunday	Week 2	الأسبوع 2	Deadline to drop courses (no academic penalty but financial penalty applies) اخر موعد لحذف مساق بدون غرامة أكاديمية وبغرامة مالية
17-03-2025	Monday	Week 8	الأسبوع 8	Admission begins for Fall semester 2025 بداية القبول لفصل الخريف
17-03-2025 23-03-2025	Monday- Sunday	Week 8	الأسبوع 8	Midterm exam period فترة امتحانات المنتصف
23-03-2025	Sunday	Week 8	الأسبوع 8	Deadline to withdraw from courses (no academic penalty but financial penalty applies) اخر موعد للانسحاب من مساق بدون غرامة أكاديمية وبغرامة مالية
24-03-2025 30-03-2025	Monday- Sunday			Spring semester recess for students and faculty members إجازة فصل الربيع للطلبة ولأعضاء الهيئة التدريسية
28-04-2025 04-05-2025	Monday- Sunday	Week 13	الأسبوع 13	Applications for changing specialization period فترة تقديم طلبات تغيير التخصص
05-05-2025 11-05-2025	Monday- Sunday	Week 14	الأسبوع 14	Early registration week for summer and Fall 2025 semesters اسبوع التسجيل المبكر لفصلي الصيفي والخريف 2025
16-05-2025	Friday	Week 15	الأسبوع 15	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
18-05-2025	Sunday	Week 15	الأسبوع 15	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
19-05-2025 29-05-2025	Monday - Thursday	Week 16	الأسبوع 16	Final exam period فترة الامتحانات النهائية
31-05-2025	Saturday			Deadline for faculty members to submit the grades اخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
31-05-2025	Saturday			Announcement of grades اعلان الدرجات
31-05-2025	Saturday			Summer recess for students الإجازة الصيفية للطلبة

SUMMER I SESSION 2025 الفصل الصيفي الأول

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية		Event الحدث
02-06-2025	Monday	Week 1	الأسبوع 1	Weekday classes begin بداية محاضرات أيام الأسبوع
07-06-2025	Saturday	Week 1	الأسبوع 1	Weekend classes begin بداية محاضرات نهاية الأسبوع
02-06-2025 03-06-2025	Monday- Tuesday	Week 1	الأسبوع 1	Add/Drop period; late registration for weekday classes فترة السحب والاضافه والتسجيل المتأخر لمحاضرات أيام الأسبوع
07-06-2025 08-06-2025	Saturday- Sunday	Week 1	الأسبوع 1	Add/Drop period; late registration for weekend classes فترة السحب والاضافه والتسجيل المتأخر لمحاضرات نهاية الاسبوع
15-06-2025	Sunday	Week 2	الأسبوع 2	Deadline to drop courses (no academic penalty but financial penalty applies) اخر موعد لحذف مساق بدون غرامة اكاديمية وبغرامة مالية
19-06-2025 21-06-2025	Thursday- Saturday	Week 3	الأسبوع 3	Midterm exam period فترة امتحانات المنتصف
22-06-2025	Sunday	Week 3	الأسبوع 3	Deadline to withdraw from courses (no academic penalty but financial penalty applies) اخر موعد للانسحاب من مساق بدون غرامة اكاديمية وبغرامة مالية
11-07-2025	Friday	Week 6	الأسبوع 6	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
13-07-2025	Sunday	Week 6	الأسبوع 6	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
14-07-2025 16-07-2025	Monday- Wednesday	Week 7	الأسبوع 7	Final exam period فترة الامتحانات النهائية
17-07-2025	Thursday			Deadline for faculty members to submit the grades اخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
17-07-2025	Thursday			Announcement of grades إعلان الدرجات

SUMMER II SESSION 2025 الفصل الصيفي الثاني

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية		Event الحدث
21-07-2025	Monday	Week 1	الأسبوع 1	Weekday classes begin بداية محاضرات أيام الأسبوع
26-07-2025	Saturday	Week 1	الأسبوع 1	Weekend classes begin بداية محاضرات نهاية الأسبوع
21-07-2025 22-07-2025	Monday- Tuesday	Week 1	الأسبوع 1	Add/Drop period; late registration for weekday classes فترة السحب والاضافه والتسجيل المتأخر لمحاضرات أيام الأسبوع
26-07-2025 27-07-2025	Saturday- Sunday	Week 1	الأسبوع 1	Add/Drop period; late registration for weekend classes فترة السحب والاضافه والتسجيل المتأخر لمحاضرات نهاية الاسبوع
27-07-2025	Sunday	Week 2	الأسبوع 2	Deadline to drop courses (no academic penalty but financial penalty applies) آخر موعد لحذف مساق بدون غرامة أكاديمية وبغرامة مالية
07-08-2025 09-08-2025	Thursday- Saturday	Week 3	الأسبوع 3	Midterm exam period فترة امتحانات المنتصف
10-08-2025	Sunday	Week 3	الأسبوع 3	Deadline to withdraw from courses (no academic penalty but financial penalty applies) آخر موعد للانسحاب من مساق بدون غرامة أكاديمية وبغرامة مالية
29-08-2025	Friday	Week 6	الأسبوع 6	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
31-08-2025	Sunday	Week 6	الأسبوع 6	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
01-09-2025 03-09-2025	Monday - Wednesday	Week 7	الأسبوع 7	Final exam period فترة الامتحانات النهائية
04-09-2025	Thursday			Deadline for faculty members to submit the grades اخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
04-09-2025	Thursday			Announcement of grades إعلان الدرجات

Dates of official holidays will be announced by the UAE Government
سيتم الإعلان عن مواعيد العطل الرسمية من قبل حكومة دولة الإمارات العربية المتحدة

* Fall 2025 will begin on Monday September 08th
سيبدأ فصل الخريف 2025 يوم الأثنين الموافق 08 سبتمبر

Classes missed due to an official Holidays will be compensated on Friday, Saturday and Sunday
سيتم تعويض المحاضرات التي تصادف أيام الإجازات الرسمية في أيام الجمعة والسبت والأحد

Makeup classes schedule will be announced by the concerned Head of Departments.
سيعلن جدول المحاضرات التعويضية عن طريق رؤساء الأقسام المعنية

CU | جامعة المدينة عجمان CITY UNIVERSITY AJMAN

Academic Calendar 2024-2025
Master of Business Administration (MBA)

FALL SEMESTER 2024

Term 1 (Maximum 2 Courses)

Date	Day	Teaching Weeks	Event
26-08-2024	Monday		Orientation Prpogram for New Students
02-09-2024 08-09-2024	Monday- Sunday		Registration for new and existing students
05-09-2024	Thursday		Orientation Day for new faculty members
09-09-2024	Monday	Week 1	Weekday classes begin
14-09-2024	Saturday	Week 1	Weekend classes begin
09-09-2024 15-09-2024	Monday - Sunday	Week 1	Add/Drop period; late registration
22-09-2024	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies)
23-09-2024 29-09-2024	Monday Sunday	Week 3	Registration for Fall Term II 2024
24-10-2024	Thursday	Week 7	Last day of weekday classes
27-10-2024	Sunday	Week 7	Last day of weekend classes
28-10-2024 30-10-2024	Monday - Wednesday	Week 8	Final exam period for weekday and weekend classes
31-10-2024	Thursday		Deadline for faculty members to submit the grades
31-10-2024	Thursday		Announcement of grades

Term 2 (Maximum 2 Courses)

Date	Day	Teaching Weeks	Event
04-11-2024	Monday	Week 1	Weekday classes begin
09-11-2024	Saturday	Week 1	Weekend classes begin
04-11-2024 10-11-2024	Monday - Sunday	Week 1	Add/Drop period; late registration
17-11-2024	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies)
18-11-2024 24-11-2024	Monday Sunday	Week 3	Registration for Spring Term I 2025
16-12-2024 29-12-2024	Monday - Sunday		Fall semester recess for Students
02-01-2025	Thursday	Week 7	Last day of weekday classes
05-01-2025	Sunday	Week 7	Last day of weekend classes
06-01-2025 08-01-2025	Monday - Wednesday	Week 8	Final exam period for weekday and weekend classes
09-01-2025	Thursday		Deadline for faculty members to submit the grades
09-01-2025	Thursday		Announcement of grades

SPRING SEMESTER 2025			
Term 1 (Maximum 2 Courses)			
Date	Day	Teaching Weeks	Event
06-01-2025 12-01-2025	Monday - Sunday		Registration for new students
09-01-2025	Thursday		Orientation Day for new faculty members
13-01-2025	Monday	Week 1	Orientation Program for New Students
13-01-2025	Monday	Week 1	Weekday classes begin
18-01-2025	Saturday	Week 1	Weekend classes begin
13-01-2025 19-01-2025	Monday - Sunday	Week 1	Add/Drop period; late registration
26-01-2025	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies)
27-01-2025 02-02-2025	Monday Sunday	Week 3	Registration for Spring Term II 2025
27-02-2025	Thursday	Week 7	Last day of weekday classes
02-03-2025	Sunday	Week 7	Last day of weekend classes
03-03-2025 05-03-2025	Monday - Wednesday	Week 8	Final exam period for weekday and weekend classes
06-03-2025	Thursday		Deadline for faculty members to submit the grades
06-03-2025	Thursday		Announcement of grades
Term 2 (Maximum 2 Courses)			
	Day	Teaching Weeks	Event
10-03-2025	Monday	Week 1	Weekday classes begin
15-03-2025	Saturday	Week 1	Weekend classes begin
10-03-2025 16-03-2025	Monday - Sunday	Week 1	Add/Drop period; late registration
23-03-2025	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies)
24-03-2025 30-03-2025	Monday- Sunday		Spring semester recess for students and faculty members
31-03-2025 06-04-2025	Monday Sunday	Week 3	Registration for Summer Term I 2025
01-05-2025	Thursday	Week 7	Last day of weekday classes
04-05-2025	Sunday	Week 7	Last day of weekend classes
05-05-2025 07-05-2025	Monday - Wednesday	Week 8	Final exam period for weekday and weekend classes
08-05-2025	Thursday		Deadline for faculty members to submit the grades
08-05-2025	Thursday		Announcement of grades

SUMMER SEMESTER 2025			
Summer 1 -Term 1 (Maximum 2 Courses)			
Date	Day	Teaching Weeks	Event
05-05-2025 11-05-2025	Monday- Sunday		Registration for new students
08-05-2025	Thursday		Orientation Day for new faculty members
12-05-2025	Monday	Week 1	Orientation Program for New Students
12-05-2024	Monday	Week 1	Weekday classes begin
17-05-2025	Saturday	Week 1	Weekend classes begin
12-05-2025 18-05-2025	Monday- Sunday	Week 1	Add/Drop period; late registration
25-05-2025	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies)
26-05-2025 01-06-2025	Monday Sunday	Week 3	Registration for Summer Term II 2025
26-06-2025	Thursday	Week 7	Last day of weekday classes
29-06-2025	Sunday	Week 7	Last day of weekend classes
30-06-2025 02-07-2025	Monday - Wednesday	Week 8	Final exam period for weekday and weekend classes
03-07-2025	Thursday		Deadline for faculty members to submit the grades
03-07-2025	Thursday		Announcement of grades
Summer ll - Term 1 (Maximum 2 Courses)			
Date	Day	Teaching Weeks	Event
07-07-2025	Monday	Week 1	Weekday classes begin
12-07-2025	Saturday	Week 1	Weekend classes begin
07-07-2025 13-07-2025	Monday - Sunday	Week 1	Add/Drop period; late registration
20-07-2025	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies)
21-07-2025 27-07-2025	Monday Sunday	Week 3	Registration for Fall Term I 2025
21-08-2025	Thursday	Week 7	Last day of weekday classes
24-08-2025	Sunday	Week 7	Last day of weekend classes
25-08-2025 27-08-2025	Monday - Wednesday	Week 8	Final exam period for weekday and weekend classes
28-08-2025	Thursday		Deadline for faculty members to submit the grades
28-08-2025	Thursday		Announcement of grades

Dates of official holidays will be announced by the UAE Government.
* Fall 2025 will begin on Monday September 08th.
Notes: Classes missed due to an official Holidays will be compensated on Friday and Saturday.
Makeup classes schedules will be announced by the concerned Head of Department.

University History

The City University Ajman , located in the emirate of Ajman, has been officially licensed since 1 August 2011, under the name of City University College of Ajman , from the Ministry of Education – Higher Education Affairs of the United Arab Emirates, to award degrees in higher education.

The University received initial accreditation in January 2012 for a Bachelor of Business Administration (BBA) degree program with two specializations: Finance and Accounting and Marketing. The semester started with 45 students and seven faculty members.

Since then, CU Ajman has expanded rapidly. In 2015, it commenced the construction of its State-of-the-Art new campus in the city of Ajman. Completed in November 2017, Phase 1 of the campus had a capacity of 3500 students. Phases 2 and 3, when completed, will have a total capacity of 7500 students. In mid-December 2017, the institution moved to its new campus. In Fall 2018, we had 60 full-time faculty members, 2050 students of diverse nationalities enrolled in 5 programs, and 17 specializations.

This tangible success has resulted from the dedication of the management, faculty, and staff members. CU Ajman had also received the initial accreditation for the Bachelors in Pharmacy in Dec. 2018 and Bachelors in Dentistry in July 2019.

City University Ajman is strongly committed to offering top-quality educational programs that will significantly and positively impact society. The strategic plan for 2018-2023 explains how it will continue on its path of success amid internal and external challenges. The plan's focus is to build on previous efforts to enhance the student experience and research and improve the effectiveness of internationalization strategy and internal processes. It defines how City University Ajman will steadfastly move with continuous improvement for all stakeholders. Delivering this plan will require responsiveness to changes on the part of the Board, faculty, administrative staff, and students in both the internal and external environments.

Vision

City University Ajman (CUA) aspires to become a distinguished comprehensive University at the national, regional, and international levels.

Mission

The mission of City University Ajman is to offer a competitive fee structure and sustainable top-quality and market-driven academic programs that foster individual growth. It facilitates a teaching and learning environment centered on critical thinking, innovation, and creativity while facilitating a high level of employability, regionally and globally, for its graduates. CU provides its students with diverse educational programs in humanities and social sciences, informatics, engineering, and health sciences. In addition, CU contributes to the development of the knowledge economy as it promotes research, scholarly activities, and community engagement.

Core Values

Excellence
in all University functions, including our academic programs, student support, community engagement, and other services.

Motivation
through our recognition and rewards program while ensuring everyone feels an integral part of the CUCA team.

Integrity
in any activity within and outside of the University.

Respect
for all individuals, along with the customs and practices of the UAE.

Preparedness
by anticipating change and responding to the requirements of our stakeholders.

Innovation
by encouraging and supporting innovation at the academic and administrative levels to provide solutions for improving teaching and learning and contributing to the growth of the UAE society

Empowerment
by delegating authority and accountability to all faculty and staff members to promote efficiency and problem-solving at all levels.

Diversity
in teaching and learning for students from different cultural backgrounds to establish a top-notch learning environment.

Ethics
through honesty and transparency, coupled with trust, responsibility, and honor.

Teamwork
in all University activities, especially between faculty, staff members, and students.

Dedication
to the profession of teaching and improving the total learning experience for our students.

Leadership
by empowering our students, faculty, and staff to be more aware of their strengths, innovation, and creativity

Strategic Goals

Goal 1:

Academic Portfolio: Offer new programs that are competency-based, suitable for the emerging market, aligned with the employment sector, and maintain quality.

Objective 1.1
Launch 10 new programs that are competency-based, tailored to the emerging market demands and aligned with the employment sector in five two-year cycles.
Objective 1.2
Design and maintain a detailed guideline to launch competency-based new programs at CUA within two years of program initiation.
Objective 1.3
Design and maintain a detailed guideline to address ERT requirements at CUA starting March 2024, revised annually.
Objective 1.4
Develop guidelines to initiate micro-credential programs based on the CAA guidelines to expand and diversify the CUA academic portfolio by Aug 2025.

Goal 2

Research Quality and Output: Increase research quality and output with a focus on integration into teaching, capacity building, innovation, and societal impact.
Objective 2.1:
Conduct one session per semester for faculty to demonstrate at least one research-integrated teaching activity to institutionalize the best practice by 2026-27.
Objective 2.2:
Increase external funding by 5% each year for the next five years starting AY 2023-24.
Objective 2.3:
Initiate, implement, and evaluate five capacity-building measures relevant to CUA by 2027-28.
Objective 2.4:
Evaluate the effectiveness of five key elements of the research infrastructure at CUA that facilitate innovative research by 2027-28.

Goal 3

Quality Assurance and Institutional Effectiveness: Implement and improve a robust system that is evidence-based and demonstrably promotes institutional effectiveness and process efficiency by closing the loop and with measurable outcomes.

Objective 3.1:
Institutionalize the quality assurance system by establishing corrective, preventive, and continuous improvement tools for all functional units leading to an evidence-based culture at CUA by 2025-26.
Objective 3.2:
Build institutional capacity of all academic and administrative unit heads and one identified staff per functional administrative unit to practice, thinking strategically and acting tactically to achieve institutional effectiveness by 2026-27.
Objective 3.3:
Manage all currently identified risks from external forces (regulatory, compliance, and accreditation) to mitigate disruptions annually.
Objective 3.4:
Achieve at least three institutional hallmarks (accreditation, ranking, recognition and innovation hub) by 2027-28.
Objective 3.5:
Generate required documents (manuals, guides, reports) as per the running regulatory standards by 2024-25.

Goal 4

Learning Support System: Expand and maintain a Student-Centered Learning and Academic Support system to ensure satisfactory academic progress and degree completion.

Objective 4.1:

Establish a First-Year Experience Program (FYEP) at CUA, that is functional to enhance the academic progress and overall experience of first-time students by January 2024.

Objective 4.2:

Implement a comprehensive academic advising system to ensure timely degree completion starting AY 2023 and evaluating annually.

Goal 5

Capacity Building and Sustainability: (Enrollment, Student Life, Human Resources, physical infrastructure, financial efficiency, IT): Strategically build capacity in all existing functional areas with a focus on sustainability and improved level of service delivery.

Objective 5.1:

Increase enrollment by 35% to achieve financial sustainability each year for three years.

Objective 5.2:

Increase availability of instructional space (lecture and laboratory) to be at 110% of the fall enrollment to ensure uninterrupted instruction starting AY 2023-24.

Objective 5.3:

Implement at least three new initiatives to improve student support services to improve student retention each academic year starting AY 2023-24.

Objective 5.4:

Achieve green building certification for the current CUA infrastructure to be an environmentally sustainable campus in three years by 2026-27.

Objective 5.5:

Implement a service delivery system by integrating automation, cross-training, prioritization, and standardization to improve the current average response time for 10 key facility maintenance services by 10% each year starting AY 2023-2024.

Objective 5.6:

Implement a university-wide cloud-based document management system to reduce paper usage by 20% annually, ensuring a gradual transition to a paperless environment for the coming three years.

Objective 5.7:

Build IT human resources capacity to 10 employees to enhance institutional effectiveness and service quality within the next three years.

Goal 6

Community Engagement and Social Responsibility: Establish and maintain a robust inbound and outbound talent-based community and social responsibility program at CUA.

Objective 6.1:

Evaluate CUA's community outreach and involvement by using three key parameters to strengthen CSR starting AY 2023-24.

Goal 7

Internationalization: Implement a comprehensive internationalization strategy including but not limited to international program accreditation, faculty exchange, student exchange, study abroad, dual degree programs, and collaborative research.

Objective 7.1:

Obtain international accreditation for the three eligible academic programs as one of the CUA hallmarks by 2027-28.

Objective 7.2:

Establish faculty exchange programs with one faculty in the first year and increase by 10% of all the faculty each academic year to foster cross-cultural collaboration, knowledge sharing, and professional development for the next five years.

Objective 7.3:

Establish international student exchange programs and increase by 10% annually over the next five academic years to promote cross-cultural understanding and global experience.
Objective 7.4:
Establish a minimum of 2 dual degree programs with reputable international partner universities during the coming five years.
Objective 7.5:
Establish five international research partnerships per College, leading to an observable increase in research output and contributing to the university's academic reputation by 2028.

Goal 8

Employee Value Proposition: Create a world-class employee value proposition for CUA for human capital acquisition and talent retention of employees based on compensation, benefits, career advancement opportunities, contribution to society, and a culture of tolerance and equity.
Objective 8.1:
Offer three PD opportunities at CUA to facilitate employee growth and retention on a yearly basis.
Objective 8.2:
Implement a Rewards and Recognition program for staff and faculty to recognize high-potential employees starting from Fall 2023.
Objective 8.3:
Develop CUA EVP Brand's three key messages that communicate the unique aspects of CUA, making it an attractive workplace in AY 2023/2024.
Objective 8.4:
Retain at least 85 % of the faculty each year for 4 years as a function of the University's Value proposition starting AY 2023-24.
Objective 8.5:
Incorporate the EVP into CUA's recruitment and hiring processes by highlighting unique attributes and benefits in interviews and recruitment materials.

Goal 9

Employability: Increase employability and placement opportunities for CUA Graduates and Alumni
Objective 9.1:
Implement identified recommendations to revise all the programs at an 80% rate to improve student employability annually starting AY 2023-24.
Objective 9.2:
Organize at least 2 industry visits and 2 guest lectures to increase experiential learning for each academic program per academic year.
Objective 9.3:
Set up and operationalize an Innovation Hub to build a startup ecosystem by the academic year 2023-24.
Objective 9.4:
Establish at least one association with internationally recognized professional bodies for each program to enhance industry recognition of CUA graduates biennially.

Licensure and Accreditation

City University Ajman is officially licensed by the Ministry of Education (MOE), Higher Education Affairs Division in the United Arab Emirates. All CUA's undergraduate and graduate degrees are accredited by the Commission for Academic Accreditation (CAA) of the UAE's Ministry of Education.
CAA accreditation for degrees is an important factor for future job seekers, with benefits including:

- Assurance to students that a university meets international education standards
- Validation of the quality of education programs
- Universal recognition for credit transfer and further education abroad

City University Ajman is a member of The Association to Advance Collegiate Schools of Business (AACSB) Business Education Alliance. The AACSB provides an international seal of approval for business programs that ensures the educational needs of students are met through high quality, continuous improvement, and excellence in education.

Program Accreditation:

College of Business

- The Bachelor of Business Administration (with concentrations in Finance and Accounting, Marketing, Management Information Systems, Hospitality and Hotel Management and Human Resources Management-offered in English) has been accredited by the Commission for Academic Accreditation (CAA) of the Ministry of Higher Education and Scientific Research (MOHESR), UAE, since January 2012, with current accreditation valid until August 18, 2027.
- The Bachelor of Business Administration - Human Resource Management –offered in Arabic language has been accredited by the CAA–MOHESR, UAE since October 1, 2013, with current accreditation valid until August 18, 2027.
- The Master of Business Administration degree in Total Quality Management has been accredited by the CAA-MOHESR, UAE, since February 2015, with current accreditation valid until August 18, 2027.
- The Master of Strategic Human Resource Management program is initially accredited by the CAA – MOHESR, UAE effective 11 March 2025.

College of Law

- The Bachelor of Law has been accredited by the CAA–MOHESR, UAE, since February 2013, with current accreditation valid until August 18, 2027.
- The Master in Private Law program has been accredited by the CAA–MOHESR, UAE, since January 27, 2015, and this accreditation is valid until August 31, 2028.
- The Master in Public Law program has been accredited by the CAA– MOHESR, UAE, since January 27, 2015, and this accreditation is valid until August 31, 2028.
-

College of Media

- The Bachelor of Public Relations and Advertising has been accredited by the CAA – MOHESR, UAE, since February 1, 2014, with current accreditation valid until September 1, 2024. The program is currently undergoing renewal of accreditation process with the CAA.
- The Bachelor of Public Relations and Advertisement has been accredited by the AQAS (The Agency for Quality Assurance through Accreditation of Study Programs) in Germany since May 2024, and this accreditation is valid until June 2030.
- The Bachelor of Arts in Digital Media Production is initially accredited by the CAA-MOHESR, UAE, effective January 28, 2025.
- The Master of Media Leadership and Communication Strategies is initially accredited by the CAA-MOHESR, UAE, effective March 11, 2025.

College of Dentistry

- The Bachelor of Dental Surgery program has been accredited by the Commission for Academic Accreditation (CAA) of the Ministry of Higher Education and Scientific Research, UAE, since July 2019 and the accreditation is still active.

College of Humanities

- The Bachelor in Psychology has been accredited by the Commission for Academic Accreditation (CAA) of the Ministry of Higher Education Scientific Research, UAE, since May 5, 2023.
- The Bachelor in Sociology has been accredited by the Commission for Academic Accreditation (CAA) of the Ministry of Higher Education Scientific Research, UAE, since May 5, 2023.

College of Technology

- The Bachelor of Science in Artificial Intelligence has been accredited by the CAA-MOHESR, UAE, since May 24, 2024.
- The Bachelor of Science in Data Science is initially accredited by the CAA-MOHESR,, UAE, effective March 11, 2025

Department of PPDT

- The Postgraduate Professional Diploma in Teaching program has been accredited by the CAA-MOHESR, UAE, since March 2014, with current accreditation valid until February 6, 2029.

Membership in International Organizations

The College of Media at CUA has secured accreditation for its Bachelor in Public Relations and Advertisement program from the AQAS (Agency for Quality Assurance through Accreditation of Study Programs), Germany, for six years. Such a laudable outcome resulted from our relentless efforts to achieve quality through global recognition.

This accreditation affirms that the PRA program meets the international standards for quality education, providing students with a rigorous curriculum, experienced faculty, and comprehensive resources. This accolade asserts our commitment to academic excellence and continuous improvement, preparing graduates for successful public relations and advertising careers.

AQAS is an independent organization accredited by the German Accreditation Council (GAC) since 2001. It is a notified body for the accreditation of higher education institutions and programs in Germany. Listed in the European Quality Assurance Register for Higher Education (EQAR), AQAS is also a full member of the European Association for Quality Assurance in Higher Education (ENQA), confirming that its procedures comply with a common set of principles for quality assurance in Europe.

CU is a permanent member of the Association to Advance Collegiate Schools of Business (AACSB) since August 2017.

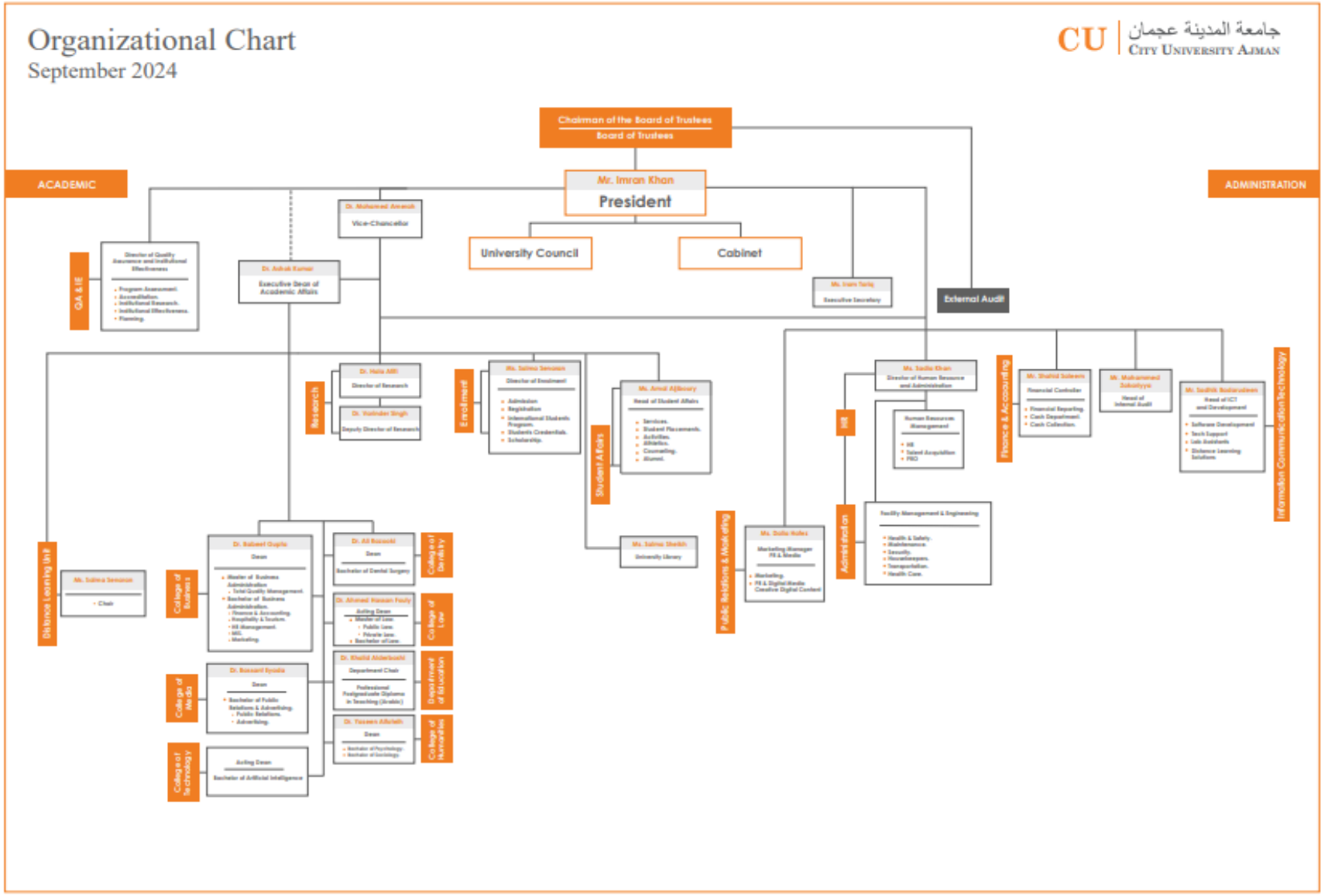
QS Star Rating

CUA has been rated a 5-star institution through the QS Stars™ rating system. This prestigious recognition reflects CUA's excellence in teaching, strong graduate employability, and state-of-the-art facilities.

In addition to the overall 5-star rating, CUA achieved 5 stars in four specific categories: Teaching, Employability, Internationalization, and Facilities, along with 4 stars in Academic Development and Program Strength. These ratings showcase the university's commitment to being a world-class institution of higher learning.

The QS Stars™ rating system, operated by the QS Intelligence Unit, evaluates institutions based on established performance indicators and rigorous data analysis. CUA's evaluation covered eight categories, including teaching, employability, and environmental impact, using global standards and best practices.

Organizational Chart



Campus Facilities and Resources

All programs are delivered at the new Campus of the City University Ajman (CUA). The existing facility one out of three phases which comprises of 660,000 square feet, with a capacity of 3500 students. The phase one of CU campus contains one building only with approximate space 660,000 square feet. This building has three floors and includes all the academic and nonacademic units, and will be described per floor and contents next.

Ground floor: The ground floor contains: Reception area, Multi-purpose hall, Student Registration, Student Admission, Career Enhancement Centre, IT Department, Health clinics, Cafeterias, Labs, Faculty offices, CCTV Control room, and Classrooms.

