

University Catalog 2026–2027 Graduate Programs



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Graduate Academic Calendar 2026-27

 جامعة المدينة عجمان CITY UNIVERSITY AJMAN Academic Calendar 2026-2027 2027-2026 الجامعي Undergraduate and postgraduate Programs برامج البكالوريوس والدراسات العليا			
فصل الخريف 2026 FALL SEMESTER 2026			
Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
26-08-2026	Wednesday		Orientation day for new faculty members البرنامج التعريفي لأعضاء الهيئة التدريسية الجدد
30-08-2026	Sunday		Orientation program for new students البرنامج التعريفي للطلبة الجدد
30-08-2026	Sunday		Deadline for new Students Admission and registration آخر موعد لقبول وتسجيل الطلبة الجدد
31-08-2026	Monday	Week 1 الأسبوع 1	Begin of weekdays classes بداية محاضرات أيام الأسبوع
05-09-2026	Saturday	Week 1 الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
31-08-2026 06-09-2026	Monday Sunday	Week 1 الأسبوع 1	Add/Drop period; late registration فترة السحب والإضافة والتسجيل المتأخر
13-09-2026	Sunday	Week 2 الأسبوع 2	Late registration deadline آخر موعد للتسجيل المتأخر
13-09-2026	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
28-09-2026	Monday	Week 5 الأسبوع 5	Admission begins for Spring semester 2027 بداية القبول لفصل الربيع 2027
19-10-2026 25-10-2026	Monday Sunday	Week 8 الأسبوع 8	Midterm exam period فترة امتحانات المنتصف
25-10-2026	Sunday	Week 8 الأسبوع 8	Deadline to withdraw from courses (no academic penalty but financial penalty applies) آخر موعد للانسحاب من مساق بدون غرامة أكاديمية وبغرامة مالية
26-10-2026	Monday	Week 9 الأسبوع 9	Commencement of academic advising and early registration for spring 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر لفصل الربيع 2027
23-11-2026 29-11-2026	Monday Sunday	Week 13 الأسبوع 13	Applications for changing specialization period فترة تقديم طلبات تغيير التخصص
11-12-2026	Friday	Week 15 الأسبوع 15	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
13-12-2026	Sunday	Week 15 الأسبوع 15	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
14-12-2026 23-12-2026	Monday Wednesday	Week 16 الأسبوع 16	Final exam period فترة الامتحانات النهائية
25-12-2026	Friday		Deadline for faculty members to submit the grades آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
25-12-2026	Friday		Announcement of grades إعلان الدرجات
28-12-2026 10-01-2027	Monday Sunday		Fall semester recess for Students إجازة فصل الخريف للطلبة

CU جامعة المدينة عجمان CITY UNIVERSITY AJMAN التقويم الجامعي 2026-2027 2027-2026 Academic Calendar			
Undergraduate and postgraduate Programs			
برامج البكالوريوس والدراسات العليا			
فصل الربيع 2027 SPRING SEMESTER 2027			
Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
06-01-2027	Wednesday		Orientation Day for new faculty members اليوم التعريفي لأعضاء الهيئة التدريسية الجدد
10-01-2027	Sunday		Deadline for new students admission and registration آخر موعد لقبول وتسجيل الطلبة الجدد
10-01-2027	Sunday		Orientation program for new students البرنامج التعريفي للطلبة الجدد
11-01-2027	Monday	Week 1 الأسبوع 1	Begin of weekdays classes بداية محاضرات أيام الأسبوع
16-01-2027	Saturday	Week 1 الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
11-01-2027	Monday	Week 1 الأسبوع 1	Add/Drop period; late registration
17-01-2027	Sunday		فترة السحب والإضافة والتسجيل المتأخر
24-01-2027	Sunday	Week 2 الأسبوع 2	Late registration deadline آخر موعد للتسجيل المتأخر
24-01-2027	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
08-02-2027	Monday	Week 5 الأسبوع 5	Admission begins for Fall semester 2027 بداية القبول لفصل الخريف 2027
01-03-2027	Monday	Week 8 الأسبوع 8	Midterm exam period فترة امتحانات المنتصف
07-03-2027	Sunday	Week 8 الأسبوع 8	Deadline to withdraw from courses (no academic penalty but financial penalty applies) آخر موعد للانسحاب من مساق بدون غرامة أكاديمية وبغرامة مالية
08-03-2027	Monday	Week 9 الأسبوع 9	Commencement of academic advising and early registration for summer and fall 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر لفصل الصيف والخريف 2027
05-04-2027	Monday		إجازة فصل الربيع للطلبة Spring semester recess for students
11-04-2027	Sunday		
12-04-2027	Monday	Week 13 الأسبوع 13	Applications for changing specialization period فترة تقديم طلبات تغيير التخصص
18-04-2027	Sunday		
30-04-2027	Friday	Week 15 الأسبوع 15	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
02-05-2027	Sunday	Week 15 الأسبوع 15	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
03-05-2027	Monday	Week 16 الأسبوع 16	Final exam period فترة الامتحانات النهائية
12-05-2027	Wednesday		
14-05-2027	Friday		Deadline for faculty members to submit the grades آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
14-05-2027	Friday		إعلان الدرجات Announcement of grades
17-05-2027	Monday		Summer recess for students الإجازة الصيفية للطلبة

SUMMER I SEMESTER 2027 الفصل الصيفي الأول

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
24-05-2027	Monday	Week 1 الأسبوع 1	Weekday classes begin بداية محاضرات أيام الأسبوع
29-05-2027	Saturday	Week 1 الأسبوع 1	Weekend classes begin بداية محاضرات نهاية الأسبوع
24-05-2027	Monday	Week 1 الأسبوع 1	Add/Drop period; late registration
30-05-2027	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
06-06-2027	Sunday	Week 3 الأسبوع 3	Midterm exam period فترة امتحانات المنتصف
07-06-2027	Monday	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
13-06-2027	Sunday	Week 5 الأسبوع 5	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
25-06-2027	Friday	Week 5 الأسبوع 5	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
27-06-2027	Sunday	Week 6 الأسبوع 6	Final exam period فترة الامتحانات النهائية
28-06-2027	Monday		آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
30-06-2027	Wednesday		إعلان الدرجات
02-07-2027	Friday		Announcement of grades

SUMMER II SEMESTER 2027 الفصل الصيفي الثاني

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
05-07-2027	Monday	Week 1 الأسبوع 1	Weekday classes begin بداية محاضرات أيام الأسبوع
10-07-2027	Saturday	Week 1 الأسبوع 1	Weekend classes begin بداية محاضرات نهاية الأسبوع
05-07-2027	Monday	Week 1 الأسبوع 1	Add/Drop period; late registration
11-07-2027	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
18-07-2027	Sunday	Week 3 الأسبوع 3	Midterm exam period فترة امتحانات المنتصف
19-07-2027	Monday	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
25-07-2027	Sunday	Week 5 الأسبوع 5	Last day of weekday classes آخر يوم لمحاضرات أيام الأسبوع
06-08-2027	Friday	Week 5 الأسبوع 5	Last day of weekend classes آخر يوم لمحاضرات نهاية الأسبوع
08-08-2027	Sunday	Week 6 الأسبوع 6	Final exam period فترة الامتحانات النهائية
09-08-2027	Monday		آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
11-08-2027	Wednesday		إعلان الدرجات
13-08-2027	Friday		Announcement of grades

Dates of official holidays will be announced by the UAE Government

* Fall 2027 will begin on Monday August 30th

Classes missed due to an official Holidays will be compensated

Makeup classes schedule will be announced by the deans

سيتم الإعلان عن مواعيد العطل الرسمية من قبل حكومة دولة الإمارات العربية المتحدة

سيبدأ فصل الخريف 2027 يوم الاثنين الموافق 30 أغسطس

سيتم تعويض المحاضرات التي تصادف أيام الإجازات الرسمية

سيعلن جدول المحاضرات التعويضية عن طريق عمداء

 جامعة المدينة عجمان CITY UNIVERSITY AJMAN Academic Calendar 2026-2027 2027-2026 التقويم الجامعي 2027-2026 2026-2027 MBA-TQM, MBA-Blended, Master SHRM ماجستير إدارة الأعمال، إدارة الجودة الشاملة، استراتيجيات إدارة الموارد البشرية			
فصل الخريف 2026 FALL SEMESTER 2026			
خريف 1 (مادتان كحد أقصى) Term 1 (Maximum 2 Courses)			
Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
24-08-2026 30-08-2026	Monday- Sunday		Registration for new and existing students التسجيل للملتحقين الجدد والقداميين
26-08-2026	Wednesday		Orientation day for new faculty members البرنامج التوجيهي لأعضاء الهيئة التدريسية الجدد
30-08-2026	Sunday		Orientation program for new students البرنامج التوجيهي للملتحقين الجدد
05-09-2026	Saturday	Week 1 الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
05-09-2026 06-09-2026	Saturday - Sunday	Week 1 الأسبوع 1	Add/Drop period; late registration فترة السحب والإضافة والتسجيل المتأخر
13-09-2026	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
14-09-2026	Monday	Week 3 الأسبوع 3	Commencement of academic advising and registration for fall term II 2026 بدء الإرشاد الأكاديمي والتسجيل المبكر لفصل الخريف 2026-II
18-10-2026	Sunday	Week 7 الأسبوع 7	Last day of classes آخر موعد للمحاضرات
19-10-2026 22-10-2026	Monday Thursday	Week 8 الأسبوع 8	Final exam period فترة الامتحانات النهائية
23-10-2026	Friday		Deadline for faculty members to submit the grades آخر موعد لتقديم الدرجات من قبل أعضاء الهيئة التدريسية
23-10-2026	Friday		Announcement of grades إعلان الدرجات
خريف 2 (مادتان كحد أقصى) Term 2 (Maximum 2 Courses)			
Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
24-10-2026	Saturday	Week 1 الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
24-10-2026 25-10-2026	Saturday - Sunday	Week 1 الأسبوع 1	Add/Drop period; late registration فترة السحب والإضافة والتسجيل المتأخر
01-11-2026	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
02-11-2026	Monday	Week 3 الأسبوع 3	Commencement of academic advising and registration for spring term I 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر لفصل الربيع 2027-I
06-12-2026	Sunday	Week 7 الأسبوع 7	Last day of classes آخر موعد للمحاضرات
09-12-2026 12-12-2026	Wednesday Saturday	Week 8 الأسبوع 8	Final exam period فترة الامتحانات النهائية
13-12-2026	Sunday		Deadline for faculty members to submit the grades آخر موعد لتقديم الدرجات من قبل أعضاء الهيئة التدريسية
13-12-2026	Sunday		Announcement of grades إعلان الدرجات

SPRING SEMESTER 2027 فصل الربيع

Term 1 (Maximum 2 Courses) ربيع 1 (مادتين كحد أقصى)

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
07-12-2026 13-12-2026	Monday - Sunday		Registration for new and existing students التسجيل للطلبة الجدد والحاليين
09-12-2026	Wednesday		Orientation day for new faculty members البرنامج التعريفي لأعضاء الهيئة التدريسية الجدد
13-12-2026	Sunday		Orientation program for new students البرنامج التعريفي للطلبة الجدد
19-12-2026	Saturday	Week 1 الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
19-12-2026 20-12-2026	Saturday - Sunday	Week 1 الأسبوع 1	Add/Drop period; late registration فترة السحب والاضافه والتسجيل المتأخر
27-12-2026	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
28-12-2026	Monday -		Semester recess for students إجازة الفصل للطلبة
11-01-2027	Monday	Week 3 الأسبوع 3	Commencement of academic advising and registration for Spring term II 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر لفصل الربيع 2-2027
14-02-2027	Sunday	Week 7 الأسبوع 7	Last day of classes آخر موعد للمحاضرات
17-02-2027 20-02-2027	Wednesday Saturday	Week 8 الأسبوع 8	Final exam period فترة الامتحانات النهائية
21-02-2027	Sunday		Deadline for faculty members to submit the grades آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
21-02-2027	Sunday		Announcement of grades اعلان الدرجات

Term 2 (Maximum 2 Courses) ربيع 2 (مادتين كحد أقصى)

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
27-02-2027	Saturday	Week 1 الأسبوع 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
27-02-2027 28-02-2027	Saturday Sunday	Week 1 الأسبوع 1	Add/Drop period; late registration فترة السحب والاضافه والتسجيل المتأخر
07-03-2027	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
08-03-2027	Monday	Week 3 الأسبوع 3	Semester recess for students إجازة الفصل للطلبة
05-04-2027 11-04-2027	Monday - Sunday		Commencement of academic advising and registration for Summer term I 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر للفصل الصيفي 1-2027
18-04-2027	Wednesday	Week 7 الأسبوع 7	Last day of classes آخر موعد للمحاضرات
21-04-2027 24-04-2027	Wednesday Saturday	Week 8 الأسبوع 8	Final exam period فترة الامتحانات النهائية
25-04-2027	Sunday		Deadline for faculty members to submit the grades آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
25-04-2027	Sunday		Announcement of grades اعلان الدرجات

SUMMER SEMESTER 2027 الفصل الصيفي

Summer 1 - Term 1 (Maximum 2 Courses) | (مادتين كحد أقصى)

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
19-04-2027 25-04-2027	Monday- Sunday		Registration for new and existing students التسجيل للطلبة الجدد والحاليين
01-05-2027	Saturday	Week 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
01-05-2027 02-05-2027	Saturday- Sunday	Week 1	Add/Drop period; late registration فترة السحب والإضافة والتسجيل المتأخر
09-05-2027	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies) آخر موعد لحذف مساق بدون غرامة أكاديمية وبغرامة مالية
10-05-2027	Monday	Week 3	Commencement of academic advising and aegistration for Summer term II 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر للفصل الصيفي 2-2027
13-06-2027	Sunday	Week 7	Last day of classes آخر موعد للمحاضرات
16-06-2027 19-06-2027	Wednesday Saturday	Week 8	Final exam period فترة الامتحانات النهائية
20-06-2027	Sunday		Deadline for faculty members to submit the grades آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
20-06-2027	Sunday		Announcement of grades اعلان الدرجات