First floor: The First Floor contains: Library, Bookstore, Student Affairs, Student Centre, Labs, Faculty offices; Classrooms

Second Floor: The Second Floor contains: Office of the President, Office of the Vice Chancellor, QA& IE Office, HR Department, Public Relation and Marketing Department, Classrooms, Faculty offices, Classrooms, Conference Halls.

Classrooms

The classrooms at CU are allocated in the ground, first and second floor. They are all equipped with the latest visual and audio systems, which enhances the overall educational experience, and it helps the faculty members to deliver interactive sessions.

Computer Laboratories

CU provides students with access to its computer laboratories to enhance their learning experience. The labs are equipped with latest technologies and to satisfy the student needs. The IT Department operates and maintains computer labs in various locations throughout the campus with a total of seven labs

General classroom and laboratory rules

1. Users are strictly prohibited from downloading, accessing or distributing any offensive websites (for example torrents, profane language, etc.) Internet facility is only for educational / study purpose
2. Users are not allowed to bring food and beverages inside the computer labs
3. Users are not allowed to turning off the lights inside computer labs
4. Music, Videos and Computer games are not to be played in computer labs
5. Users are strictly prohibited to attach or detach computer power sockets, Network devices, and any IT peripherals
6. Users must use their usernames and passwords to log-in the computers (students can use their Wi-Fi Id to login computers in computer labs)
7. You are responsible If your ID is misused by others so make sure you log-out the computer while leaving the labs
8. Users are recommended to back up their work. IT Department will not be responsible for any data loss on the systems
9. Messages sent from the provided email account will be the responsibility of the account holder therefore vital that all users keep their passwords absolutely confidential.
10. Eating, drinking, chewing gum and littering is prohibited inside the computer labs
11. Users are not allowed to use the Projector except Faculties

Library

CUA aspires to create a student learning experience that recognizes and appreciates individual specialization with its well-equipped, and furnished two storey Library with over 16600 books in various disciplines offered ranging from Law, Business, Health Sciences Programs etc. Library also facilitates students' access to computers in the provided units. Library staff are ready to assist students in using the library to help them get the most out of their studies.

The library is located on the first floor and divided into two floors:

- The First floor divided into English books and Arabic books
- The Second floor is divided into Arabic law books, English law books, French law books, Official Gazette, Legal Reference Works and Periodicals.

Opening Hours

During Fall & Spring Semesters	
Day	**Time**
Monday to Thursday	09:30 A.M - 10:00 P.M

Friday to Sunday	09:30 A.M - 06:00 P.M

The Library is closed during public holidays. In semester breaks, open Monday to Friday from 9:30 am to 6:00 pm

Library Equipment and Facilities

- The library contains two computer labs.
- The library contains 18 computers.
- The library contains 9 private study rooms. (5 rooms on 1st floor and 4 rooms on 2nd floor)
- The Library can accommodate 160 students and researchers at the same time.

Library Holdings

- Printed books: 16436 books.
- Subscription databases: 7 databases
- Print periodicals: 6 magazines
- Theses: 473 copies

E-Learning Resources

CUA provides textbooks in electronic format to students via the Kortext platform. Library

Databases:

- Al Manhal – Arabic collection
- EBSCOhost – Business Source
- E-Marefa - Legal Resources database
- E-Marefa - Economics, Finance & Business Administration Database
- E-Marefa - Media Studies and Social Networking
- Al Mandumah – Law Database
- Qistas – Law Database

Magazines:

- Lextenso (Gazette Du Palais) – French Law Journals
- LexisNexis - French Law Magazines

The library online resources are provided to the students of all programs through the UMS student portal where the library section contains library catalog and library's databases.

The Library contains the following equipment: 18 computers - installed in Library Computer Lab and used by the students to access library online resources, internet, and do their projects, research, assignments, etc. The library has not yet installed a Radio Frequency Identification system (RFID) for the security of all library collections and facilities.

The library provides around 120 electronic textbooks to students via Kortext Platform.

Library services

1. Lending books that students need
2. Computers with Internet connection
3. Private rooms equipped for individual and group study
4. Reading and study area
5. Reference materials for research and review
6. Textbooks
7. Electronic resources for learning

Library Borrowing Rules

University Library Patrons:

- Faculty
- Staff
- Enrolled Students

Reference Material

The following materials cannot be borrowed these include:

- Dictionaries
- Encyclopedias
- Journals
- Periodicals
- Textbooks
- Legal Reference Works
- Research Archives

Borrowing Limits

PATRON	QUANTITY	DURATION
Faculty	10	90 days
Staff	5	30 days
Students	5	7 days

Borrowing Procedure

1. Patrons must renew borrowed books at the library circulation desk or by email or

phone call.

2. The fine for overdue books is **AED 0.00** per day for each book overdue.
3. The University Library has inter-library loan agreements with many universities across the UAE for example: Ajman University, AUE and Amity University.
4. Guests must have proper authorization to use the library on a temporary basis.
5. Books that are not returned for more than one year are classified as ***lost***. A replacement fee for a lost book must be paid to restore library privileges.
6. Patrons may not borrow additional books until overdue books have been returned and fines paid.
7. A patron who loses or severely damages borrowed library materials may either provide a suitable replacement or pay for the item.

Accommodation

CUA currently provides student housing off-campus with a third-party vendor. The Student Affairs Office manages this student housing program.
For more details, contact Student Affairs Department.

Student Affairs Department

Telephone: +971 6 711 0000 ext 1106

Email: studentaffairs@cu.ac.ae

Student Center

Student center is the central hub to hangout and/or meet new students. There are plenty of seating options and a ton of different activities inclusive of pool tables and foosball. Students can sit around and eat as well. The operational hours are as per the University timings.

Students and Staff Lounges

CU aims to ensure both employees and students are able to relax and hence the conceptualization and building of various lounges inclusive of MBA, Male and Female. These lounges are located near the Student Center which allow the students to unwind during their class breaks.

Food Services

The Food Court is located within the campus at the ground floor. It provides the students with different dining options of food and drinks.

Prayer Rooms

The University has male and female prayer rooms conveniently located inside the campus.

Parking Space

CU provides parking slots in and around the Campus. The ample parking space is spread among three main areas, ground floor at the University's' main entrance, basement level, and the extension at the ground floor.

Children Waiting Area

CU provides its students, faculty and staff with children's waiting area to maintain a positive work-life balance. This facility is maintained in a hygienic and clean manner where, this area is sanitized on daily basis.

Transportation

CU provides transportation for students in air-conditioned shuttle buses to and from the University campus to cover the North Emirates and Dubai areas.

IT Services

- Mobile Application for Students
- Student profile portal (UMS)
- Campus wide Wi-Fi Facility
- Email
- Online Library
- Printer and scanner
- Computer Resource
- Laboratories and classroom

Mobile Application for student and Student profile portal (UMS)

City University Ajman has an In-house University management system and Mobile Application (iOS and Android) for providing various e-services for CU students. The registration department creates the login for the student in the student portal / mobile application to use the below services.

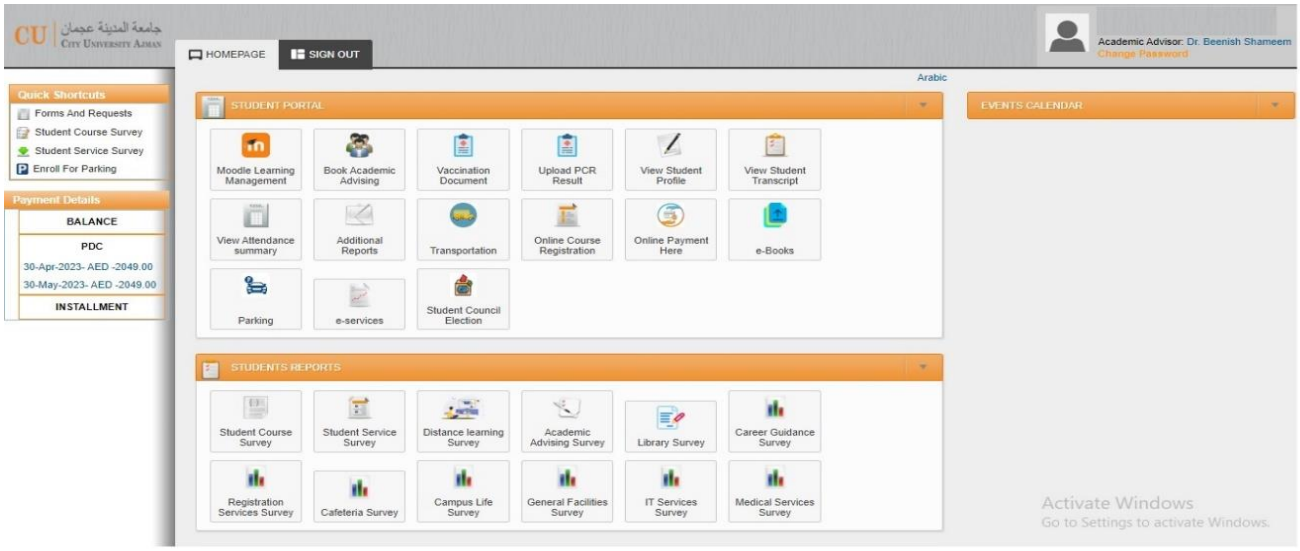
The portal / Mobile app facilitates the students with the following services

- View and update their profile and contact information
- Generate reports and documents such as student transcript, class schedule, exam schedule, Academic calendar, study plan, attendance warnings etc.

- Single sign-on access to EBooks
- Participate in course and services surveys
- Make online course bookings
- Pay fees online through secure payment gateway
- Apply for transportation services
- Access In-house library system

UMS and mobile application are frequently updated and new services and improvements are being implemented to providing high quality service for CU students.

Web Interface



Mobile Interface

Safety

The University believes that safety is paramount and makes every effort to provide all faculty, staff, and students with a safe and healthy place to work and study. It also determines the type of safety training required for employees and students to increase safety awareness and follow safety rules.

Employees and students are expected to comply with all Civil Defense safety rules and regulations, and to practice safe conduct whenever on University property.

Students must report all accidents or injuries immediately to a University faculty or staff member. Security Officers are available and are roving with the campus premises to keep the students, faculty and guests safe. There are two guard houses with permanent guards outside the entrance of the University who can also assist in any safety issues. CCTV cameras are installed for additional safety.

Make sure you attend the health and safety orientation Safe working methods will be maintained at all times in CUA campus.

- Corridors shall be posted with emergency numbers and emergency response team to contact in case something goes wrong.
- Practical jokes or other behaviors which might confuse or distract people are prohibited.
- Be alert of any unsafe conditions and report them immediately to the Campus Supervisor or Student Affairs Department.
- All emergency lanes, corridors, fire doors, emergency exits or standard exits, firefighting equipment, first aid kits and other emergency equipment shall be easily accessed at all times and without hindrance. This easy access shall be maintained in all workplaces.
- Personal protective equipment that meets the specified requirements shall be available in all locations.
- Smoking is prohibited, except in those areas designated for smoking. Smokers are liable to find that designated smoking areas will be outside. If in doubt, do not smoke.
- All flammable materials must not be placed close to areas of operation, especially oils, solvents and waste.
- Fire Safety Mock-Drill Training in Health and Occupational Safety shall be given to all students, faculty, staff.
- CUA ensures to conduct mock drills once every 6 months.
- For health Science Programs; a special orientation will be given in the first semester containing safety processes and regulations for the use of labs and chemicals.

Usage of Labs:

The following conditions should be maintained to ensure safe environment in the labs:

- The laboratory facility has an appropriate general ventilation system to avoid the intake of contaminated air.
- The stockrooms and storerooms will be well-ventilated.

- The laboratories have working hoods and laboratory sinks.
- Other safety equipment in the laboratory will include fire extinguishers, safety showers, and eyewash fountains.
- Emergency signs are properly labeled on the doors of all laboratories and rooms containing all hazardous materials areas.
- Personal protective equipment is mandatory to use in all labs.
- Eating, drinking, chewing gum and littering is prohibited inside the computer labs.

General Guidelines for Handling Hazardous Chemicals

Working with Allergens and Embryo Toxins:

- Wear suitable gloves to prevent hand contact with allergens or substances of unknown allergic activity.
- In the case of a pregnant student additional precautions should be in place based on the approval of their physician and course supervisor Course Supervisor.

For Emergency

The following numbers shall be contacted in case of emergency:

S/NO	Name	Contact details
1	For First Aid : University Clinic	06-7315000 Extn :1205 Mobile : 055-7160880
2	Chief Engineer –CU	06-7315000 Extn 1196 Mobile : 055-4257936
3	Ambulance	998
4	Fire Department (Civil Defense)	997
5	Civil Defense (Ajman)	06-703-5500
6	Police	999
7	Saudi German hospital (Nearby Hospital)	06-800-2211

Partner Organizations and Institutions

During the past years, the University held several memoranda of understanding with the business, governments and educational sectors.

Academic

Academics
Ajman University
Al Hikmah private School
AL Ittihad private School – Al Mamzar
AL Kamal American International School- Halwan
Al Maarifa International Privet. School
Al Saleh private School - girls
Al Shola Schools Education Foundation
American University of the Emirates
Amity University
Arabic Language Educational Center for Gulf states
Cardiff Academy
City American School
City School
CT university
Dubai Modern Educational School
Dubai Pharmacy College
English language private school Dubai
Foundation Manar Al Iman Educaition
GEMS Education School
Geneva Business School
Geneva Business School
Gulf Medical university
H.H. Sheikh Rashid Al Maktoum Pakistani School Dubai
Hamdan bin Mohammed Smart University
International Student Exchange Programs
Letterkenny Institute of Technology
Pakistan Education Academy
Pakistan Islamic Higher Secondary School Ajman
Sharjah American International School- Abu Dhabi
Skyline University College
Sonaa AlGhad Private School
The Ohio State University
The University of Michigan-Flint
Thumbay University Hospital
Umm Al Quwain University
UNIVERSITA' DEGLI STUDI LINK
Universiti Teknologi Mara

University of Limerick

Governmental

Governmental
Ajman Chamber Of Commerce and Industry
Ajman Club for Disabled
Ajman Free- Zone Authority
Ajman Land and Property Department
Ajman Media City Free Zone (AMCFZ)
Ajman Police
Ajman society of social and cultural development
Armed Force (Homat al watan)
Department of Human Resources- Government of Ajman
Department Of Tourism Development Ajman
Department of Tourism Development Ajman
Esaad Card Center
Fazaa LLC
Humaid Bin Rashid Al Nouimi Foundation
Khalifa Bin Zayed Al Nahyan Foundation
Medical Health District Ajman
Ministry Of Education Ajman Educational Zone
Ministry of Human Resources and Emiratization
Municipality and Planning Department Ajman
Sandooq Al Watan
Sharjah Government Media Bureau
Sharjah International Commercial Arbitration Centre (Tahkeem)
Sharjah Police
Statistics and Competitiveness Centre
Umm Al Moumineen Women's Association
Umm Al Quwain Court
Waffer Program

Corporate

Corporate
AIMS Group LLC
Ajman Bank
Ajman Specialty General Hospital
Al Bustan Group – Medical Center
Al Mazroui Medical and Chemical Supplies
Al Saada card Program
Al Tareq Rehabilitations andAutisms Center
Al Yousuf Group
Anglo Arabian Healthcare (Northern Emirates)
Bangladesh Association Dubai
Body and Soul Health Club and SPA

Connect Group
Consulate General of Pakistan, Dubai
Consulate General of the state of Palestine
Credence Consultancy
Curaden AG
Cyber wales
Direct Trading Technologies UK
Dubai Islamic Bank
Embassy of the Republic of Yemen in the United Arab Emirates
Embassy of the Syrian Arab Republic in the United Arab Emirates
Emirates Association for Lawyers and Legal
Emirates Property
Emirates Scholar Research Center
Engie Cofely Energy Services LLC Dubai
Essa Saleh Al Gurg Charity Foundation
Federal Tax Authority
Gulf Pharmaceutical Industries/ Julphar PJSC – Ras Al Khaimah
HIKVISION FZCO
Ibn Sina Group of Pharmacies LLC
Ibtikar Entrepreneurial Training
IFT Professional Training
Indian Association Ajman
INJAZ UAE
Intercontinental Dubai Marina
IRWIN & Dow Business Support and secretarial specialists
Jordanian Consulate in Dubai
Leader Healthcare FZCO
Liberty Dental Clinic
Makkah Medical Equipment & drug store
Medica Trading
Mohammed Al Kumaiti Advocates and Legal Consultancy
Mountain Gate Realty
Professionals Center for Learning Difficulties
R Holding
R Hotels
Raqmiyat LLC
Saratoga (Heath is a style)
Saudi German Hospital
Speed House
Talal Abu Ghazaleh & Co. International
TECH Group
The Greater Change
The INHOUSE Agency
The talent points
Tradepreneur Global Research Organization
UAE Special ; Olympics Foundation

Graduate Programs and Accreditaition

Program	Specialization	Date of initial Accreditation	Medium of Instructions	Duration	Total Credit Hours
Master in Public Law	Public Law	Jan-2015	Arabic	2 Years	33
Master in Private Law	Private Law	Jan-2015	Arabic	2 Years	33
Master of Business Administration	Total Quality Management	Feb-2015	English	18 months	39
Master of Media	Media Leadership and Communication Strategies	March - 2025	Arabic	12-18 months	33
Master of Strategic Human Resource	Strategic Human Resource Management	March -2025	Arabic	14 months	33
Professional Postgraduate Diploma in Teaching	Teaching	Mar-2014	Arabic	1 Year	24

Graduate Admission Requirements

General Admission Requirements

The CUA admission policy is based on a student's academic achievements in Bachelor degree or its equivalent, regardless of gender, race, color, religion, age, handicap, or national origin. CU will classify a successful candidate as either full- or part-time based on the number of credit hours attempted per semester. All documents presented by the applicant for admission purposes become the property of CU and will not be returned. If it is determined that any documents presented by the applicant are fraudulent, CU reserves the right to expel the student without refund of any fees paid.

When applying for admission to CU, the applicant must submit the following documents which will become part of the Student File:

- Each applicant must complete a CUA application form available online. This form must be submitted by the deadline dates announced by CUA and must be accompanied by a non-refundable admission fee.
- The applicant must certify that all information submitted on the application is complete and accurate at the time of submission and confirm their understanding that misrepresentation of any information or failure to provide necessary documents may result in denial or rejection of their admission to the University.
- An official copy of a four-year bachelor degree and transcript (or its equivalent) recognized by the Ministry of Higher Education and Scientific Research in one of the fields offered by CUA properly authenticated in accordance with the regulations and procedures specified by the Ministry of Higher Education and Scientific Research in the UAE.

- Letter of equivalency from the Ministry of Higher Education and Scientific Research in UAE for degrees obtained from other countries must be provided.
- One copy of a current official passport.
- Copy of a valid UAE residence visa.
- Government-issued identity card.
- Copy of family book for UAE nationals.
- Four recent passport-sized photographs.
- Certificate of a Standardized Test of Eligibility in English (TOEFL, or IELTS Academic) or equivalent as approved by the Ministry of Higher Education and Scientific Research. (Certificates of TOEFL or IELTS Academic are valid for only two years.
- Additional requirements as specified under each program section.
- A non-refundable Admission fee.

Graduate Programs

Admissions Criteria for Graduate Programs:

1. The applicant must have a recognized Bachelor's degree earned in a discipline appropriate for the prospective graduate degree, with a minimum cumulative grade point average (CGPA) of 3.0 on a 4.0 scale or its established equivalent, from an accredited institution by the Ministry of Education-Higher Education Affairs in the UAE (or its equivalent).
2. A degree earned outside of the UAE that is equivalent to the bachelor degree in the program applied for must be approved by the Ministry of Education-Higher Education Affairs before it can be accepted at CU.
3. A bachelor's degree awarded in a different discipline can be accepted for MBA program only, but the applicants are required to complete the Preparatory Program at CU (Remedial program).
4. For programs taught in English, a minimum score of 1400 on the English language portion of the EmSAT examination, or its equivalent on other national or internationally-recognized tests that are approved by the CAA, such as TOEFL score of 550 (213 CBT, 79 iBT), or 6.0 IELTS academic.
5. For programs taught in Arabic:

a. a minimum score of 950 on the English language portion of the EmSAT examination, or its equivalent on other national or internationally-recognized tests that are approved by the CAA, such as TOEFL score of 450 (133 CBT, 45 iBT), or 4.5 IELTS academic.

6. Students who have completed undergraduate education in an English-medium institution might be allowed admission into MBA program without demonstrating TOEFL score of 550 (or equivalent). This exemption can be applicable only to those students who undertook all their schooling (K-12) plus a Bachelor's degree in English in a reference English speaking country (e.g. UK, USA, Australia, New Zealand).

Master of Business Administration :Total Quality Management

Admission Requirements:

Bachelor's degree requirement	The applicant must hold a recognized Bachelor's degree in a relevant field for the intended graduate program, with a minimum cumulative GPA of 3.0 on a 4.0 scale (or its equivalent), from an institution accredited by the Ministry of Higher Education and Scientific Research in the UAE or an equivalent. Notes: ● A letter of equivalency from the Ministry of Higher Education and Scientific Research is required for all non-MOE Degrees. ● A remedial program is required for all students with non-Business degrees.
English Proficiency	● **For applicants who completed their Bachelor's degree in English:** ○ Provide a Medium of Instruction letter. ● **For applicants who completed their Bachelor's degree in a non-English language:** ○ Provide proof of English proficiency by achieving one of the following scores: ■ IELTS Academic: 6.0 ■ TOEFL (Paper-Based): 550 ■ TOEFL (Internet-Based): 79 ■ Or an equivalent score from other nationally or internationally recognized tests.

Conditional Admission:

Conditional Admission: Category 1	● For applicants who completed their Bachelor's degree in a non-English language, and hold a recognized Bachelor's degree with a valid TOEFL PBT score of 530 (197 CBT, 71 IBT), or a 5.5 IELTS Academic score in English, or an equivalent score on another standardized test approved by the CAA, they must fulfill the following requirements during their conditional admission period, or they may be subject to dismissal: ○ achieve a valid TOEFL PBT score of 550 or equivalent, by the end of the student's first semester of study. ○ May take a maximum of six credit hours from the MBA program in the first semester of study (two terms), not including intensive English courses.

	○ Must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in the first six credit hours of credit-bearing courses studied for the MBA program.
Conditional Admission: Category 2	● For applicants with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.5 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine credit hours of courses studied for the MBA program during the period of conditional admission and must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of courses studied for the MBA program or be subject to dismissal.
Conditional Admission: Category 3	● For applicants with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 on a 4.0 scale or its established equivalent to a maximum of nine graduate-level credit hours as remedial preparation for the graduate program. ● These remedial courses are not counted within the credit hours in MBA program. ● The student must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of remedial courses in order to progress to the MBA program or be subject to dismissal.

Master of Strategic Human Resource Management (Arabic)

Admission Requirements:

Bachelor's degree requirement	The applicant must hold a recognized Bachelor's degree in relevant field for the intended graduate program (or its equivalent), with a minimum cumulative GPA of 3.0 on a 4.0 scale (or its equivalent). This degree must be from an institution accredited by the Ministry of Higher Education and Scientific Research in the UAE (or its equivalent). ● Note: A letter of equivalency from the UAE Ministry of Education is required for all non-MOE Degrees. ● A remedial program is required for all students with non-Business degrees.

English Proficiency	● Pass a University-administered English test with a minimum score of 70%, or ● Enroll in a remedial, non-credit English course at the university and achieve a grade of 70% or higher.

Conditional Admission:

Conditional Admission: Category 1	Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.5 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine credit hours of courses studied for the Master of Strategic Human Resource Management program during the period of conditional admission and must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of courses studied for the Master of Strategic Human Resource Management program or be subject to dismissal.
Conditional Admission: Category 2	Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine graduate-level credit hours as remedial preparation for the Master of Strategic Human Resource Management program. ● These remedial courses are not counted within the credit hours in the Master of Strategic Human Resource Management Program. ● The student must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of remedial courses in order to progress to the Master of Strategic Human Resource Management program or be subject to dismissal.

Master of Law

Admission Requirements:

Bachelor's degree requirement	The applicant must hold a recognized Bachelor's degree in Law (or its equivalent), with a minimum cumulative GPA of 3.0 on a 4.0 scale (or its equivalent). This degree must be from an institution accredited by the Ministry of Education - Higher Education Affairs in the UAE (or its equivalent). ● Note: A letter of equivalency from the Ministry of Higher Education and Scientific Research is required for all non-MOE Degrees.

English Proficiency	● Pass a University-administered English test with a minimum score of 70%, or ● Enroll in a remedial, non-credit English course at the university and achieve a grade of 70% or higher.

Conditional Admission:

Conditional Admission: Category 1	Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.5 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine credit hours of courses studied for the Master of Law program during the period of conditional admission and must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of courses studied for the Master of Law program or be subject to dismissal.
Conditional Admission: Category 2	Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine graduate-level credit hours as remedial preparation for the Master of Law program. ● These remedial courses are not counted within the credit hours in the Master of Law Program. ● The student must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of remedial courses in order to progress to the Master of Law program or be subject to dismissal.

Master of Media Leadership and Communication Strategies (Arabic)

Admission Requirements:

Bachelor's degree requirement	The applicant must hold a recognized Bachelor's degree (or its equivalent), with a minimum cumulative GPA of 3.0 on a 4.0 scale (or its equivalent). This degree must be from an institution accredited by the Ministry of Education - Higher Education Affairs in the UAE (or its equivalent). ● Note: A letter of equivalency from the UAE Ministry of Education is required for all non-MOE Degrees.

English Proficiency	● Pass a University-administered English test with a minimum score of 70%, or ● Enroll in a remedial, non-credit English course at the university and achieve a grade of 70% or higher.

Conditional Admission:

Conditional Admission: Category 1	Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.5 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine credit hours of courses studied for the Master of media program during the period of conditional admission and must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of courses studied for the Master of media program or be subject to dismissal.
Conditional Admission: Category 2	Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 on a 4.0 scale or its established equivalent. ● Such a student must take a maximum of nine graduate-level credit hours as remedial preparation for the Master of media program. ● These remedial courses are not counted within the credit hours in the Master of media Program. ● The student must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of remedial courses in order to progress to the Master of media program or be subject to dismissal.

Note: Applicants holding a degree in a field unrelated to the intended program of study are required to obtain special approval prior to admission.

Professional Postgraduate Diploma in Teaching

Admission Requirements:

Bachelor's degree requirement	The applicant must hold a recognized Bachelor's degree in a relevant field for the intended graduate program, with a minimum cumulative GPA of 2.0 on a 4.0 scale (or its equivalent). The degree should be from an institution accredited by the Ministry of Higher Education and Scientific Research in the UAE (or an equivalent accrediting body). Note: A letter of equivalency from the Ministry of Higher Education and Scientific Research is required for all non-MOE Degrees.

Transfer Student Admission (Graduate)

1. Students applying for transfer credits, have to provide and official Transcript stating they have attended at least one semester as a full-time student at another accredited University, University, or equivalent educational institution and possess a cumulative grade point average (CGPA) of 3.0 or above.
2. Transfer students to all programs must submit Certificate of a Standardized Test of Eligibility in English (EmSAT, or TOEFL, or IELTS Academic) or equivalent as approved by the Ministry of Education-Higher Education Affairs. The score as mentioned in the program admission requirements.
3. Transfer students to any program taught in Arabic must submit Certificate of a Standardized Test of Eligibility in Arabic (EMSAT-Arabic) as approved by the Ministry of Education-Higher Education Affairs. The score as mentioned in the program admission requirements.
4. Transfer students should not be admitted under specifications for conditional admission.
5. Coursework completed in the previous educational institution may be accepted in the appropriate program at CU by meeting the following provisions:

a. Applicant must submit an official transcript attested by the MoE-HEA showing all credits and grades earned, along with a detailed description of the courses to the Admission Office.
b. Only coursework with grade B and above, or its equivalent will be accepted.
c. Only coursework relevant to the study plan of the desired major will be considered.
d. Coursework should bear at least three credit hours; however, two or more can be combined to equal one three credit hour course.
e. The coursework content must be equal to approximately 75-80% of the CU course content.
f. Only 25% of total credits shall be considered as transfer credits.
g. If the student studied the same course in two different educational institutions, only one of them will be considered.

h. The coursework was not a part of the Preparatory Program.

6. The Committee of Student Transfer shall review the student's request of transfer credits and submit its recommendations to the Vice Chancellor for approval.

Notes:

- *Grades of the transfer courses earned at the host institution are not used in calculating the student's CGPA.*
- *Student must provide a letter of medium of instruction for any transferred course taught in English.*
- *Students should not have been dismissed from their previous institutions for disciplinary reasons.*
- *Transfer credit hours will only appear on the CU transcript when the Registrar receives the official and attested transcript of the student's previous institution.*

Course Registration

1. A student may select courses and register for classes during the registration period only after receiving a Letter of Acceptance from the Office of the Registrar.
2. Once a student receives a Letter of Acceptance from the Registrar's Office, they are eligible to select courses and register for classes during the registration period.
3. Students are scheduled for classes only after a one-on-one meeting with their Academic Advisor. Registration and pre-registration take place each semester. The student must apply for registration on the prescribed form listing the subjects to be studied during the semester. The last date for registration is posted by the Registrar.
4. Registration will not be considered complete until the course fees and all other balances due have been paid. Students will not receive credits for courses in which they are not registered. Inquiries regarding registration should be directed to the Office of the Registrar.
5. The existing students follow the points 3, and 4 for the re-registration in every semester.

Course Load

Graduate Programs

Master in Law

1. Full-time
    a. A student credit hour load is 9 CH per regular semester.
2. Part-time
    a. A student credit hour load is less than 9 CH per regular semester.
3. A student can only register for 3 credit hours in each summer session.
4. In case of an academic probation, the student study load is reduced in accordance with the Academic Probation Policy.
5. All exceptions for the course load shall require an approval of the Vice Chancellor

Professional Postgraduate Diploma in Teaching

1. Full-time
    a. A student credit hour load is between 9 and 12 CH per regular semester.
2. Part-time
    a. A student credit hour load is less than 9 CH per regular semester.
3. A student can only register for 3 credit hours in each summer session.
4. In case of an academic probation, the student study load is reduced in accordance with the Academic Probation Policy.
5. All exceptions for the course load shall require an approval of the Vice Chancellor

Master in Business Administration

1. Full-time
    a. A student credit hour load is 6 CH per term (2 months).
2. Part-time
    a. A student credit hour load is 3 CH per term (2 months).
3. In case of an academic probation, the student study load is reduced in accordance with the Academic Probation Policy.
4. All exceptions for the course load shall require an approval of the Vice Chancellor

Master of Media Leadership and Communication Strategies

1. Full-time
    a. A student credit hour load is 9 CH per regular semester.
2. Part-time
    a. A student credit hour load is less than 9 CH per regular semester.
3. A student can only register for 3 credit hours in each summer session.
4. In case of an academic probation, the student study load is reduced in accordance with the Academic Probation Policy.
5. All exceptions for the course load shall require an approval of the Vice Chancellor

Master of Strategic Human Resource Management (Arabic)

1. Full-time
    a. A student credit hour load is 6 CH per term (2 months).
2. Part-time
    a. A student credit hour load is 3 CH per term (2 months).
3. In case of an academic probation, the student study load is reduced in accordance with the Academic Probation Policy.
4. All exceptions for the course load shall require an approval of the Vice Chancellor

Transfer to a New Program or Specialization Policy

1. Students enrolled in City University may request to change their programs/specialization.
2. Transfer to the new program is subject to availability of seats and the requesting student (new or enrolled) meeting the admission requirements of the new program.
3. Students will be allowed to submit one change program/specialization request during their studies.
4. If the undergraduate student CGPA is 2.00 and above, all similar courses will be counted in the new program/specialization with a grade D and above.
5. If the undergraduate student CGPA is less than 2.00, similar courses with only grade C and above will be counted in the new program/specialization.
6. If the postgraduate student CGPA is 3.00 and above, all similar courses will be counted in the new program/specialization with a grade C and above.
7. If the postgraduate student CGPA is less than 3.00, similar courses with only grade B and above will be counted in the new program/specialization.
8. Grades and credit hours of the counted courses earned at the previous program/specialization are used in calculating the student's CGPA and total credit hours.
9. Any exception for the transfer to a new program within City University will require an approval from by the Vice-Chancellor

Late Registration

Students must register for classes by the deadline dates specified on the academic calendar. A Late Registration Form will be submitted and a late registration fee will be assessed for all students who register after the deadline for normal registration and up to the end of the second week of class, after which students will not be permitted to attend further classes.

Add/Drop Procedure

1. Students may make schedule changes without financial penalty during each term's Add/Drop Period in the first week of the semester to add or drop a course
2. Adding or dropping courses is not allowed outside of this period, and there are no refunds for classes dropped after the end of the Add/Drop Period.
3. Add/Drop Application Form shall be submitted and each Add/Drop form requires a processing fee. Courses may only be added or dropped with the permission of the student's Academic Advisor.
4. No add/drop shall be allowed in the Health Sciences Program
5. The dates of the Add/Drop period for the MBA program are announced in their academic calendar.

Withdrawal Procedure

1. Students shall fill out the Withdrawal Application Form and submit the same to the Registration Department.
2. There is no academic penalty for withdrawing from courses prior to the 9th week of a course offered in the Fall or Spring semester, or prior to the 4th week of a course offered in a Summer session for the Undergraduate and graduate programs with the exception to the MBA program. The MBA students may withdraw from a course(s) without academic penalty prior to the 3rd week of each term. In these cases, the grade W is noted in the student transcript. The student CGPA is not affected. However, students who withdraw *after* the 2nd week must pay the full amount for repeating the course when they take that course again.
3. Students who request to withdraw from courses after the allowed period mentioned in point 2, must submit a request to their academic advisors along with the legitimate documents supporting their requests, then the advisor and the Department Chair will provide their recommendation on those cases. The requests might be approved or rejected by the Vice Chancellor based on the documents submitted. However, if they are approved, an official approval will be sent to the Registrar to complete the course withdrawal process, and a grade W will be recorded in the student transcripts.

4. Any student leaving a course must complete a special withdrawal form. Failure to complete this form indicates the student is continuing in the course and he/she will be awarded grades in accordance with the academic policy. The withdrawal form must be signed by the student along with his/her Academic Advisor and submitted to the Registrar before the end of the week in which they are withdrawing during the Spring or Fall semesters and before the end of the 4th week during a Summer session.

5. Aside from voluntary withdrawal from a course as described above, a faculty member may require a student to withdraw from a course as a result of failure to complete required assignments, poor attendance, or misconduct. As in the case of voluntary withdrawal, a grade of EW is awarded, based on the withdrawal date and student performance.
6. A faculty may recommend the student to drop from the course after the midterm exams if he/she exceeded the maximum allowed absences or poor performance. A grade of EW will be recorded against the course.

Re-admission after Academic Suspension

1. Suspended students may apply to the Registrar for one-time readmission by submitting a letter detailing their activities since the suspension took effect and providing rationale for why they believe their academic performance will improve in the future using the Application for Readmission Form.
2. The Registrar will refer the application to the appropriate Department Chair. If the Department Chair is convinced, he/she will submit a recommendation to grant the student one last chance to raise his/her CGPA to the vice chancellor Office. Based on the Vice Chancellor approval's, the Registrar will be advised to grant the student one- time readmission for the next semester's registration. Students in this category will be reinstated on academic probation.

Final Academic Dismissal

If, after one-time readmission, a student who is on academic probation at the beginning of a semester completes that semester with a cumulative GPA less than 1.5 after 18 attempted semester credits (or less than 1.7 after 33 attempted semester credits, or less than 1.9 after 48 attempted semester credits), that student receives final academic dismissal. However, he/she may rejoin CU as a new student in a different program and no credit hours to be transferred to him/here.

Advanced Standing

CU does not offer advanced academic standing or award credits for the completion of portfolios, challenge examinations, completion of advanced secondary school courses such as A-Level or International Baccalaureate, etc.

Recognition of Prior Learning

CU follow an effective and fair procedures for granting credits to prospective undergraduate and graduate students, based on their formal, informal or non-formal prior learning as follows:

1. City University Ajman shall study recognition of prior learning experience of applicants who have acquired significant work and life-long learning, which may be equivalent to some University courses. This includes the transfer of courses taken in an accredited program (formal learning) in addition to non-formal and informal learning.
2. For appropriate recognition, the learning should be relevant to the course and of sufficient breadth and depth to ensure university-level learning.
3. For obtaining credit for the prior learning experience, the applicant's knowledge, skills, and competencies shall be weighed against course descriptions and their learning outcomes.
4. The evidence must show that the student has the knowledge, skill, or competency for which recognition and credit are sought.
5. The evidence must demonstrate that the student has achieved all of the learning outcomes of the course/module/unit for which credit is sought. Partial recognition is not acceptable.
6. For each unit, course, or competency subject to RPL assessment procedures, the qualifications and experience required of the individual or individuals performing the assessments shall be provided.
7. The RPL process must be transparent, provide students with time and support to assemble sufficient evidence and complete an application, and be consistently applied for all students and across all programs, disciplines, units, courses, and competencies
8. City University's Vice-Chancellor shall formulate a separate policy defining the credit hours which can be gained through RPL.
9. In all cases, credits granted through RPL must not exceed 50% of the total completion requirements for undergraduate programs, and 25% of the total completion requirements for graduate programs, including credit transfer of formal learning.
10. For every course that has been successfully recognized against prior learning experience, a grade of 'S' (Standing) shall appear on the transcript. For all such courses, the course classification will be coded as RPL.
11. RPL courses shall not be used in determining the Cumulative Grade Point Average (CGPA).
12. Approval of RPL credit must occur prior to the student's enrolment in the program for which the credit is granted.

13. City University Ajman shall adhere to all CAA requirements for admission to all programs as specified in the SPA. In no case may RPL policies and procedures substitute for admissions requirements.
14. Unsuccessful applicants have the right to appeal to the Office of Admission and Registration, which will transfer the applicant's appeal to the Vice-Chancellor.
15. The Vice-Chancellor shall forward the applicant's appeal to the Appeal Committee to make a decision.
16. The RPL policies, processes, and evaluations are subject to the institution's quality assurance procedures.
17. City University Ajman shall provide a detailed application guide for use by students seeking RPL

Procedures

1. An applicant shall complete an RPL application form providing complete details of his/her prior learning experience and list the courses for which credit may be granted to the applicant.
2. The complete application form, along with all supporting documents and evidence as well as receipt of the RPL processing fee, shall be submitted to the Office of Admission and Registration.
3. When completing the RPL application, the applicant may request the assistance of the College Dean/Assistant Dean to provide information and advice on the subjects, courses, units, and qualifications for which RPL credit may be awarded.
4. The Director of Enrollment shall forward the application form along with all supportive documents to the College Dean who shall send it to the Vice Chancellor for evaluation and submission to the RPL Committee. This committee is composed of qualified assessors and it is appointed by the VC and is responsible for equitable and transparent assessment and validation of the applicants' portfolio.
5. The RPL Committee shall evaluate the RPL application and determine the assessment tools for assessing the prior learning of the applicant.
6. The portfolio of evidence may include documents such as qualification certificates, official transcripts of the previous study, official job descriptions or statements of duties and responsibilities, letters of reference from employers detailing a student's relevant skills and experience, or samples or statements of work performed, but in all cases the student has to sit for and pass a challenge exam for each course he/she is asking to be waived.
7. The RPL application may be also assessed through one or a combination of the following:
    a. Direct observation of demonstrations of the skill or competence;
    b. Reflective papers, journal articles, or similar documents that relate

past learning to the learning or competency outcomes of the course or qualification in which the student is enrolling;

c. Reviews of courses/units/modules taken at another provider, to demonstrate achievement of learning outcomes or qualifications of the provider's programs, modules, courses, or units.

8. The RPL Committee can ask the applicant to submit other documents or evidence, as required.
9. When the applicant has been assessed, the RPL Committee shall complete an Assessment Evaluation form and submit it to the Vice-Chancellor. This form shall include:
    a. List of units, courses, or competencies for which RPL may be awarded.
    b. List of the learning outcomes for each unit, course, or qualification;
    c. List the courses for which the applicant requested the credit, but no credit was granted by the RPL Committee.
10. The Vice Chancellor can ask the RPL Committee to explain its recommendations and reasons behind its decision.
11. The Vice Chancellor can also ask the RPL Committee to reconsider its recommendations and provide justification for their final decision.
12. The Vice-Chancellor, after approving the recommendations of the RPL Committee, shall provide the Assessment Evaluation form to the College Dean.
13. The College Dean shall submit the Assessment Evaluation form to the Director of Enrollment.
14. The student shall be informed accordingly by the Office of Enrollment.
15. If an applicant is not satisfied with the decision of the RPL Committee and the College Dean, he/she can file an appeal with the Office of Enrollment. The appeal must state the reasons for not accepting the decision of the RPL Committee. Any additional documentation may be used to support the appeal. The Appeal may be considered by an Appeal Committee whose decision is final.
16. The Appeals Committee is an ad hoc committee of qualified assessors appointed by the VC and is responsible for assessing the appeal submitted by the applicant.
17. The applicant may submit an appeal within a maximum of 5 working days of the RPL Committee decision and will receive feedback from the Appeal Committee within 7 working days.
18. Students who require additional information on the RPL process, committee decision, or appeal process, can contact the office of Enrollment through the email

registrar@cu.ac.ae

Financial Information

Tuition and Fees

College	Degree	Major/Field	Program Language	Program Duration	Credit Hours	Tuition Fee per credit hour in AED	Total Tuition Fee in AED
Law	Master	Public Law	Arabic	18-24 months including Thesis	24	2420	58080
	Master	Private Law	Arabic	18-24 months including Thesis	24	2420	58080
	-	Thesis (in Arabic)	Arabic	6 months	9	25410*	83490 (Courses & Thesis)
Business	Master	Total Quality Management	English	14 months including Thesis	33	1815	59895
	-	Thesis	English	4 months	6	16940**	76835 (Courses & Thesis)
	Master	Strategic Human Resource Management	Arabic	14 months including Thesis	27	2420	58080
	-	Thesis	Arabic	4 months	6	16940**	82280 (Courses & Thesis)
Media	Master	Leadership and Communication Strategies	Arabic	12- 18months including Thesis	24	2420	58080
	-	Thesis	Arabic	4 months	9	25410*	83490 (Courses & Thesis)
Professional Postgraduate Diploma in Teaching (in Arabic)	Higher Diploma	• Islamic Studies • Arabic Language • English Language • Science • Mathematics • Social Studies • Computer Information Technology	Arabic	2 semesters	24	15000 (Lump-sum amount)***	

Other Fees

Item	Amount in AED	Description
Application and Admission Fee	3000	One-time fee submitted with the application (non-refundable)
Registration Fee (Master of Law)	550	Per semester (Fall & Spring) (non-refundable)
Registration Fee (Master of Law)	330	Per Session (Summer) (non-refundable)
Registration Fee (MBA)	275	Per Term (non-refundable)
Transfer of Credits Fee	330	One-time fee submitted with the request (non-refundable)
Late Registration	220	Per course
Visa processing fee	2500	-
Visa Deposit	5000	Refundable at the time of visa cancelation and cross verify with PRO team after completing one year of study at CUA.
Add/Drop Processing fee	33	
Re-test Fee (Test 1 or Midterm)	550	
Incomplete exam fee (Final Exam)	1650	
Graduation Fee	1375	
Transcript Fee	83	
Student ID (New/Renewal)	35	Annually
Student ID (Damaged/Lost)	50	
Degree Replacement / Extra copy fee	550	
Grade Appeal Fee	220	Per Course

- Fees are subject to 5% Value Added Tax (VAT).
- Annual Tuition Fee excludes the registration, and textbooks fees.
- City University Ajman may charge fees for additional services and facilities as required, and may increase the fees at any time without prior notice.

* If the students need an extension to defend the thesis, then they must pay **AED** 7623 Excluding VAT. for each extension (the period of each extension is 6 months).

** MBA thesis can not be extended. If the student fails the thesis, He/She must repeat it and pay the full fee again.

*** This scholarship is for a limited period

Payment Schemes

Students must pay at least one-third of the total semester fees in cash and submit two post- dated checks. The date of the second check should be payable before the beginning of the final exams as shown on the academic calendar.

Refund Policy

1. Student shall apply for refund by submitting the specified form
2. Application and Admission Fees are non-refundable.
3. Students who withdraw before semester commencement will be refunded 100% of the paid tuition fees.
4. Students who withdraw within one week of semester commencement will forfeit the 1/3 of the tuition fees. The University will return 2/3 of the tuition fees.
5. The entire first semester tuition fee is non-refundable for students who withdraw after one week from semester commencement. This includes the PDC.
6. A student who is suspended or expelled from the University for disciplinary reasons forfeits all rights to any refunds.
7. No refund for Summer I and II neither before the semester start, nor during add & drop period.

Scholarship and Financial Aids

Students can apply for Scholarships and Financial Aids using the Scholarship/Financial Aid Application Form. CU offers the following discounts and scholarships for students:

1. A partial scholarship for undergraduate programs of 20%, and graduate programs of 15% on the tuition fees for brothers, sisters, or spouses studying at CU. (Both family members must register in the same semester/term in order to take advantage of this discount).
2. The *Individual Needs Scholarship* is a reduction of the tuition fee. (This type of scholarship is awarded on a case-by-case basis. Students must present evidence of financial hardship to the Scholarship Committee for approval).

3. For *Individual Needs* and *Merit Scholarships* to remain in effect, students must maintain class attendance of not less than 80% and a CGPA of not less than 3.60 in each semester.
4. Additional scholarships are announced by the Director of Enrolment Office before the beginning of every semester.
5. Students are not eligible to combine two scholarships.

For more information on Scholarship and Financial Aids, visit the Office of the Registrar or email Scholarship@cu.ac.ae or call +971-6-711-0000, or visit www.cu.ac.ae

Student Services

Student Affairs Department

The Student Affairs Department in City University Ajman is committed to supporting and engaging students. We mold our students to be responsible citizens and University ambassadors who are empowered, socially responsible with boundless potential.

Key Deliverables

1. Effective means of interface between the students and University faculty, administration and senior leadership.
2. Support the academic mission of the University, including the enrollment and retention of students.
3. Student improvement and Development.
4. Enhance and develop smart services for students.
5. Further Increase student engagement.
6. Enrich student life.

The services provided by the Student Affairs Department are as follows:

1. New Students Orientation
2. Career Advising
3. Psychology and Social Counseling
4. People of Determination Students
5. Student Placements & Internships
6. Student Activities
    - Sports
    - Social
    - Cultural
    - Recreational
    - Others
7. Redress of Grievance and Appeals

8. Student Services
    - Student Attendance
    - Parking
    - Transportation
    - Accommodation

Contact information for the Student Affairs Department:
Location: First Floor
Email: studentaffairs@cu.ac.ae

Student Affairs Department	studentaffairs@cu.ac.ae
Students Placement Office	spo@cu.ac.ae
Psychology and Social Counsellor Office People of Determination	counsellor@cu.ac.ae
Events	events@cu.ac.ae

Career Placement Services

The Student Placement Office (SPO) at CUA provides advice and information to students and alumni as a unit of the Student Affairs Department. SPO strives to provide CUA students and graduates with a clear purpose and solid decision-making required to be confident, selective, and competitive in managing careers and further academic pursuits.

SPO accomplishes its mission by supporting students in terms of internship, student development programs, and job search; faculty by acquiring MOUs with companies for job placements which are part of the curriculum; and the alumni through collaborating with employers and access to employer databases.

The SPO offers the best possible suggestions and advice with access to the most current employment information and career resources available. They also offer on-line interaction for clients who are off-campus. The SPO provides the following support for students and alumni:

1. Career Planning. SPO offers career counselling individually and in groups to provide insights to students regarding different professions available to them and offer support towards their career path by the time of graduation.
2. Raising Readiness and Developing Skills. SPO organizes different workshops, guest lectures from various sectors and activities that will further their knowledge on specific career interests.
3. Assessment and Evaluation Tools. Exit, alumni and employer satisfaction surveys are

conducted regularly which form the basis for decisions to improve the curriculum and/or services within the University to increase the opportunity for alumni and student employability.

Additional services of the SPO are as follows:

1. Internship Opportunities
2. Job Search Techniques
3. CVs and Cover Letters
4. Job Interviews
5. Alumni Directory
6. Job search and announcements
7. Career fairs for students and alumni
8. Communicating and organizing activities for alumni
9. Hosting employers who wish to hire CUA students and alumni for on-campus interviews.

On Campus Employment

All CUA Students are eligible to apply for on-campus vacancies that are circulated by the Student Placement Office to students. These vacancies are specific to students with a student intern contract.

On-campus employment provides students with opportunities to develop or improve career readiness competencies that are essential for a meaningful and productive career. It also allows students to be financially independent, pay their way through university and work flexible timings based on the class schedule.

For inquiries contact Student Placement Office on spo@cu.ac.ae

Internship

Students shall be allowed to take an internship course after completion of 90 credit hours and a minimum CGPA of 2.0 and after 9 credit hours for Professional Postgraduate Diploma in Teaching (PPDT) Students can find the internship manuals with the Student Placement Office and in the university website.

Students need to plan their internship course and communicate with the Student Placement Office to decide in which semester the internship course shall be completed at least one semester in advance.

Internship Hours by Major

1. Law: 64hours
2. HRM: 120 hours (Arabic & English)
3. Finance & Accounting: 120 hours
4. Marketing: 120 hours
5. Management Information System: 120 hours

6. Public Relations in Arabic: 120 hours
7. Advertising in Arabic: 120 hours
8. Hospitality Travel and Tourism: 375 hours
9. PPDT: Full semester per school year - 90 hours
10. Bachelor of Science in Artificial Intelligence 480 hours

Career Advising

Career Advising is one of the services that the Student Placement Office offers for CUA students and graduates. Career advising can be defined as a process that focuses on supporting students to recognize their skills and potential as well as study work trends, to provide knowledge-based and well-rounded advice to students who are about to enter into various industries.

SPO offers advising for our alumni and current students in which they can make appointments for the following services:

1. Career Advice sessions
2. CV Review
3. Mock Interviews
4. Job opportunities
5. Workshops

The Student Placement Office can be contacted through email at spo@cu.ac.ae and through telephone at 06-7110000 ext. 1105.

Academic Advising

1. Every student is assigned an Academic Advisor for the duration of their degree program. Assignment of Academic Supervisor is system-generated at the Office of the Head of Enrollment which are reflected in the Faculty and Students' UMS.
2. The Advisor assists students in selecting courses for each semester. In addition, the Advisor is available to the student on a daily basis by appointment or, in emergency cases, non-scheduled sessions.
3. Advisors discuss professional goal setting, answer questions about academic programs, review student registration forms for classes, and make referrals to University and off-campus resources as needed.
4. The optimum advisor-to-student ratio is 1 advisor to 35 students.

Psychological and Social Counseling Services

The purpose of counseling is to assist students in understanding and resolving their educational, vocational, and personal problems. The Student Affairs Department conducts basic counseling for students.

The Student Affairs Department provides confidential counseling services and advising to CUA students. The goal is to help students reduce stress, maximize opportunities for academic and personal success, enhance personal development, and make important life changes.

All administrators, faculty, and staff should refer students to the Student Affairs Department for counseling services when necessary.

Psychological, social and career counseling services are provided by the Student Affairs Department

Disability Services (People of Determination)

- The Counsellor at the Student Affairs Department is responsible for the support of People of Determination at the University.
- Students with disabilities can report to the Student Affairs Department to learn and avail of the services provided by the University.
- Students with disabilities are awarded with the same rights as other students of CUA.
- Facilities on campus are accessible for people using wheelchairs through different elevators, ramps, electronic doors, washrooms and designated parking. Designated parking spaces are conveniently located near the main entrance and basement parking of the University.
- Free parking is available for students with the People of Determination card.
- Special scholarships are available for students with disabilities and can be applied for through the Admissions Office.

Health Services

The University and its healthcare partners jointly conduct information sessions for students, faculty and staff covering a variety of health related topics. Health campaigns and blood donation drives are also held in the campus to promote good healthy habits.

Students can visit the clinics situated on the ground floor of the campus or contact the nurses through nurse@cu.ac.ae or 06-7110000, extensions 1205 and 1345.

Clinic Hours
Monday to Sunday – 9:30am to 9:30pm

Social and Cultural Activities

The Student Affairs Department organizes, implements, and supervises all social, cultural, and entertainment programs for CUA students. Its main objective is to help students to develop their interests and abilities and to practice their hobbies through a variety of programs and activities. The University places great emphasis on these extracurricular activities. It seeks to help students to develop their many talents and abilities plus make good use of their leisure time by forming student cultural and scientific societies.

The University also encourages students to meet each other in the friendly atmosphere of its

surroundings. Almost every academic department has a student society or club, the purpose of which is to unite students and have them participate to accomplish a set of academic objectives that enrich student life. To this end, the academic departments organize lectures, present book and cultural exhibits, celebrate national occasions, and support intramural sports activities.

CUA emphasizes that participating in organizations and clubs is an effective means of establishing interpersonal relationships, developing leadership skills, and generally enhancing the overall academic programs.
Each active club has the right to present a plan and request for a budget that will be controlled through the Student Affairs department.
Club types can be changed based on the club members. The University has the right to cancel any club with less than 3 members.
All the Activity fees is mention in the fees section

Sports Activities

Indoor recreation area is available at the University campus. In addition, the Student Affairs Department organizes, implements, and supervises athletic events at the University, and collaborates with other institutions in Ajman and the surrounding emirates for various student competitions. Sports grounds are available with a third party for sports teams and students' outdoor activities such as football, basketball, volleyball, badminton and other sports - pending the establishment of the sports facilities at the campus which is part of the CU infrastructure development.

New Student Orientation

Student orientation course is designed to help freshmen, transfer, and non-traditional students adjust to the academic and social life of the University.

The primary purpose of new student orientation is to help students understand the nature of the University, the educational opportunities available to them, the mission, vision, objectives, and core values of the University, and how CUA operates as an institution of higher education.
It is also intended to permit students to participate in academic advising, and to inform them about matters relating to student registration, campus activities, and other aspects of University life in general.

International students must attend the orientation in their first semester organized by the Student Affairs department. One-on-one meetings will be scheduled for the new students to assist them in settling into their new environment.
An International Student Guide will be circulated at the Orientation.

Email Activation

i. Students will receive an orientation for the use of IT facilities, during the orientation the IT Department will provide the students with their CU email ID.
ii. Students are required to activate their CU emails in order to receive information from the University
iii. Students are responsible for checking their emails as faculty may send important announcements or course related materials

Student orientation programs are designed to help freshmen, transfer, and non-traditional students adjust to the academic and social life of the University.

Health and Safety

The University believes that safety is paramount and makes its best effort to provide all faculty, staff, and students with a safe and healthy work and study place. It also determines the type of safety training required for employees and students to increase safety awareness and follow safety rules.

Employees and students are expected to comply with all Civil Defense safety rules and regulations, and to practice safe conduct whenever on University property.

Students must report all accidents or injuries immediately to a university faculty or a staff member. Security Officers are available and are moving through campus premises to keep the students, faculty and guests safe. There are two guard houses with permanent guards outside the entrance of the University who can also assist in any safety issues. CCTV cameras are installed for additional safety.

Make sure you attend the health and safety orientation as per Student Induction Checklist that will be provided as part of your orientation.

Student Council

The primary purpose of the Student Council is to serve as a recognized forum for student opinion. The Student Council is elected annually by the student body.
The Student Council operates within the laws of the United Arab Emirates and follows the procedures established and adopted by CUA.

Student Council body consist of:

1. Council President
2. Council Vice President
3. Council Secretary
4. Members

- Student Council member has the right to invite 5 students as members of the student's council and they will be called Active Member
- The Student Affairs Department will support by orienting and supervising the main guidelines of the Student Council responsibilities and activities.
- The Head of Students Affairs and University Counsellor will play the role of an advisor.

Student Publication

1. CU supports an atmosphere of free and responsible discussion along with the use of media throughout the education process. However, all student publications financed and published by CU must conform to the standards and norms of responsible journalism.
2. These publications must not contain libelous, indecent, or harassing material in any form. These same publication policies apply when deciding what material can be included on the CU website developed and managed by CU.
3. The President has the ultimate authority to determine the acceptability of materials in student publications.
4. Approval for student publication may be applied using Student Publication Approval Request
5. Student Publications are under the purview of the Marketing Department and policies and procedures related to publication are published in the Marketing Policies and Procedures Manual.

o. a statement of student rights and responsibilities (sometimes referred to as a "Code of Conduct"), including rules for maintaining order on campus.

Student Rights and Responsibilities

General Students Rights

1. The right to exercise their privileges as students inside CUA.
2. The right to request and recommend improvements in the policies, regulations and procedures that affect the welfare of the students. This right is to be effectively used via the proper channels such as the Students Affairs Department as well as other CUA departments.
3. The right to express their opinion and to object to any disciplinary measure taken against them as individuals or as part of a group.
4. The right to withhold their information in case of financial independence.

Students Responsibilities and Obligations

Student responsibilities include but are not limited to:

1. Adhere to all applicable CUA bylaws and laws of the United Arab Emirates in order to maintain an organized and productive academic environment.
2. Follow the guidelines of the accepted code of conduct in line with CUA educational aspirations.
3. Respect the rights and dignity of others, CUA properties and facilities as well as follow the cybersecurity laws of UAE regarding harming the reputation and revealing sensitive information of others without consent on social media channels.
4. Students must be fully acquainted with published rules, regulations, and policies of the University and to comply with them in the interest of maintaining an orderly and productive University community.
5. Students are required to follow the tenets of common decency and acceptable behavior commensurate with the aspirations implied by a University education. This includes the obligation to respect the rights and property of others.

Code of Conduct

This policy applies to all students enrolled at CUA to ensure that they receive equal protection and that all practices and actions are applied equally and in a non-discriminatory manner.

CUA is composed of individuals interacting with others for the mutual benefit of all, thereby developing a culture with standards of conduct and distinguishable aims. The University is a system based on the concept of freedom of choice that creates the educational and cultural conditions for the full development of students and members of the community.

It is the right of students attending CUA to retain their individualism, personal freedom, autonomy, and dignity, while respecting at the same time the rights of others. Students attending the University should be provided with the opportunity to learn, to develop to their fullest potential, and to grow as individuals. All students are individuals and display different abilities, skills, interests, appreciations, attitudes, beliefs, and values.

Students who enroll neither lose their personal freedom nor rights, nor do they escape the duties of a legal UAE resident or citizen while enjoying significant educational opportunities at CUA. Students have a responsibility to themselves, to their fellow students, to the laws of the UAE, and to policies of the University in which they enroll by their own choice

Discrimination and Harassment

On campus, CUA provides its students with a secure environment for learning. The University stands for the provision of equal opportunities in education and employment and will not condone any behavior that is in any way discriminatory or that constitutes harassment on the grounds of race, belief, color, national origin, religion, age, gender, or disability.

Harassment or bullying is a type of discrimination. It is defined as an act or verbal expression intended against a person's race, belief, color, national origin, religion, age, gender, or disability with the aim of interfering with the ability of that person to find employment or study, or with the aim of frightening or creating a threatening or harmful environment.

Any person engaging in discrimination or harassment is subject to disciplinary measures.

Dress Code

Faculty, staff, and students at CUA are required to dress appropriately and respect the cultural and religious principles of the United Arab Emirates. This means dressing in a professional, respectful, and modest way. Inappropriate dress for males and females is completely unsuitable and prohibited at the University. Additionally, obscene, lewd, or offensive words or pictures must never be displayed on articles of clothing.

Student dress code violations should be reported to the Student Affairs Department. Anyone who violates the CUA dress code is subject to disciplinary action.

For Male Students

- Wearing shorts above the knee is not allowed.
- Wearing slippers with pants or jeans is not allowed.
- Wearing sleeveless clothes is not allowed.
- Wearing ripped denim and clothes are not allowed.

For Females Students

- Wearing short clothes above the knee is not allowed.
- Wearing sleeveless clothes is not allowed.
- Wearing clothes that reveal different parts of the body is not allowed.
- Wearing ripped denim and clothes that reveal different parts of the body is not allowed.

Smoking

To protect and promote the health, safety, and welfare of its employees, students, and the public, CUA provides an environment free from exposure to tobacco smoke and e-cigarettes. Smoking or the use of tobacco products is not permitted inside the University facilities.

The University ensures *No Smoking* signs are appropriately placed and visible throughout the University.

Misconduct

The following are types of misconduct which, if committed, will result in appropriate disciplinary action:

1. Academic cheating or plagiarism of any kind.
2. Furnishing false information to the University or filing or making known false charges against the University or a member of its faculty or staff.
3. Destruction, damage, unauthorized possession, or misuse of University property, including Library and Laboratory materials and equipment, or of private property on the campus.
4. Forgery, alteration, unauthorized possession, or misuse of University documents, records, or identification cards.
5. Physical or verbal abuse of another person in the University community.
6. Any verbal threat, abuse, or physical action against any CUA employee or student is considered sufficient grounds for suspension from the University pending a disciplinary hearing.
7. Any act considered offensive or unauthorized by UAE law.
8. Use, distribution, or possession of alcoholic beverages, dangerous drugs, or controlled substances while on CUA property or at any authorized activity sponsored by or for any CUA-related organization, whether on- or off-campus, are prohibited by law and will be reported to the authorities.
9. Disorderly conduct that inhibits or interferes with the educational responsibility of the University community.
10. Disorderly conduct that disrupts the administrative or service functions of the University to include social or educational activities.
11. Malfeasance or misuse of an elected or appointed office in a student organization, endangering its members, or the welfare of the University community.
12. Incorrigible or persistently irresponsible behavior.
13. Gambling on-campus or on University property.
14. Possession of any weapon that can harm others.
15. Inappropriate behavior that disrupts lectures and misbehaving in libraries and other University facilities.