Summer II - Term 1 (Maximum 2 Courses) | (مادتين كحد أقصى)

Date التاريخ	Day اليوم	Teaching Weeks الأسابيع التدريسية	Event الحدث
26-06-2027	Saturday	Week 1	Begin of weekend classes بداية محاضرات نهاية الأسبوع
26-06-2027 27-06-2027	Saturday - Sunday	Week 1	Add/Drop period; late registration فترة السحب والإضافة والتسجيل المتأخر
04-07-2027	Sunday	Week 2	Deadline to drop courses (no academic penalty but financial penalty applies) آخر موعد لحذف مساق بدون غرامة أكاديمية وبغرامة مالية
05-07-2027	Monday	Week 3	Commencement of academic advising and aegistration for spring term I 2027 بدء الإرشاد الأكاديمي والتسجيل المبكر لفصل الربيع 1-2027
08-08-2027	Sunday	Week 7	Last day of classes آخر موعد للمحاضرات
11-08-2027 14-08-2027	Wednesday Saturday	Week 8	Final exam period فترة الامتحانات النهائية
15-08-2027	Sunday		Deadline for faculty members to submit the grades آخر موعد لتسليم الدرجات من قبل أعضاء الهيئة التدريسية
15-08-2027	Sunday		Announcement of grades اعلان 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 2027 will begin on Monday August 30. *سيبدأ فصل الخريف 2027 يوم الاثنين الموافق 30 أغسطس
Notes: Classes missed due to an official Holidays will be compensated سيتم تعويض المحاضرات التي تصادف أيام الإجازات الرسمية.
Makeup classes schedules will be announced by deans سيعلن جدول المحاضرات التعويضية عن طريق عمداء

University History

The City University Ajman (CUA), located in the emirate of Ajman, has been officially licensed since 1 August 2011 under the name of *City University College of Ajman (CUCA)* from the Ministry of Higher Education and Scientific Research (MOHESR) in the United Arab Emirates, to award degrees in higher education. Then it was upgraded to university status by MOHESR in October 2022.

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

Since then, CUA has experienced rapid and substantial expansion. In 2015, the institution initiated the development of a state-of-the-art campus situated in the city of Ajman. The inaugural phase of this endeavor was successfully concluded in November 2017, yielding a campus capacity to accommodate 3,500 students. Future expansions in three additional phases are planned to increase capacity to accommodate up to 11,000 students, adding more classrooms, labs, and offices, as well as a research center, dorms facility, an indoor sports complex with a swimming pool, a 120,000-square-foot auditorium, outdoor sports facilities, and multiple sports courts.

Over the years, CUA has demonstrated a commitment to quality education and continuous improvement, as evidenced by its QS 5-star rating in May 2024. Currently, CUA offers undergraduate and graduate degrees in 23 specializations across six colleges, namely, Business, Law, Media, Dentistry, Humanities, Technology, along with the Department of Education.

The university's diverse community comprises faculty and students from over 50 nationalities, fostering a multicultural campus that enriches the learning experience. This international environment prepares students for the global job market through a comprehensive education and hands-on learning experiences.

The university's educational approach is based on the U.S. system model, offering flexibility with morning, evening, and weekend classes to accommodate the diverse needs of its student body. The medium of instruction is English and Arabic, ensuring accessibility for a diverse range of students.

In addition to its academic programs, CUA encourages students to engage in various extracurricular activities, including student clubs, sports, and community-targeted activities, promoting a well-rounded educational experience and community engagement. Through its dedication to quality education, cultural diversity, and student support, CUA continues to empower students to become influential leaders and contributors in their communities and beyond. The university also offers a range of scholarships and financial aid options to support students in their educational pursuits.

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. CUA provides its students with diverse educational programs in humanities and social sciences, informatics, engineering, and health sciences. In addition, CUA 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, creativity

Strategic Goals

Strategic Goal 1

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

Strategic Objective 1.1

Launch 10 new programs that are competency-based and tailored to the emerging market demands and aligned with the employment sector, five in two year cycles.

Strategic Objective 1.2

Adoption of competency-based education models across all newly launched programs starting from AY 2025-2026 to advance CUA's academic excellence and graduate readiness.

Strategic Objective 1.3

Embedding a sustainable mechanism for preparing, documenting, and responding to external review reports, updated regularly to strengthen accountability and compliance.

Strategic Objective 1.4

Initiating structured microcredential programs based on CAA guidelines and align with national and regional labor market needs by August 2026 to enhance workforce readiness and lifelong learning opportunities.

Strategic Goal 2

Research Quality and Output: Increase research quality and output with a focus on integration into teaching, capacity building, innovation, and societal impact.

Strategic Objective 2.1

Increase external research funding by 5% each year for the next five years starting AY 2023-2024.

Strategic Objective 2.2

Achieve 5+ publications per faculty member annually starting from AY 2026-2027.

Strategic Objective 2.3

Attain a field-weighted citation impact of 2+ per faculty member every calendar year starting from 2026-2027.

Strategic Objective 2.4

Strengthen joint industry research collaboration in project performing and funding by 10% annually compared to previous year.

Strategic Objective 2.5

Achieve 40%+ student participation annually in research projects of academic, economic, or societal impacts in each program by AY 2027-2028.

Strategic Objective 2.6

Achieve 2+ units of societal and/or economic impacts from research projects annually on the institutional level (OBF) by AY 2027-2028

Strategic Objective 2.7

Accomplish 2+ institutional intellectual property assets each year starting AY 2026-2027.

Strategic 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.

Strategic 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 AY 2025-2026.

Strategic 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 AY 2026-2027.

Strategic Objective 3.3

Manage all currently identified risks from external forces (regulatory, compliance, and accreditation) to mitigate disruptions annually.

Strategic Objective 3.4

Achieve at least three institutional hallmarks (accreditation, ranking, recognition and innovation hub) by AY 2027-2028.

Strategic Objective 3.5

Generate required documents (manuals, guides, reports) as per the running regulatory standards, by AY 2024-2025.

Strategic Objective 3.6

Maintain institutional licensure and program accreditation renewals and achieve positioning of CUA in the high confidence category by AY 2027-2028.

Strategic Goal 4

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

Strategic 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.

Strategic Objective 4.2

Implement a comprehensive academic advising system to ensure timely degree completion starting AY 2023-2024 and evaluating annually.

Graduate Catalog

Strategic Objective 4.3

Attain 90%+ external validation scoring of student assessments per program starting from AY 2025-2026.

Strategic Objective 4.4

Retain 90%+ of first-year students of each program by AY 2026-2027

Strategic Objective 4.5

Provide 2+ employment and career enhancement activities to 90% of students annually.

Strategic Objective 4.6

Maintain a 4.5+ (1-5 Likert Scale) satisfaction score of employers about skills and career readiness of interns and hired alumni.

Strategic Objective 4.7

Achieve a 90%+ success rate of students in obtaining required occupational licenses and 40%+ in obtaining relevant micro-credentials in applicable programs by AY 2027-2028.

Strategic Objective 4.8

Maintain a 4.5+ satisfaction score of students with learning experience by AY 2025-2026

Strategic 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.

Strategic Objective 5.1

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

Strategic 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 2023-2024

Strategic Objective 5.3

Implement at least three new initiatives to improve student support services to improve student retention each academic year starting AY 2023-2024.

Strategic Objective 5.4

Achieve green building certification for the current CUA infrastructure to be an environmentally sustainable campus in three years by 2026-2027.

Strategic 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.

Strategic 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.

Strategic Objective 6.

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

Strategic Goal 7

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

Strategic Objective 7.1

Evaluate CUA's community outreach and involvement by using three key parameters to strengthen CSR starting AY 2023-2024.

Strategic Objective 7.2

Organize 20+ impactful academic events, including 3+/program, annually with active participation from students.

Strategic Objective 7.3

Enhance social responsibility by organizing 20+ impactful community-targeted initiatives and programs, including +2/program, annually.

Strategic Goal 8

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.

Strategic Objective 8.1

Obtain international accreditation for all eligible academic programs by 2027-2028.

Strategic Objective 8.2

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.

Strategic Objective 8.3

Establish international student exchange programs and increase by 10% annually over the next five academic years to promote cross-cultural understanding and global experience.

Strategic Objective 8.4

Establish a minimum of one dual degree program, joint degree, or student exchange program with reputable international academic partners with 5%+ student participation by AY 2027-2028.

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.

Strategic Objective 8.6

Join the QS and/or THE university rankings by AY 2027-2028.

Strategic Goal 9

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.

Strategic Objective 9.1

Offer three professional development opportunities at CUA to facilitate employee growth and retention on a yearly basis.

Strategic Objective 9.2

Implement a Rewards and Recognition program for staff and faculty to recognize high-potential employees starting from Fall 2023.

Strategic Objective 9.3

Develop CUA EVP Brand three key messages that communicate the unique aspects of CUA, making it an attractive workplace in AY 2023-2024

Strategic Objective 9.4

Retain at least 85 % of the faculty each year for 4 years as a function of the University's Value proposition starting AY 2023-2024.

Strategic Objective 9.5

Incorporate the EVP into CUA's recruitment and hiring processes by highlighting unique attributes and benefits in interviews and recruitment materials.

Strategic Goal 10

Employability: Increase employability and placement opportunities for CUA Graduates and Alumni

Strategic Objective 10.1

Implement identified recommendations to revise all the programs at an 80% rate to improve student employability annually starting AY 2023-2024.

Strategic Objective 10.2

Set up and operationalize an Innovation Hub to build a startup ecosystem by the academic year 2023-2024.

Strategic Objective 10.3

Ensure 90%+ full time employment rate per program by AY 2027-2028.

Strategic Objective 10.4

Achieve a statistically representative response rate to the Graduate Destination Surveys (GDS) per program by AY 2026-2027.

Strategic Objective 10.5

Ensure 20% alignment in curricula with industry needs by involving industry experts in curricula development and revision of all programs by 2026-2027.

Strategic Goal 11

Strengthen Industry Interfacing: Enhance partnerships and work placement efficiency.

Strategic Objective 11.1

Create an ecosystem towards achieving 50%+ of students receiving a return job offer post work placement within 12 months of graduation out of students participating in work placement by AY 2027-2028.

Strategic Objective 11.2

Apply joint industry course development and delivery in collaboration with relevant industry partners in all programs by 2027-2028.

Maintain 100% final year undergraduate student participation in efficient work placements (internship/practicum) annually.

Strategic Objective 11.4

Secure one million AED industry contribution by 2027/2028.

Strategic Objective 11.5

Organize 5+ continuing education and professional development activities for alumni annually starting from AY 2025-2026.

Licensure and Accreditation

1- Institutional Licensure by CAA:

City University Ajman is officially licensed by the Ministry of Higher Education and Scientific Research (MOHESR) in the United Arab Emirates since 1 August 2011 until the present.

2- Program Accreditation by CAA:

All CUA's undergraduate and graduate programs are accredited by the Commission for Academic Accreditation ([CAA](#)) of the UAE's Ministry of Higher Education and Scientific Research. CAA accreditation for degrees is an important factor for future job seekers, with benefits including:

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

The details of academic accreditation of CUA's programs are outlined below:

College of Business

- The Bachelor of Business Administration program, offered with five concentrations in Finance and Accounting, Marketing, Management Information Systems, Human Resources Management, and Hospitality & Hotel Management is accredited by the Commission for Academic Accreditation (CAA) of the Ministry of Higher Education and Scientific Research (MOHESR), UAE. The initial accreditation dates are as follows: Finance and Accounting and Marketing on January 1, 2012; Management Information Systems and Human Resources Management on July 3, 2012; and Hospitality & Hotel Management on December 3, 2013. The current accreditation is valid until August 18, 2027.
- The Bachelor of Business Administration in Human Resources Management (in Arabic) has been accredited by the CAA-MOHESR, UAE, since October 2013, and this accreditation is valid until August 18, 2027.
- The Master of Business Administration with a concentration in Total Quality Management has been accredited by the CAA-MOHESR, UAE, since February 2015, and this accreditation is valid until August 18, 2027.
- The Master of Strategic Human Resource Management has been accredited by the CAA-MOHESR, UAE, since March 2025, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.
- The Bachelor of Public Administration has been accredited by the CAA-MOHESR, UAE, since 25 March 2025, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.
- The Master of Business Administration (Blended) has been accredited by the CAA-MOHESR, UAE, since 12 January 2026, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.

College of Law

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

College of Media

- The Bachelor of Public Relations and Advertisement has been accredited by the CAA-MOHESR, UAE, since February 2014, and this accreditation remains valid to date.
- The Bachelor of Arts in Digital Media Production has been accredited by the CAA-MOHESR, UAE, since January 2025, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.
- The Master of Media Leadership and Communication Strategies has been accredited by

the CAA-MOHESR, UAE, since March 2025, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.

College of Dentistry

- The Bachelor of Dental Surgery program has been accredited by the CAA-MOHESR, UAE, since July 2019 until the present. The renewal of accreditation is in progress this academic year.

College of Humanities

- The Bachelor in Psychology has been accredited by the CAA-MOHESR, UAE, since May 2023, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.
- The Bachelor in Sociology has been accredited by the CAA-MOHESR, UAE, since May 2023, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.