16. Committing any dishonorable deed, or any deed that breeches good conduct and behavior, or defames CUA or its affiliates, whether it is committed within CUA premises, outside, or in any activity or event in which CUA is participating.
17. Establishing or participating in any group inside CUA without obtaining a prior official permission whether from CUA authorities or from the concerned official departments in the UAE.
18. Abusing CUA premises, facilities, or property for purposes other than what they were designed for without obtaining prior permission from the concerned departments; or abusing given permissions.
19. Distributing pamphlets, issuing newspapers, putting advertisements, or collecting signatures or donations without obtaining official permission from the concerned department in CUA; or abusing the given permissions.
20. Violating the UAE dress code inside CUA premises.
21. Misbehaving during educational or administrative functions including CUA social and educational activities.
22. Sharing personal problems that obstruct the education of other students.
23. Sexual harassment of any employee, student, or applicant; retaliation for a complaint of sexual harassment; or non-cooperation in an investigation on a sexual harassment complaint.

Student Grievance & Appeals

General Academic Grievance

1. A student general academic grievance is any dissatisfaction or feelings of injustice a student or prospective student may have while associated with CUA. A grievance may result from any academic disagreement.

2. The grievant is encouraged to resolve problems where they arise and with the parties involved. Only when the problems cannot be solved informally in conference with the teacher or staff member should the student resort to the formal grievance procedure. At this point the student should seek the advice of Student Affairs Department about the proper procedure. The Office of Student Affairs may not interfere with academic related grievances, except when such academic issues affect the welfare of the students.

The Office of the Students Affairs facilitates all complaints and grievances of the students. A student grievance and appeals policy, applicable to all students of CUA, is used to provide reasonable assurance that all practices and actions are pertinent and realistic and are applied in a nondiscriminatory manner. The policy is designed to help maintain good student relations, to handle grievances efficiently at the level closest to the problem, and to establish a problem solving academic and non-academic environment with full student participation. Grievance and appeals

shall be handled based on the following principles:

1. Confidentiality. All grievances and complaints are confidential.
2. Reprisal. A student may enter a complaint or grievance without fear of interference, retaliation, or harassment from faculty or administration.
3. Student Governance in Grievance. The Elected Student Council President may receive complaints from students and open communication with Student Affairs department to address student issues.

Filing a Non- Academic Complaint:

The Complaint form, available at the Students Affairs Department, should contain one subject, written in clear, condensed sentences, with clear reference to the alleged fault, the exact date it happened, all relevant matters, and the required solution.

1. The student approaches the Students Affairs Department directly or by referral from other departments.
2. The complaint is discussed with the student.
3. The complaint is handled with extreme confidentiality. The student has the right to withhold his or her personal information. This information will only be revealed to the University President and Vice Chancellor.
4. The student may choose to direct his complaint as a grievance or as an official complaint that is followed by an investigation.
5. The student fills out a form with his or her grievance or complaint.
6. The complaint is taken for discussion with the CUA President, Vice Chancellor or the concerned dean or department.
7. Amicable solutions can be considered with the plaintiff's agreement. The complaint is filed in the records of the Students Affairs Department.
8. Official complaints are taken to the President or the Vice- Chancellor for their approval on forming an investigation committee which would include a law faculty member.
9. Investigation starts with Student Affairs Department discussing the complaint with the defendant.
10. The Investigation Committee refers its decision to the President or the Vice Chancellor for their approval.
11. All parties involved are notified with the decision.
12. A copy of the decision is sent to the concerned departments (Registration or HR) to be filed.

Filing a Non- Academic Grievances:

The grievance/complaint form, available at the Students Affairs Department, should contain one subject, written in clear, condensed sentences, with clear reference to the alleged fault, the exact date it happened, all relevant matters, and the required solution.

The following steps will be followed in an attempt to solve the grievance:

Step 1: The aggrieved party should discuss with the source of the grievance within 5 days before launching a complaint.

Step 2: If the aggrieved party is not satisfied with the results of their discourse they can escalate it with the Head of the department within five days. In the case the aggrieved is not satisfied with the decision of the Department Head an appeal can be made. The objection should be written and made within five days.

Step 3: If the aggrieved party is still not satisfied, he or she can object at the Students Affairs Department within five days of receiving the written decision in Step 2. The committee formed by the CUA management or the concerned department should call for a hearing, review all facts and procedures, and present a written recommendation to the office of CUA President or Vice-Chancellor.

Step 4: The aggrieved party can file a written objection to the Dean or Department Head on the decision taken in Step 3 within five days. The Dean or Department Head or his/her deputy will review the case, meet with the aggrieved party and send a written decision within seven days of receiving the objection.

Time limitation:

In case the aggrieved party doesn't commit to the deadline in each step, the grievance will be automatically cancelled unless an exception was issued by the office of the President or the Vice-Chancellor. In case CUA or one of its affiliates doesn't commit to the deadline, the aggrieved party will be automatically moved to the next step.

The President and the Vice- Chancellor can delegate the extension of any step when approached in writing.

Student Appeal

1. The grievant, and/or the complained of, may appeal to the University decision in writing, within five working days, to the Student Affairs Department.
2. The Student Affairs Department shall submit the appeal to the Vice Chancellor within one working day.
3. The Vice Chancellor shall submit the University response to the appeal to the Student Affairs Department and the Grievance Committee, within ten working days from the date the appeal was received.
4. The Student Affairs Department shall send the University response of the grievance appeal to the grievant and/or the complained of within one working day.
5. The University response at this stage is final.

Time Limits

1. If the grievant fails to meet the time limits to file the complaint, the grievance is automatically considered dropped.
2. If the grievant/complained of fails to appeal within 5 working days from the date of receiving the University decision, the University decision shall be considered final.
3. Extension of time limits for any step may be authorized through the Vice Chancellor upon written request.

Attendance

Students must attend each class meeting. Absence never exempts a student from the work required for satisfactory completion of courses. Excessive absences from any course will result in a:

● First Warning - for absence in ten (10%) percent of the total class hours
● Second Warning - for absence in twenty (20%) percent of the total class hours
● Final Warning - for absence in twenty-five (25%) percent of the total class hours (the student is subject to forced withdrawal from the course)

NOTE: Any exception to the policy shown above must be approved by the Vice-Chancellor.

Academic Integrity

One of the main objectives of CU is to provide quality undergraduate education. All members of the University community are required to show commitment to this objective, including an obligation to promote the highest standards of integrity in study, instruction, and evaluation.

Dishonesty or unethical behavior has no place at CU. The integrity of the academic process requires fair and impartial evaluation by the faculty and honest academic conduct and effort by its students.

Therefore, students are expected to conduct themselves at the highest levels of responsibility while fulfilling the requirements of their studies. Similarly, the faculty has a responsibility to make clear to students the evaluation standards that apply and the resources that students may use in a given course.

Plagiarism

(Refer also to Policy on Plagiarism in Appendix A of the Student Handbook)
This violation occurs when a student takes the words or ideas of another and uses them as if they were their own. This can happen in three ways:

1. A student copies the words of another person without using quotation marks and without giving reference to the source
2. A student puts the ideas of another person into the student's own words but does not give reference to the source

3. A student duplicates the structure of thought or organization of another person but does not give reference to the source.

Use of Plagiarism Detection Software

CU uses *TurnItIn* plagiarism detection software to verify the originality of student work. This software provides an important first step for instructors in their evaluation of student work. The process for the use of *TurnItIn* is as follows:

1. The CU IT staff conducts initial training on the use of *TurnItIn* for all faculty members in the computer labs. They are also available to assist with any questions or technical problems encountered.
2. Instructors provide brief instructions to students on how they use *Turnitin* to verify the originality of written work.
3. Faculty members are responsible for providing students with an explanation of the freedom they may exercise in collaboration with other students or in the use of

outside sources. This includes the student's own work prepared and submitted for another course, during group study sessions, and in take-home examinations.

4. Any doubts on the part of students about what constitutes academic dishonesty should be discussed with and will be resolved by the course instructor.

Academic Dishonesty

The policy for academic dishonesty is outlined below.

1. All academic work and materials submitted for assessment must be the work of the student.
2. Cheating is not only limited to copying from the work of others and providing unauthorized assistance, but also includes the use of devices or other surreptitious means for the purpose of obtaining falsely-derived passing scores on examinations.
3. Students are prohibited from submitting assignments and research papers or projects prepared by or purchased from another person or company. This is considered as a form of cheating subject to disciplinary actions.
4. All students are expected to take the process of advanced education seriously and act responsibly. Students who violate examination or assignment rules are subject to disciplinary action.

Collusion

Collusion occurs when someone else writes all or any part of a student's paper.

Cheating

1. Cheating includes, but is not limited to, a student looking at another's work or using unauthorized materials during a test or written assignment.
2. Cheating, plagiarizing, or otherwise falsifying the results of study is prohibited. These policies apply not only to examinations, but to all work handed-in, such as papers, reports, solutions to problems, tapes, films, and computer programs, unless authorized by the instructor.
3. Bringing mobile phones during examinations is considered cheating.

Penalties for Academic Dishonesty

If a faculty member has reasonable grounds to conclude that a student has plagiarized, committed collusion, or cheated, the faculty can submit an allegation of academic dishonesty to the Department Chair recommending any of the following actions:

1. Report a grade of F for the work submitted (exam or assignment).
2. Report a grade of F for the course.
3. Apply other disciplinary action against the student which may lead to the student’s suspension or dismissal from the University.

Procedure

1. The faculty member who discovers the academic integrity violation completes a report describing the disciplinary infraction incident (format is given in appendix A).
2. Submit the report to the Chairperson of the Examinations Committee through the Department Chair.
3. After review, the Chairperson of the Examinations Committee decides on the appropriate action to be taken based on the particular case (as shown in the options listed in the preceding section).
4. Distribute copies of the violation report to the student, faculty member, Department Chair, and the Registrar.
5. The Registrar places a copy of the report in the student file.
6. Students must not leave the examination halls before one hour of the beginning of the exams.

Verification Process

1. Students who deny academic dishonesty must reconstruct or reproduce the suspected work in a way agreeable to and under the supervision of the faculty member to prove that no dishonesty has occurred.
2. If the student declines the opportunity to reconstruct or reproduce the suspected work, the matter is ended, and the faculty may impose one or more of the penalties listed above as decided by the Investigation Committee.
3. Students who produce what constitutes proof that the work is indeed their own, and the faculty still disagrees, the student may then file a grievance at the Office of the Student Affairs.

Disciplinary Sanctions

The University may impose any one or more of the listed disciplinary sanctions. Written sanctions shall be given to students using Disciplinary Actions Form

1. Verbal or written warning
2. Loss of privileges
3. Removal from an elected or appointed office
4. Disciplinary probation with or without loss of privileges for a specified period
5. Violating the terms of disciplinary probation or any subsequent infraction (results in automatic suspension)
6. Suspension from the University for a specified period
7. Expulsion from the University

Degree Completion Requirements

Completion Requirements (Graduate)

To be eligible for graduation, students must satisfy each of the following requirements:

1. Written warning.
2. Dismissal from a lecture.
3. Prevention from attending some classes (not more than 20% of the total number of lectures) of the course where disorder was caused.
4. Temporary denial of the services offered by one or more of the facilities where the violation occurred.
5. Temporary denial of one or more of the activities where the violation occurred.
6. Warning: first, second and final.
7. Fine of no less than twice the value of what the student has destroyed.
8. Cancellation of a student's registration in one or more courses and receiving an F in the courses where his or her exams were cancelled.
9. Temporary suspension for a semester or more.
10. Final suspension with the right to transfer to another University.
11. Final suspension with deprivation from benefiting from the student's academic record.
12. Cancellation of a degree if a forgery or falsification occurred in the its procedures.
13. In case the violation was recurrent, the more severe penalty is imposed.

Penalties documents are saved in the student's file in the Students Affairs Department. A copy of the decision is sent to the student's parent, guardian or sponsor if applicable.
The Registration Department keeps all penalties issued against a student in his or her file. These penalties are mentioned in a student's academic transcript and are clearly mentioned when providing the student with any document.

Penalties can be authorized as follows:

1. A faculty or an instructor has the right to impose the penalties stated in points number 1,2 and 3.
2. The Vice- Chancellor has the right to impose any of the penalties based on his or her discretion and following the necessary investigation.

Credit Hours

Courses are calculated in credit-hours. Each course carries a certain number of credits which are awarded after its successful completion. Credit hours usually equal the number of hours spent in class per week. One credit hour is typically 50 minutes of lecture given weekly for a minimum of fifteen weeks. Two or three hours of tutorial or laboratory work per week is the equivalent of one credit hour.

Definitions of Academic Terminologies

Sr.	University Terminologies	Description
1	Academic Program	Is defined as a combination of courses and/or requirements leading to a degree or certificate, or to a major or concentration
2	Major	Is a group of courses required by a University in order to receive a degree - an area the student specializes in, like Accounting or IT. There are certain "core courses" in the specialization that everyone is required to take, along with several "elective courses"
3	Specialization	Is a focused area of study which is attached to a specific major, with specific coursework beyond major requirements.
4	Concentration	Is a structured plan of study within a major. The number of credit hours for a concentration varies, but is included within the credit hours for the major. The concentration appears on the official transcript.
5	Academic Advisor	Is a Faculty member assigned to counsel students towards selecting their courses by providing them details about the University's academic requirements, policies and procedures.
6	Academic Calendar	Is a Schedule indicating important academic dates, activities and deadlines of the entire academic year.
7	Student	A person who has been admitted and has taken registration in a University for the purpose of gaining an educational degree in his/her chosen specialization. A person is considered a student once the acceptance letter is issued.

Sr.	**University Terminologies**	**Description**
8	Transfer Student	Is a particular student that has previously attended a different educational institute and has taken admissions at CU. The courses completed by the transfer student in the former institution may be considered for credit transfer but must meet CU's standard of requirements, and Ministry of Education policies.
9	Enrollment	The process where the student has been officially accepted into the University, and therefore chooses to register courses as a new or continuing student.
10	Admission	The procedure in which a student is accepted in a University
11	Registration	Is a procedure where a student registers for courses in a given semester.
12	Regular Semester	Is an academic mandatory term in a University which is typically a duration of 15 weeks of classes plus one week of exams
13	Summer Session	Is a shorter term, consists of 5 weeks, and it is optional for students.
14	Add/Drop	is an important procedure where students are advised or choose to change their previously selected courses/time table; the process is usually made during the beginning of the semester.
15	Course Withdrawal	Is a process of cancelling a course after the drop period. The withdrawn course will be marked on the student transcript as "W" or "EW"
16	Graduation Ceremony	Awarding/Graduation Ceremony; Recognition Program created to award students with their academic accomplishments.
17	Alumni	Former student who have accomplished their university requirements and have graduated with a degree
18	Transcript	The official records of a student which outlines the courses taken, grades obtained and credit hours earned in a specific academic period.
19	GPA	Grade Point Average that a student obtains in a semester
20	CGPA	Cumulative Grade Point Average obtained by a student during their entire academic journey.
21	Credit Hour	Pertains to the number of teaching hours in a week during an academic term.

22	Academic Honors	Is a recognition of outstanding academic achievement
23	Academic Probation	Is a warning that the student has fallen into academic difficulty where he/she needs to improve his/her grades
		in order to reach “Good Standing” status to avoid risk of disqualification from the University
24	Academic Dismissal	Is the end result of a pattern of multiple semesters of grades below the university's standards for Good Standing. Academic Dismissal only occurs after the student has been warned about his/her academic performance through being placed on Academic Probation.
25	University Withdrawal	Is the act of leaving the University for reasons besides graduation.
26	Prerequisite	A course that is required before proceeding to any further courses.
27	General Education Course	Is group of courses or basic University skills which are related to a wide-range of comprehension such as critical thinking skills, humanities, arts, social sciences, and sciences. These integral courses are required to study before studying subjects relating to your desired major.
28	Free course	Is a course that typically falls outside of the student required courses and area of study, but it calculates towards the degree completion.
29	Elective Course	Is an optional course in which the student can choose from group identified courses, and it is calculated towards the degree completion.
30	Core Courses	refers to a series or selection of courses that all students are required to complete before they can move on to the next level in their education, and before taking the specialization courses.
31	Internship	Is a practical experience in which a student has gained over a period working in such activities related to their course of study in a reputable organization, corporation or agency. Such applied internship by a student must be connected with his/her major in the University

The QFE Mapping

The QF Emirates guideline for ERT states, “There is an expectation that all programs delivered in the UAE will be designed and delivered in a way that ensures that all strands in the Framework will be addressed. The balance of emphasis between the strands will vary between individual programs. It will be important to demonstrate how significant each strand is to the program and be able to reflect on why some strands have much less significance.” This statement provides a better understanding of mapping the QFE descriptors to the learning outcomes in an academic program.

The QFE has ten levels of descriptors, of which levels 7, 8, and 9 directly map to the programs offered at CU. The note in the guideline clearly articulate the following:

- The descriptor statements defining any particular level should be read concurrently across all strands of learning outcomes to affirm a level.
- The Level Descriptors are cumulative, e.g., the descriptor for Level 5 assumes all of the outcomes in the preceding levels.
- For academic programs in Higher Education, not all aspects of “competence” will be satisfied by the program outcomes. The suggestion is to take a balanced view across the three sub-strands of competency.

In addition, the guideline provides Summary Level Descriptors that are indicative and support interpreting the overall meaning of the level, with a caveat that they are not definitive of the levels and not to use for reference. The mapping of the descriptors to the learning outcomes depends on their interpretation. Therefore, CU decided to establish a transparent process for QFE-CLO-PLO mapping by adding the justifications.

Another unique approach by CU was to, instead of mapping to the PLOs, map the more specific CLOs to the QFE Descriptors. CU believes that mapping the broad PLO to QFE descriptors yields mapped tables without justifications. If necessary, with the base mapping done, each can be tweaked for better correlation.

The justification of CLOs with QFE descriptor mapping comes from two pedagogical aspects: 1) on how to teach the CLO and 2) how to evaluate to determine the achievement of the CLO.

CU has automated the process, and as such, it is easier to focus on the justification aspects of the mapping. All programs have progressed through the mapping process and have generated corresponding CLO-QFE and PLO-QFE maps.

More importantly, CU has found a mapping process that is practical and pragmatic. By directly mapping the CLOs, the program curriculum is better connected to the QFE. Also, having the mapping justified adds more meaning to the process. Moreover, the inclusion of teaching strategy and assessment tools in the justification helps to strengthen the mapping. CU has established a robust QFE mapping for each program. Through a rigorous process, the faculty achieve optimal alignment of the program learning outcomes with the appropriate Level Descriptors of the QFEmirates.

Master of Business Administration

Program Mission

To prepare students in the various domains of business administration for successful professional careers in knowledge-based economies and to assume leadership roles in dynamic global business environments. By promoting innovation and entrepreneurship, and collaboration with all stakeholders, the program strives to create impact on local and regional communities.

Program Goals

The MBA program aims to provide its students with:

1. Advanced business management knowledge to succeed in rapidly-changing business environments.

2. Critical thinking and collaborative skills to serve national and multinational enterprises that create value in a dynamic global economy.

3.Leadership and interpersonal skills to become agents of organizational development, change and corporate social responsibility.

4. Opportunities for self-assessment, continuous learning and career growth to become exemplary future business leaders.

5. Applied research and industry exposure to help identify opportunities for contributing to a knowledge economy.

Program Learning Outcomes

Students who successfully complete the MBA program should be able to:

1. Develop an integrated approach to improve organizational performance by using current and emerging management concepts, research methodologies, and technology.
2. Apply advanced problem-solving skills to analyze and solve business problems in different organizational contexts.
3. Articulate ethical strategic decisions to demonstrate leadership and responsibility.
4. Manage professional activities both independently and collaboratively within organizational contexts.
5. Design TQM programs using internationally recognized quality management systems and frameworks.
6. Evaluate the effectiveness of total quality management systems and recommend feasible and innovative improvements.

Degree requirements

The Master of Business Administration in Total Quality Management (MBA TQM) requires that a student complete 39 credit hours and attain a minimum cumulative GPA of 3.00.
The Program Completion Requirements are as follows:

Category	Courses	Credit Hours
Core Courses	7	21
Specialization Courses	4	12
Dissertation Course	1	6
TOTAL	**12**	**39**

Graduation Requirements

To be eligible for MBA graduation, students must satisfy both of the following requirements:

- Complete all the 12 MBA courses
- Achieve minimum CGPA of 3 out of 4.

MBA Remedial courses
The below MBA Remedial courses are for the students conditionally admitted with a CGPA less than 2.5 out of 4, and for the students with non-business background.

Course Code	Course Name	Credit Hours
MGT-302	Management & Organizational Behavior	3 CH not counted towards the MBA program credits or CGPA
FIN-301	Financial Management	3 CH not counted towards the MBA program credits or CGPA
BUS-102	Business Statistics	3 CH not counted towards the MBA program credits or CGPA

Program Core Courses | 7 Courses (21 Credit Hours)

SR.	Course Code	Course Name	Credit Hours	Pre-requisites
1	MGT 565	Organizational Behavior and Leadership	3	None
2	MGT 550	Management Research Methods	3	None
3	MKT 570	Advanced Marketing Management	3	None
4	FIN 505	Managerial Finance	3	None
5	MGT 505	Advanced Operations Management	3	MGT 550
6	MIS 501	Advanced Management Information Systems	3	None
7	BUS 502	Business Strategy and Ethics (Capstone)	3	FIN 505, MGT 505, MGT 565,MGT 550, MKT 570

Program Specialization Courses| 4 Courses (12 Credit Hours)

SR.	Course Code	Course Name	Credit Hours	Pre-requisites
1	TQM 600	Designing organizations for Quality	3	None
2	TQM 601	Planning and Continuous Improvement	3	TQM 600
3	TQM 602	Strategic Performance Measurement Systems	3	TQM 600, BUS 502
4	TQM 603	Statistical Quality Control	3	MGT 505, MGT 550

Dissertation | 6 Credit Hours

SR.	Course Code	Course Name	Credit Hours	Pre-requisites
1	TQM 607	Dissertation	6	Completion of 30 Credit Hours
2	TQM-607	Dissertation (continued)		

Study plan

STUDY PLAN REPORT

Program Name: Master of Business Administration **Program Major:** Total Quality Management

Course Number	Course Name	Credit Hour	Prerequisite
	Term 1		
MGT 565	Organizational Behavior and Leadership	3	
MGT 550	Management Research Methods	3	
	Term 2		
MKT 570	Advanced Marketing Management	3	
FIN 505	Managerial Finance	3	
	Term 3		
MGT 505	Advanced Operations Management	3	MGT 550
TQM 600	Designing Organizations for Quality	3	
	Term 4		
BUS 502	Business Strategy and Ethics (Capstone)	3	MGT 505,FIN 505,MKT 570,MGT 565,MGT 550
TQM 601	Planning and Continuous Improvement	3	TQM 600
	Term 5		
TQM 602	Strategic Performance Measurement Systems	3	TQM 600,BUS 502
TQM 603	Statistical Quality Control	3	MGT 505,MGT 550
	Term 6		
MIS 501	Advanced Management Information Systems	3	
TQM 607	Dissertation	6	
	Term 7		
TQM-607	Dissertation (continued)		

Course Descriptions

Course: Management and Organizational Behavior	Course Code: MGT 302	Credit Hours: 3
Pre-requisite(s): None		
This course provides an overview of the major functions of management like planning, organizing, staffing, leading, and controlling. It also provides a balanced coverage of all the key elements comprising the discipline of Organizational Behavior in a style that students will find both informative and interesting. Students will learn about the relation between structure and culture; leadership, motivation, teamwork, and communication.		
Course Title Financial Management	Course Code FIN -301	Credit Hours 3
Pre-requisite(s) None		
The course gives an understanding and perspective on the financial management functions in an organization. It provides the ability to use tools like financial statement analysis, financial planning and working capital management. It enhances long term investment decisions through the use of valuation principles and equips students with the ability and confidence to tackle common financial problems in practice.		
Course Title Business Statistics	Course Code BUS -102	Credit Hours 3
Pre-requisite(s) None		
This course introduces students to statistical analysis and how it relates to business decision making. Students will learn how to apply statistical tools for the collection, presentation, description, analysis and interpretation of data in business contexts. Topics covered include variables, levels of measurements, basic survey design, descriptive measures, probability analysis, sampling methods, confidence interval and hypothesis testing, and correlation and regression analysis. The course includes theoretical and practical lectures.		
MBA Courses		
Course Title: Organizational Behavior and Leadership	Course Code: MGT 565	Credit Hours: 3
Pre-requisite(s): None		
This course focuses on the study of human behavior in organizations. Students will learn to apply various theoretical concepts and practical methods for understanding, analyzing, and predicting individual and group behavior, teamwork, motivation, interpersonal conflict, and communication. In addition, students will learn various leadership theories and practices in the organization and global leadership. Students will also conduct critical analyses of various models and issues related to employee behavior within organizations, analyze cases, and apply theories innovatively and ethically.		
Course Title: Management Research Methods	Course Code: MGT 550	Credit Hours: 3
Pre-requisite(s): None		
This course provides students with the opportunity to identify and apply appropriate research methodologies, including quantitative and qualitative methods approaches, to design, analyze, interpret, and report research results. The main goal of this course is to enable students to make informed decisions using advanced statistical analysis based on accurate, reliable, and timely information, just like managers in a corporate setting.		

Course Title: Advanced Marketing Management	Course Code: MKT 570	Credit Hours: 3
Pre-requisite(s): None		
This course provides an understanding of the application of marketing theories, concepts, and practices as they relate to the management of the marketing function in a complex organization. Emphasis will be on the managerial aspects of marketing plans, including analysis of the external environment. A key element of the course will include the relationship of the "marketing mix" to strategic planning. A clear understanding of the importance of marketing, as well as a grasp of effective marketing practices, will be examined. Students will gain a working knowledge of both marketing theory and the practical application of innovative marketing strategies. They will also come to understand how product, price, place, and promotion contribute to the marketing mix as they explore research-based insights into consumer behavior.		
Course Title: Managerial Finance	Course Code: FIN 505	Credit Hours: 3
Pre-requisite(s): None		
This course provides an introduction to managerial finance, financial statements and analysis, cash flow and financial planning. Students will also explore the time value of money, capital budgeting techniques, the cost of capital, capital structure, and working capital management.		
Course Title: Advanced Operations Management	Course Code: MGT 505	Credit Hours: 3
Pre-requisite(s): MGT 550		
This course helps students to apply the operations management principles and strategies for improving the service/product innovation. Focus is laid on analyzing the design of operations processes from the product-process matrix viewpoint and developing a global supply chain management strategy through the usage of information technology (IT) and inventory management techniques. By studying this course, students will be able to analyze the improvement processes from various perspectives of lean and six sigma tools and apply them successfully in managing projects.		
Course Title: Designing organizations for Quality	Course Code: TQM 600	Credit Hours: 3
Pre-requisite(s): None		
This course will cover the principles of total quality management and emphasizes the high-performance management practices, such as those reflected in the ISO 9000 and Six Sigma. Topics will include: foundations of quality management, Design for quality, process improvement, quality management systems and managing for performance excellence.		
Course Title: Business Strategy and Ethics (Capstone)	Course Code: BUS 502	Credit Hours: 3
Pre-requisite(s): FIN 505, MGT 505,MGT 565, MGT 550,MKT 570		
This is a capstone course and it enables students to learn about the dynamics of strategic management process and strategy formulation in an applied manner. It equips students to critically analyze, interpret, and evaluate both internal and external environments in local and global contexts. By studying this course, students will develop hands-on skills of strategic decision- making frameworks and approaches and be able to apply them successfully at personal, organizational, and societal levels. Focus will be laid on critically analyzing the corporate ethical principles and ethical issues in the workplace, and training students to apply in the dynamic organizational scenarios.		
Course Title: Planning and Continuous Improvement	Course Code: TQM 601	Credit Hours: 3
Pre-requisite(s): TQM 600		
This course covers the necessary tools and techniques for continuous improvement and problem solving. Students will learn how to develop their interpersonal skills and work effectively in teams. In addition, this course helps students and guides them through the effective use of problem-solving tools and helps them apply the quality improvement process in all aspects of their work.		
Course Title: Strategic Performance	Course Code: TQM 602	Credit Hours: 3

Measurement Systems		
Pre-requisite(s): TQM 600, BUS 502		
This course focuses on various types of performance indicators for continuous improvements and how to identify indicators that achieve organizations goals and objectives. Students will learn how to develop and design effective performance measurement systems. Topics will include: quality and process indicators, indicators criticalities and curiosities, performance indicators properties, designing a performance measurement system and indicators, measurement, preferences and evaluation.		
Course Title: Statistical Quality Control	Course Code: TQM 603	Credit Hours: 3
Pre-requisite(s): MGT 505, MGT 550		
This course introduces students to modern quality control techniques for statistical process monitoring and control. Students will advance their knowledge of the benefits of process improvement tools and apply statistical process control for continuous quality improvement. Topics for the course include Six Sigma processes, control charts for variables and attributes, Process and Measurement System Capability Analysis, Control Charts for Detecting Small Shifts, and Multivariate Process Monitoring and Control techniques.		
Course Title: Advanced Management Information Systems	Course Code: MIS 501	Credit Hours: 3
Pre-requisite(s): None		
The course provides the students with the knowledge and skills required to utilize information systems for organizations effectively. Students will explore information technology components, information systems in organizations, web-enabled enterprises, and information systems security. The topics are related to the specified areas of business and management.		
Course Title: Dissertation	Course Code: TQM 607	Credit Hours: 6
*Pre-requisite(s): Students must have completed 30 credit hour*s		
The MBA-TQM dissertation course involves the investigation of a quality management problem by the student. The student has to choose the research topic from the area of TQM and carry out applied research in quality related issues. The MBA-TQM dissertation course enables the student to demonstrate their overall understanding of the courses studied in the MBA program. Under the guidance of a supervisor, the student will be able to apply appropriate methodologies to articulate the identified problem and critically analyze the issues involved. The student will be able to present the outcomes of the analysis and recommend solutions appropriate to the field of work.		

ماجستير في القانون

الرؤية

التميز والمعاصرة والإبداع في مجال علوم القانون العام والقدرة على المنافسة في السوقين المحلي والإقليمي.

رسالة البرنامج

تعتمد مهمة البرنامج على نشر المعرفة ، وكذلك لتعزيز وتقوية البحث العلمي الهادف والمثمر في مجال القانون وتنمية الموارد البشرية وإعادة التأهيل ، لتلبية احتياجات المجتمع على المستويين المحلي والإقليمي.

أهداف البرنامج

القانون العام:

1. تعزيز قدرة الطالب على الإسهام في تطوير النصوص التشريعية في مجال القانون العام لدولة الإمارات.
2. تحليل وبيان طبيعة الوقائع والتصرفات القانونية وتقسيماتها في إطار القانون العام.
3. تشجيع الطلبة المتميزين من حملة شهادة البكالوريوس في القانون أو ما يعادلها على مواصلة دراساتهم العليا في مجال القانون العام داخل الدولة.
4. إيجاد دور أكاديمي متميز للجامعة على كافة المستويات العلمية والأكاديمية المحلية والإقليمية والعالمية في مجال القانون العام.
5. تطوير البحث العلمي في كافة فروع القانون العام وتمكين الطلبة من إعداد بحوث متخصصة.