College of Technology

- The Bachelor of Science in Artificial Intelligence has been accredited by the CAA-MOHESR, UAE, since May 2024, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.
- The Bachelor of Science in Data Science has been accredited by the CAA-MOHESR, UAE, since March 2025, and this accreditation is valid until the end of the first academic year following the graduation of the first cohort of students.

PPDT Department of Education

- The Professional Postgraduate Diploma in Teaching is accredited by the CAA-MOHESR, UAE, since March 2014, and this accreditation is valid until February 2029

Program International Accreditation

The College of Media at CUA obtained accreditation for its Bachelor of Public Relations and Advertisement program in May 2024 from the AQAS (Agency for Quality Assurance through Accreditation of Study Programs) in Germany for a period of six years. The accreditation is valid until June 30, 2030. 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.

HCERES - On December 12, 2025, the three Law programs, Bachelor of Law, Master in Law-Private, and Master in Law-Public, were granted a five-year accreditation by the HCERES (High Council for the Evaluation of Research and Higher Education) in France. The accreditation is valid until December 11, 2030.

Membership in International Organizations

- 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.
- City University Ajman obtained membership in the Association of Arab Universities (AArU), headquartered in the Hashemite Kingdom of Jordan, in April 2025. The association is a regional academic body dedicated to enhancing cooperation and integration among higher education institutions in the Arab world through supporting joint initiatives in education, scientific research, quality assurance, and academic accreditation, thereby contributing to the development and competitiveness of the Arab higher education system.

World University Ranking

- **QS Ranking** - CUA is currently an evaluated university by QS and is participating in institutional data submission to QS for evaluation, starting from 2025. Also, CUA is participating in the national ranking project between MOHESR and QS.
- **THE Ranking** – CUA is currently a reporting institution in Times Higher Education Ranking (THE) and is participating in the national project “Assessing the Landscape of Higher Education in the UAE” between MOHESR and THE.

QS Star Rating

City University Ajman (CUA) was first evaluated under the QS Stars™ Rating System in 2021, where it was rated 5 Stars in Teaching, reflecting the University’s strong commitment to academic excellence and high-quality education.

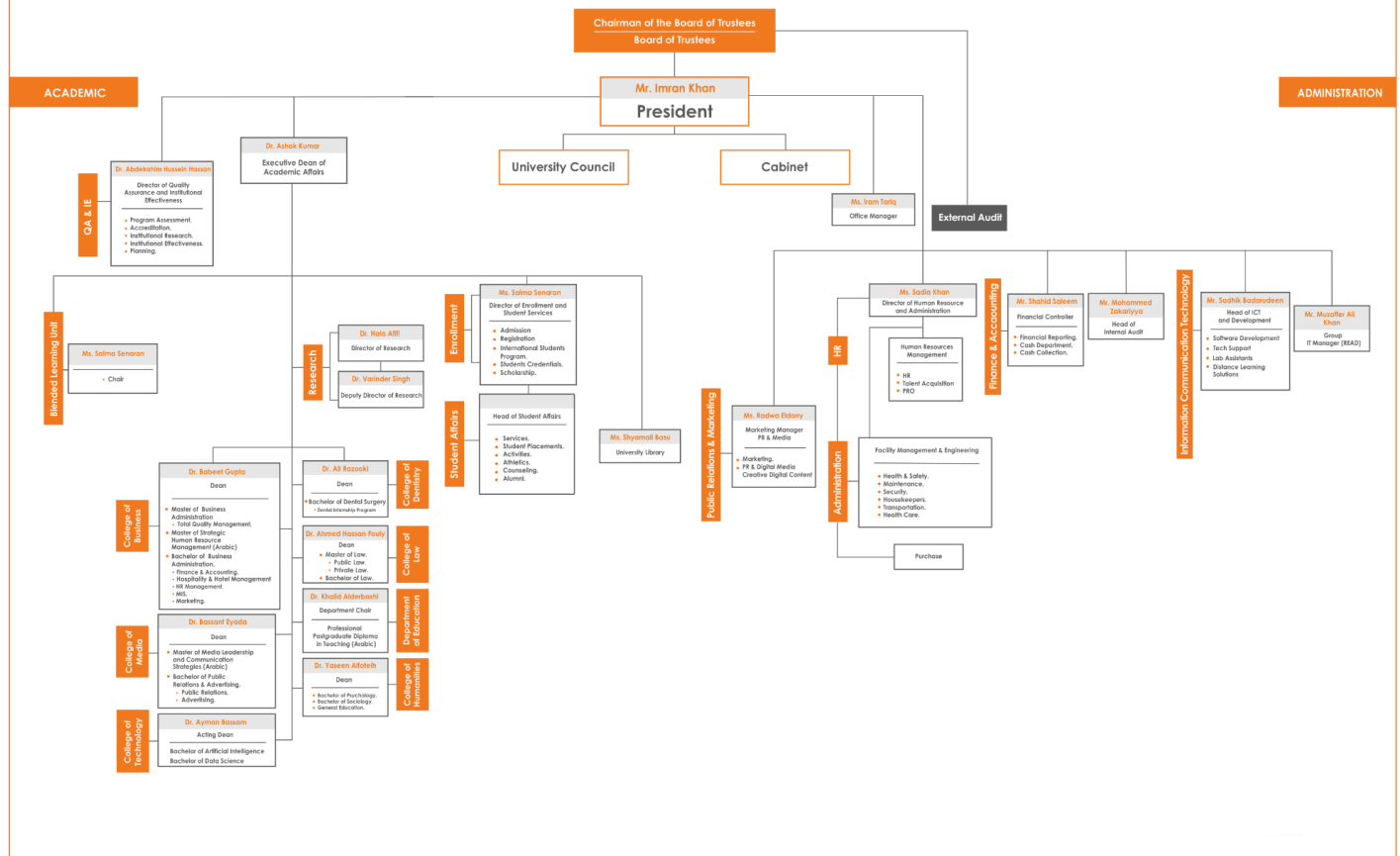
In 2022, CUA achieved a 5-Star Rating in Online Learning, earning a perfect score in key indicators including student-faculty engagement, student interaction, student services and

technology, and commitment to online learning. This achievement highlighted the University's success in integrating technology and innovation into its teaching and learning environment.

During the 2024 QS Stars Reassessment, CUA attained an overall 5-Star Rating, receiving 5 Stars in Teaching, Employability, Internationalization, and Facilities, and 4 Stars in Academic Development and Program Strength. These accomplishments collectively reaffirm CUA's dedication to academic excellence, innovation, and continuous improvement, aligning with its vision to be a world-class institution of higher learning.

Organizational Chart

Organizational Chart July 2026



Campus Facilities and Resources

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

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, Classrooms and Sports area with a football and basketball courts being a recent addition.

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

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 (05 windows lab and 02 MAC lab)

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 purposes
2. Users are not allowed to bring food and beverages inside the computer labs
3. Users are not allowed to turn 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 to the computers (students can use their Wi-Fi ID to log into 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 account holder's responsibility. Therefore, all users must 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 for 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 15000 books in various disciplines offered ranging from Law, Business, Health Sciences Programs etc. The 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.

Library 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 8 private study rooms. (4 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: 15871 books.
- Subscription databases: 7 databases
- Print periodicals: 3 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:

- American Journal of International Law
- Cambridge Law Journal

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.

Library services:

- Lending books that students need
- Computers with Internet connection
- Private rooms equipped for individual and group study
- Reading and study area
- Reference materials for research and review
- Textbooks
- Electronic resources for learning
- Research support

Library Borrowing Rules

University Library Patrons:

- Faculty
- Staff
- Enrolled Students

Reference Material

The following materials cannot be borrowed these include:

- Dictionaries
- Encyclopedias
- Journals
- Periodicals
- Legal Reference Works
- Research Archives Borrowing Limits

PATRON	QUANTITY	DURATION
Faculty	10	90 days
Staff	5	30 days
Students	5	14 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 1.00 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

The student center is the hub for hanging out and/or meeting new students. There are plenty of seating options and a ton of different activities, including pool tables and a fuse ball. Students can sit around and eat as well. The operational hours are according to the university's timings.

Students and Staff Lounges

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

Food Services

The food court is located on the ground floor of the campus. It provides the students with different dining options for food and drinks.

Prayer Rooms

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

Parking Space

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

Children Waiting Area

CU provides its students, faculty, and staff with a children's waiting area to maintain a positive work-life balance. This facility is maintained hygienically and cleanly where this area is sanitized on a 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

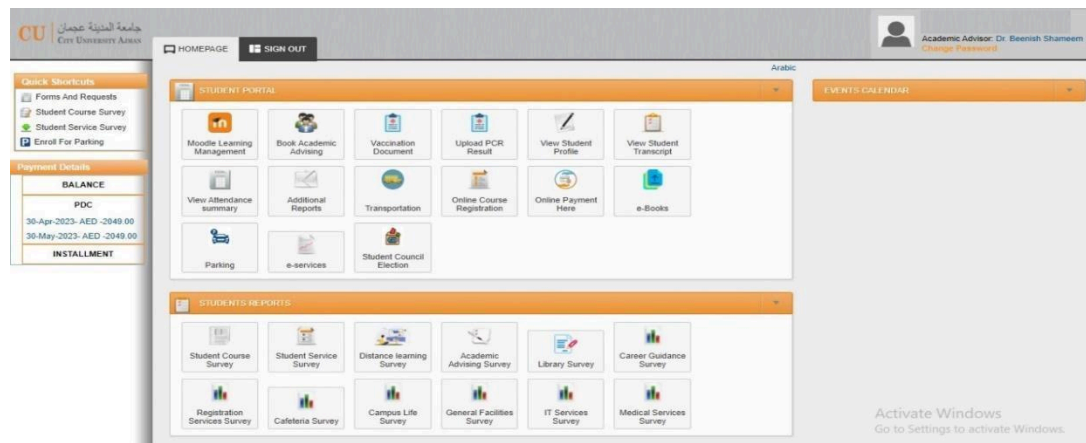
Pay fees online through secure payment gateway

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 EmergencyThe 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 : 0588615255
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

Umm Al Quwain University – Interlibrary Loan
Dubai Medical College / Dubai pharmacy college for girls - Interlibrary Loan
Ajman University – Interlibrary Loan
International University- Kuwait
KIMEP University
Foundation Manar Al Iman
The Ohio State University
Pakistan Islamic Higher Secondary School – Ajman
Al Shorouq Private School
Skyline University College
Sonaa Al Ghad Private School
H.H. Sheikh Rashid Al Maktoum Pakistani School – Dubai
Synergy
Synergy Dental Center
Technological Dublin University
University of Canada West
Teknologi Mara for research
Degli Studi Link University
Truemed
Thumbay University Hospitals
Southwest university.
Advanced Healthcare LLC
Al Ahliyah Private Schools
Al Itqan American School
Ajman University
Al Hikmah Private School
Al Kamal American International School – Halwan
Al Maarifa International Private School
Minhaj Private School
Al Saleh Private School for Girls
Al Shola Private School Education Foundation
Mawahib Educational Group
Al Ain American School
Appolonia World
Al Ittihad Private School

Letterkenny Institute
American University in the Emirates – Interlibrary Loan
Bin Ham Educational Group
City American School – Ajman
City School – Ajman
CT university
Dr. C.V. Raman University – Interlibrary Loan
Dentsply Sirona
Dubai Modern Education School
English Language Private School – Dubai
University of Electronic Science and Technology of China (UESTC)
Jianagxi University finance and economics
MGMIO University
Geneva Business School
GEMS Education
Gulf Medical University
George mason university
Hamdan Bin Mohammed Smart University – Interlibrary Loan

Governmental

Al Saada Privilege Card
Waffer
Khalifa Bin Zayed Al Nahyan Foundation
Ajman Education Zone
Ministry of Human Resources
Ministry of Human Resources & Emiratisation-Ajman Labour Office
Umm Al Moumineen Women’s Association
Sandoq Al Watan
Sharjah Government Media Bureau
Sharjah Police
Government of Sharjah – Social Services Department
Sharjah International Commercial Arbitration Centre (Tahkeem)
Emirates Association of Retired Citizens
Ajman Society of Social and Cultural Development
Ajman Contact Center
Ajman Free Zone Authority
Private Education Coordination Office – Ajman
Ajman Chamber of Commerce and Industry
Ajman Department of Economic Development
Ajman Police
Ajman Land and Property Department
Ajman Tourism Development Department

Department of Ajman Tourism Development
Department of Tourism Development - Government of Ajman
Ajman Specialty General Hospital – Dentistry
Ajman X – Municipality Innovation Unit
Ajman Municipality and Planning Department
Ajman Media City Free Zone (AMCFZ)
Ajman Club for the Disabled
Medical Health District – Ajman
Emirates Creative Society
Esaad Privilege Card
Fazaa LLC
Federal Competitiveness and Statistics Centre
Armed Force / Homat Alwatan
Humaid Bin Rashid Al Nuaimi Foundation
Indian Association – Sharjah

Corporate

International Free Trade Corporation (IFT)
Intercontinental Dubai
Injaaz Facility Management
Injaz UAE
International Student Exchange Programs
Gulf Pharmaceutical Industries (Julfar PJSC)
Leader Healthcare
Liberty Dental Clinic
Makkah Group
Masarak Travel and Tourism
Mountain Gate Realty
Olympics Committee
Consulate General of Pakistan – Dubai
Pakistan Education Academy – Dubai
Raqmiyat LLC
R holding
R Hotels
Ruya Community Islamic Bank LLC
Sharjah American International School – Abu Dhabi
Sajio Real Estate
Saratoga
Saudi German Health
Speed House
Syrian Embassy – Abu Dhabi
Tafaseel Group Holding

Talal Abu-Ghazaleh & Co. International
Federal Tax Authority (FTA)
Tech Group – Ajman
IET
The Talent Point
Tradepreneur Global Research
United Broadcast and Media Solutions.
SALT HR Consultancy
Union of Arab Photographers
Embassy of the Republic of Yemen (READ)
Professionals Center for Learning Difficulties
Medica
Consulate General of Jordan – Dubai
Greater Change
IN HOUSE Agency
AIMS Group
Ajman Bank
Al Buhaira National Insurance
Al Bustan Group
Essa Saleh Al Gurg Charity Foundation
Al Mazroui Medical & Chemical Supplies
Nutraways – Al Tareq Rehabilitation & Autism Center
Al Yousuf Group
Anglo Arabian Healthcare
Apogee
Arabic Language Educational Center
Bangladesh Association – Dubai
Ibn Sina Group of Pharmacies LLC
Body & Soul
Cardiff Academy- Short Courses
Connect Resources
Credence Consultancy
Curaden
Cyber Wales
Dubai Islamic Bank
Direct Trading Technologies UK
Emirates Association for Lawyers and Legal Consultants
Edu Fikra
Consulate General of the Republic of Kazakhstan – Dubai
Consulate General of the State of Palestine – Dubai
Emirates Scholar Research Center
Engie Cofely Energy Services
Enjazat

Emirates Properties
EWAN Group
Global Peace and Tolerance
Hikvision
Huawei

Graduate Programs and Accreditation

	Program	Specialization	Initial Accreditation Date	Program Language of Instruction	Duration	Total Program Credit Hours
1	Professional Postgraduate Diploma in Teaching		March 2014	Arabic	One year (two semesters)	24
2	Master of Business Administration	Total Quality Management	February 2015	English	14 months (7 semesters)	39
3	Master of Business Administration	Business Administration (Blended Learning)	February 2026	English	6 semesters 12 months	30
4	Master of Private Law		January 2015	Arabic	18–24 months	33
5	Master of Public Law		January 2015	Arabic	18–24 months	33
6	Master of Human Resources Management Strategy		March 2025	Arabic	14 months (3 semesters)	33
7	Master of Media Leadership and Communication Strategies		March 2025	Arabic	12–18 months (3 semesters)	33

General Admission Requirements

City University Ajman (CUA) classifies postgraduate students as full-time or part-time based on the number of credit hours attempted per semester. All documents submitted by applicants for admission become the property of CUA and will not be returned. If any document is found to be fraudulent, CUA reserves the right to cancel the admission or expel the student without refund of any fees paid.

All applicants seeking admission to a postgraduate program must submit the required documents and meet the criteria outlined below. The admissibility of applicants is determined only after completing all verification and authentication procedures.

- Applicants must complete and submit the online admission form through the University website by the published deadlines, along with the non-refundable application and admission fee. The applicant must confirm that all information provided is complete and accurate and acknowledge that any misrepresentation or missing documentation may result in denial or cancellation of admission.
- Applicants must provide official Bachelor's degree certificates and academic transcripts, duly certified by the appropriate authorities in the country of issuance or attested by the relevant UAE authorities. For degrees obtained outside the UAE, an Equivalency Certificate issued by the UAE Ministry of Higher Education and Scientific Research (MOHESR) is mandatory.

Procedures for Document Certification

1. Documents Obtained in the UAE:

Official Bachelor's transcripts and graduation certificates obtained within the UAE must be certified by the UAE Ministry of Higher Education and Scientific Research (MOHESR).

2. Documents Obtained Abroad:

Official Bachelor's transcripts and graduation certificates obtained outside the UAE must be certified by:

- a. The authorized educational authority in the country of origin.
 - b. The country's Ministry of Foreign Affairs.
 - c. The UAE Embassy or Consulate in the country of origin.
- A Valid passport copy.
 - The original valid UAE ID Card (required for reading and verification at the Admission Office).

- A Valid UAE residence visa copy (for non-UAE nationals residing in the UAE).
- Family book copy (for UAE nationals).
- Military Service Completion letter for UAE male nationals (if applicable).
- Birth certificate copy (if required to verify name consistency).
- Four recent passport-sized photographs.
- Applicants to programs requiring English proficiency must submit an approved English Language Proficiency Certificate such as IELTS Academic or TOEFL.
Home-based test versions (e.g., TOEFL Home Edition, IELTS Indicator) are **not accepted**.
- The course **Remedial English for Postgraduate Studies** is not considered a substitute for the Master of Business Administration in Total Quality Management or the Master of Business Administration (Blended); however, it is accepted as a substitute for the Master of Media Leadership and Communication Strategies (Arabic), the Master of Law (Private and Public), and the Master of Strategic Human Resource Management (Arabic).

The Admission Office reserves the right to request additional supporting documents if needed to complete the evaluation, verification, or compliance process.

Documents Authentication

The City University Ajman (CUA) Admission Officers are responsible for completing the full authentication and verification of all required documents before admitting any applicant into a postgraduate program. To ensure accuracy, compliance, and the prevention of fraudulent admissions, Admission Officers must authenticate the applicant's Bachelor's degree, official transcripts, and any previous graduate qualifications by confirming that these documents are attested by the UAE Ministry of Higher Education and Scientific Research (MOHESR) or accompanied by an official equivalency certificate issued by the MOHESR for degrees obtained outside the UAE. The attestation status must be verified through the MOHESR verification system. In addition, English proficiency test scores—such as IELTS or TOEFL—must be validated through the official test provider's website or portal, and only results that are directly verifiable online or received from authorized test centers may be accepted.

Colleges and Programs offered

Sr No	College	Program
1	College of Business	1. Master of Business Administration in Total Quality Management 2. Master of Strategic Human Resource Management (Arabic) 3. Master of Business Administration (Blended)
2	College of Media	4. Master of Media Leadership and Communication Strategies (Arabic)
3	College of Law	5. Master in Private Law (Arabic) 6. Master in Public Law (Arabic)
4	Education program	7. Professional Postgraduate Diploma In Teaching

General Admission Requirements

College of Business				
College	Program	General Admission Requirements	Conditional Admission Categories	English Language Proficiency Requirements
College of Business	Master of Business Administration (MBA) in Total Quality Management	- 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 (MOHESR) in the UAE or an equivalent. Notes: - An equivalency certificate from the Ministry of Higher Education and Scientific Research in the United Arab Emirates (MOHESR) must be submitted for all degrees not issued by the Ministry of Higher Education	Conditional Admission 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.	If Bachelor's degree completed in English: - Submit a Medium of Instruction letter. If Bachelor's completed in a non-English language: Provide one of the following: - IELTS Academic: 6.0 - TOEFL PBT: 550 - TOEFL IBT: 79 - Or an equivalent score from other nationally or internationally recognized tests.

		and Scientific Research in the UAE. • A remedial program is required for all students with non-Business degrees.	• 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 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 3: For applicants with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 and less than 2.50 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 the MBA program.	
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			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. •Note: Applicants with a Bachelor's degree in a different discipline may be accepted but are required to complete the Remedial Program at City University Ajman (CUA)	
	Master of Business Administration (Blended)	•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 (MOHESR) in the UAE or an equivalent. Notes: An equivalency certificate from the Ministry of Higher Education and Scientific Research in the United Arab Emirates (MOHESR) must be submitted for all degrees not issued by the Ministry of Higher Education	Conditional Admission 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.	If Bachelor's degree completed in English: - Submit a Medium of Instruction letter. If Bachelor's completed in a non-English language: Provide one of the following: - IELTS Academic: 6.0 - TOEFL PBT: 550 - TOEFL IBT: 79 - Or an equivalent score from other nationally or internationally recognized tests.

		and Scientific Research in the UAE. • A remedial program is required for all students with non-Business degrees.	• 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 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 3: For applicants with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 and less than 2.50 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 the MBA program.	
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			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. •Note: Applicants with a Bachelor's degree in a different discipline may be accepted but are required to complete the Remedial Program at City University Ajman (CUA)	
College of Business	Master of Strategic Human Resource Management -MSHRM (Arabic)	- Recognized Bachelor's degree in a field relevant to HRM with a minimum GPA of 3.0/4.0 or equivalent. - Degree must be from a MOHESR-accredited institution or equivalent. - An equivalency certificate from the Ministry of Higher Education and Scientific Research in the United Arab Emirates (MOHESR) must be submitted for all degrees not issued by the Ministry of Higher Education and Scientific Research in the UAE.	Conditional Admission 1 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 MSHRM 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 MSHRM program or be subject to dismissal. Conditional Admission 2 For applicants with a recognized Bachelor's degree and a minimum cumulative grade point average	Applicants must complete one of the following: - Pass the university-administered English Test with a minimum score of 70%. - Enroll in a non-credit remedial English course and achieve a minimum grade of 70% or higher.

		• Applicants from non-Business majors must complete the Remedial Program at CUA.	(CGPA) of 2.0 and less than 2.50 scale or its established equivalent. • Such a student must take a maximum of nine graduate-level credit hours as remedial preparation for the MSHRM program. • These remedial courses are not counted within the credit hours in the MSHRM 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 MSHRM program or be subject to dismissal. Note: Non-discipline applicants must complete the CUA Remedial Program.	
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College of Law

College	Program	General Admission Requirements	Conditional Admission Categories	English Language Proficiency Requirements
College of Law	Master in Public Law (Arabic) Master in Private Law (Arabic)	• Applicants must hold a recognized Bachelor's degree in Law (or equivalent) with a minimum GPA of 3.0/4.0 or equivalent. • Degree must be from an institution accredited by MOHESR in the UAE or an equivalent authority. • An equivalency certificate from the Ministry of Higher Education and Scientific Research in the United Arab Emirates (MOHESR) must be submitted for all degrees not issued by the Ministry of Higher Education and Scientific Research in the UAE.	Conditional Admission 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 2 For applicants with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 and less than 2.50 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.	Applicants must meet one of the following: • Pass the university-administered English test with a minimum score of 70%. • Enroll in a non-credit remedial English course and achieve a minimum grade of 70% or higher. .

			• 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.	
College of Media				
College	Program	Admission Requirements	Conditional Admission Categories	English Language Proficiency Requirements
College of Media	Master of Media Leadership and Communication Strategies	•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 (MOHESR) in the UAE or an equivalent.	Conditional Admission 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	Applicants must meet one of the following: • Pass the university-administered English test with a minimum score of 70%. • Enroll in a non-credit remedial English course at CUA and achieve a minimum grade of 70% or higher.

		• Degree must be from an institution accredited by MOHESR in the UAE or equivalent. • An equivalency certificate from the Ministry of Higher Education and Scientific Research in the United Arab Emirates (MOHESR) must be submitted for all degrees not issued by the Ministry of Higher Education and Scientific Research in the UAE.	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 2 Students with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 and less than 2.50 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 with a degree unrelated to the intended program must complete the CUA Remedial Program.	
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Professional Postgraduate Diploma in Teaching (PPDT)

Department	Program	General Admission Requirements	Conditional Admission Categories	English Language Proficiency Requirements
Education	Professional Postgraduate Diploma in Teaching	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 United Arab Emirates (MOHESR) (or an equivalent accrediting body). Note: An equivalency certificate from the Ministry of Higher Education and Scientific Research in the United Arab Emirates (MOHESR) must be submitted for all degrees not issued by the Ministry of Higher Education and Scientific Research in the United Arab Emirates.	Not Applicable	Not Required

Remedial Programs

This policy establishes clear guidelines for the delivery, enrollment, and completion of remedial courses required for admission into select Master's programs at City University Ajman (CUA), including the Master of Business Administration (MBA) in Total Quality Management, Master of Business Administration (Blended), Master of Strategic Human Resource Management, Master of Media Leadership and Communication Strategies, and Master of Law. These remedial programs are designed to ensure that incoming students possess the foundational knowledge and skills necessary for success at the graduate level.

Applicants to the Master of Business Administration (MBA) in Total Quality Management, Master of Business Administration (Blended), Master of Strategic Human Resource Management, and Master of Media Leadership and Communication Strategies are required to complete remedial courses if their undergraduate CGPA falls between 2.0 and 2.49 on a 4.0 scale, and/or if their previous degree is unrelated to the intended program. The minimum passing requirement for these remedial courses is a CGPA of 3.0 (equivalent to 80% and above). The mode of delivery varies by program: students enrolled to the Master of Business Administration (MBA) in Total Quality Management, Master of Business Administration (Blended), and Master of Strategic Human Resource Management complete the remedial program on a term-based format (two months), while students enrolled to the Master of Media Leadership and Communication Strategies complete it on a semester-based (four months).

Applicants to the Master of Law program are required to take the remedial program only if their undergraduate CGPA falls between 2.0 and 2.49, and they also complete the remedial courses in a semester-based format (four months).

Applicants who do not meet the program-specific admission requirements must successfully complete the assigned remedial courses prior to full admission into the Master's program.

CUA mandates that all remedial courses required for entry into the above Master's programs shall be:

1. Offered separately from undergraduate courses, including for the MBA remedial track.
2. Delivered in a semester-based format and a term-based format, offered twice per academic year (Fall and Spring semesters).
3. Subject to a minimum enrollment requirement of eight (8) students per course.
 - Cases of enrollment below eight students will be reviewed individually and decided by the concerned academic authority.

4. Required to be fully completed and passed before students enroll in any Master's-level course.
 - Students are not permitted to take remedial and Master's courses concurrently.