القانون الخاص:

1. تنمية قدرة الطالب على الإسهام في تطوير النصوص التشريعية في مجال القانون الخاص لدولة الإمارات.
2. تحليل وبيان طبيعة الوقائع والتصرفات القانونية وتقسيماتها في إطار القانون العام.
3. تشجيع الطلبة المتميزين من حملة شهادة البكالوريوس في القانون أو ما يعادله على مواصلة دراساتهم العليا في مجال القانون الخاص داخل الدولة.
4. إيجاد دور أكاديمي متميز للجامعة على كافة المستويات العلمية والأكاديمية المحلية والإقليمية والعالمية في مجال القانون الخاص.
5. تطوير البحث العلمي في كافة فروع القانون الخاص وتمكين الطلبة من إعداد بحوث متخصصة.

متطلبات التخرج

- أن يجتاز الطالب ما لا يقل عن 24 ساعة معتمدة من المقررات الإجبارية والاختيارية المطلوبة التي يقدمها القسم.
- ينجح الطالب في مناقشة الرسالة التي تعادل 9 ساعات معتمدة ويحقق معدل تراكمي 2 من 4 كحد أدنى.
- الحد الأدنى لمدة إنهاء الرسالة من تاريخ الانتهاء من جميع المواد المكونة من 24 ساعة معتمدة ستة أشهر.
- أكمل أي متطلبات مسبقة مطلوبة عند القبول.
- استكمال جميع الإجراءات الإدارية المطلوبة عند القبول.
- يحصل الطالب على معدل تراكمي 3 من 4 على الأقل.
- مدة الدراسة القصوى في البرنامج أربع سنوات.

ماجستير في القانون العام

متطلبات التخرج

الفئة	المساقات	عدد الساعات
مساقات مواد التخصص	6	18
المتطلبات الاختيارية	2	6
الرسالة	–	9
المجموع		33

القبول المشروط الفئة الأولى:

1. درجة البكالوريوس المعترف بها والحد الأدنى لمتوسط المعدل التراكمي 2.5 من 4.0 أو ما يعادلها
2. يجب أن ينجز الطالب بحد أقصى تسع الساعات المعتمدة من المساقات المطروحة لبرنامج الدراسات العليا خلال فترة القبول المشروط ويجب أن يحقق الحد الأدنى من المعدل التراكمي 3.0 من 4.0 ، أو ما يعادله ، أو أن يكون عرضة للفصل.

القبول المشروط الفئة الثانية:

1. درجة البكالوريوس المعترف بها والحد الأدنى لمتوسط الدرجات التراكمي 2.0 من 4.0 أو ما يعادله
2. يجب أن ينجز الطالب بحد أقصى تسع الساعات المعتمدة من المساقات التأهيلية لبرنامج الدراسات العليا. هذه المساقات التأهيلية غير محسوبة الساعات من ضمن برنامج الماجستير.
3. يجب أن يحصل الطالب على معدل تراكمي لا يقل عن 3.0 من 4.0 ، أو ما يعادله ، أو سيكون عرضة للفصل.

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	**law 502**	القانون الدولي الإنساني	**3**	لا يوجد
2	**law 511**	القضاء الإداري	**3**	لا يوجد
3	**law 510**	القانون الرياضي	**3**	لا يوجد

الخطة الدراسية

1- مساقات البرنامج الإلزامية (6 دورات تغطي 18 ساعة معتمدة)

رمز المساق ورقمه	اسم المساق	عدد الساعات
LAW 641	القانون الدستوري والنظم السياسية مع التعمق	3

LAW 671	القانون الإداري مع التعمق	3
LAW 631	القانون الجزائي مع التعمق	3
LAW 651	القانون الدولي العام باللغة العربية والإنجليزية	3
LAW 672	التشريعات المالية والاقتصادية باللغة العربية والإنجليزية	3
LAW 680	مناهج البحث القانوني	3
المجموع		**18**

مساقات البرنامج الاختيارية (2 مساقات تغطي 6 ساعات معتمدة)

رمز المساق ورقمه	اسم المساق	عدد الساعات
LAW 663	النظم القانونية المقارنة	3
LAW 652	قانون حماية البيئة مع التعمق	3
LAW 632	التشريعات الجزائية الخاصة – دراسة مقارنة	3
LAW 653	التنظيم القانوني لحقوق الإنسان	3
LAW 633	قانون الإجراءات الجزائية مع التعمق	3
يختار منها الطالب مساقين		

الفصل الدراسي الأول

رمز المساق ورقمه	اسم المساق	المتطلب السابق	عدد الساعات
LAW 641	القانون الدستوري والنظم السياسية	لا يوجد	3
LAW 631	القانون الجزائي	لا يوجد	3
LAW 680	مناهج البحث القانوني	لا يوجد	3

الفصل الدراسي الثاني

رمز المساق ورقمه	اسم المساق	المتطلب السابق	عدد الساعات
LAW 651	القانون الدولي العام	لا يوجد	3
LAW 672	التشريعات المالية والاقتصادية	لا يوجد	3
LAW 671	القانون الإداري	لا يوجد	3

الفصل الدراسي الثالث

اسم المساق	المتطلب السابق	عدد الساعات
مساق اختياري	لا يوجد	3
مساق اختياري	لا يوجد	3

الفصل الدراسي الرابع

رمز المساق ورقمه	اسم المساق	المتطلب السابق	عدد الساعات
LAW699	الرسالة العلمية	إنجاز 24 ساعة معتمدة	9

وصف المساقات

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
	LAW 510	القانون الرياضى	**3**	لا يوجد

وصف المساق:
المنهج العام:
يتناول هذا المساق مفهوم القانون الرياضى وخصائص الاتحادات الرياضية الدولية وعلاقتها بالإتحادات الوطنية ونماذج لعقود احتراف اللاعبين والقانون الذى يحكم هذه العقود، ومسألة تحديد القوانين التى تطبق عليها.
المنهج الخاص:
يتناول المنهج الخاص بيان مفهوم المنازعة الرياضية ومعايير دوليتها والصفة القانونية لعقود احتراف اللاعبين والنظا القانونى للإتحادات الرياضية وخصائص هذا النظام ووسائل تسوية المنازعات الرياضية

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
	LAW511	القضاء الإداري	**3**	لا يوجد

وصف المساق:
مفهوم ونشأة القضاء الإداري باعتباره القضاء المختص بنظر المنازعات ذات الطبيعة الإدارية، والفروق بينه وبين القضاء العادي،ومبررات كل منهما، كما يتناول هذا المساق دراسة مبدأ المشروعية من حيث معناه ومصادره المتعددة ثم القيود التي ترد عليه،والرقابة على أعمال الإدارة المتمثلة بالرقابة الإدارية والرقابة الشعبية والرقابة القضائية، وفي مجال الرقابة القضائية يتناول هذه المساق بالتفصيل دعوى الإلغاء من حيث تعريفها وخصائصها والمحاكم المختصة بنظرها والشروط الواجب توافرها لقبولها، والشروط الموضوعية والشكلية الواجب توافرها أو احترامها في تلك الدعوى

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
	LAW	القانون الدولي الإنساني	**3**	لا يوجد

وصف المساق:
المنهج العام: يتناول هذا المساق د ارسة االأصول التاريخية للقانون الدولي الانساني وتطور قواعده، وتأصيل فكرة القانون الدولي الانساني والتعريف به وتمييزه عن غيرة من فروع القانون الدولي العام الأخرى، وبيان أهم مبادئه، وبيان طبيعته الخاصة، وتحديد مصادرة الأساسية، ونطاق تطبيقه بما في ذلك النطاق المادي والنطاق الشخصي لتطبيق أحكامه وقواعده .
المنهج الخاص: يتعرض بالد ارسة المعمقة لأحد موضوعات القانون الدولي الانساني، مثل القواعد المتعلقة بالأعيان المحمية بموجب قواعد القانون الدولي الانساني، و دور القانون الدولي الانساني في الحد من أساليب الحرب، آليات تنفيذ القانون الدولي الانساني، المسؤولية الدولية التي تنشأ حال انتهاك قواعده وأحكامه، الحماية التي قررها القانون الدولي الانساني للصحفيين ووسائل الإعلام أثناء النازعات المسلحة.

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	LAW 641	القانون الدستوري والنظم السياسية	3	لا يوجد

وصف المساق:
يتناول هذا المساق دراسة مبادئ القانون الدستوري والنظم السياسية المعاصرة، والنظام الدستوري لدولة الإمارات العربية المتحدة، والحقوق والحريات العامة. ويتضمن دراسة معمقة لموضوع – أو أكثر- من موضوعات القانون الدستوري والنظم السياسية. مثل نظام الحكم في دولة الإمارات العربية المتحدة، الرقابة على دستورية القوانين، نماذج من الحقوق والحريات العامة.

2	law 671	القانون الإداري مع التعمق	3	لا يوجد

وصف المساق:
يتناول هذا المساق دراسة المبادئ العامة للقانون الإداري، التنظيم الإداري المركزي واللامركزي، وتطبيقاته في دولة الإمارات العربية المتحدة، الضبط الإداري، المرافق العامة، وسائل الإدارة العامة، الوظيفة العامة. ويتضمن دراسة معمقة

لموضوع أو أكثر من موضوعات القانون لإداري في دولة الإمارات العربية المتحدة مثل: القرار الإداري، العقد الإداري، الضبط الإداري، الوظيفة العامة، التأديب الوظيفي، الرقابة الرئاسية الإدارية، الحماية الإدارية للبيئة، العقود الإدارية الإلكترونية، التحكيم في منازعات العقود الإدارية الدولية. كذلك مفاوضات إبرام عقد المشاركة بين القطاعين الحكومي والخاص كأحدث أنماط العقود الإدارية والمسؤولية الناجمة عن الإخلال بها.				
3	Law 631	القانون الجزائي مع التعمق	3	لا يوجد
وصف المساق: يتناول هذا المساق دراسة النظرية العامة للجريمة والعقوبة، ودراسة النصوص القانونية الخاصة بالتجريم والعقاب في إطار قانون العقوبات الاتحادي، ودراسة معمقة لموضوع – أو أكثر – من موضوعات القانون الجزائي الإماراتي مثل المسؤولية الجزائية للأشخاص المعنوية – القصد الجزائي الخاص – المساهمة الجزائية في التشريعات الوطنية والتشريع الإسلامي.				
4	law 651	القانون الدولي العام باللغة العربية والإنجليزية	3	لا يوجد
وصف المساق: المنهج العام :يتناول هذا المساق في المنهج العام التعريف بالقانون الدولي العام المعاصر ومصادرة وطبيعته وقواعده، والمسؤولية الدولية والوسائل السلمية لتسوية المعاهدات الدولية. وفي المنهج الخاص، يتعرض لدراسة معمقة في أحد فروع القانون الدولي كالقانون الدولي الجنائي، أو القانون الدولي الإنساني، أو القانون الدولي للفضاء، أو غيرها من الفروع التي تعالج قضايا القانون الدولي تلبية لاحتياجات المجتمع الدولي المعاصرة.				
5	law 672	التشريعات المالية والاقتصادية باللغة العربية والإنجليزية	3	لا يوجد
وصف المساق: يتناول هذا المساق دراسة موضوعات المالية العامة للدولة، والتشريعات المالية والاقتصادية مع الإشارة إلى أهم القوانين السارية في دولة الإمارات العربية المتحدة في المجال الاقتصادي والمالي .ويشمل دراسة معمقة لموضوع – أو أكثر – من موضوعات التشريعات المالية والاقتصادية في دولة الإمارات يتم تحديده في ضوء المعايير التي يعتمدها مجلس القسم.				
6	law 680	مناهج البحث القانوني	3	لا يوجد
وصف المساق: يتناول هذا المساق محورين أساسيين، المحور الاول يتضمن التعريف العام بمناهج البحث العلمي في مفهومه العام وأهميته وأهدافه وعوائقه والمحور الثاني ويتحدث عن البحث القانوني بمفهومه الخاص ومراحل وخطوات إعداد البحث وتعريف الطالب على استخدام المصادر والمراجع في الصفحات ويتناول بشكل متخصص تعليم الطالب طرق ومصادر البحث القانوني وكيفية استعمال هافي كتابة الأوراق البحثية وأيضا تسليط الضوء على الجوانب الشكلية والموضوعية في الكتابة القانونية وتنمية مهارات الطالب في الصياغة والتحليل واعداد البحوث والدراسات المستقبلية.				
7	LAW 663	النظم القانونية المقارنة	3	لا يوجد
وصف المساق: المنهج العام :يتناول التعريف بالقانون المقارن والنظم القانونية المعروفة في العالم، وتطورات القانون المقارن وانعكاسات أحكامه على النظم القانونية الوطنية، ومتعارضات الأنظمة القانونية الوطنية فيما بينها، وتطبيقات المبادئ القانونية المستقرة في القانون المقارن. المنهج الخاص :يتناول دراسة معمقة لموضوع – أو أكثر -من موضوعات القانون المقارن مع التعمق، يتم تحديده في ضوء المعايير التي يعتمدها مجلس الكلية :القانون المقارن وانعكاساته على القانون الوطني لدولة الإمارات العربية المتحدة، وتتضمن دراسة مفهوم القانون المقارن وطبيعته وسماته، عائلات مدارس النظم القانونية اللاتينية والأنجلو أمريكية ومدرسة القانون الإسلامي والمدرسة المختلطة، والاتجاهات التقليدية والحديثة في القانون المقارن، وموقع النظام القانوني الإماراتي من هذه المدارس، وأهم المشاكل التي تواجهه، ومدى الاستفادة من القانون المقارن في حلها.				
8	law 652	قانون حماية البيئة	3	لا يوجد
وصف المساق: المنهج العام :ويتضمن التعريف بقانون حماية البيئة، وعناصر البيئة المختلفة التي يحميها القانون، والحماية الإدارية والجنائية للبيئة، والجهات العامة التي تختص بحماية البيئة. المنهج الخاص :ويتضمن دراسة معمقة لموضوع – أو أكثر -من موضوعات قانون حماية البيئة في دولة الامارات العربية المتحدة، مثل حماية البيئة البحرية والبرية والجوية من التلوث، المخاطر البيئية والوقاية منها، تشريعات حماية التنوع البيئي				

والتلوث بالإشعاع النووي، دور السلطات العامة في الوقاية من المخاطر البيئية.				
9	law 632	التشريعات الجزائية الخاصة – دراسة مقارنة	3	لا يوجد
وصف المساق: يتناول هذا المساق القسم الخاص من قانون العقوبات، وبصفة خاصة الجرائم الواقعة على الأشخاص والأموال، على أن يتحدد هذا المنهج بما يتوافق والموضوع محل الدراسة في المنهج الخاص .ويتضمن دراسة معمقة لموضوع- أو أكثر – من موضوعات التشريعات الجزائية الخاصة في دولة الإمارات العربية المتحدة، على سبيل المثال الجرائم المستحدثة في نطاق تكنولوجيا الاتصالات الحديثة، جرائم تقنية المعلومات، جرائم الإرهاب، جرائم الاتجار بالبشر.				
10	law 653	التنظيم القانوني لحقوق الإنسان	3	لا يوجد
وصف المساق: المنهج العام :يشمل دراسة المواثيق الإقليمية والدولية، مع الإشارة إلى أهم الحقوق والحريات العامة المنصوص عليها في دستور دولة الإمارات العربية المتحدة، كما يتناول وسائل وأساليب حمايتها في النظام القانوني الدولي. المنهج الخاص :يتضمن هذا المساق دراسة متعمقة لموضوعات حقوق الإنسان والقضايا المعاصرة التي تواجه تطبيق المعايير الدولية المعترف بها لحمايتها على المستوى الوطني، سواء في مجالات الحقوق الاجتماعية أو الثقافية أو الاقتصادية أو السياسية أو المدنية.				
11	law 633	الإجراءات الجزائية مع التعمق	3	لا يوجد
وصف المساق: المنهج العام :يشمل دراسة المواثيق الإقليمية والدولية، مع الإشارة إلى أهم الحقوق والحريات العامة المنصوص عليها في دستور دولة الإمارات العربية المتحدة، كما يتناول وسائل وأساليب حمايتها في النظام القانوني الدولي. المنهج الخاص :يتضمن هذا المساق دراسة متعمقة لموضوعات حقوق الإنسان والقضايا المعاصرة التي تواجه تطبيق المعايير الدولية المعترف بها لحمايتها على المستوى الوطني، سواء في مجالات الحقوق الاجتماعية أو الثقافية أو الاقتصادية أو السياسية أو المدنية.				
11	law 699	الرسالة العلمية	9	إنهاء جميع المساقات الإجبارية
وصف المساق: يعد الطالب" الرسالة العلمية "في أحد موضوعات القانون العام، وذلك باللغة العربية على أن تتضمن ملخصاً باللغة الإنجليزية، ويعين له مشرفاً من قسم القانون العام .ويجوز، عند الاقتضاء أن يعين له مشرفاً مساعداً من غير قسم القانون العام .ولا يجوز تسجيل " الرسالة العلمية "إلا بعد أن ينهي الطالب بنجاح دراسة المساقات الإجبارية 18) ساعة معتمدة.(				

ماجستير في القانون الخاص

مخرجات تعلم البرنامج

يتيح برنامج الماجستير في القانون الخاص للخريجين:

- يطبق المبادئ الأساسية التي تتضمنها مختلف فروع القانون الخاص.
- يربط بين الدراسات القانونية في مجال القانون الخاص وقضايا المجتمع.
- يفسر النصوص التشريعية في مجال القانون الخاص.
- يحلل الأحكام القضائية الصادرة في مجال القانون الخاص.
- يحلل القضايا التي تواجه المجتمع في مجال القانون الخاص.

متطلبات التخرج

تمنح الجامعة درجة الماجستير في القانون الخاص بعد أن ينهي الطالب بنجاح متطلبات الدرجة العلمية. وتتكون من ثلاث وثلاثين (33) ساعة معتمدة مقسمة على النحو التالي:

- المقررات الإجبارية (18) ساعة معتمدة.
- المقررات الاختيارية (6) ساعات معتمدة (يختار الطالب مقررين من المقررات الاختيارية المعروضة).
- رسالة ما يعادل (9) ساعات معتمدة

الفئة	المساقات	عدد الساعات
مساقات مواد التخصص	6	18
المتطلبات الاختيارية	2	6
الرسالة	–	9
المجموع		33

القبول المشروط الفئة الأولى:

1. درجة البكالوريوس المعترف بها والحد الأدنى لمتوسط المعدل التراكمي 2.5 من 4.0 أو ما يعادلها
2. يجب أن ينجز الطالب بحد أقصى تسع الساعات المعتمدة من المساقات المطروحة لبرنامج الدراسات العليا خلال فترة القبول المشروط ويجب أن يحقق الحد الأدنى من المعدل التراكمي 3.0 من 4.0 ، أو ما يعادله ، أو أن يكون عرضة للفصل.

القبول المشروط الفئة الثانية:

1. درجة البكالوريوس المعترف بها والحد الأدنى لمتوسط الدرجات التراكمي 2.0 من 4.0 أو ما يعادله
2. يجب أن ينجز الطالب بحد أقصى تسع الساعات المعتمدة من المساقات التأهيلية لبرنامج الدراسات العليا.
   هذه المساقات التأهيلية غير محسوبة الساعات من ضمن برنامج الماجستير.
3. يجب أن يحصل الطالب على معدل تراكمي لا يقل عن 3.0 من 4.0 ، أو ما يعادله ، أو سيكون عرضة للفصل.

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	**law 502**	القانون الإنساني	**3**	لا يوجد
2	**law 511**	القضاء الإداري	**3**	لا يوجد
3	**law 510**	القانون الرياضي	**3**	لا يوجد

- مقررات البرنامج الإلزامية (6 دورات تغطي 18 ساعة معتمدة)

رمز ورقم المساق	اسم المساق	المتطلب السابق	عدد الساعات
LAW 611	قانون المعاملات المدنية مع التعمق	لا يوجد	3
LAW 621	قانون المعاملات التجارية باللغة العربية والانجليزية	لا يوجد	3
LAW 614	القانون الدولي الخاص باللغة العربية والانجليزية	لا يوجد	3
LAW 613	قانون الإجراءات المدنية والتجارية مع التعمق	لا يوجد	3
LAW 662	الشريعة الاسلامية	لا يوجد	3
LAW 680	مناهج البحث القانوني	لا يوجد	3

2- مقررات البرنامج الاختيارية (2 مساقات تغطي 6 ساعات معتمدة)

رمز ورقم المساق	اسم المساق	المتطلب السابق	عدد الساعات
LAW 622	قانون الملكية الفكرية والصناعية	لا يوجد	3
LAW 624	تشريعات منع الاحتكار وحماية المستهلك	لا يوجد	3
LAW 623	قواعد التحكيم	لا يوجد	3
LAW 625	قانون المعاملات الاليكترونية	لا يوجد	3
LAW 663	النظم القانونية المقارنة	لا يوجد	3

الخطة الدراسية

البرنامج : الماجستير في القانون **التخصص :** القانون الخاص

رمز المساق	اسم المساق	الساعات	متطلب سابق
الفصل 1			
LAW 611	قانون المعاملات المدنية مع التعمق	3	
LAW 680	مناهج البحث القانوني	3	
LAW 614	القانون الدولي الخاص باللغة العربية والانجليزية	3	
الفصل 2			
LAW 613	قانون الإجراءات المدنية والتجارية مع التعمق	3	
LAW 621	قانون المعاملات التجارية باللغة العربية والانجليزية	3	
LAW 622	قانون الملكية الفكرية والصناعية (اختياري)	3	
LAW 623	قواعد التحكيم (اختياري)	3	
LAW 624	تشريعات منع الاحتكار وحماية المستهلك (اختياري)	3	
الفصل 3			
LAW 662	الشريعة الإسلامية	3	
LAW 625	قانون المعاملات الالكترونية (اختياري)	3	
LAW 663	النظم القانونية المقارنة (اختياري)	3	
الفصل 4			
LAW 699	الرسالة العلمية	9	
LAW / 699	تمديد الرسالة	0	

وصف المساقات

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
	LAW 510	القانون الرياضى	**3**	لا يوجد

وصف المساق:
المنهج العام:
يتناول هذا المساق مفهوم القانون الرياضى وخصائص الاتحادات الرياضية الدولية وعلاقتها بالإتحادات الوطنية ونماذج لعقود احتراف اللاعبين والقانون الذى يحكم هذه العقود، ومسألة تحديد القوانين التى تطبق عليها.
المنهج الخاص:
يتناول المنهج الخاص بيان مفهوم المنازعة الرياضية ومعايير دوليتها والصفة القانونية لعقود احتراف اللاعبين والنظا القانونى للإتحادات الرياضية وخصائص هذا النظام ووسائل تسوية المنازعات الرياضية

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
	LAW511	القضاء الإداري	**3**	لا يوجد

وصف المساق:
مفهوم ونشأة القضاء الإداري باعتباره القضاء المختص بنظر المنازعات ذات الطبيعة الإدارية، والفروق بينه وبين القضاء العادي،ومبررات كل منهما، كما يتناول هذا المساق دراسة مبدأ المشروعية من حيث معناه ومصادره المتعددة ثم القيود التي ترد عليه،والرقابة على أعمال الإدارة المتمثلة بالرقابة الإدارية والرقابة الشعبية والرقابة القضائية، وفي مجال الرقابة القضائية يتناول هذه المساق بالتفصيل دعوى الإلغاء من حيث تعريفها وخصائصها والمحاكم المختصة بنظرها والشروط الواجب توافرها لقبولها، والشروط الموضوعية والشكلية الواجب توافرها أو احترامها في تلك الدعوى

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
	LAW	القانون الإنساني	**3**	لا يوجد

وصف المساق:

2	LAW 621	قانون المعاملات التجارية مع التعمق باللغتين العربية والإنجليزية	3	لا يوجد

وصف المساق:
لمنهج العام: يشمل دراسة المبادئ العامة للقانون التجاري والشركات التجارية والأوراق التجارية.
المنهج الخاص: يتضمن دراسة معمقة لواحد أو أكثر من موضوعات قانون المعاملات التجارية الإماراتي، مثل: نظرية الأعمال التجارية، شركة الشخص الواحد، مسؤولية الناقل البحري، مسؤولية الناقل الجوي، التصادم البحري، الحساب المصرفي، النقل المصرفي، الشيك، الشركة المساهمة.

3	LAW 614	القانون الدولي الخاص باللغتين العربية والإنجليزية	3	لا يوجد

وصف المساق:
المنهج العام :يشمل دراسة مختلف موضوعات القانون الدولي الخاص وهي :الجنسية والمركز القانوني للأجانب وتنازع القوانين وتنازع الاختصاص القضائي الدولي وتنفيذ الأحكام الأجنبية.
المنهج الخاص :يتضمن دراسة معمقة لموضوع أو أكثر من موضوعات القانون الدولي الخاص وموقف المشرع الإماراتي، مثل :القانون الواجب التطبيق في مسألة ما والقضاء المختص وكذلك إشكالات جنسية الأشخاص الطبيعية والمعنوية والإحالة وإجراءات الخصومة المدنية الدولية والقضاء المستعجل في المنازعات الخاصة الدولية وموضوع إنكار العدالة، وتاريخ القوانين في مجال الالتزامات التعاقدية، والقانون الواجب التطبيق على عقود خدمات المعلومات الإلكترونية، والقانون الواجب التطبيق على عقود إطلاق الأقمار الصناعية، والقانون الواجب التطبيق على عقد الضمان المقابل

4	LAW 613	قانون الإجراءات المدنية والتجارية مع التعمق	3	لا يوجد

وصف المساق:

المنهج العام :يتناول هذا المساق التعريف بقانون الإجراءات المدنية والتجارية الإماراتي ونطاق تطبيقه من حيث الزمان، والمبادئ الأساسية التي يقوم عليها النظام القضائي، وأنواع المحاكم ودرجتها في دولة الإمارات، والأشخاص الذين لهم دور في العمل القضائي من قضاة وأعوانهم، والضمانات المختلفة للقضاة، وقواعد الاختصاص القضائي المختلفة، والدعوى ووسائل استعمالها من طلبات ودفوع، والخصومة القضائية منذ بدايتها وحتى نهايتها، والأحكام والأوامر وطرق الطعن.
المنهج الخاص :ويتضمن دراسة متعمقة لقانون الإجراءات المدنية والتجارية الإماراتي من خلال طرح موضوعات مثل الإجراءات القضائية للدعوى المدنية وطرق الطعن والتنفيذ للأحكام المدنية ومنها على سبيل المثال قواعد الاختصاص القضائي والأحكام والأوامر وطرق الطعن والخصومة القضائية وأحكام الإعلان القضائي، والقضاء المستعجل، وضمانات التقاضي.

5	LAW 662	الشريعة الإسلامية	3	لا يوجد

وصف المساق:
المنهج العام :يتضمن مراجعة عامة لمقررات المدخل لدراسة الشريعة الإسلامية والفقه الإسلامي وأصوله.
المنهج الخاص :يتناول دراسة معمقة في موضوع من موضوعات الشريعة الإسلامية والفقه الإسلامي، ولا سيما في مجال المعاملات المالية المعاصرة، ويكون مخصصاً للاختبار التحريري .كما يتناول تحليل إحدى النظريات القانونية من وجهة نظر الشريعة الإسلامية، مثل نظرية الملكية، ونظرية العقد، ونظرية الحق والتعسف في استعماله، ويكون مخصصاً للاختبار الشفهي.

6	law 680	مناهج البحث القانوني	3	لا يوجد

وصف المساق:
يتناول هذا المساق محورين أساسيين، المحور الاول يتضمن التعريف العام بمناهج البحث العلمي في مفهومه العام وأهميته وأهدافه وعوائقه والمحور الثاني ويتحدث عن البحث القانوني بمفهومه الخاص ومراحل وخطوات إعداد البحث وتعريف الطالب على استخدام المصادر والمراجع في الصفحات ويتناول بشكل متخصص تعليم الطالب طرق ومصادر البحث القانوني وكيفية استعمال هافي كتابة الأوراق البحثية وأيضا تسليط الضوء على الجوانب الشكلية والموضوعية في الكتابة القانونية وتنمية مهارات الطالب في الصياغة والتحليل واعداد البحوث والدراسات المستقبلية.

7	LAW 622	الملكية الفكرية والصناعية	3	لا يوجد

وصف المساق:
المنهج العام :يشمل مفهوم الملكية الفكرية والصناعية بوجه عام، وتحديد عناصرها، وحقوق الملكية الصناعية والتجارية، وحقوق الملكية الأدبية والفنية، بالإضافة إلى القواعد القانونية الخاصة بحماية الملكية الفكرية على الصعيدين المحلي والدولي.
المنهج الخاص :يتضمن دراسة معمقة لإحدى مفردات الملكية الفكرية والصناعية في القانون الإماراتي والمقارن، مثل : براءات الاختراع، الرسوم والنماذج الصناعية، العلامة التجارية، الاسم التجاري، المصنفات الأدبية والفنية المشمولة بالحماية، الحماية القانونية لبرامج الحاسوب وقواعد البيانات.

8	LAW 624	تشريعات منع الاحتكار وحماية المستهلك	3	لا يوجد

وصف المساق:
المنهج العام :دراسة أحكام قانون المعاملات التجارية والعقود التجارية والمصادر الإرادية.
المنهج الخاص :يهدف إلى بيان مفهوم المستهلك في التشريع الإماراتي، والتعريف بعقود الاستهلاك، وأهمية حماية المستهلك، ويكون ذلك من خلال طرح موضوع محدد للدراسة مثل :دراسة حقوقه المستهلك المتعارف عليها دوليا، السلامة، الصحة عند استعماله العادي للمنتجات، الحصول على المعلومات والبيانات الصحيحة عن المنتجات التي يشتريها أو يستخدمها أو تقدم إليه، الاختيار الحر لمنتجات تتوافر فيها شروط الجودة المطابقة للمواصفات، مواجهة الشروط المجحفة في العقد، وكيفية حمايته بموجب القواعد العاملة في القانون بصفة عامة، الحق في رفع الدعاوي القضائية، حالات دفع المسؤولية، والتأمين عليها، القواعد الجزائية لضمان سلامة المنتج، اقتضاء تعويض عادل عن الأضرار الشخصية والمادية.

9	LAW 623	قانون التحكيم	3	لا يوجد

وصف المساق:
المنهج العام :يتضمن عرضاً لماهية التحكيم التجاري وأهميته ودوره في حل المنازعات التجارية على الصعيدين الداخلي والدولي، وإجراءات التحكيم، والقانون الواجب التطبيق على التحكيم، وتنفيذ أحكام التحكيم في القانون الإماراتي.
المنهج الخاص :يشمل دراسة معمقة لموضوع أو أكثر من موضوعات التحكيم وموقف التشريع الاماراتي منها مثل :اتفاق التحكيم، اختيار المحكمين، القانون الواجب التطبيق على التحكيم، إجراءات التحكيم، تنفيذ حكم التحكيم، الطعن في حكم التحكيم، خصومة التحكيم، التعويض في التحكيم.

10	625 Law	قانون المعاملات الإلكترونية	3	لا يوجد

وصف المساق: المنهج العام :تتضمن الدراسة مبادئ قانون المعاملات المدنية الاتحادي ومبادئ القانون التجاري وعقد البيع التجاري وقواعد الإثبات في المسائل المدنية والتجارية. المنهج الخاص :يتضمن دراسة معمقة لموضوع من الموضوعات ذات الصلة بالمعاملات المدنية الإلكترونية، وموقف المشرع الإماراتي منها :مفهوم المعاملات الإلكترونية، التعاقد الإلكتروني - شروط العقد وآثاره وطرق الوفاء في المعاملات الإلكترونية، كما يتضمن عقود خدمات المعلومات الإلكترونية المستحدثة، إثبات عقود التجارة الإلكترونية، حجية التوقيع الإلكتروني، النظام القانوني للعقود الإلكترونية.				
11	LAW 663	النظم القانونية المقارنة	3	لا يوجد
وصف المساق: المنهج العام :يتناول التعريف بالقانون المقارن والنظم القانونية المعروفة في العالم، وتطورات القانون المقارن وانعكاسات أحكامه على النظم القانونية الوطنية، ومتعارضات الأنظمة القانونية الوطنية فيما بينها، وتطبيقات المبادئ القانونية المستقرة في القانون المقارن. المنهج الخاص :يتناول دراسة معمقة لموضوع – أو أكثر -من موضوعات القانون المقارن مع التعمق، يتم تحديده في ضوء المعايير التي يعتمدها مجلس الكلية :القانون المقارن وانعكاساته على القانون الوطني لدولة الإمارات العربية المتحدة، وتتضمن دراسة مفهوم القانون المقارن وطبيعته وسماته، عائلات مدارس النظم القانونية اللاتينية والأنجلو أمريكية ومدرسة القانون الإسلامي والمدرسة المختلطة، والاتجاهات التقليدية والحديثة في القانون المقارن، وموقع النظام القانوني الإماراتي من هذه المدراس، وأهم المشاكل التي تواجهه، ومدى الاستفادة من القانون المقارن في حلها.				
11	law 699	الرسالة العلمية	9	إنهاء جميع المساقات الإجبارية
وصف المساق: يعد الطالب" الرسالة العلمية "في أحد موضوعات القانون العام، وذلك باللغة العربية على أن تتضمن ملخصاً باللغة الإنجليزية، ويعين له مشرفاً من قسم القانون العام .ويجوز، عند الاقتضاء أن يعين له مشرفاً مساعداً من غير قسم القانون العام .ولا يجوز تسجيل " الرسالة العلمية "إلا بعد أن ينهي الطالب بنجاح دراسة المساقات الإجبارية 18) ساعة معتمدة.(				

الماجستير في إستراتيجيات إدارة الموارد البشرية

وصف البرنامج

يُعد من البرامج المميزة التي تهدف إلى إعداد متخصصين في إستراتيجيات إدارة الموارد البشرية. يركز البرنامج على تطوير مهارات القيادة، التخطيط الاستراتيجي، وإدارة المواهب، إلى جانب تعزيز القدرات البحثية للطلبة. يُعتبر هذا البرنامج فرصة مثالية للراغبين في تطوير قدراتهم وتحقيق تأثير ملموس في بيئة العمل.

رسالة البرنامج

يهدف إلى تقديم حلول استراتيجية مبتكرة في إدارة الموارد البشرية، تركز على تطوير المواهب، تعزيز الأداء المؤسسي، وذلك من خلال البحث العلمي، ومواجهة التحديات والقضايا المعاصرة لإدارة الموارد البشرية في القرن الواحد والعشرون ، وتطبيق استراتيجيات قائمة على البيانات والتحول الرقمي.

مخرجات تعلم البرنامج

1. تطوير أحدث اتجاهات البحث العلمي في مجال إدارة الموارد البشرية، مع فهم عميق للمنهجيات البحثية الكمية والنوعية باستخدام أدوات التحليل الإحصائي.
2. تطبيق المفاهيم والنظريات الأساسية في القيادة والإدارة الاستراتيجية للموارد البشرية وتطبيقها في بيئات العمل الحديثة.
3. صياغة قرارات استراتيجية من خلال دمج التكنولوجيا الحديثة في إدارة الموارد البشرية لتعزيز الكفاءة المؤسسية.
4. تصميم استراتيجيات التوظيف والتدريب وإدارة المواهب التي تتماشى مع أهداف المؤسسة ومعايير التوطين في الإمارات.
5. تقييم أثر القضايا المعاصرة المتعلقة بإستراتيجيات الأداء والتعويضات والمسار الوظيفي والطبيعة الديناميكية للعمل في عالم تسوده العولمة.

مساقات البرنامج

#	الفئة	الساعات المعتمدة
-1	المساقات الأساسية	6
-2	مساقات التخصص	15
-3	المساقات الاختيارية	6
-4	الخبرة العملية و المشاريع	6
إجمالي الساعات المعتمدة		33

المساقات الأساسية

#	اسم المساق	الساعات المعتمدة
-1	القيادة في المنظمات	3
-2	أساليب البحث العلمي	3
إجمالي الساعات المعتمدة		6

مساقات التخصص

#	اسم المساق	الساعات المعتمدة
-1	الإدارة الاستراتيجية للموارد البشرية	3
-2	دراسات متقدمة نظم معلومات الموارد البشرية	3
-3	استراتيجيات تدريب وتطوير الموارد البشرية	3
-4	استراتيجيات التوظيف	3
-5	استراتيجيات إدارة المواهب	3
إجمالي الساعات المعتمدة		15

المساقات الاختيارية *

#	اسم المساق	الساعات المعتمدة
-1	استراتيجيات إدارة الأداء	3
-2	استراتيجيات التعويضات	3
-3	إستراتيجيات إدارة المسار الوظيفي	3
-4	قضايا معاصرة في إدارة الموارد البشرية	3
إجمالي الساعات المعتمدة		6

***يجب اختيار مساقين من قائمة المساقات الاختيارية**

الخبرة العملية و المشاريع

#	اسم المساق	الساعات المعتمدة
-1	الاطروحة	6
إجمالي الساعات المعتمدة		6

الخطة الدراسية

الفصل الدراسي الأول

رقم المساق	اسم المساق	الساعات المعتمدة	ساعات الاتصال / اسبوعياً		المتطلب السابق	طريقة التدريس
			محاضرة	مختبر / تدريب		
BUS 500	القيادة في المنظمات	3	3		لايوجد	حضوري
SHRM 501	الإدارة الاستراتيجية للموارد البشرية	3	3		لايوجد	حضوري
الاجمالي		6	6	0		

الفصل الدراسي الثاني

رقم المساق	اسم المساق	الساعات المعتمدة	ساعات الاتصال / اسبوعياً		المتطلب السابق	طريقة التدريس
			محاضرة	مختبر / تدريب		
HRIS 502	دراسات متقدمة في نظم معلومات إدارة الموارد البشرية	3	3		لايوجد	حضوري
RES 503	أساليب البحث العلمي	3	3		لايوجد	حضوري
الاجمالي		6	6	0		

الفصل الدراسي الثالث

رقم المساق	اسم المساق	الساعات المعتمدة	ساعات الاتصال / اسبوعياً		المتطلب السابق	طريقة التدريس
			محاضرة	مختبر / تدريب		
SHRM 504	استراتيجيات تدريب وتطوير الموارد البشرية	3	3		SHRM 501	حضوري
SHRM 505	استراتيجيات التوظيف	3	3		SHRM 501	حضوري
الاجمالي		6	6	0		

الفصل الدراسي الرابع

رقم المساق	اسم المساق	الساعات المعتمدة	ساعات الإتصال / اسبوعياً		المتطلب السابق	طريقة التدريس
			محاضرة	مختبر / تدريب		
SHRM 506	مساق اختياري 1	3	3		SHRM 501	حضوري
SHRM 507	استراتيجيات إدارة المواهب	3	3		SHRM 501	حضوري
SHRM 508	مساق اختياري 2	3	3		SHRM 501	حضوري
الاجمالي		6	6	0		

الفصل الدراسي الخامس

رقم المساق	اسم المساق	الساعات المعتمدة	ساعات الإتصال / اسبوعياً		المتطلب السابق	طريقة التدريس
			محاضرة	مختبر / تدريب		
SHRM 509	مساق اختياري 3	3	3		SHRM 501	حضوري
SHRM 510	مساق اختياري 4	3	3		SHRM 501	حضوري
SHRM 511	رسالة تخرج (1)	3	3		على الطالب أن ينهي 24 ساعة معتمدة	حضوري
الاجمالي		6	6	0		

الفصل الدراسي السادس

رقم المساق	اسم المساق	الساعات المعتمدة	ساعات الإتصال / اسبوعياً		المتطلب السابق	طريقة التدريس
			محاضرة	مختبر / تدريب		
SHRM 511	رسالة تخرج (1)	3	3		على الطالب أن ينهي 24 ساعة معتمدة	حضوري
الاجمالي		3	3	0		

دبلوم الدراسات العليا المهني في التدريس

رسالة البرنامج

يعمل البرنامج على تحقيق معايير الأداء المطلوبة لإعداد وتكوين المعلم المؤمن برسالته والقادر على مواكبة متطلبات سوق العمل وخطط التطوير التربوي المعاصرة؛ من خلال التركيز على التعلم البنائي، والبحث التربوي وتوظيف التكنولوجيا والنظريات النفسية والإدارية مع مراعاة الثقافة المحلية والعالمية في العملية التعليمية و التعاون مع الأفراد والجهات التي تهتم بالتعليم وتوفير الخدمات والاستشارات التربوية بما يسهم في تطوير التعليم في دولة الإمارات العربية المتحدة

أهداف البرنامج

يهدف برنامج دبلوم الدراسات العليا المهنية في التدريس إلى مساعدة الطلاب في الحصول على المعرفة التربوية المتخصصة وكذلك المهارات والتوجهات الأساسية المطلوبة للتدريس في التعليم الأساسي والثانوي من خلال ما يلي:

1. اكتساب مهارات التدريس الحديثة في المباحث التالية (الدراسات الإسلامية، واللغة العربية، واللغة الإنجليزية، والدراسات الاجتماعية، والعلوم، والرياضيات، وتكنولوجيا المعلومات).
2. توظيف الخبرات المكتسبة من دراسة المناهج وأساليب التدريس في مواقف تعليمية تفاعلية.
3. استخدام استراتيجيات مختلفة في المواقف التعليمية المرتبطة في المباحث التالية (الدراسات الإسلامية، واللغة العربية، واللغة الإنجليزية، والدراسات الاجتماعية، والعلوم، والرياضيات، وتكنولوجيا المعلومات).
4. التقييم العلمي والموضوعي للمنهاج المدرسي وأساليب تدريسه.
5. تطوير مهارات الاتصال والتفاعل مع الطلبة.

مخرجات التعلم

بنهاية هذا البرنامج ، سيكون الطلاب قادرين على:

1. يستخدم الطرائق والاستراتيجيات الحديثة في تدريس المباحث التالية (الدراسات الإسلامية، واللغة العربية، واللغة الإنجليزية، والدراسات الاجتماعية، والعلوم، والرياضيات، وتكنولوجيا المعلومات).

2. يستخدم مهارات تكنولوجيا التعليم في تدريس المباحث التالية (الدراسات الإسلامية، واللغة العربية، واللغة الإنجليزية، والدراسات الاجتماعية، والعلوم، والرياضيات، وتكنولوجيا المعلومات).
3. يوظف استراتيجيات إدارة الصف بشكل فعال في المواقف التعليمية.
4. يربط بين النظرية التربوية والتطبيق العملي مراعيا الجوانب الفكرية والاجتماعية والنفسية للمتعلمين.
5. يقترح مناهج دراسية مطورة على أساس المداخل والاستراتيجيات والنظريات التربوية الحديثة.
6. يقوّم العلاقات المهنية والأكاديمية بين الطلاب والمعلمين وأولياء الأمور والمعنيين بالعملية التعليمية.

متطلبات التخرج

المواد الاستدراكية للطلبة الحاصلين على تقدير مقبول في درجة البكالوريوس ويرغبون في الالتحاق بالبرنامج:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	EDU 467	المدخل إلى التربية	3	لا يوجد
2	EDU 468	المعلم ومهنة التعليم	3	لا يوجد
3	EDU 469	تطور التعليم في دولة الإمارات العربية المتحدة	3	لا يوجد

متطلبات البرنامج الإجبارية (18 ساعة معتمدة)

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	EDU 471	المنهاج المدرسي	3	لا يوجد
2	EDU 472	تكنولوجيا التعليم	3	لا يوجد
3	EDU 473	علم النفس التربوي	3	لا يوجد
4	EDU 493	البحث التربوي	3	لا يوجد
5	EDU 490	التربية العملية	6	اجتياز 9 ساعات معتمدة

المساقات الإجبارية التخصصية (3 ساعات معتمدة)

يختار الطالب واحداً من المساقات التالية وفقا لتخصصه:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	EDU 481	أساليب تدريس التربية الإسلامية	3	لا يوجد

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
2	EDU 482	أساليب تدريس اللغة العربية	3	لا يوجد
3	EDU 483	أساليب تدريس اللغة الإنجليزية	3	لا يوجد
4	EDU 484	أساليب تدريس الدراسات الاجتماعية	3	لا يوجد
5	EDU 485	أساليب تدريس الرياضيات	3	لا يوجد
6	EDU 486	أساليب تدريس العلوم	3	لا يوجد
7	EDU 487	تكنولوجيا المعلومات وأساليب تدريسها	3	لا يوجد

المساقات الاختيارية (3 ساعات معتمدة)

يختار الطالب مساقا واحداً من المساقات التالية:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	EDU 474	الإدارة الصفية	3	لا يوجد
2	EDU 492	القياس والتقويم	3	لا يوجد
3	EDU 491	التربية الخاصة	3	لا يوجد

الخطة الدراسية

الفصل الدراسي الأول				
م	رمز المساق	اسم المساق	المتطلب السابق	الساعات المعتمدة
1	EDU 471	المنهاج المدرسي	لا يوجد	3
2	EDU 472	تكنولوجيا التعليم	لا يوجد	3
3	EDU 473	علم النفس التربوي	لا يوجد	3
المجموع = 9 ساعات معتمدة				

الفصل الدراسي الثاني				
م	رمز المساق	اسم المساق	المتطلب السابق	الساعات المعتمدة
1	EDU 491	البحث التربوي	لا يوجد	3
2	-------	مساق تخصصي إجباري	لا يوجد	3
3	EDU 490	التربية العملية	إنهاء 9 ساعات معتمدة	6
4	-------	مساق اختياري	لا يوجد	3
المجموع = 15 ساعة معتمدة				

وصف المساقات

أولا: المساقات الاستدراكية للطلبة الحاصلين على تقدير مقبول في درجة البكالوريوس ويرغبون في الالتحاق بالبرنامج:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
4	EDU 467	المدخل إلى التربية	3	لا يوجد
وصف المساق: مساق المدخل إلى التربية هو مساق تأهيلي لكل طالب معدله في الشهادة الجامعية الأولى أقل من جيد ويرغب بالالتحاق ببرنامج الدبلوم المهني في التدريس بكلية المدينة الجامعية بعجمان، ويعادل هذا المقرر ثلاث ساعات معتمدة. يبحث هذا المساق الأصول الفلسفية للتربية الحديثة وتعريف الطالب بأصول العملية التربوية، وأنها تعود في جملتها إلى ثقافة المجتمع وإلى العوامل الاقتصادية والنفسية، والثقافية، والتربوية. وإن لكل مجتمع تربيته وفق ثقافته وأوضاعه الحالية وطموحاته المستقبلية، كما يسعى هذا المقرر إلى التعرف على آراء بعض التربويين من الشرق والغرب، إضافة إلى واقع التربية في المجتمعات العربية والمحلية وكيفية الاستفادة من الغرب؛ بحيث لا يتعارض مع قيمنا ومبادئنا وعاداتنا وتقاليدنا.				
5	EDU 468	المعلم ومهنة التعليم	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى تعريف الطالب بمهنة التعليم وتبصيره بالعوامل المؤثرة في مهنة التعليم، وكذلك تعريفه بمقومات مهنة التعليم ومعايير جودة أدائها، وتزويده بالتطور التاريخي لمهنة التدريس، وتحديد أدوار المعلم ومسئولياته، وتكوين اتجاهات إيجابية نحو مهنة التعليم وتقدير مكانة المعلم، وأخلاقيات مهنة التدريس والتبصر بمستقبل مهنة التعليم.				
6	EDU 469	تطور التعليم في دولة الإمارات العربية المتحدة	3	لا يوجد
وصف المساق:				

يهدف هذا المساق إلى التعريف بالتطور التاريخي لنظام التعليم في دولة الإمارات، كما يهدف إلى إكساب الدارسين مجموعة من المعارف الخاصة التي وضعتها وزارة التربية والتعليم لترخيص المعلمين والتنمية المهنية لهم، والتعريف بنظام التعليم في دولة الإمارات العربية المتحدة بشكل عام، وتلمس مناحي التطوير التي طرأت على مسيرة التعليم في الدولة، وذلك من خلال الوقوف على الأسس الفلسفية والمعرفية، والاجتماعية والنفسية التي بُني عليها نظام التعليم في الدولة وفق المعايير الوطنية، ويسعى لتغطية الجهود لرعاية الكبار وتعليمهم، كذلك للعناية بالطلبة ذوي الهمم والموهوبين، ويتناول أيضا مساعي الدولة لتشجيع أبنائها للمضي قدما في مجال التعليم لتحقيق التميز والريادة.

ثانيا: المساقات الإجبارية (18 ساعة معتمدة)

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
6	EDU 471	المنهاج المدرسي	3	لا يوجد
وصف المساق: يتناول هذا المساق دراسة المفاهيم الأساسية لعملية التربية وتطورها وعلاقتها بالمنهج المدرسي، مفهوم المنهج وتطوره، ودراسة المفهوم التقليدي والحديث للمنهج والمقارنة بينهما، كما يتناول المساق دراسة وتحليل العوامل التي أدت إلى تطوير المنهج، والأسس الفلسفية، والاجتماعية، والنفسية ، والمعرفية له، والتعريف بأنواع المناهج الدراسية وتنظيماتها، ويتناول كذلك عناصر المنهج الدراسي بما تشمله من الأهداف، والمحتوى، والأنشطة، إلخ ...، وكذلك مفهوم التدريس والطرائق العامة فيه، والتقويم والاختبارات المدرسية، وتقويم المناهج، كما يتناول المساق دراسة أنواع المنهج المدرسي، بالإضافة إلى دراسة عملية التخطيط للمناهج والرؤية المستقبلية لتطويرها.				
7	EDU 472	تكنولوجيا التعليم	3	لا يوجد
وصف المساق: يعرض هذا المساق أصول تكنولوجيا التعليم الملائمة للتطبيقات التربوية بما في ذلك الكمبيوتر وغيره من الوسائط التعليمية، وتصميم التدريس، كما يعرض المساق بعض نماذج المستحدثات التكنولوجية، التي تم توظيفها في مجال التعليم، وأصبحت تمثل أحد الركائز الأساسية، التي تعتمد عليها الاستراتيجيات التعليمية في سعيها للتغلب على ما يقابلها من مشكلات نظراً لما لها من إمكانيات هائلة في تطوير العملية التعليمية. ويركز المساق على المعرفة والمهارات والاتجاهات الضرورية لاستخدام التكنولوجيا في البيئات التعليمية المختلفة. كما يؤكد المساق على الخبرات العملية ودور المعلم والطالب في العالم الرقمي من خلال مختبر تقنيات التعليم. ويتطلب المساق من الطلبة تخطيط وتصميم وتطبيق وتقويم تكنولوجيا التعليم في تدريس التخصص والاستخدام التربوي.				
8	EDU 473	علم النفس التربوي	3	لا يوجد
وصف المساق: يعنى هذا المساق بجوانب المعرفة النفسية المرتبطة بالعملية التربوية، وتطبيق أسس علم النفس في مجال اكتساب العلوم وتسهيل العملية التربوية، وكيفية التعلم واسترجاع المعلومات بعد دراستها، من خلال التركيز على الأسس النفسية لعمليات التعليم والتعلم، والاستخدام الأمثل لطرق التعلم. ويتناول هذا المساق: تعريف علم النفس التربوي - الأهداف التربوية - نظريات التعلم المعرفية السلوكية، وتطبيقاتها التربوية - الأسس النفسية لعملية التعلم – الدافعية للتعلم - الفروق الفردية (تقويم النواتج التربوية) - نظريات الذكاء وانتقال أثر التعلم - الاختبارات التي يبنيها المعلم في الصف الدراسي مع التعرض لكافة أنواع الاختبارات التحصيلية: مزاياها وعيوبها وكيفية بنائها، تعريف الطلبة بأساليب التعلم المتنوعة.				
9	EDU 493	البحث التربوي	3	لا يوجد
وصف المساق: يتناول هذا المساق توضيح أهمية البحث التربوي كوسيلة من وسائل تحسين العملية التعليمية، واستخدام مناهج البحث التربوي (الوصفي، التجريبي، التاريخي، التقويمي والتحليلي، إلخ ...) في المجالات التربوية من خلال إكساب الطلبة المهارات الأساسية للبحث في مجال تخصصه وأسس عناصر البحث العلمي ومعايير صياغتها من مشكلات وفرضيات وإجراءات البحث مثل اختيار العينات، وأدوات جمع البيانات الميدانية والنظرية وأساليب التحليلات الوصفية للبيانات، وكيفية التعامل مع مصادر المعلومات المتنوعة وطرق الاقتباس بالإضافة إلى التوثيق، مع تدريبهم على الاستفادة من بعض نماذج الدراسات لربط الجانب النظري مع الجانب العملي، وخطوات إعداد خطة البحث وأسس كتابة التقرير النهائي للبحث العلمي في التربية.				

10	EDU 490	التربية العملية	6	اجتياز 9 ساعات معتمدة
وصف المساق: يتناول هذا المساق تعريف الطلبة بواقع عمليتي التعليم والتعلم في المدارس، وتطبيقاتهما العملية داخل غرفة الصف، ومناقشة المشاهدات الصفية، والتدرب على تطبيق مهارات التدريس مثل: التهيئة للدرس، واستثارة التعلم السابق للطلبة، وإعداد خطط التدريس اليومية والفصلية، إدارة النشاط، توجيه الأسئلة، إدارة المجموعات، طرق تدريس متنوعة، طرق التقويم المختلفة، إعداد أوراق العمل، استثارة الدافعية، ومراعاة الفروق الفردية. وتطبيق ما اكتسبوه من معرفة ومهارات، وطرق حديثة في التدريس، والتقييم، ودمج ذوي الاحتياجات الخاصة، واستخدام التقنيات الحديثة وتنفيذ التدريس بكافة عناصره.				

ثالثاً: المساقات الإجبارية التخصصية (3 ساعات معتمدة)

يختار الطالب مساقا واحداً من المساقات التالية وفقا لتخصصه:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
8	EDU 481	أساليب تدريس التربية الإسلامية	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى التعريف بالتربية الإسلامية من حيث مفهوم التربية الإسلامية، وأهمية تدريسها في هذا العصر، أهدافها، مصادرها، الفرق بينها وبين التربية الغربية، وتحليل عملية التربية وأساليب التدريس. كما يشتمل المساق على تدريب الدارسين على عملية التخطيط لتدريس التربية الإسلامية، وتحديد عناصر الدرس وأهدافه، واختيار المحتوى والنشاطات التعليمية. كما يشمل المساق التدريب على أساليب تدريس فروع التربية الإسلامية المختلفة، وطرق التقويم التي يمكن استخدامها في تدريس التربية الإسلامية، ويضم ذلك فروع التربية الإسلامية، وتشمل: القرآن الكريم، الحديث الشريف، التوحيد، الفقه، التفسير، التجويد، السيرة النبوية، التهذيب والموضوعات الرئيسة في مناهج التربية الإسلامية للمراحل التعليمية المختلفة. كما يتم تدريب الدارسين على استخدام التقنيات الحديثة في تدريس التربية الإسلامية بفروعها المختلفة، وكذلك التقويم في التربية الإسلامية.				
9	EDU 482	أساليب تدريس اللغة العربية	3	لا يوجد
وصف المساق: يتناول هذا المساق دراسة اللغة العربية؛ من حيث أصلها، ونشأتها وعوامل نموها وخصائصها وبنيتها، ووظائفها ومناهجها، وأهدافها، والنظريات النفسية التي تحكم تعلمها، من خلال تزويد الطالب بالمعارف والمهارات المتعلقة بالأساليب المتبعة في تدريس مهارات اللغة العربية) الاستماع، التحدث، القراءة، الكتابة" المخطوطات والتعبير والإملاء("، كما يسعى المساق إلى تعريف الطالب بمناهج اللغة العربية في المراحل التعليمية المختلفة وفروع اللغة العربية وأساليب وطرائق تدريسها بأنواعها؛ كالقراءة والإملاء والنحو والتعبير والأناشيد والمخطوطات العربية، بحيث يكتسب الطالب المهارات الأدائية في تدريس اللغة العربية باتجاهاتها الحديثة، والمنهج العلمي، والاستراتيجيات المناسبة، والتطبيق العملي لنقد وتقييم تعلم اللغة العربية لدى الطلاب.				
10	EDU 483	أساليب تدريس اللغة الإنجليزية	3	لا يوجد
وصف المساق: This course critically examines the contemporary approaches to English language teaching, in comparison with the traditional ones. Aspects of classroom practice will be analysed, including the role of teachers and learners, classroom management, and				

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
teaching language skills in both an integrative and separate manner. The issues of language learning strategies and cooperative learning will also be covered. The course will address the four macro-language skills and their sub-skills: the teaching of vocabulary, reading, writing, speaking, grammar, and texts. Additional focus is on the latest approaches, methods, and techniques for teaching the four language skills as well as on grammar. It will also cover lesson planning, classroom management, and interactive language teaching.				
11	EDU 484	أساليب تدريس الدراسات الاجتماعية	3	لا يوجد
وصف المساق: يتناول هذا المساق الأساس النظري والعملي لطرق تدريس الدراسات الاجتماعية ويتضمن الأساس النظري تعريفاً لمفهوم الدراسات الاجتماعية والعلوم الاجتماعية، والفروق بينهما، والتعريف بمناهج الدراسات الاجتماعية؛ من حيث طبيعتها وخصائصها وتحليلها، والطرق والأساليب المتبعة وأهم الاتجاهات المعاصرة في تدريسها، إضافة إلى دراسة خصائص معلم الدراسات الاجتماعية، والمشكلات التي تواجهه، وسبل التغلب عليها، وتوظيف التكنولوجيا في تدريس الدراسات الاجتماعية.				
12	EDU 485	أساليب تدريس الرياضيات	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى تعريف الطلاب بطبيعة مناهج الرياضيات بالمرحلة الابتدائية، والمرحلتين المتوسطة والثانوية، كذلك طبيعة الرياضيات وخصائصها، وأهداف تدريس الرياضيات في كافة المراحل التعليمية، وفق معايير المحتوى الرياضي، وتصميم المنهاج، وإعداد الخطط الفصلية والدراسية، وطرق وأساليب تدريس عناصر المعرفة الرياضية، كذلك التقويم وتوظيف التكنولوجيا في عملية التعليم .والتأكيد على المعرفة العملية من خلال تدريب الطلاب على إعداد حصص نموذجية وتنفيذها.				
13	EDU 486	أساليب تدريس العلوم	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى تعريف الدارسين بطبيعة العلم، وأهداف تدريس العلوم في المرحلة الأساسية والثانوية، والمعايير العالمية حول تدريس العلوم، كما يركز على تحليل مناهج العلوم، وكيفية إعداد الخطة الفصلية واليومية، والاتجاهات الحديثة في تدريس العلوم، ويستعرض طرق تدريس العلوم وكيفية تقويم عملية تعلم الطلبة في العلوم. ويتناول هذا المساق الجوانب التطبيقية لطرائق تدريس العلوم والتفكير العلمي، والتقويم النوعي في تدريس العلوم، وتأهيل معلم العلوم، كما يتم طرح هذه الموضوعات من الجانبين النظري والتطبيقي خلال التدريس.				
14	EDU 487	تكنولوجيا المعلومات وأساليب تدريسها	3	لا يوجد
وصف المساق: يتناول هذا المساق أساليب تدريس التكنولوجيا وخصائص هذه الأساليب، وظروف استخدام كل منها، تعريف كل من تكنولوجيا المعلومات، والحاسوب التعليمي، وتحديد أساليب التقويم المناسبة في المجالات الثلاثة "المعرفية، والوجدانية، والنفس حركية"، وكذلك مهارات المعلم في تدريس التكنولوجيا، كما يتناول المساق أهمية التجهيزات والمستلزمات الفنية للتربية التكنولوجية، وتحديد مواصفات ومحتويات معمل التكنولوجيا في المدرسة، كما يتضمن أهم المعوقات التي تواجه معلم تكنولوجيا المعلومات؛ وكيفية التغلب عليها.				