Remedial Course Requirements by Program

1) Master of Strategic Human Resource Management

Applicants must complete and pass the following remedial courses:

Course Code	Course Name
MCRA 201	Fundamentals of Organizational Behavior
MCRA 202	Principles of Human Resources Management
MCRA 203	Principles of Strategic Management
ENG 001	Remedial English for Postgraduate Studies

2) Master of Media Leadership and Communication Strategies

Applicants must complete and pass the following remedial courses:

Course Code	Course Name
MLC 500	Introduction to Communication
MLC 501	Media Writing
MLC 502	Media Ethics
ENG 001	Remedial English for Postgraduate Studies

3) Master of Law

Applicants must complete and pass the following remedial courses:

Course Code	Course Name
LAW 511	Administrative Judiciary
LAW 502	International Humanitarian Law
LAW 510	Sports Law
ENG 001	Remedial English for Postgraduate Studies

4) Master of Business Administration in Total Quality Management (MBA–TQM) & Master of Business Administration (Blended)

Applicants must complete and pass the following remedial courses:

Course Code	Course Title
MRC 402	Essentials of Quantitative Methods for Business
MRC 401	Principles of Management
MRC 403	Professional Communication Skills

Enrollment Conditions

- Remedial course registration is permitted only after the applicant receives **Conditional Admission**.
- Students must attend and actively participate in all remedial courses in accordance with the university's attendance and academic regulations.
- Failure to complete the remedial courses within the allowed period may result in cancellation of conditional admission.

Progression to Master's Programs

To progress to the Master's program, students must:

1. Successfully pass **all required remedial courses**.
2. Submit all pending admission documents, including attested certificates, transcripts, and equivalency certificates if applicable.
3. Must fulfill the English language requirements for each program.
4. Receive formal approval from the Admission and Registration Department.

No student will be permitted to register for Master's-level courses until all remedial requirements are fulfilled.

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
2. Add/Drop Period in the first week of the semester to add or drop a course
3. 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.
4. 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.
5. No add/drop shall be allowed in the Health Sciences Program
6. The dates of the Add/Drop period for the MBA program are announced in their academic calendar.

Withdrawal Procedure

1. 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.
2. 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.
3. 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.
4. Side 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.
5. 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. Students shall fill out the Withdrawal Application Form and submit the same to the Registration Department

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;
 - a. 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;
 - b. 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.

- a. List of the learning outcomes for each unit, course, or qualification;
 - b. 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
 19. Enrollment through the email registrar@cu.ac.ae

Tuition Fees

College	Degree		Tuition Fee per credit hour in AED
Law	Master	Public Law	2,310
	Master	Private Law	2,310
	Thesis (9 CH) for six months duration		27,950 (9 CH)
	Thesis Extension (0 CH) - every 6 months for maximum 3 years total extensions.		8,385
Business Administration	Master	Master of Strategic Human Resource Management	2,420
		Dissertation (6 CH)	16,940 (6 CH)
		No Extension applicable	
	MBA	Total Quality Management	2,000
		Dissertation (6 CH)	18,630 (6 CH)
		No Extension applicable	
Media	Master	MBA (Blended)	1,815
		Dissertation	16,940 (6 CH)
Media	Master	Media Leadership and Communication Strategies	2,420
		Dissertation (9 CH)	25,410 (9 CH)
		No Extension applicable	
Postgraduate Diploma	Professional Postgraduate Diploma in	• Islamic Studies • Arabic Language	990 Per Credit Hour

College	Degree		Tuition Fee per credit hour in AED
	Teaching (in Arabic)	• English Language • Science • Mathematics • Social Studies • Information Technology	(Lump-sum amount for a limited period) 15,000, including admission, registration and tuition fees for 24 CH.

Miscellaneous Fees

Item	Amount in AED	Description
Application and Admission Fee	3,300	One-time fee submitted with the application (non-refundable) If the application is rejected, AED 550 will be deducted and AED 2,750 will be refunded.
Application and Admission Fee for International Students	3,300	One-time fee submitted with the application of readmission (non-refundable) If the application is rejected, AED 550 will be deducted and AED 2,750 will be refunded.
Readmission Fee (local and International Students)	3,300	One-time fee submitted with the application of readmission (non-refundable)
Registration Fee (Master of Law ,Master of Media Leadership and Communication Strategies)	610	Per semester (Fall & Spring) (non-refundable)
Registration Fee (Master of Law ,Master of Media Leadership and Communication Strategies)	360	Per Session (Summer) (non-refundable)
Registration Fee (MBA- TQM), Master of Business Administration (Blended), and Master of Strategic Human Resource Management	300	Per Term (non-refundable). Every two months

Transfer of Credits Fee	360	One-time fee submitted with the request (non-refundable)
Late Registration	240	One-time fee submitted with the request (non-refundable) Per course. This fee Item on hold
Entrance Exam Fee / Entrance Exam Resit Fee	170	Per subject (English)(non-refundable).
Remedial English for Postgraduate (Per semester)	3,300	Per Course (3 Contact Hours)
Remedial English for Postgraduate (Per Term)	3,300	Per Course (3 Contact Hours)
New Visa processing Fee (Inside the Country, Change of Status)	2,500	One Year Student Visa (non-refundable).
New Visa processing Fee (Outside the Country, no Change of Status required)	2,000	One Year Student Visa (non-refundable).
Visa Renewal Fee	1500	Yearly Visa Renewal (non-refundable).
Visa Deposit	5,000	Refundable at the time of visa cancellation and cross verify with PRO team after completing one year of study at CUA.

Add/Drop Processing fee	40	(non-refundable).
Re-Test Fee (Midterm)	610	(non-refundable).
Incomplete Exam fee (Final Exam)	1,820	(non-refundable).
Re-Test Fee (Midterm)- Remedial Courses	360	Per application (non-refundable).
Incomplete Exam fee (Final Exam)- Remedial Courses	1,210	Per application (non-refundable).
Graduation fee	1000	Includes the degree, transcript, security tag, and MOHESR attestation (non-refundable)
Graduation fee - Postgraduate Professional Diploma in Teaching	520	Includes the degree, transcript, security tag, and MOHESR attestation (non-refundable)
Graduation Ceremony fee	730	(non-refundable)
Transcript Fee	90	Per application (non-refundable)
Student Letter Fee	40	Per application (non-refundable)
Student ID (New/Renewal)	40	Annually (non-refundable).
Student ID (Damaged/Lost)	60	(non-refundable).
Degree Replacement / Extra copy fee	610	Includes the degree and security tag. Excluding MOHESR attestation (non-refundable)
Grade Appeal Fee	240	Per Course (non-refundable).
Change Program Fee	610	(non-refundable).

Services Fees

a. Transportation (non-refundable)

Emirates	Fee per Semester (Fall & Spring, each) Programs Following a Four-Month Semester Duration	Fee per Summer I & II Sessions (each) Session Duration: 5- 6 weeks	Fee per Term Programs Following a Two-Month Term Duration
Ajman	1,850	920	920
Sharjah	2,240	1,120	1,120
Dubai	2,730	1,360	1,360
Al Thaid	5,150	2,570	2,570
Falaj Al Mualla	5,150	2,570	2,570
U.A.Q	3,340	1,670	1,670
R.A.K	4,000	2,000	2,000

b. Parking (non-refundable)

The below rates apply to the CUA basement parking spaces.

Days	Fees (AED)	
	All Programs follow semester duration (4 Months)	All Programs follow Term duration (2 Months)
Weekdays	480	420
Weekend	240	240
Both (Weekday and Weekend)	730	670
Premium Weekdays	1,690	850
Premium Weekend	850	420
Both (Premium Weekday and Weekend)	2,540	1,270

1. Weekend Students: Students enrolled in classes scheduled on Saturday and Sunday are classified as Weekend Students.
2. Weekday Students: Students enrolled in classes scheduled from Monday to Thursday are classified as Weekday Students.
3. Premium Parking: Premium parking spaces are reserved exclusively for vehicles with authorized car plate numbers. Only the vehicle registered under the authorized plate is permitted to park in the designated premium parking area.

c. Accommodation

Accommodation fees are subject to the annually approved price list of our third-party partner. CUA does not collect these fees; students pay the third party directly.

General Fee Notes & Definitions

1. All Fees in this policy are subject to 5% Value Added Tax (VAT) except transportation service .
2. AED denotes United Arab Emirates Dirhams.
3. City University Ajman (CUA) may charge fees for additional services and facilities as required and reserves the right to increase the tuition fees and other fees at any time without prior notice.
4. Dissertation policy (MBA, Master of HRM, Master of Media): the dissertation cannot be extended. If a student fails the dissertation, he/she must repeat it and pay the full fee again.
5. Master of Law thesis extension: if a student requires an extension to defend the thesis, a fee of AED 8,385 (excluding VAT) is payable per extension; each extension period is six (6) months.
6. Books: charged each semester based on the CUA vendor's approved price list, which is reviewed and approved annually.
7. MOH: stands for Ministry of Health (UAE).
8. Ministry of Higher Education and Scientific Research (MOHESR)

Payment Schemes

Standard payment: All Students must pay 100% of their fees in advance at the time of admission or semester registration.

Installment option (by approval):

1. Pay at least one-third ($\frac{1}{3}$) of the semester fees in cash at registration.
2. Provide two post-dated cheques for the remaining balance.
3. The last cheque's date must be before the start of final exams as per the academic calendar.
4. Cheque Dishonour Charges: AED 50 + VAT for the first instance, and AED 250 + VAT for each subsequent instance.
5. Payment scheme should be sent along with the registration notification to existing and new students. Email should outline the registration rules, payment terms, and financial policies. This information will also be published on the University website.
6. In the event of a bounced cheque, students must settle the outstanding amount via cash or bank transfer only, including any applicable bank or administrative charges.
7. Students must acknowledge and accept all financial consequences related to late or missed payments as per University policy.

8. Automatic System Blocking
 - a. Student accounts with outstanding balances will be automatically blocked in the UMS system.
 - b. Any outstanding balance above AED 500, including PDC amounts, will trigger an automatic system block.
 - c. Submission of PDCs will not be considered as payment until the PDC has been successfully cleared by the bank.
9. Students with outstanding balances will be restricted from the following services:
 - a. Registration for the next semester
 - b. Access to academic results
 - c. Issuance of transcripts or grade reports
 - d. Graduation clearance

Refund Policy

1. The student shall apply for a refund by submitting the specified form (RM-09-Request for Refund Form).
2. Application, Admission, Orientation, Registration, Activity Fees, and any other fees designated as non-refundable in this policy are strictly non-refundable. However, if the refund request is submitted *before the beginning of classes*, the student may receive a refund for Activity Fees and Books only.
3. Students who withdraw before semester commencement will be refunded 100% of the paid tuition fees.
4. Students who withdraw within the first week of semester commencement will forfeit 1/3 of the tuition fees. The University will return 2/3 of the tuition fees.
5. The entire semester tuition fee is non-refundable for students who withdraw after the end of the first week of the semester. This includes the Post Dated Cheques (PDC's) also.
6. No refund for Summer I and II, neither before the semester starts, nor during the add & drop period.
7. A student who is suspended or expelled from the University for disciplinary reasons forfeits all rights to any refunds.
8. Refund amount shall be processed only in the form of Cheque and bank transfer within 15-25 working days.
9. Submission of an IBAN certificate is mandatory along with the refund request form.

CUA Bank Account Details:

- Beneficiary Name - City University Ajman
- Account No - 1001581295
- IBAN No - AE950230000001001581295
- Currency - AED
- Bank Name - Commercial Bank of Dubai
- Branch Name - Head Office
- SWIFT Code - CBDUAEAD
- Bank Address - 2nd Floor, Head Office, P.O. Box 2668, Dubai, UAE +971 4 2121182
- Send your CUA Student ID, Full Name, a scanned copy or photo of the payment receipt, and your mode of payment to **finance@cu.ac.ae**.

Scholarship and Financial Aids

Students can apply for Scholarships and Financial Aid using the RM-08 Scholarship/Financial Aid Application Form. City University Ajman offers the following discounts and scholarships for students on Tuition fees only:

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 City University Ajman. (Both family members must register in the same semester/term 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. The Merit Scholarship only reduces the tuition fees for undergraduate programs. City University Ajman awards this scholarship to new students with a 90% and above secondary school score. Existing students who earn a CGPA of 3.60 and above in the previous semester also qualify for this award, which is available for one semester only. Approval is required to continue this scholarship in subsequent semesters.

4. For Individual Needs and Merit Scholarships to remain effective, students must maintain class attendance of not less than 80% and a CGPA of not less than 3.60 each semester.
5. The Director of the Enrollment Office announces additional scholarships before the start of each semester, with specific terms and conditions, which are approved by the Office of the President.
6. Students who are under the scholarship program will pay the equivalent amount if they drop, withdraw, change major or fail subject(s).
7. Any two (2) scholarships cannot be combined. In case any student qualifies for two (2) or more scholarship criteria, the higher scholarship discount shall apply.
8. Students who fail to maintain the required CGPA will lose their scholarship. Once revoked, the scholarship cannot be returned, even if the student improves their CGPA in subsequent semesters
9. For more information on Scholarships and Financial Aid, visit the Scholarships Office or email Scholarship@cu.ac.ae, or call +971-6-711-0000, or visit www.cu.ac.ae.

Student Services

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. Students of Determination Services
5. Student Placements & Internships
6. Student Activities
 - Sports
 - Social
 - Cultural
 - Recreational
 - Others

1. Redress of Grievance and Appeals

2. 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 Office	events@cu.ac.ae
Sport Office	sportsoffice@cu.ac.ae
Alumni Office	alumnioffice@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.

Graduate Catalog

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 the Student Placement Office on spo@cu

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 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 Counseling

1. Every student is assigned an Academic Advisor for the duration of their degree program.
2. Assignment of Academic Supervisor is system-generated at the Office of the Head of Enrollment
3. which are reflected in the Faculty and Students' UMS.
4. 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.
5. 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.
6. The optimum advisor-to-student ratio is 1 advisor to 35 students.