رابعاً: المساقات الاختيارية (3 ساعات معتمدة)

يختار الطالب مساقا واحداً من المساقات التالية:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
4	EDU 474	الإدارة الصفية	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى تدريب الطلاب على كيفية إدارة الصف بأسلوب علمي، وذلك من خلال تزويدهم بالمعارف والمهارات اللازمة لذلك من خلال التعريف بمفهوم وأهمية ومهارات إدارة الصف، ويتناول المساق مفاهيم تنظيم إدارة الصف، والبيئة الصفية، والتفاعل الصفي، والمشكلات الصفية، والاستراتيجيات المستخدمة في علاجها. كما يهدف المساق إلى تزويد الطلاب بمهارات ضبط السلوك من خلال تنفيذ واجبات ومهام المعلم وتطبيق قواعد وآليات الضبط، وتطوير البيئة التعليمية الفعالة؛ من خلال استخدام الاستراتيجيات، والمبادئ الحديثة في الإدارة الصفية.				
5	EDU 492	القياس والتقويم	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى مساعدة الطلاب على تحديد المفاهيم الأساسية المتعلقة بالقياس والتقويم والعلاقة بينهما، والتمييز بين مفهومي القياس والتقويم، وتوضيح العلاقة بين عملية التقويم الصفي وعملية التعلم، والأهداف التعليمية وعلاقتها بالتقويم، وإعداد الاختبارات التحصيلية، وإخراجها، وتطبيقها، وتصحيحها، والضبط الإحصائي لها، وتقييم اختباراً تحصيلياً وفقاً لمواصفات الاختبار الجيد، والتمييز بين الاختبارات محكية المرجع ومعيارية المرجع، وتحليل نتائج الاختبارات التحصيلية، وتفسير نتائجها، والتعرف على أشكال التقييم النفسي وتفسيرها، واختبارات الأداء، ومقاييس الاتجاهات والسجلات القصصية، ومقاييس العلاقات الاجتماعية وفق معايير وإرشادات ومؤشرات إحصائية.				
6	EDU 491	التربية الخاصة	3	لا يوجد

وصف المساق:
يهدف هذا المساق إلى تعريف الطلاب بمفهوم التربية الخاصة، مما يساعدهم على تحديد الأطفال ذوي الاحتياجات الخاصة، وكيفية التعامل معهم، ودمجهم في الفصول الدراسية العادية، ويشمل ذلك الطلاب ذوي التخلف العقلي، والجسمي وضعف البصر والصم وضعاف السمع، كما يشمل تعليم الطلاب ذوي الاضطرابات السلوكية والعاطفية، بالإضافة إلى تعليم الطلاب الموهوبين والمتفوقين، ومناقشة أساليب التعليم وإعادة التأهيل .وكذلك تناول مهارات التدخل المبكر لحل مشكلات الأطفال ذوي الاحتياجات الخاصة، ويركز على الجوانب النفسية، والخصائص التعليمية والطبية، والجسمية، والاجتماعية للأشخاص الذين يصنفون على أنهم ذوي الاحتياجات الخاصة، كما يتم مناقشة كيفية تدريسهم في المدارس العامة، وتوفير الخدمات المجتمعية .وتشمل المواضيع الرئيسة أسباب الإعاقة، والوقاية من التخلف العقلي، والإعاقة الجسدية، والحسية، وإجراءات التقييم، وتخطيط البرامج التعليمية المناسبة لهؤلاء الطلاب، ومشاركة الأسرة بالإضافة إلى أساليب التدريس الخاصة بكل فئة من فئات التربية الخاصة.

Academic Policies

Grading System

1. Students are awarded letter grades for each course in which they have enrolled. The letter grade reflects student performance in a particular course.
2. The minimum passing grade in an undergraduate course is D; for a graduate course the minimum passing grade is C.
3. Grades are awarded as shown in Table below:

Table 2: Grading System

Grade Range	Symbol	Grade Points	Description
90=100	A	4.0	
85-89	B+	3.5	
80-84	B	3.0	
75-79	C+	2.5	
70-74	C	2.0	
65-69	D+	1.5	
60-64	D	1.0	
Below 60	F	0.0	Failed
N/A	W	N/A	Withdrawal
N/A	EW	N/A	Enforced Withdrawal
N/A	WF	0.0	Withdrawal with Fail
N/A	I	N/A	Incomplete

The Grade Point Average (GPA)

The grade point average (GPA) reflects student achievement in one semester. The cumulative point average (CGPA) reflects student achievement in all semesters of coursework attempted. GPA and CGPA are evaluated as shown in Table below:

Table 3: Grade Point Average

Grade Points	Evaluation
4.00	Excellent with Highest Honors
3.80-3.90	Excellent with Honors
3.50-3.79	Excellent
3.00-3.49	Very Good
2.50-2.99	Good
2.00-2.49	Satisfactory
Less than 2.00	Unsatisfactory

The Cumulative Grade Point Average (CGPA)

The GPA is calculated by multiplying the grade of each course by the number of its credit hours and dividing the total by the number of total credit hours taken in the semester. The CGPA is calculated by multiplying the grade of each course by the number of its credit hours and dividing the total of all courses by the number of total credit hours taken for all semesters. By contrast, the GPA is the average of grade points for all courses in one semester, whether the course was passed or failed. As mentioned earlier, the CGPA is the average of grade points for all courses in all semesters. Both GPA and CGPA are rounded to the nearest decimal units. Calculate the GPA and CGPA using the following formula:

$$GPA = \frac{\text{Total credit hours per course x Grades received per course}}{\text{Total credit hours per semester}}$$

$$CGPA = \frac{\text{Total credit hours per course x Grades received per course}}{\text{Total credit hours taken during all semesters}}$$

Table 4: Example GPA and CGPA Computation

Semester 1			
Course	Number of Credits	Grade	Grade Points
College Mathematics	3	4.00	12
English 1	3	4.00	12
UAE Studies	3	2.00	6
Islamic Studies	3	3.00	9
Computer Fundamentals	3	3.00	9
Introduction to Sociology	3	2.00	6
Total	18		54
Semester 2			
Course	Number of Credits	Grade	Grade Points
Critical Thinking	3	3.00	9

Environmental Science	3	4.00	12
English II	3	3.00	9
Study Skills	3	4.00	12
Accounting 1	3	3.00	9
Total	15		51

$$GPA_{(S1)} = \frac{(12) + (12) + (6) + (9) + (9) + (6)}{3 + 3 + 3 + 3 + 3 + 3} = \frac{54}{18} = 3.00$$

$$GPA_{(S2)} = \frac{(9) + (12) + (9) + (12) + (9)}{3 + 3 + 3 + 3 + 3} = \frac{51}{15} = 3.40$$

$$CGPA = \frac{54 + 51}{18 + 15} = \frac{105}{33} = 3.18$$

Releasing of Grades

Faculty submits the students' marks 2 days after the last day of examination. Grade marks are submitted to the Vice Chancellor for approval. The signed copies of students' marks are submitted to the Head of Enrolment and the marks are released by the office to the students through the UMS.

Change in Grades

The following procedure will be followed by all faculty members when it becomes necessary to change a student grade previously submitted to the Registrar's Office:

1. Grades for a course must be based only on work performed before the end of each semester. Grade changes are permitted only in cases of errors in calculating or recording grades.
2. The change of grade desired, together with adequate explanation, will be submitted by the faculty member concerned to the Department Chair.
3. If the Department Chair approves the request for change of grade, the request will be submitted to the QA&IE Director and then to the Dean, then the Vice Chancellor for final approval.

4. If the request is approved by the Dean, the change of grade will be reported to the Registrar to make the appropriate change on the student record and notify both the student and the faculty member.

Incomplete Coursework

An instructor may award a grade of **I** (Incomplete) for a class during the semester in accordance with the following procedures:

1. When the reason for non-completion of the course is illness, accident, etc., the student must provide the appropriate certificates which will then be attached to the application for award of an **I** grade.
2. An **I** grade is awarded only if a student has the possibility of passing the course.
3. An instructor who awards an **I** grade will write a "Memorandum for the Record" (MFR) and issue one copy to the student and one copy to the Registrar for placement in the student file. The MFR will explain:
   - Reasons for awarding the I grade
   - Assignments or other coursework required to complete the course
   - Method for submitting the coursework to the instructor
   - Both the faculty member and student must sign and date the MFR
4. Responsibility for submitting the required work to complete the course falls on the student. If the work is not completed within eight weeks of the last day of the semester or the mutually-agreed upon date, the student's grade in the course will automatically be changed to F.

Academic Progress Policy

Students at CU are expected to meet the satisfactory academic standard. The Academic Progress Policy is intended to provide a benchmark for students of minimal academic achievement and a transparent and equitable process for students with weak academic performance

Students who are not achieving satisfactorily across their course of study will receive specifically-targeted advice and assistance at an early stage, and the opportunity to be involved in planning their future study carefully with a Designated Adviser. However, if they fail to show improvement over a specified period of time, they will not be dismissed.

Academic Probation

Graduate Programs

1. A student whose CGPA falls below 3.0 by the end of the first semester and after studying 3 courses (9 credit hours), or in any subsequent semester, is placed on academic probation.
2. Students on academic probation are expected to raise their CGPA to at least 3.0 in the following semester and may not register for more than 9 credit hours, and they will be asked to repeat one or two courses with C or F marks in order to improve the CGPA.
3. Students who fail to raise their CGPA to 3.00 and remove the academic probation by the end of the following semester, they will be dismissed from the program.
4. The University academic council may grant a final chance for the students who fail to raise their GGPA to 3.00 after the academic probation by allowing them to repeat 3 courses (9 credit hours) with C, or F marks.

MBA Program

5. A student whose CGPA falls below 3.0 by the end of the second term and after studying 4 courses (12 credit hours), or in any subsequent semester, is placed on academic probation.
6. Students on academic probation are expected to raise their CGPA to at least 3.0 in the following term and may not register for more than 3 credit hours, and they will be asked to repeat one course with C or F marks in order to improve the CGPA.
7. Students who fail to raise their CGPA to 3.00 and remove the academic probation by the end of the following term, they will be dismissed from the program.
8. The University academic council may grant a final chance for the students who fail to raise their GGPA to 3.00 after the academic probation by allowing them to repeat 1 course (3 credit hours) with C, or F marks.

Re-admission after Academic Suspension

1. Suspended students may apply to the Registrar for one-time readmission by submitting a letter detailing their activities since the suspension took effect and providing rationale for why they believe their academic performance will improve in the future using the Application for Readmission Form.
2. The Registrar will refer the application to the appropriate Department Chair. If the Department Chair is convinced, he/she will submit a recommendation to grant the student one last chance to raise his/her CGPA to the vice chancellor Office. Based on the Vice Chancellor approval’s, the Registrar will be advised to grant the student one-time readmission for the next semester's registration. Students in this category will be reinstated on academic probation.

Good Academic Standing

Graduate Programs

A student is considered to be in good academic standing if they maintain at least a 3.0 CGPA for all degree credit courses attempted at CU. A CGPA of 3.0 or above is required for graduation

Academic Honors

The Registrar issues the Student Academic Honors List at the end of each semester. To be placed on this list, a student must have:

1. Registered for at least 15 credit hours for undergraduate, 9 credit hours for graduate, and 12 credit hours in the last two terms for MBA program and receive no failing grades
2. A minimum semester/term GPA of 3.6
3. No recorded or pending disciplinary action Academic Suspension

Award of Degrees

A student who has fulfilled all of the academic requirements of the program and has settled all of monetary and administrative obligations with CU will receive a student copy of their Academic Transcript together with an official Diploma from the University. This will occur only after all scores and relevant material for graduation have been provided to the Registrar's Office.

Honorary degrees and degrees in course which the University is authorized to grant, and rewards, shall be conferred only pursuant to the approval of the Board of Trustees granting the same.

Student Records

Student File

1. Each Student Permanent Record maintained at CU includes:
   - Basic student identification information
   - Listing of all coursework accepted by CU for transfer
   - Current listing of CU courses attempted and completed
   - Grades, credits, and GPAs earned each semester
   - Required entries for academic probation, suspension, or dismissal
   - Notation of degree completion for a student who has graduated
2. This student record is considered to be permanent in that it will be kept as an active record perpetually, i.e., it will never be disposed of by the institution. It is the permanent and official record of all grades, credits, and diplomas earned by the student at CU.
3. Back-up (scanned) copies of student records are maintained electronically through the network server system at the University and on CD-ROMs which are safely stored at an off-site location.
4. Permanent student records are kept in fireproof file cabinets on the CU campus.
5. Students must notify the Registration Department on changes related to address, status, or contact numbers.

Academic Transcripts

Transcripts created from a student's permanent record are either official or unofficial.

1. An official transcript is a copy of the student's permanent record, printed on an CU transcript form, bearing its official seal or stamp, and signature of the Registrar.
2. The official transcript is mailed directly to the individual who needs official confirmation of the student's academic achievements at CU.
3. Official transcripts are typically sent to a College or University, a state authority, an employer, or to an organization providing financial aid. Only in extraordinary circumstances will an official copy be sent directly to a student.
4. An unofficial transcript is a copy of the permanent record made for the personal use of the student which does not bear the University's stamp or seal and is sent directly to the student.

Student Information Release Policy

1. No one shall have access to, nor will the institution disclose, any information from a student's permanent academic record without the written consent of the concerned student.
2. Student record access is granted only to authorized individuals at CU who have an official requirement to view information about courses completed and grades earned by the student in order to fulfil their administrative responsibilities and assist students with registration, advising, degree completion, and career counselling.
3. Students who would like to request for documents (i.e. Diploma, Transcripts) shall submit the request to the Office of the Registrar using *Document Request Form.*

General Class Guidelines

1. Students should be familiar with the University policy on academic dishonesty. “Just say no” to cheating and plagiarism, which is claiming to be the author or originator of the work or ideas of someone else.

2. Instructors will not accept late assignments. Please do not ask for or expect extensions on deadlines unless there are extenuating circumstances and arrangements have been made IN ADVANCE. Extracurricular activities, such as a scheduled athletic competition, seminar, or other academic event could conflict with a course deadline. Make arrangements to submit the coursework before NOT after the due date. Instructors formally set assignment deadlines far enough in advance to allow students ample time for scheduling and prioritization.

3. Please do not miss a scheduled test, exam, or other course-related activity. Each student must provide an *official* medical excuse or other objective verification to receive an excused absence.

4. Students are responsible for contacting their classmates to find out what material was covered and discussed in class while they were absent.

5. All courses require a certain amount of effort and often, a lot of reading. Students who find it difficult to balance academics with workplace and family responsibilities should consider reducing their academic workload. Check with the Registrar's Office for final drop deadlines. Instructors usually recommend *enforced withdrawal* for students with excessive unexcused absences in a course.

6. Instructors cannot issue an incomplete or **I** grade unless a student makes arrangements before the last day of class. In addition, the University will not award a withdrawal or **W** grade for students who disappear from classes. Instead, a student will receive a failing or **F** grade for the course. There are no exceptions. Students who must temporarily leave their studies for any reason should drop the course officially through the Registrar's Office.

7. Finally, students should never have questions or doubts about what they should be doing and learning in a course. It is the responsibility of students to contact their instructor <u>first</u> before anyone else, to answer questions or solve problems related to that particular course.
8. Everything is negotiable except for these syllabus instructions. University policies ensure that all students in every class receive fair and equal treatment.

Specific Academic Information

Written Assignments

Most courses require students to prepare a formal written assignment during the semester. The task usually involves writing a report or paper and submitting it by a specified deadline date. Students can work together on assignments but **MUST** produce their own work. If there is any evidence of plagiarism, the student receives a failing grade and may also be subject to disciplinary action. Instructors will discuss specific details in class and provide written assignment instructions for each student.

Examinations

Courses typically have two semester tests and a final exam. Students will encounter different types of questions including multiple-choice, fill-in-the-blanks, matching, short answer, essay, and others. Instructors design test questions to assess what students have learned from material in the course textbook and what was presented in class. To succeed in any course, students **MUST** use a combination of assigned textbooks, their own notes taken in class, presentations, hand-outs, and other academic resources. If anything is not clear, be sure to ask the instructor.

Course and Instructor Feedback

Students have an opportunity to provide feedback for their classes every semester with the Course-Instructor Survey. The survey gives students the chance to share their thoughts on all aspects of the course. Using this information, academic departments or instructors may change certain aspects of a course. The University also relies on the data collected through these surveys to monitor and continuously improve its academic programs.

Zero-Tolerance Policies Scholastic Dishonesty

All instructors follow the faculty duties and responsibilities described in the University *Catalog, Faculty Handbook,* and other directives. Each student must also comply with rules and procedures in the *Catalog, Student Handbook,* and similar publications.

Students who violate any University rules on scholastic dishonesty are subject to disciplinary measures, including the possibility of failing a course or dismissal from the University. Dishonesty harms not only the individual, but all students, and the integrity of the University. Therefore, strict enforcement of policies on scholastic dishonesty is necessary.

Refer to the *Catalog* for official policies and procedures on scholastic dishonesty including the definition of scholastic dishonesty. Remember: **Plagiarism of any kind is strictly forbidden.**

Classroom Protocol

Each class session includes a lecture and discussion about the assigned chapter topic. There may be other activities such as viewing videos and other multimedia presentations during some class sessions. Students **MUST** bring the course textbook, a notebook, and pen or pencil to each class.

Late Arrival

Students **MUST** be on time for all class sessions. Students who are late for class may be denied entry.

Mobile Phones

Students **MUST SWITCH-OFF** mobile phones **before** entering classes. The instructor will decide if any other electronic devices such as laptops or tablets may be used during classes.

Other Disruptions

It is extremely impolite and disruptive when several students constantly talk to each other during lectures and class sessions. This behavior is completely unacceptable and very distracting to other students in the class who want to concentrate and learn. Faculty members have full authority to dismiss disruptive students from the class, mark them absent, and report them to the Student Affairs Department for counseling.

Research Policy Statement

CU actively supports research and scholarly activities through conference attendance, research funding, information technology, special scheduling arrangements for faculty, rewards, and other considerations.

CU faculty are encouraged to conduct research in Humanities, Informatics, Engineering, and Health Sciences, and attend educational or business conferences throughout the academic year. The Research Committee and faculty members coordinate the selection of and attendance at conferences.

CU Strategic Plan 2018-2023 includes specific goal on research with strategies, actions, and KPIs.

Graduate Research Thesis Policy

Scope

The graduate research thesis policy applies to all research candidates (Students), supervisors, Graduate Affairs Committee, examiners, and any other faculty or administration who are related to the management of a graduate research thesis at CU.

Purpose

To provide precise and clear guidelines and procedures for preparing, supervising, submitting, and examining graduate thesis.

Responsibilities

Graduate Affairs Committee

1. To ensure that the student has satisfied requirements for the development of thesis.
2. To nominate expert examiners of the thesis to the VP Academics based on the recommendations of the supervisor.
3. To ensure that the nominated examiners are appropriate and that the examination can be carried out without bias or conflict of interest.
4. To ensure that the ranks of the supervisors' and the external examiner, are Associate Professor or higher.
5. To review the examiners' reports and make a recommendation to the VP Academics about the outcome of the examination.

The Student

1. The student is responsible for preparation and submission of his/her thesis for examination.
2. The student must ensure that the research described in his/her thesis was completed during the period of enrolment for the degree at CU, and that it is an account of his/her own research.
3. The student must adhere to CU's policies and procedures on research integrity and academic honesty.
4. The student shall not be allowed to commence the development of his/her graduate thesis, if he/she is not in a good academic standing.
5. The student shall consult with his/her advisor before selecting the thesis subject and title.

The Supervisors

1. The main supervisor shall be a faculty member of CU.
2. In some cases, where the area of research is of interest to CU, there could be an external co-supervisor.
3. The supervisor shall provide the student with formal advice on the progress of his/her thesis throughout the development period.
4. The supervisor shall ensure that the thesis subject is related to the program and of interest to CU.
5. The supervisor shall provide recommendations to the Graduate Affairs Committee on the nomination of thesis examiners.

Thesis Format

The thesis must be a coherent, scholarly body of work and must meet the following minimum requirements:

1. An introduction that describes the research in relation to the current knowledge in the field.
2. Thesis chapters must be arranged in a logical and coherent sequence presenting an argument that supports the main findings of the thesis.
3. A conclusion that summarizes the findings and articulates clearly the new contribution to knowledge in the discipline.
4. A candidate may submit work as part of the thesis that has been published or accepted for publication or manuscripts submitted for publication that contribute directly to their argument and support their findings.
5. In some cases, the candidate may adopt alternative formats for the thesis that suits his/her field of research but must follow the minimum requirement described in items 1,2, and 3.

Plagiarism

CU encourages researchers to produce work that is free of plagiarism and in accordance with the CU Code of Conduct. It is expected that the thesis supervisor shall use TurnitIn to verify plagiarism in the student's work. The following guidelines should be observed:

1. The thesis, when completed, shall be inspected by TurnitIn for similarity.
2. The percentage of similarity must not exceed 15% and it should be in section(s) related to literature review.
3. If the 15% similarity or higher is in one continuous block of text, then it is considered "Plagiarism".
4. The supervisor must ensure that the final version thesis is free of plagiarism and suitable for examination.

Examining Committee

1. The thesis shall be examined by 3 examiners, including the supervisor and the co-supervisor, if applicable.
2. At least one examiner shall be external to the University.
3. The nominated examiners must:
    a. Be experts in the discipline, academically reputable in the field of the thesis (except the examiner external to the program), with a significant body of published work, or other publicly recognized output as appropriate for their discipline;
    b. Hold a qualification at least equivalent to the level of the award being examined;
    c. Have previous experience in graduate thesis supervision and/or thesis examination; and
    d. Be willing to serve as the examiner on the Oral Examination Panel if an oral examination has been requested.

4. The identity of approved examiners shall not be revealed to the candidate at any stage of the examination process, including the nomination process.
5. Examiners' identities shall be revealed after the conclusion of the thesis examination.
6. The thesis supervisor shall be the Examining Committee Chair.
7. Once the examination committee have been formed, it can only be changed with the consent of the VP Academics.

Examiners Who Cannot Attend

1. If an examiner cannot attend the defense, he/she must submit their written report and a list of questions to be raised on their behalf to the Graduate Affairs Committee at least two weeks before the defense.
2. The GAC shall select a delegate that is familiar with the student's field, to the attend the defense, on behalf of the absent examiner.
3. The delegate shall read questions on behalf of the absent examiner at the examination and vote on his/her behalf.

Appointment of Examiners

1. Examiners must be appointed using the appropriate forms and must be approved by the VP Academics and the President.
2. The honorarium amount of the external examiner shall be granted as per the University policy.

Change of Thesis Supervisor

1. In circumstances in which a supervisory relationship cannot continue, the candidate may request either an alternate supervisor or an administrative supervisor for the purpose of defense.
2. Request to change a supervisor should be submitted to the GAC, who will make a recommendation to the VP Academics.
3. Every effort should be made by the program, supervisor, and GAC so that the student is not penalized if a change in supervisor becomes necessary.

Thesis Process

The thesis process consists of 3 stages: Initial Submission, Examination and Defense, and final submission.

The following procedures shall be followed by all graduate programs that have graduate thesis as part of the completion requirements:

General Notes

1. The thesis format and structure shall follow the scientific structure adopted in the University. A copy of the format and structure requirements are available in the Student Affairs Office.
2. The period required to develop, advise, and defend the thesis shall not exceed the period specified in the program graduation requirement.
3. In some cases, extension may be granted with the consent of the VP Academics.

Initial Submission

1. After the student completes his/her thesis, the student shall submit it to the supervisor.
2. An electronic and hard copies shall be submitted to GAC.
3. TurnitIn similarity repot shall be attached to the thesis.
4. The supervisor shall submit the electronic and hard copies of the thesis to the Graduation Affairs Committee for examination, 6 weeks before the expected date of defense.

Examination and Defense

1. The examiners shall be asked to examine the thesis based the following criteria:
    a. Does the candidate demonstrate a significant and original contribution to knowledge (relative to the level of the degree being sought)?
    b. Does the candidate engage with the literature and the work of others?

c. Does the candidate show an advanced knowledge of research principles and methods related to the applicable discipline?
d. Is there a clarity, coherence in the research, its arguments and conclusions?
e. Is the thesis clearly, accurately and logically written?

2. The defense shall occur 6 weeks after the date of the in initial submission, and 2 weeks after receiving the examination reports.
3. One member from the Graduate Affairs Committee (GAC) and one member from the QA&IE office shall attend the defense, as observers.
4. The evaluation reports, after the Oral Examination, shall be submitted to the GAC member.

Examination Outcomes

1. The examination reports shall be sent by the examiners to the Graduate Affairs Committee, two weeks before the date of defense.
2. The examiner's reports must contain a recommendation regarding the thesis and a strong justification for his/her recommendation.
3. The examiners must provide guidance to the candidate regarding any changes required.
4. The GAC shall review the examiners' reports and the oral examination reports and shall send the examiners' decision to the VP Academics.

Decision for the Thesis

1. The final decision of the examining members shall be handed to the GAC member who is attending the defense. The decision may be one of the followings:
    a. Accepted as submitted. This may include corrections that do not require the supervisor's approval.
    b. Accepted with minor modifications. This may include corrections that can be made immediately and to the satisfaction of the thesis supervisor.
    c. Accepted with major modifications. The examiners' reports shall include detailed descriptions of the modifications along with a date for their completion of no more than 2 months.
        i. The Examining Committee shall examine the modified thesis and, by majority vote, determine if the modifications specified in their reports have been completed to the Examining Committee's satisfaction.
        ii. ii. If they have, the thesis may be accepted, and the supervisor shall confirm the Examining Committee's approval to the GAC.

iii. iii. If the Examining Committee is not satisfied that the specified modifications have been made, then they must reconvene to decide if the thesis is rejected or an additional period of modifications is to be granted.
iv. iv. The Examining Committee Chair shall report in writing to the Director of Graduate Affairs Committee the outcome of the Examining Committee meeting.

d. Rejected. This notation is used when the work shows serious deficiency, or its validity is in question. Such a thesis may be re-submitted only once, in revised form. Such a resubmission can only be made six (6) months from the date of the original defense.

Modification and Final Submission

1. Student shall be responsible to make the modifications required by the Examining Committee and submit within the time period specified above.
2. The thesis supervisor has the authority to grant approval when the required minor modifications have been made by the student.
3. The Thesis Supervisor oversees required major modifications and insures that they are submitted to the Examination Committee for approval.
4. Student must submit an electronic and hard of the final version of his/her thesis to the Graduate Affairs Committee.

Appeal of the Decision

1. In case the examination process results in a "Non-Award" outcome, the candidate has the right to appeal to the Student Affairs Office, within 5 working days.
2. The Student Affairs Office shall submit the appeal to the VP Academics, who in turns shall submit the appeal to the GAC for investigation.
3. The GAC shall submit its report to the VP Academics within 10 working days.
4. The VP Academics shall submit the University response to the appeal to the Office of Student Affairs and the Graduate Affairs Committee, within ten working days from the date the appeal was received.
5. The Office of Student Affairs shall send the University response to the student within one working day.
6. The University response at this stage is final.

Copyright and Reproduction

1. When submitting the final and complete version of his/her thesis, the student acknowledges and agrees to grant City University Ajman a non-exclusive license. This license stipulates that the student owns the copyright to the thesis.

2. By agreeing to this license, City University Ajman and its Library shall preserve and make the thesis widely available, usually via the Internet and other searchable databases.
3. Students may request a deferment on the publication of his/her thesis.
4. Upon final submission of the thesis, the student shall be deemed to have granted the University a non-exclusive, royalty free license to reproduce, archive, preserve, conserve, communicate to the public by telecommunication or on the internet, loan, and distribute the thesis worldwide for non-commercial purposes, in any format.

Graduate Affairs Committee

Purpose

To supervise the University, graduate affairs on matters related to the post-graduate programs, and advise the VP Academics on policies and procedures to improve the quality of the graduate programs at CU.

Structure

This committee is formed annually, at the beginning of an academic year. The VP Academics appoints the chair and members of the committee. It consists of 5 members from the academic departments and the QA&IE office, and two outstanding graduate students (one male and one female).

Reporting Line

This committee reports to the VP Academics.

Responsibilities

1. Monitor students' progress, based on input from the student and advisor, and provides written feedback to students.
2. Evaluate student feedback and concerns about the graduate program.
3. Review and categorize student applications for admission to CU graduate programs.
4. Review and rank graduate student needs for scholarship.
5. Develop policies and procedures for master thesis preparation and defense.
6. Develop methods and procedures to improve current graduate programs.
7. Propose new graduate programs in line with CU mission and strategic goals.
8. Submit periodic reports to the VP Academics.
9. Maintain a Committee File of Records and meeting minutes.

Copyright and Intellectual Property

Intellectual Property

Intellectual property is a term used to refer to the various rights which the law gives for the protection of creative effort and especially for the protection of economic investment in creative effort. It covers not only patentable inventions covered under the United Arab Emirates patents act, but also any innovative work covered by the virtue of other copy rights. For the purpose of these regulations, intellectual property includes the rights relating to literary, artistic and scientific innovations, discovery and inventions in all fields of human endeavor.

CU will retain all rights, title, and interest in intellectual properties generated, created, or developed in facilities operated or controlled by the University, supported by funds administered by the University, and/or performed in the course of regular duties by University members, unless exempted by other provisions of this policy.

The President has the right to exercise broad discretion necessary for the encouragement, development, and protection of inventions, patents, and other intellectual property.

Research Categories

1. Research carried out in the University which results in commercially exploitable findings falls into one of three categories:
2. Research carried out by academic staff as part of their customary activities as members of the academic community. In this category, the exploitation of research results is a matter between the University as employer, and the member of staff, as employee alone.
3. Research carried out with the support of grants from an external body, governmental or private. In this category, the member of staff remains the employee of the University, but the exploitation of research results is handled under the conditions of the research grants.
4. Research carried out by students. The student is, of course, not an employee of the University, although the supervisor will be, and where a student is supported entirely by external body, it is important that the student should be a party to a contract which includes provision for the protection, publication and exploitation of the research results and the proper sharing of any profit.

Intellectual Property Ownership

All intellectual property which is created by faculty members in pursuit of the terms of their employment with the University vests in the University. This includes:

1. Intellectual property created in connection with a project to which the University has made a specific contribution of funding or other resources
2. Patentable inventions including computer programs, designs, and software modifications
3. Copyright in original course and teaching or learning materials published by the University for use in continuing education programs offered by the University
4. Copyright in videos, sound recordings, and multi-media to which the University has made a specific contribution in funding, resources, facilities or apparatus
5. Databases with potential commercial value
6. Projects which have incorporated intellectual property belonging to the University
7. All academic programs and syllabi and related materials developed by faculty during their employment at CU, becomes the property of CU with all copyrights reserved by CU.

Where the University owns the copyright, the University grants the originator a non-exclusive, royalty-free, and irrevocable license to use the work for the originator's teaching and research at the University and, with the approval of the University, at other institutions.
Where the originator is the owner of intellectual property created in the course of employment with the University, the originator must grant the University a non-exclusive and irrevocable license to use the intellectual property for teaching and research without the payment of any fees.

In the case of intellectual property created by a student, that property is owned by the student. However, the student may assign the property to the University, in which case such property will be treated in the same manner as property generated by faculty member of the University.

At the commencement of a research project, the student and their supervisor may be required to meet with the Department Chair in order to determine an arrangement for the ownership of any intellectual property arising from the student's project.
Where the University publishes or causes to be published a copyrighted work owned by the University without adaptation or modification, the University will ensure that the authorship is acknowledged in the publication. If adaptation or modification is proposed, the University will consult with the originator concerning possible acknowledgment.
Where the University assigns or licenses a copyright which it owns, the University will ensure that the assignment or licensing agreement requires the purchaser or licensee

to consult with the originator concerning whether the authorship of the work should be acknowledged and the form that any acknowledgment should take.

The University may enter into agreements with external sponsors of research whereby the University agrees to relinquish or share all or part of intellectual property that results from externally sponsored or contract research with that sponsor or another party. In such cases, the ownership of intellectual property will be governed by that agreement.

Obligations of Originators

An originator of intellectual property must promptly report in writing to both the head of department any invention or other work which, in the judgment of the originator, is a patent-worthy discovery or invention or intellectual property of commercial value.

whole by the originator in order for the University to demonstrate or prove ownership to third parties or secure intellectual property protection. An originator must assist as required in work necessary to patent, market, license, register or otherwise commercialize intellectual property for registration.

An originator must not apply for any form of protection for, or commercially exploit, any intellectual property which the property of the University without the prior approval of the University is.

Where the University owns intellectual property, which may be the subject of a patent application or subject to protection of confidential information, the originator may not disclose it or information about it, other than reasonable disclosure to persons employed by or contracted with the University.

Protection of Intellectual Property

To protect the interests of the originator and the University, the University may require a reasonable delay in making public the nature of intellectual property which can be registered until an application is filed to protect the interests of the originator and the University.

Commercialization of Intellectual Property

The University may enter into an agreement with the originator, another person, or an outside organization with respect to the commercialization of intellectual property. The University may also enter into an agreement with the originator for intellectual property to be sold or for a license agreement to be entered into. In such cases, the University will ensure that the originator is consulted at all stages.

Where the University owns or partly owns intellectual property, any agreement with respect to the distribution of revenue will follow policies determined by the University Board. This applies to copyright of original course and teaching materials published

by the University for use in award and continuing education programs offered by the University as well as to other intellectual property owned by the University.

The University and its partnerships have an obligation to make a determination as soon as possible whether there is an interest in pursuing a patent or registration concerning intellectual property owned by the University.

Faculty and Student Responsibilities

It is the responsibility of each student to read and understand the Intellectual Property Policy of CU.

Every Faculty member has a specific responsibility to explain the implications of the statement for each of his or her courses and that must include a specification of the conditions under which academic work in those courses is to be performed.

Listing of the Graduate Faculty with Degrees Held and the Conferring Institution, and Research Interest

City University Ajman								
FT Faculty Details Qualification Report								
Fall 2024								
Sr. #	**Full Name**	**Hire Date**	**Nationality**	**Administration Position /Academic Rank**	**Qualification**	**Year of Graduation**	**University**	**Specialization - PHD**
DENTISTRY								
1	Dr. Ali Abdul Wahab Razooki Al- Shekhli	19-Jan-20	Iraqian	Dean and Professor	PHD	2005	University of Baghdad	Conservative Dentistry
2	Dr.Nader Nabil Rezallah	19-Sep-22	Egyptian	Acting Deputy Head and Assistant Professor	PHD	2019	Cairo University	Oral & Maxillo-facial Radiology
3	Dr. Hossam Abdellatty	3-Oct-23	Egyptian	Professor	PHD	2007	Suez Canal University	Oral Medicine and Periodontology
4	Dr. Hala Afifi	6-Sep-20	UK	Director of Research & Associate Professor	PHD	2011	King's College London	Pharmaceutical Sciences
5	Dr. Akheel Mohammad	11-Apr-23	Indian	Assistant Professor	PHD	2022	Saveetha University	Oral and Maxillofacial Surgery
6	Dr. Ban Ahmed Abdulhameed Al Mudarris	13-Sep-21	Australian	Assistant Professor	PHD	2006	University of Baghdad	Prosthodontic Dentistry
7	Dr. Abdelrahman Abdelaziz	20-Oct-23	Egyptian	Assistant Professor	PHD	2017	Ain Shams University	Oral Pathology

8	Dr. Syed Kuduruthullah	12-Sep-22	Indian	Lecturer	Master	2012	Minakshi University	Oral Pathology & Microbiology
9	Dr. Yasser El-Ramady	11-Sep-23	Egyptian	Lecturer	Master	2013	Cairo University	Prosthetic Dentistry
10	Dr. Mesaf Brejawi	12-Oct-23	Syrian	Assistant Professor	PHD	2023	UniversitiTechnologi Mara	Dentistry (Thesis - Pedodentics)
11	Dr. Rawan Ibrahim Mohammed	15-Oct-24	Iraqi	Lecturer	Master	2022	Ajman University	Science in Restorative Dentistry
12	Dr. Meharunneesa Aboobacker Sidheeq	12-Sep-22	Indian	General Practitioner	Master	2021	Rajeev Gandhi University	Periodontology
13	Dr. Ahmed Tarek Abdellattif	12-Sep-22	Egyptian	General Practitioner	Bachelor	2020	Ajman University	Dental Surgery
14	Dr. Farah Saed Akram	12-Sep-21	Comoros	General Practitioner	Bachelor	2018	Ajman University	Dental Surgery
15	Dr. Farah Alqaderi	18-Sep-23	Canadian	General Practitioner	Bachelor	2021	Ajman University	Dental Surgery
16	Dr. Maria Kharoub	10-Sep-24	Moroccan	General Practitioner	Bachelor	2021	Ajman University	Dental Surgery
17	Dr. Nazar Maytham	10-Sep-24	Dominican	General Practitioner	Bachelor	2020	Ajman University	Dental Surgery
LAW								
18	Dr. Ahmed Hassan Fouly	1-Sep-15	Egyptian	Acting Dean and Professor	PHD	2011	Zagazig University	Specialization: General General International Law Specialization: General Law
19	Dr. Hala Amin Ahmed Ghaled Bahr	1-Sep-16	Egyptian	Professor	PHD	2002	Cairo University	Law Specialization: Criminal General Specialization: General Law

20	Dr. Omar Mohamed Fares	5-Sep-18	Syrian	Professor	PHD	2015	Universite Clermont Ferrand	Commercial Specialization: Law General Specialization: Private Law
21	Dr. Akmal Ramadan Abdelkader Amin	27-Sep-21	Egyptian	Professor	PHD	1997	Zagazig University	Civil Law
22	Dr. Khalid Hussain Khalid	1-Sep-13	Syrian	Associate Professor	PHD	2011	Damascus University	Islamic Jurisprudence General Specialization: Islamic Law
23	Dr. Muayed Hasan Mohammad Al Tawalbeh	15-Feb-14	Jordanian	Acting Deputy Head & Associate Professor	PHD	2001	University of Baghdad	Commercial Specialization: General Specialization: Law Private Law
24	Dr. Mahmoud Mokhtar Abdelmoghies	1-Sep-19	Egyptian	Associate Professor	PHD	2012	Cairo University	Civil and Commercial Procedures Law
25	Dr. Raghda Raafat Elsayed Ahmed	20-Sep-21	Egyptian	Assistant Professor	PHD	2019	Cairo University	Public law
BUSINESS ADMINISTRATION								
26	Dr. Babeet Gupta	1-Sep-16	Indian	Dean & Associate Professor	PHD	2013	Bhagwant University	Management
27	Dr. Mohammad Abu Faiz	11-Jun-17	Indian	Assistant Professor	PHD	2005	University of Allahabad	Commerce
28	Dr. Riktesh Srivastava	6-Sep-20	Indian	& Director of MBA Associate Professor	PHD	2009	Dr Ram Manohar Lohia Avadh University	Electronics
29	Dr.Harish Uppilappatta Chennelleri	21-Mar-22	Indian	Assistant Professor	PHD	2017	Anna University	Philosophy - Thesis: Management Science
30	Dr. Fanar F H Shwedeh	1-Sep-21	Palestinian	Assistant Professor	PHD	2020	Utara University Malaysia	Technology, operations and Logistics Management
31	Dr.Ahmad Mohammad Aburayya	12-Sep-22	Jordanian	Assistant Professor	PHD	2020	Teesside University	Business Administration
32	Dr. Fatima Beena	13-Feb-24	Indian	Associate Professor	PHD	2010	Veer Bahadur Singh Purvanchal University	Commerce

ACCOUNTING AND FINANCE								
33	Dr. Jaishu Manavalan Antony	15-Sep-13	Indian	Department Chair and Associate Professor	PHD	2012	Mahatma Gandhi University	Commerce
34	Dr. Faisal Khan	1-Oct-16	Pakistani	Acting Deputy Head & Associate Professor	PHD	2014	University Technology Malaysia	Philosophy (Management)
35	Dr. Zaheda Ronak Daruwala	14-Feb-16	Indian	Assistant Professor	PHD	2013	Banasthali University	Management
36	Dr. Shatha Hussain Mustafa	4-Feb-18	Syrian	Assistant Professor	PHD	2022	British University	Philosophy (Project Management)
37	Dr. S. Edmund Christopher	1-Mar-20	Indian	Assistant Professor	PHD	2009	Manomaniam Sundaranar University	Commerce
38	Dr. Doaa Wafik Hamed Nadaa	10-Sep-24	Egyptian	Associate Professor	PHD	2006	Ain Shams University	Economics
39	Dr. Al Mutaz Mohamed Abdalla Mohamed	1-Oct-24	Sudanese	Assistant Professor	PHD	2015	University Technology Malaysia	Computer Science
HUMAN RESOURCE MANAGEMENT								
40	Dr. AbdelKarim Fuad Kitana	1-Sep-15	Jordanian	Department Chair and Associate Professor	PHD	2015	Girne Amercian University	Business Management - Thesis HRM
41	Dr. Mohamed Ahmed Elbadawi Ali Abdellatif	8-Sep-19	Sudanese	Deputy Head and Assistant Professor	PHD	2017	University od Science & Technology	Business Administration- Thesis Title: HRM
42	Dr. Marwan Rushdi Abdulaziz Yousef	1-Sep-14	Jordanian	Assistant Professor	PHD	1977	Karachi University	Philosophy - Thesis Economics
43	Dr. Zainab Esmaeel Ibrahim Al Ghurabli	12-Jun-15	Emirati	Assistant Professor	PHD	2013	Menoufia University	Business Administration - thesis HRM

44	Dr. Tamadher Abdulwahhab	20-Sep-18	Iraqi	Assistant Professor	PHD	2000	Al mustansiriyah University	Business Administration
45	Dr. Brihan Fatin Yehia Hassan	8-Sep-19	Egyptian	Assistant Professor	PHD	2018	Ain Shams University	Business Administration- Thesis : HRM
46	Dr. Kalpana Solanki	7-Oct-20	Indian	Assistant Professor	PHD	2011	Banasthali University	Management- Thesis HRM
47	Dr. Hima Parameswaran	12-Feb-20	Indian	Associate Professor	PHD	2015	University of Madras	Philosophy - Thesis Public Administration- HRM
48	Dr. Siham Haider Al Obaid	2-Sep-24	Sudanese	Assistant Professor	PHD	2019	Omburman Islamic University	Business Management - Thesis HRM
49	Dr. Laila Al Taweel	5-Oct-24	Syrian	Professor	PHD	2001	University if Portsmouth	Philosophy - Thesis: Accounting information Systems
HOSPITALITY AND TOURISM MANAGEMENT								
50	Dr. Varinder Singh Rana	18-Sep-21	Indian	/ Department Chair Deputy Director of & Research Associate Professor	PHD	2019	Amity University	Hospitality
MANAGEMENT INFORMATION SYSTEM								
51	Dr. Ayman Bassam Abdelraheem Nassoura	1-Sep-14	Jordanian	Department Chair and Professor	PHD	2010	University of Utara	Philosophy - Thesis: Information Technology
52	Dr. Wafaa Mahdi Mahdi Abedi	1-Sep-13	Iraqi	Assistant Professor	PHD	2020	Technology University	Computer Science
53	Dr. Ajit Danti	2-Sep-24	Indian	Professor	PHD	2007	Gulbarga University	Computer Science
54	Dr. Hena Iqbl	25-Jul-24	Indian	Assistant Professor	PHD	2015	Babasaheb Bhimrao Ambedkar Bihar University	Philosophy - Thesis: Computer Science

MARKETING								
55	Dr. Jayanta Banerjee	2-Sep-24	Indian	Acting Deputy Head & Associate Professor	PHD	2015	Teerthanker Mahaveer University	Philosophy - Management Studies
56	Dr. Beenish Shameem	28-Feb-20	Indian	Assistant Professor	PHD	2012	University of Jammu	Business Management
PUBLIC RELATION AND ADVERTISING								
57	Dr. Bassant Mohamed Said Mohamed Eyada	26-Jan-20	Egyptian	Dean and Professor	PHD	2010	Helwan University	Advertising
58	Dr. Mahmoud Idrees Mahmoud Kaleem	5-Feb-17	Sudanese	Deputy Head & Associate Professor	PHD	2010	Tilak Maharashtra University	Political Science
59	Dr. Sameer A.O Bani Yassen	20-Sep-15	Jordanian	Acting Deputy Head & Assistant Professor	PHD	2020	United Arab Emirates University	Digital Media- Mass communication
60	Dr. Rabab Abdel Moniem Mohamed Mahmoud	14-Jul-19	Egyptian	Assistant Professor	PHD	2014	Al Minia University	Media
61	Dr. Dawood Salman Mutar	1-Sep-16	Iraqi	Assistant Professor	PHD	1996	University of Baghdad	(Mass communication) الاتصال الجماهيري
62	Dr. Samar Abdelhalim Gamaleldin	20-Feb-17	Egyptian	Assistant Professor	PHD	2012	Minia University	Media
63	Dr. Mohanad Ahmed Elamin	1-Sep-21	Sudanese	Assistant Professor	PHD	2014	Om Durman Islamic University	Public Relations and Advertising
64	Dr. Soad Matar	2-Sep-24	French	Assistant Professor	PHD	2007	University of Besancon	Media Communication
65	Ms. Faten Zakari Al Jazzar	1-Feb-15	Palestinian	Lecturer	Master	2006	University of Technology	Computer Science/ Digital Video and Image Processing

66	Dr. Mutasim Bakheet Ahmed Alameen	10-Sep-24	Sudanese	Assistant Professor	PHD	2010	Omdurman University	Public Relations and Advertising
67	Dr. Faisal Kamil Nagmeldin Mohamed	17-Sep-24	Sudanese	Assistant Professor	PHD	2007	Omdurman Islamic University	Media Sepcialization: Radio and TV
PROFESSIONAL POSTGRADUATE DIPLOMA IN TEACHING								
68	Dr. Khaled Younis El Derbashi	1-Sep-14	Jordanian	Department Chair & Associate Professor	PHD	2007	University of Jordan	Curricula and Teaching
69	Dr. Khamis Negm	5-Apr-21	Egyptian	Associate Professor	PHD	2010	Kafrelsheikh University	Curricula and Teaching Methods of Arabic Language
70	Dr. Mohammad Mahmoud Mahdi Al Rabeei	17-Mar-19	Jordanian	Assistant Professor	PHD	2011	Amman Arab University	Educational psychology
71	Dr. Maher Ibrahim Tawadrous	6-Sep-18	Egyptian	Assistant Professor	PHD	2004	Ismaliya University	Education/ Curriculum & Methodology of Teaching Methods - Thesis: Mathematics
72	Dr. Moustafa Kamal	23-Sep-21	Egyptian	Deputy Head & Assistant Professor	PHD	2012	Ain Shams University	Educational Technology
73	Dr. Mahmoud Awad	14-Oct-23	Jordanian	Associate Professor	PHD	1997	International University of Africa	Curricula & Methodology of Teaching
74	Dr. Bushra Abusini	10-Sep-24	Jordanian	Assistant Professor	PhD	2023	The University of Jordan	Educational Technology
75	Dr. Nema Abdulkarim	10-Sep-24	Egyptian	Assistant Professor	PhD	2013	Ain Shams University	Educational Psychology
76	Dr. Boushra Mahmoud Bilal	21-Sep-24	Syrian	Assistant Professor	PhD	2023	Ain Shams University	Educational Psychology
77	Dr. Youssef Hamad Ahmad Madi	28-Sep-24	Jordanian	Assistant Professor	PHD	2018	Mansoura university	Educational Technology

78	Dr. Shiraz Alali	12-Oct-24	Syrian	Assistant Professor	PHD	2011	Damascus University	Education: Curricula and Teaching Methods
HUMANITIES (GENERAL EDUCATION)								
79	Dr. Yassen Alftah Alfoteih	14-Aug-19	Syrian	Dean & Associate Professor	PHD	2008	University of Hohenheim	Sciences Agricultural (Environmental Biology)
80	Dr. Ahmed Abdelzaher Ezzat	1-Sep-14	Egyptian	Associate Professor	PHD	2011	Ain Shams University	Curricula and Teaching Methods of Arabic Language
81	Dr. Mohamed Hadei Najdawi	5-Feb-17	Jordanian	Associate Professor	PHD	2014	Université Mohammed V de Rabat	Public Law and Political Science
82	Dr. Nafeza Nibal Ahmed Muallem	2-Feb-20	Syrian	Assisstant Professor	PHD	2018	International Islamic University Malaysia	Education - Thesis: Teaching Arabic for non-native speakers
83	Dr. Ammar Mustafa Harmouch	16-Apr-17	Syrian	Assistant Professor	PHD	2014	Omdurman University	Interpretation and Holy Quran Sciences
84	Dr. Hala Jehad Mahdi Al Obaidi	10-Sep-24	Iraqi	Assistant Professor	PhD	2019	the Queen's Univeristy of Belfast	Doctor of Philosophy - Pharmacy
85	Dr. Bayan Tiba	27-Sep-23	Syrian	Assistant Professor	PHD	2019	Halab University	Taxonomy and Plant Ecology
86	Ms. Namita Das	20-Sep-15	Indian	Lecturer	Master	2011	Mahatama Gandhi University	Environmental Science
87	Mr. Ashraf Awad	19-Sep-23	Sudanese	Lecturer	Master	2015	University of Khartoum	Industrial and Computational Mathematics
88	Dr. Altyeb Mohammed Mustafa Alnour	19-Sep-24	Sudanese	Assistant Professor	PHD	2020	Northwest Normal University	Applied Mathematics
89	Dr. Syed Afroz Ahmed	18-Sep-23	Indian	Associate Professor	PhD	2019	Banasthali Vidyapith	Computer Science
90	Dr. Manal Mahomud Mohammad	25-Sep-24	Jordanian	Assistant Professor	PHD	2013	University of Jordan	Philosophy in Educational Management

91	Mr. Mahmoud Sultan Nafa	10-Sep-17	Jordanian	Lecturer	Master	2013	British University	TESOL
92	Mr. ElSayed Mahmoud	20-Sep-15	Egyptian	Lecturer	Master	2014	British University	TESOL
93	Ms. Faiza Bent Mohammed Tabib	9-Aug-19	Tunisian	Lecturer	Master	2011	American University of Sharjah	Teaching English to Speaker of Other Languages
94	Ms. Fadila Alsarmani	2-Oct-23	Syrian	Lecturer	Master	2018	The British University in Dubai	Education
95	Mr. Ahmed Gamal Ahmed Afifi	7-Oct-24	Egyptian	Lecturer	Master	2017	Maastricht School of Management	Business Administration
96	Mr. Mohammad Abdallah Abusenenh	3-Oct-24	Jordanian	Lecturer	Master	2022	The British University in Dubai	Education - Management Leadership and Policy
HUMANITIES - SOCIOLOGY								
97	Dr. Samah Mohamed Lotfi Mohamed Abdallatif	30-Sep-24	Egyptian	Assistant Professor	PHD	2007	South Valley University - Qena Faculty of Arts	Sociology
98	Dr. Nidal Al-Jundi	26-Sep-23	Syrian	Assistant Professor	PhD	2017	Damascus University	General Specialization: Sociology, Specialization: Social Work
99	Ms. Sidrah Shahbaz	13-Feb-24	Pakistani	Lecturer	Master	2008	University of the Punjab	Master of Arts in Sociology
HUMANITIES - PSYCHOLOGY								
100	Dr. Sabry Adam Edrees Abdallah	9-Sep-24	Sudanese	Assistant Professor	PHD	2021	University of Gezira	Health Psychology
101	Dr. Amaal Mohamed Abdelmawla Mohamed	15-Feb-24	Egyptian	Assistant Professor	PHD	2006	Ain Shams University	Psychological Studies

102	Dr. Muna Mirghani Ali Eltoum	3-Oct-24	Sudanese	Assistant Professor	PHD	2004	Univeristy of Khartoum	Psychology

City University Ajman

Part-time / Visiting Faculty Details Qualification Report

Fall 2024

Sr. #	Full Name	Hire Date	Nationality	Academic Rank	Qualification	Year of Graduation	University	Specialization - PHD
DENTISTRY								
1	Dr. Keerthan Shashidhar	5-Oct-23	Indian	Assistant Professor	PhD	2023	Nitte (Deemed To Be University)	Orthodontics and Dentofacial Orthopedics
2	Dr. Saad Oboudi	26-Sep-23	Canadian	Assistant Professor	PhD	2003	University of Baghdad	Philosophy in Physics
LAW								
3	Dr. Tareq Mohammed Obaid Al Salam	1-Oct-23	Egyptian	Assistant Professor	PHD	2000	Hilwan University	Law
HUMANITIES (GENERAL EDUCATION)								
4	Mr. Naim Zohdi Suleiman Odeh	9-Oct-24	Jordanian	Lecturer	Master	2008	American University of Sharjah	Teaching English to Speaker of Other Languages

Listing of Senior Administrators and their Titles

SN	Name	Designation
1	Mr. Imran Khan	President
2	Dr. Mohamed S. Amerah	Vice-Chancellor
3	Dr. Ashok Kumar Kabi Satpathy	Executive Dean of Academic Affairs
4	Salma Senaran	Director of Enrollment
5	Sadia Khan	Director of HR & Administration
6	Eman Diab	HR Manager
7	Shahid Saleem	Financial Controller
8	Farhan Parvez	Asst Financial Controller
9	Amal Al-Jiboury	Head of Student Affairs
10	Sadhik Badarudeen	ICT and Development Head

Overall Student Satisfaction Rate

In line with the pursuit for continuous improvement, City University Ajman (CUA) carried out a Student Satisfaction Survey for 2023-24 academic year to gauge overall Student satisfaction under the Department of Quality Assurance and Institutional Effectiveness (QA&IE) supervision.The survey sought students' overall satisfaction levels with their experiences at CUA. The survey design assured respondents of their anonymity to facilitate candor.

In March 2024, the Department of Quality Assurance and Institutional Effectiveness administered the survey. The survey consists of 60 questions and covers the following key areas:

1. Admission & Registration
2. Academic Advising
3. Placement Office
4. Counseling [Personal and Social]
5. Campus Life
6. Library
7. IT Department
8. Facilities and Safety Department
9. Health Facilities and Services
10. General Questions

I. Methodology

The Quality Assurance and Institutional Effectiveness (QA&IE) Department administered the survey online in an in-house platform in the University Management System (UMS). All respondents received a link consisting of survey questions via email. The QA&IE Department analyzed the survey results. Student participation in the survey is voluntary and completely anonymous.

The survey consisted of 60 multiple-choice questions, with a 5-point scale ("Strongly Agree', "Agree", "Neutral", "Disagree", and "Strongly Disagree") and one open-ended question.

Strongly Agree
Agree
Neutral
Disagree
Strongly Disagree

An in-house team developed the survey management tools for data tabulation, validation, and analysis of survey responses and the organization of the results. Charts and tables showed the tabulated data and identified patterns and trends. As this was the initial year of implementing the survey automation in the UMS system, utilizing pivot tables, chart builders, and built-in statistical functions in Excel QA&IE staff carried out trend analysis, and visualizations.

II. Respondents Demographics

Figures II-1 and II-2 show the number of responses by department and gender. With 1968 registered students during the Spring Semester 24, the number of responses received is 1575, representing 80.03% of the total student body (see table III-1 below).

Figure II-1:
Number of Responses by Department

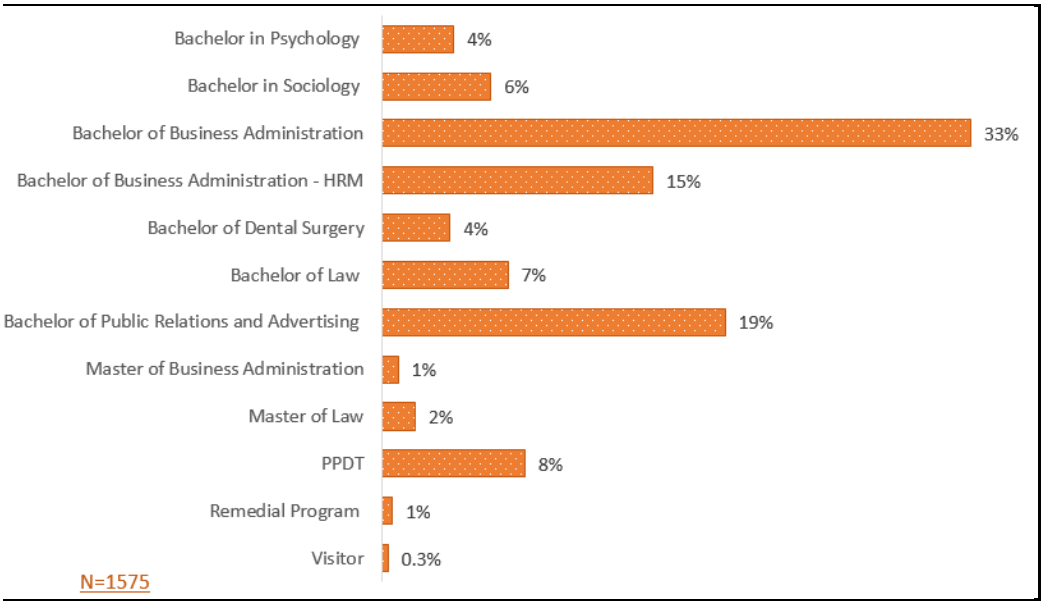


Figure II-2

Number of Responses by Gender

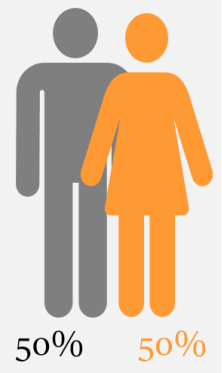


Table II-1:
Survey Response Rate

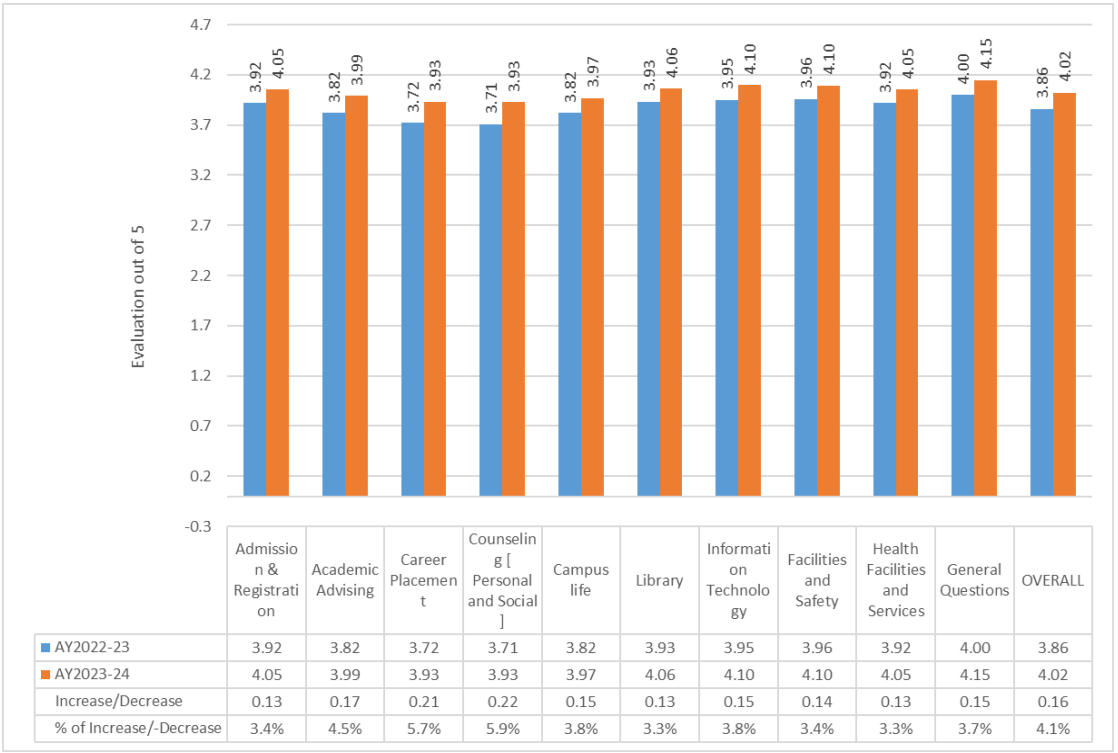
OVERALL	S24 Total Student	**1968**	Responses	**1575**	Response Rate	**80.03 %**

III. Overall Survey Results

As shown in Figure III-1, the overall student satisfaction indicates an overall positive trend in satisfaction across all units, from 3.86 in AY 2022-23 to 4.02 in AY 2023-24, with a change of 0.16 (4.1% increase). The highest increase in satisfaction was observed in Counseling (Personal and Social) with a 5.9% increase, followed closely by Career Placement at 5.7%. This suggests significant improvements in these areas, reflecting the institution's efforts to enhance support services for students.

Figure III-1

2- Year Comparative Results [AY 2022-23 vs. AY 2023-24]



	Admission & Registration	Academic Advising	Career Placement	Counseling [Personal and Social]	Campus life	Library	Information Technology	Facilities and Safety	Health Facilities and Services	General Questions	OVERALL
AY2022-23	3.92	3.82	3.72	3.71	3.82	3.93	3.95	3.96	3.92	4.00	3.86
AY2023-24	4.05	3.99	3.93	3.93	3.97	4.06	4.10	4.10	4.05	4.15	4.02
Increase/Decrease	0.13	0.17	0.21	0.22	0.15	0.13	0.15	0.14	0.13	0.15	0.16
% of Increase/-Decrease	3.4%	4.5%	5.7%	5.9%	3.8%	3.3%	3.8%	3.4%	3.3%	3.7%	4.1%

Faculty to Student Ratio

Faculty to student ratio Fall 2024	
program Name	Faculty to student Ratio
BDS	1:8
PR&A	1:31
LAW	1:11
BBA	1:24

CUA Board of Trustees

Chairman of the Board of Trustees

H.H. Sheikh Rashid bin Humaid Al Nuaimi
Chairman of Ajman Municipality and Planning Department, Member of the Ajman Government Executive Council, Chairman of R Holding, Chairman of Al Zorah Development Company and Ajman Sewage, CEO of Aqaar Properties.

Vice Chairman of the Board of Trustees

Sheikh Mohamed bin Abdullah Al Nuaimi
Chairman of Ajman Ports and Customs Department

Board of Trustees Members:

1. Mr. Abdul Rahman Mohamed Al Nuaimi
   Director General of Ajman Municipality and Planning Department

2. Mr. Ibrahim Salman Al Hamadi
   Executive Director of Government Services Measurement -Government Services Sector - Prime Minister's office – Ministry of Cabinet Affairs

3. Mr. Abdul Rahman Al Shamsi
   Legal Advisor to the Ruler's Court of Ajman

4. Mr. Abdulaziz Al Jasmi
   Group General Manager of R Holding

5. Mr. Sumair Tariq
   Managing Director of R Hotels

Ex Officio:

Mr. Imran Khan
President

University Address and Contact Details

Address	Sheikh Ammar Road, Al Tallah 2, Ajman, United Arab Emirates	
P.O.Box	18484, Ajman	
Administration	**Number**	**Email**
Reception	+971 (06) 711 - 0000	info@cu.ac.ae
Admission and Registration	+971 (06) 711 - 0000	registrar@cu.ac.ae
Accounts	+971 (06) 711 - 0000	account@cu.ac.ae
Website	www.cu.ae.ac.ae	
Social Media (Instagram, Snapchat, Facebook, Twitter and YouTube)	@cuajman	
WhatsApp	+971526055440	