Personal counseling

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 and Social Counseling Services

When the situation arises, for any psychological and social counseling service, a referral to a hospital is made by the University Counselor or the University Nurse. Psychological, social and career counseling services are provided by Specialized Counselor in the Student Affairs Department whose staff members are dedicated to helping students address personal or emotional problems that interfere with their learning and student life. Counseling is treated with full confidentiality, empathy and respect. Personal Counseling is done on a one-on-one basis with each student on a regular basis for issues that affect academic performance including relationship problems, low self-esteem, stress, loneliness, mood disturbances or depression, body image or disordered eating concerns, trauma and/or abuse, and academic concerns or motivation. This also involves listening to student complaints and working to find solutions. As stated earlier, when the situation arises, for any psychological health service, a referral to a hospital is made by the University Nurse. Group Counseling entails working with a small number of students and addresses either general or specific issues. This form of counseling facilitates the healthy exchange of experiences, provision of sympathy and support and the development of skills necessary for effective coping and problem solving. Group counseling is a free service open to all students enrolled at CUA.

Appointments

Students can make appointments with the University Counsellor through email or phone number on counsellor@cu.ac.ae and telephone 06-7110000 extension 1108.

- During the first session, the student is to sign the Counseling Confidentiality and Consent Form.
- After the session the student is invited to do a survey of the Counseling service provided.
- Follow up and evaluation will be sent to the student after the counseling session.
- All session notes are maintained by the Counsellor.
- It is the right of the student to continue or end the counseling sessions.

Workshops are designed to give students an opportunity to get together and interact with each other in furthering their understanding of specific health and related topics. Through small group discussions individual, and group exercises students have the opportunity to share experiences, as well as to learn and practice new skills. Different workshops are offered each semester to cover various areas like time management, managing anxiety, self-confidence, body language, emotional intelligence. Workshops are organized with professional experts in their field.

Student of Determination Services:

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

Health Services

CUA has two clinics to cater to the basic health needs of its students, faculty and staff. The clinics have two full-time nurses with basic services. Primarily, the Clinic provides first-aid treatments for injuries, accidents, and illness. When necessary, it makes referrals to local medical resources. All serious and emergency cases are referred to a local hospital. New students are requested to fill the medical form at the Clinic during their first semester and report any medical conditions or medications they are taking to the nurse in order to effectively deal with any future Medical emergencies. In addition, the University has a telemedicine facility, this service is available for the students or staff who wish to consult the doctor online and get treated. Please note that this service is only available to an individual with medical insurance. Basic clinic services are provided by the University without a charge to all the students enrolled in CUA. However, students are recommended to have their own medical insurance in case of medical emergencies. Hospital fees are the responsibility of the student.

Dental Clinic

The College of Dentistry provides a fully equipped dental clinic that offers free dental care services to all university students, treatments are carried out by students under the supervision of qualified specialists, ensuring both safety and quality. The clinic is open daily from 9:00AM to 6:00PM, except on Saturdays and Sundays. Basic clinic services are provided by the University without a charge to all the students enrolled in CUA. However, students are recommended to have their own medical insurance in case of medical emergencies. Hospital fees are the responsibility of the student.

CUA currently uses the following healthcare partners:

S/NO	Hospital	Contact Details
1	Saudi German Hospital Ajman	8002211
2	Ajman Specialty General Hospital	06 705 2200
3	Thumbay University Hospital	06 770 5555
4	Makkah Pharmacy	800 – MAKKAH (625524)
5	Amina Hospital	06 711 4444

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 10:30pm

Students Activities

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. An activity fee is charged to students per semester. The university charges an activity fee of AED 275 for students enrolled in the Fall and Spring semesters. Students enrolled in Summer 1 and 2 semesters will be charged an amount of AED 110. This creates funding for activities.

Sports Activities

An 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. CUA is using the mother company's sports grounds (R Education and Academic Development-READ) for outdoor activities such as football, basketball, volleyball, badminton, and other sports. Male and female student sport teams are established in different sports open for students to join. We have recently added outdoor facilities for football and basketball in the CUA campus for our students along with a new GYM facility in the campus.

Student Orientation course

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. Students will receive orientation on the use of IT facilities during the Orientation and the IT Department will provide students with their CU email ID. Students are required to activate their CU emails in order to receive information from the University. 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.

Information on Safety Issues Such as Safe Uses of Laboratories, Hazardous Materials and Fire 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 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.

All employees and students should be alert when using University equipment. They should help protect it from theft, unauthorized use, or vandalism. Report any suspicious activity or person to Security personnel. In case of fire, the person discovering a fire should:

1. Activate the building fire alarm. The building alarm will alert Security personnel who will, in turn,
2. notify the Fire Department (Civil Defense).
3. Fight the fire if safe and trained to do so.
4. Leave the building by the nearest exit and assemble at the assembly point

In the event a person cannot leave the room during a fire they should:

1. Open windows if there is smoke in the room--if there is no smoke,
2. leave the windows closed to prevent outside smoke from being drawn into the room
3. Seal cracks around the door with damp towels, if possible
4. If trapped, attract attention by hanging an object from the window
5. (the brighter the color, the better) --if outside smoke is drawn in, close the windows
6. If smoke is severe, place a wet cloth over your nose--remember, there is usually less smoke near the floor

When evacuating a room or building, every person should:

1. Walk at a brisk pace. Do not run.
 2. Follow the posted corridor instructions for the proper exit route and assembly point
 3. Move in single file along the wall toward the exit
 4. Use only marked exits
 5. Remain silent so that instructions can be heard
 6. If the exit lights are out, proceed cautiously to find the nearest exit without panicking
 7. Go to the designated assembly point and remain there until an official of the University arrives and gives further instructions
- Do not use lift
 - Do not take risks
 - Do not stop to collect personal belongings
 - Do not re-enter the building for any reason

Electrical Equipment Safety Guidelines

1. Only professional staff members with proper training may complete electrical repairs maintenance
2. Use of any electrical outlet is limited to its rated capacity
3. Students are not allowed to handle electrical outlets or live electrical equipment
4. Report all damaged electrical outlets in working or living areas of the University to a supervisor

General Classroom and Laboratory Rules

1. Users are strictly prohibited from downloading, accessing or distributing any offensive
2. websites (for example torrents, profane language, etc.) The Internet facility is only for
3. educational / study purposes.
4. Users are not allowed to bring food and beverages inside the computer labs.
5. Users are not allowed to turn off the lights inside computer labs.
6. Music, Videos and Computer games are not to be played in computer labs.
7. Users are strictly prohibited to attach or detach computer power sockets,
8. Network devices, and any IT peripherals.
9. Users must use their usernames and passwords to log-in the computers
10. (students can use their Wi-Fi Id to login computers in computer labs).
11. You are responsible if your ID is misused by others so make sure you log-out the computer while leaving the labs.
12. Users are recommended to back up their work. The IT Department will not be responsible for any data loss on the systems.
13. 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.
14. Eating, drinking, chewing gum and littering is prohibited inside the computer labs.
15. Users are not allowed to use the projector except Faculties.

General Laboratories Rules

Usage of Labs:

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

1. The laboratory facility has an appropriate general ventilation system to avoid the intake
2. of contaminated air.
3. The stockrooms and storerooms will be well-ventilated.
4. The laboratories have working hoods and laboratory sinks.
5. Other safety equipment in the laboratory will include fire extinguishers, safety showers, and eyewash fountains.
6. Emergency signs are properly labeled on the doors of all laboratories and rooms

- containing all
- 7. hazardous materials areas.
- 8. Personal protective equipment is mandatory to use in all labs.
- 9. 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.

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.

The activities of the Student Council include, but are not limited to, the following:

1. Assisting CUA in identifying the interests, programs, and goals of the student majority.
2. Communicating those interests, programs and goals of the student majority to CUA.
3. Assisting CUA in providing students with programs to meet the needs of its students.
4. Meeting with University Management to update on progress of the Council activities
5. and present student issues.
6. Maintaining minutes of meeting.
7. Prepare and present an end-of-semester report with activities, feedback and
8. recommendations.

Student Council Nomination and Election:

- The duration for the elected Council is one academic year
- Candidate should be a CUA student
- Each candidate should present a plan
- The candidates can run their own campaign after receiving the campaign guidelines from the Student Affairs.
- The students should elect only 5 candidates.
- The elections will take place as in the announcement period mentioned.
- The elections are held electronically through the portal using the student's ID number.
- The candidates with the highest votes get the positions of President, Vice President and Secretary.
- The elected students should take the council responsibilities as part of his/her priorities.

Student Council body consist of:

- Council President
- Council Vice President
- Council Secretary
- 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 Program Representatives

The Student Program Representatives is made up of student representatives from each program in CUA called Program Representative (Rep). A Program Rep is a student who represents other students in their major. Raising issues or praise on certain academic matters can be through formal meetings or emails with other Reps, Student Council, Faculty and Student Affairs Department or informally through verbal Communication at Student Affairs offices. Duties of the Reps are focused on academic and learning issues that affect the majority of the students in their program.

Role

- A program representative plays an important role in improving the learning experience for students Each rep serves one academic year term period.
- Selected reps must attend an orientation session organized by the Student Affairs department.
- Program Representatives collaborate with faculty and staff to improve the student learning experience. Reps provide feedback on:

- Academic courses
- Progression and achievement (personal or professional) of students
- Assessment and feedback implemented by the University
- Learning resources
- Guidance and support to students.

Becoming a Program Representative

Reps are recruited by the University based on the below criteria:

- Student should be a current CUA student
- Student should have a CGPA of 3.5*
- Student should have a passion for learning

**An exception can be made in the event that students don't meet this criteria.*

Student Clubs

Clubs are a form of extracurricular activities that enables students to engage in a safe environment and enjoy their hobbies and interests.

Establishing a Club

To be a recognized club in the University, the applicant must fill and submit the Club Registration Form along with a plan stating the purpose, mission and goals of the club. The applicant must have a list of interested students willing to join the club. Where required, evidence of talent and/or skill can be requested by student Affairs before approval is granted. After approval, the club is officially recognized and must comply with the University rules and regulations. Club events and activities must be directly related to the mission and goals of the club. It is recommended that clubs have faculty or staff advice and mentor the club activities. The advisor will make sure the club follows the policies and procedures set by the University and be actively involved in club activities. Faculty who have passions or interests can create clubs and recruit students with similar interests as club members.

Rules on Club Officers and Members

- Club members must be current students of CUA.
- Only students with a CGPA of 2.0 or higher are allowed to hold the position of president in any student club. Students are encouraged to keep in mind the additional responsibilities involved in holding an office.
- Students with disciplinary actions against them cannot be club officers.
- Recognized clubs are allowed to establish their own rules providing that there is no discrimination and it does not conflict with the University's objectives and goals.

Rights of Student Clubs

- Use the services of Student Activities in-charge in planning, approving and conducting events as well as evaluating the events so as to make the club more effective and efficient.
- Use campus social media subject to approval and in accordance with Student Media policies and procedures.

- Develop and maintain the club social media account, subject to available policies and procedures.
- Invite speakers and guests to attend club scheduled meetings and events after prior approval from the Student Affairs Department.
- Distribute literature relating to the club's activities in campus areas and at University events subject to approval and in accordance with applicable University policies and procedures.

Responsibilities of Student Clubs

Student clubs and their officers, members, and advisors have the responsibility to:

- Attend required meetings held by the Student Affairs Department.
- Manage the organization and carry out all of its activities in accordance with the club's purpose, applicable University policies and procedures, and UAE laws.
- Be aware that the club may be held responsible for the conduct of invited guests or visitors attending events, programs, or activities sponsored by the club.
- Ensure that the club has at least one full-time faculty or staff member serving as an advisor at all times.
- Always be aware of the special role the club holds as an integral part of the University community, and to act accordingly and in the best interests of members, the University, and the surrounding community.
- Update the club information whenever necessary with the Student Activities in-charge.
- All students, whether as individuals or as a group, must abide by the responsibilities and provisions defined in the Student Code of Conduct and Disciplinary Procedures.
- If the Student Affairs Department judges that any club is functioning in an irresponsible or inappropriate manner, or that the club or its members are in violation of University policies or procedures, it has the right to place the offending club on restrictive probation or withdraw the recognition of the club.
- The club may appeal a decision of probation or loss or recognition to the Student Affairs department and Director of Enrollment Student Services.

Scheduling Club Events

Clubs should contact the Student Affairs Department to schedule any event held on the campus.

Event Request Form should be submitted at least 60 days before the event for approval.

Club Activity Development

At the end of every activity, clubs are required to submit a post-event evaluation report. The report must contain the summary of the activity along with relevant points of what went well and what did not, including feedback and recommendations for improvements for future events.

This report must be submitted in person or through email to Student Activities in-charge at least before the end of the semester.

Student Member Regulations

Members participating in club events and activities must follow the general CUA regulations for its students both on and off-campus. Club members represent the University and must always conduct themselves in a respectable manner. Club officers must follow basic protocol for safety when planning their events.

Club Financial Regulations

Before the beginning of each semester, the student clubs should submit a plan of their events with the corresponding budget estimate to Student Activities in-charge. Budget estimates must be reasonable. The proposed budgets will be reviewed by the Student Affairs Department and submitted to the senior management for approval and budget allocation. Final budgets are allocated based on the following criteria:

- type of activities/events proposed by the club
- previous club initiatives and achievements
- active members registered in the club
- new initiatives to be implemented by the club
- club previous spending history

Clubs must seek approval from the Student Affairs department to organize fundraising activities or charge fees from students or guests. If approved, all funds raised must be accounted for and submitted to the Activities in-charge to be deposited with the Accounts department. The fund will be used only for the items described in the event plan.

Release of Funds

Funds are released to clubs by the Accounts department once their event is approved through an email from Student Activities in-charge. The head of the club must present his/her student ID and Emirates ID to receive the funds. Before funds are released the head of the club must fill the approved Purchase Requisition form from the Student Affairs Department then present it to the Accounts department in order to receive the funds.

Usage of Funds

- Funds can be used for event-related items or other items for the club's inventory mentioned in the Purchases Requisition form and stay within the approved budget.
- Funds cannot be used for any other item than intended for. All items to be purchased must be specified in the Purchase Requisition form.
- All approved and allocated funds for student clubs are to be spent for the respective club's events and development for the current semester.
- Expenses incurred by clubs should be consistent with the nature and purpose of the event.
- Promotional giveaways may be paid for using the club's budget to be distributed for

free to students during events and must bear the club's name.

- Any remaining cash from an event should be returned to the Student Activities in-charge to be returned to the Accounts Department.
- At the end of each event, clubs are required to submit a completed Settlement form along with receipts of all expenditures and excess cash, if any, within a week after the event in order to keep receiving funds. Clubs should always provide original, preferably printed, receipts.
- Clubs should seek approval or provide a clear and complete explanation for expenses incurred that are inconsistent with the nature of the event.
- In the case the settlement is not done, the amount will be charged directly to the club members' CUA account.

Procedures for Purchase Requests

- Clubs should submit a proposal which includes an activity plan with budget, list of vendors, purpose of the activity and goals.
- After approval through an email to the club leader from Student Activities in-charge, a Purchase Requisition form will be filled with required quotations from vendors attached.
- For any purchase costing AED 1,000 and over, approval should be sought from the Student Affairs Department and the amount will be paid directly to the vendor.
- All club purchase requests should be approved by the Student Affairs Department before ordering or buying.
- In case of non-event related purchases, Student Activities in-charge will evaluate the purchase request before processing and suggest substitute vendors if needed.
- All club purchases should be within the approved club budget.
- Various club items purchased using the club's budget must be stored in the University store for safekeeping.
- Receipts and the actual items bought will be checked by the Student Activities in-charge to make sure that the approved budget matches with that of the items.
- All club purchased items remain the property of the University and will be under its custody.
- Club items can be used by the new board of the club under the supervision of the Student Affairs Department.
- All club equipment is to be used for student club activities only. Personal use of these items is not allowed.

Guidelines for Student Run-Media and Publications

Student Media Policy

City University Ajman (CUA) uses digital media channels as valuable communication, engagement, and promotional tools. To ensure the highest standards of use, CUA Public Relations and Marketing department abides by a set of policies for digital media, which reflect the University's vision and values, and ensures effective communication and extended outreach for students, employees, partners, stakeholders and the community.

- All of CUA's social media channels must adhere to UAE laws and regulations, and University policies.
- Only public information may be posted through the University's social media channels, business related or confidential information about CUA should be avoided.
- Information posted on digital media platforms should be transparent, accurate, updated, and unbiased.
- Posts about issues that are of a sensitive nature, such as those which are political or religious in nature, or which can hurt a specific ethnic group, should be avoided.
- Posts which may be considered false, threatening or abusive should be avoided.
- All posts must respect Intellectual Property Rights and Copyright laws. All materials which are not rightfully owned by the University should be avoided and proper references when using other's work after receiving their approval should be provided.
- While replying to comments and queries, accurate and updated information should be provided and verified by the concerned department.
- If the administrator intends to publish a student photo through social media channels, then a signed consent form is needed.

Student Podcast Policy

The purpose of the Student Podcast Policy is to establish appropriate procedures and guidelines for delivering quality and meaningful podcasts to a worldwide audience via resources supported by City University Ajman.

The guidelines and policies outlined in this document are valid for all podcasts that are produced as communication for/from CUA—by its employees and students. In addition to the 'Student Media Policies', student must also abide by the following when using Podcasts:

- CUA's podcasting resources cannot be used in a manner that violates the law, for political campaigning, personal private gain, or activities that are not approved by the University.
- While creating your podcasts, please ensure that all necessary rights and permissions

have been obtained for the material you plan to include in your podcast.

- If a podcast involves recording students, guest lecturers, community members, and so forth, the academic program or administrative unit will need to have their interviewee(s) sign a consent release form.
- If you plan to include pre-existing sound recording in your podcast, please ensure that you have the necessary permission to use the recording.

Guidelines and Limitations

Primary administrative responsibilities for CUA's digital media channels and Podcasts are assigned to the Public Relations and Marketing department. All content submissions must be sent to the Head of Public Relations and Marketing and approved before posting. All posts must be checked for spelling, grammatical and factual accuracy before publishing. CUA reserves the right to decline or reject to post a podcast.

Material shared electronically must:

- Comply with UAE laws
- Comply with relevant University policy
- Comply with the guidelines set and maintained by the Public Relations and Marketing Department.

Enforcement

A Digital Media or Podcast Administrator which is found to have violated this policy may be subject to disciplinary action, up to and including termination. CUA Management reserves the right to amend, edit or delete any post which violates the University guidelines or policies without prior notice.

Student Rights and Responsibilities

General Students Rights

Student Rights for Each Department

Registration department

Every student has the right to:

1. Quality Education
2. Safety and Wellbeing
3. Be respected
4. Freedom of expression
5. Receive fair treatment

6. Information Confidentiality
7. Receive assistance and academic advising
8. Obtain an Identity Card
9. Acquire University email and password
10. Gain access to the Student Portal
11. Submit official documents only to the admission or registration officers

Student Affairs Department

Every student has the right to:

1. Enjoy a wholesome University life engaging and learning
2. Receive Career Advising and personal counselling
3. Access facilities that enable a smooth academic journey
4. Obtain placement and internship opportunities through the Student Placement Office
5. Make memorable University experiences by participating in clubs and activities
6. Bring forward honest comments and complaints in confidence, to be guided to appropriate solutions.
7. Elect or run for Student Council
8. Be an ambassador of CUA after graduating

Finance Department

Every student has the right to:

1. Semester fee details
2. Applicable scholarships
3. Tax invoice
4. Receipts for any payments made
5. Receive information about their payments, outstanding, student statements, and PDC summary
6. Make payments through- Cash, Bank transfer, Credit card, and Cheques
7. Pay cash or Submit Cheques only to Cashiers
8. Receive dishonored Cheques detail.

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.

Student 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. Incurable 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.
24. Violating the parking and transportation rules.

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 the 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 President.
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
8. is filed in the records of the Students Affairs Department.
9. 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.
10. Investigation starts with Student Affairs Department discussing the complaint with the defendant.
11. The Investigation Committee refers its decision to the President or the Vice Chancellor for their approval.
12. All parties involved are notified with the decision.
13. 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 grievance and/or the complained of within one working day.
5. The University response at this stage is final.

Time Limits

If the grievant fails to meet the time limits to file the complaint, the grievance is automatically considered dropped.

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.

Extension of time limits for any step may be authorized through the Vice Chancellor upon written request.

Grade Appeals

Students are entitled to objective evaluation of their academic work and to fair, equitable treatment in the course of their academic relationships with the faculty members. These criteria are observed by the members of the CUA faculty as a part of their professional responsibilities. A student who believes that he/she has a legitimate concern regarding a final course grade must inform the professor responsible for the course in writing and then discuss the matter with the professor. If a resolution cannot be reached, the student should contact the registration department in writing to file a formal grade appeal no later than 15 days after the grades announcement as per the academic calendar. If the matter cannot be resolved at the department level, a grade appeal review will be conducted by a University/department committee appointed by the Vice-chancellor. Based on the committee's formal recommendation, the VC may grant or deny the appeal and notify the student and the professor responsible for the course of the decision. If a change of grade is warranted, the VC (or appointed designee) will inform the Registrar of the grade change using an official grade change form.

Procedures:

1. Complete and submit an appeal form to the Registrar within 15 calendar days of final grade posting.
2. The Registrar submits the appeal form to the responsible academic department.
3. The responsible department will then respond within 7 calendar days.
4. A Committee for Grades Appeal shall review the application subject to the approval of the Vice Chancellor.
5. The decision of the Vice Chancellor is final.

Student 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:

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

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

Academic Integrity

City University Ajman (CUA) adheres to the highest standards of academic integrity throughout the educational experience. Students who violate the standards of academic integrity face severe disciplinary consequences. A student of integrity is expected not to support, encourage, or

protect others involved in academic dishonesty in any form. They should discourage other students from engaging in dishonest acts. All students should realize the necessity of relying on their personal efforts, as it represents the student much better than effort taken from someone else. Faculty members are responsible for fostering a culture of creative honesty, freedom, and intellectual expression for all students. Promoting and cultivating an environment of integrity enhances responsibility and upholds the reputation of the University and its students. The Policy describes the rights and responsibilities of all members of the university community so that everyone understands their rights and responsibilities as well as the necessary procedures to follow in case of academic dishonesty violations.

Plagiarism Detection Software

CUA 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 CUA 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.

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.

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.

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. 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 its procedures.
13. In case the violation was recurrent, a 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.

Student 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.

Completion Requirements (Graduate)

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

1. Satisfactorily complete the curriculum in which the student is registered.
2. Achieve a CGPA of at least 3.00.
3. The student becomes a degree candidate when the Department Chair, at the request of the Student Advisor, certifies the student has completed all program and University requirements for graduation and consequently recommends the student to the faculty to confer the appropriate degree.
4. If a failed course has been removed from the curriculum or is an elective, the student may meet graduation requirements by the substitution of another course only with the written approval of the Department Chair.
5. With the written approval of the Department Chair of the degree-granting department or program, a student who has completed all but six hours for graduation may complete them off-campus.
6. Students must satisfy all financial obligations to the University within the time specified by the Registrar. Certificates for graduation and transcripts will be withheld on past-due accounts and loans.
7. The Head of Enrolment prepares a degree audit and prepares the degree/certificates for signature and issuance to the graduate. The list of graduates is presented to the BoT for confirmation one week before the graduation ceremony.
8. admission requirements and procedures including application fees, admissions deadlines, required documentation, policies on the transfer of credit, remedial courses and joint degrees

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 in 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' 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 canceling 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 students 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 difficult 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	It is a 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 updated National Qualifications Framework (QFEmirates 2024) establishes eight sequential qualification levels, replacing the previous ten, and provides a national reference framework that classifies qualifications in an outcomes-based manner across three domains—knowledge, skills, and values and responsibility. It serves as a comprehensive guide for designing and aligning programs delivered in the UAE with national and international qualification standards, ensuring that learning outcomes at each level reflect the increasing complexity and depth of knowledge and competence. The framework applies to all education pathways—general education, higher education, and technical and vocational education and training—and promotes lifelong learning, innovation, and alignment with labor market needs. Among these, Level 6 corresponds to Bachelor degrees and Level 7 corresponds to Master and Postgraduate Diploma degrees offered at CUA.

To ensure transparency and consistency, CUA has implemented a structured QFE–CLO–PLO mapping process, supported by justifications that demonstrate how each learning outcome aligns with the relevant QFE level descriptors. Another unique approach by CUA was to, instead of mapping to the PLOs, map the more specific CLOs to the QFE Descriptors. CUA 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.

CUA 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, CUA has found a mapping process that is practical and pragmatic. By directly mapping the CLOs, the program curriculum is better connected to the QFEmirates 2024. Also, having the mapping justified adds more meaning to the process. Moreover, the inclusion of teaching strategies and assessment tools in the justification helps to strengthen the mapping. CUA has established a robust QFE mapping for each program. Through a rigorous process, the faculty achieves optimal alignment of the program learning outcomes with the appropriate Level Descriptors of the QFEmirates

Master of Business Administration

Program Mission

The mission of the Master of Business Administration (MBA) program is 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
3. value in a dynamic global economy.
4. Leadership and interpersonal skills to become agents of organizational development, change and
5. corporate social responsibility.
6. Opportunities for self-assessment, continuous learning and career growth to become exemplary future business leaders.
7. 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. Design TQM programs using internationally recognized quality management systems and frameworks.
2. Evaluate the effectiveness of total quality management systems and recommend feasible and innovative improvementDevelop an integrated approach to improve organizational performance by using current and emerging management concepts, research methodologies, and technology.
3. Apply advanced problem-solving skills to analyze and solve business problems in different organizational contexts.
4. Articulate ethical strategic decisions to demonstrate leadership and responsibility.
5. Manage professional activities both independently and collaboratively within organizational contexts.

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:

The students of the Master of Business Administration - Blended must complete the following:

#	Category	Number of courses	Credit hours
1-	Core courses	6	18
2-	Elective courses	3	9
3-	Dissertation	1	6
Total		9	33

Graduation Requirements

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

- Complete all the 11 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
MRC 401	Principles of Management	3 CH not counted towards the MBA program credits or CGPA
MRC 402	Essentials of Quantitative Methods for Business	3 CH not counted towards the MBA program credits or CGPA
MRC 403	Professional Communication Skills	3 CH not counted towards the MBA program credits or CGPA

Program Study Plan

First term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MGT 565 (core)	Organizational Behavior and Leadership	3	6.5	0	None	In-person
MKT 570 (core)	Advanced Marketing Management	3	6.5	0	None	In-person
Total		6	13	0		

Second term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
FIN 505 (core)	Managerial Finance	3	6.5	0	None	In-person
MGT 505 (core)	Advanced Operations Management	3	6.5	0	None	In-person
Total		6	13	0		

Third term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MIS 501 (core)	Advanced Management Information Systems	3	6.5	0	None	In-person
TQM 600 (specialization)	Designing organizations for Quality	3	6.5	0	None	In-person
Total		6	13	0		

Fourth term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
BUS 502 (core)	BUS 502 (core)	3	6.5	0	FIN 505, MGT 505, MGT 565, MKT 570	In-person
TQM 601 (specialization)	TQM 601 (specialization)	3	6.5	0	TQM 600	In-person
Total		6	13	0		

Fifth term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
TQM 602 (specialization)	Strategic Performance Measurement Systems	3	6.5	0	TQM 600, BUS 502	In-person
TQM 607	Dissertation	6	0	0	Completion of 24 credit hours	In-person
Total		6	6.5	0		

Sixth term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
TQM 607	Dissertation (Continued)		0	0	Completion of 24 credit hours	In-person
Total			0	0		

Course Descriptions

Course Title: Organizational Behavior and Leadership	Course Code: MGT 565	Credit Hours: 3
<i>Pre-requisite(s): None</i>		
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: Advanced Marketing Management	Course Code: MKT 570	Credit Hours: 3
<i>Pre-requisite(s): None</i>		
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
<i>Pre-requisite(s): None</i>		
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
<i>Pre-requisite(s): None</i>		
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
<i>Pre-requisite(s): None</i>		
The course covers the principles of quality management and statistical quality control in detail. Students will study the DMAIC (Define, Measure, Analyze, Improve, and Control) process for quality management in organizations. The course will cover the strategy, knowledge management, and leadership skills required for building and sustaining quality in organizations.		
Course Title: Business Strategy and Ethics (Capstone)	Course Code: BUS 502	Credit Hours: 3
<i>Pre-requisite(s): FIN 505, MGT 505,MGT 565,MKT 570</i>		
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
<i>Pre-requisite(s): TQM 600</i>		
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 Measurement Systems	Course Code: TQM 602	Credit Hours: 3
<i>Pre-requisite(s): TQM 600, BUS 502</i>		
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: Advanced Management Information Systems	Course Code: MIS 501	Credit Hours: 3
<i>Pre-requisite(s): None</i>		

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
<i>Pre-requisite(s)</i> : Students must have completed 24 credit hours		
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.		

MBA (Blended)

Program Mission

The mission of the Master of Business Administration (Blended) program is 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 Learning Outcomes

On successful completion of this program, the graduate will 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.

Program Goals

1. Apply management knowledge, emerging technologies, and evidence-based research methodologies to improve organizational performance and support strategic decision-making.
2. Analyze complex business problems and develop innovative, data-driven, and sustainable solutions for changing business needs.
3. Demonstrate ethical leadership, professional responsibility, and effective

collaboration in business contexts.

4. Collaborate effectively with diverse stakeholders and manage professional responsibilities to achieve business goals and ensure continuous improvement.

Degree requirements

The Master of Business Administration (Blended) (MBA Blended) requires that a student complete 30 credit hours and attain a minimum cumulative GPA of 3.00.

The Program Completion Requirements are as follows:

Category	Courses	Credit Hours
Core Courses	5	15
Elective Courses	3	9
Dissertation Course	1	6
TOTAL	10	30

Graduation Requirements

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

- Complete all the 10 MBA Blended 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
MRC 401	Principles of Management	3 CH not counted towards the MBA program credits or CGPA
MRC 402	Essentials of Quantitative Methods for Business	3 CH not counted towards the MBA program credits or CGPA
MRC 403	Professional Communication Skills	3 CH not counted towards the MBA program credits or CGPA

Program Study Plan:

First term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MGM 501	Challenges of Leadership and Organizational Behavior	3	6.5	0	None	Online
MGM 502	Management Research Methods	3	6.5	0	None	Online
Total		6	13	0		

Second term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MGM 503	Marketing Management in a Changing Environment	3	6.5	0	None	Online
MGM 505	Accounting and Finance for Decision Making	3	6.5	0	None	Online
Total		6	13	0		

Third term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MGM 508	Sustainability and Strategic Decision-Making	3	6.5	0	None	In-person
MGE ***	Elective 1	3	6.5	0	None	In-person
Total		6	13	0		

Fourth term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MGE ***	Elective 2	3	6.5	0	None	In-person
MGE ***	Elective 3	3	6.5	0	None	In-person
Total		6	13	0		

Fifth term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		

MGM 607	Dissertation	3	6.5	0	Completion of 24 credit hours	In-person
Total		6	13	0		

Sixth term

Course code	Course title	Credit hours	Contact hours/week		Pre-requisites	Mode of instruction
			Lecture	Lab/Tutorial		
MGM 607	Dissertation	3	6.5	0	Completion of 24 credit hours	In-person
Total		6	13	0		

NOTES:

- Students must select specialization courses from their program major.
- Students must successfully complete 24 credit hours to qualify for the Dissertation.
- Students are required to choose 3 out of 5 elective courses.

Course Descriptions

Course: Challenges of Leadership and Organizational Behavior	Course Code: MGM 501	Credit Hours: 3
Pre-requisite(s): None		
This course covers diverse topics ranging from individual, team and organizational characteristics that help organizations improve its performance. These topics help students to assess their personality characteristics and individual abilities and improve their personal as well as professional life. The course provides tools and techniques to focus on building individual capabilities required for a leader to take effective decisions and build a competent team. The course will also help students to assess organizational culture and develop organizational change strategies.		
Course Title Management Research Methods	Course Code MGM 502	Credit Hours 3
Pre-requisite(s) None		
This course equips students with the skills to conduct rigorous research in business and management. It emphasizes the formulation of research problems, critical review of literature, and the design of appropriate research methodologies. Students will gain expertise in ethical data collection, sampling techniques, and quantitative and qualitative data analysis. By the end of the course, they will be able to synthesize findings and present well-founded recommendations for managerial and organizational decision-making		
Course Title Marketing Management in a Changing Environment	Course Code MGM 503	Credit Hours 3

Pre-requisite(s) None		
This course examines the evolving role of marketing management in rapidly changing business environments shaped by digital transformation, artificial intelligence (AI), changing consumer behavior, globalization, and technological innovation. The course integrates foundational marketing principles with contemporary digital marketing practices, analytics, customer engagement strategies, and emerging technologies. Students will explore how organizations design adaptive marketing strategies using market intelligence, digital platforms, social media, AI-enabled tools, and data-driven decision-making. Emphasis is placed on strategic thinking, innovation, sustainability, and marketing responsiveness within both regional and global business contexts.		
Course Title: Accounting and Finance for Decision Making	Course Code: MGM 505	Credit Hours: 3
Pre-requisite(s): None		
This course offers students the foundation of how financial information drives strategic decision-making within organizations emphasizing the interpretation and application of financial information. It combines managerial accounting, financial analysis, corporate finance, and performance management perspectives to enhance evidence-based decision-making capabilities for managers and executives. Students develop analytical capabilities in financial statement analysis, budgeting, pricing decisions, investment appraisal, and corporate financial planning. Emphasis is placed on real-world business applications, critical thinking, and evidence-based managerial decision-making.		
Course Title: Advanced Business Analytics	Course Code: MGE 509	Credit Hours: 3
Pre-requisite(s): None		
This course explores advanced analytical methods for transforming complex data into business insights. The course focuses on the application of predictive modeling, machine learning, and data visualization techniques to solve business problems. Students will learn to leverage business analytics tools to forecast trends, and optimize business processes. By the end of the course, students will be equipped to present data-driven outcomes and communicate analytical findings effectively to support decision-making		
Course Title: Entrepreneurship and Innovation Management	Course Code: MGE 510	Credit Hours: 3
Pre-requisite(s): None		
This course addresses the concepts of entrepreneurship and innovation management, with an emphasis on opportunity recognition, business model design, and managing innovation for competitive advantage. Students will discover how entrepreneurs launch new companies, promote creativity, and handle resources to drive innovation within startups and traditional businesses..		
Course Title: Digital Transformation in Business	Course Code: MGE 511	Credit Hours: 3
Pre-requisite(s): None		
This course provides a comprehensive introduction to digital transformation in business. Students will study the foundational concepts of digital transformation and explore the business and technology drivers that make it necessary and possible. The course covers the benefits, goals, risks, and challenges companies face when undergoing transformation. Students will study customer-centricity—including customer journey design and omni-channel engagement—and develop skills in data intelligence and intelligent decision-making. The course also introduces digital transformation solutions, automation technologies, and data science applications for the customer-centric transformation solution.		

Course Title: Transnational Operations & Supply Chain Integration	Course Code: MGE 512	Credit Hours: 3
<i>Pre-requisite(s):</i> None		
This course covers the latest and most important issues facing operations and supply chain management managers and provides students with basic tools and techniques to promote competitive advantage for an organization. The course focuses on analysis of designing products and services as well as processes for building a sustainable global supply chain. By studying the course, students will be able to apply various operations and supply chain management tools that helps in collaborating with supply chain partners, mitigating risks, and lowering costs across supply chain processes.		
Course Title: Ethics, CSR & Corporate Governance	Course Code: MGE 513	Credit Hours: 3
<i>Pre-requisite(s):</i> None		
This course details about the business ethics, corporate social responsibility (CSR), and corporate governance within the global business environment. Students will study the foundational and applied ethical theories, evaluate the strategic dimensions of CSR and sustainability, and critically assess corporate governance frameworks and regulatory accountability mechanisms. The students will also study how companies balance the interests of shareholders, employees, communities, and the environment. The course emphasizes ESG (Environmental, Social, and Governance) reporting, ethical leadership, and the formulation of responsible corporate strategies aligned with global standards including the UN Global Compact, GRI, and OECD Principles of Corporate Governance.		
Course Title: Dissertation	Course Code: MGM 607	Credit Hours: 3
<i>Pre-requisite(s):</i> Students must have completed 24 credit hours		
The MBA dissertation course involves the investigation of a management problem or opportunity chosen by the student. The student will select a research topic from any area of business and management and conduct applied research related to the identified issue. This course enables students to demonstrate their overall understanding of the knowledge and skills gained throughout the MBA program. Under the guidance of a supervisor, students will apply appropriate research methodologies to define the problem, critically analyze the issues involved, and present well-structured findings. The dissertation will conclude with practical recommendations and solutions relevant to the chosen field of study..		

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 يعادلها 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.
- 6.

متطلبات التخرج

- أن يجتاز الطالب ما لا يقل عن 24 ساعة معتمدة من المقررات الإلزامية والاختيارية المطلوبة التي يقدمها القسم.
- ينجح الطالب في مناقشة الرسالة التي تعادل 9 ساعات معتمدة ويحقق معدل تراكمي 3 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.
- 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

البرنامج	الماجستير في القانون	التخصص :	القانون العام
رمز المساق	اسم المساق	الساعات المعتمدة	متطلب سابق
الفصل 1			
LAW 631	القانون الجزائري مع التعمق	3	
LAW 641	القانون الدستوري والنظم السياسية مع التعمق	3	
LAW 680	مناهج البحث القانوني	3	
ENG 001	اللغة الإنجليزية التمهيدية للدراسات العليا	0	
الفصل 2			
LAW 651	القانون الدولي العام باللغة العربية والإنجليزية	3	
LAW 672	التشريعات المالية والاقتصادية باللغة العربية والإنجليزية	3	
LAW 671	القانون الإداري مع التعمق	3	
الفصل 3			
LAW 663	النظم القانونية المقارنة (اختياري)	3	
LAW 652	قانون حماية البيئة مع التعمق (اختياري)	3	
LAW 632	التشريعات الجزائية الخاصة – دراسة مقارنة (اختياري)	3	
LAW 653	التنظيم القانوني لحقوق الإنسان (اختياري)	3	
الفصل 4			
LAW 699	الرسالة العلمية	9	

وصف المساقات

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	LAW 510	القانون الرياضي	3	لا يوجد
وصف المساق: المنهج العام: يتناول هذا المساق مفهوم القانون الرياضي وخصائص الاتحادات الرياضية الدولية وعلاقتها بالاتحادات الوطنية ونماذج لعقود احتراف اللاعبين والقانون الذي يحكم هذه العقود، ومسألة تحديد القوانين التي تطبق عليها. المنهج الخاص: يتناول المنهج الخاص بيان مفهوم المنازعة الرياضية ومعايير دوليتها والصفة القانونية لعقود احتراف اللاعبين والنظام القانوني للاتحادات الرياضية وخصائص هذا النظام ووسائل تسوية المنازعات الرياضية				
م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
2	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
3	LAW	القانون الدولي الإنساني	3	لا يوجد
وصف المساق: المنهج العام: يتناول هذا المساق دراسة الأصول التاريخية للقانون الدولي الإنساني وتطور قواعده، وتأسيس فكرة القانون الدولي الإنساني والتعريف به وتمييزه عن غيره من فروع القانون الدولي العام الأخرى، وبيان أهم مبادئه، وبيان طبيعته الخاصة، وتحديد مصادره الأساسية، ونطاق تطبيقه بما في ذلك النطاق المادي والنطاق الشخصي لتطبيق أحكامه وقواعده. المنهج الخاص: يتعرض بالدراسة المعمقة لأحد موضوعات القانون الدولي الإنساني، مثل القواعد المتعلقة بالأعيان المحمية بموجب قواعد القانون الدولي الإنساني، ودور القانون الدولي الإنساني في الحد من أساليب الحرب، آليات تنفيذ القانون الدولي الإنساني، المسؤولية الدولية التي تنشأ حال انتهاك قواعده وأحكامه، الحماية التي قررها القانون الدولي الإنساني للصحفيين ووسائل الإعلام أثناء النزاعات 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 الإداري 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 ومصادره وطبيعته وقواعده، والمسؤولية الدولية والوسائل السلمية لتسوية المعاهدات الدولية. وفي المنهج الخاص، يتعرض لدراسة معمقة في أحد فروع القانون الدولي كالقانون الدولي الجنائي، والقانون 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 الأول يتضمن التعريف العام بمناهج البحث العلمي في مفهومه العام وأهميته وأهدافه وعواقبه 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 وأيضاً تسليط الضوء على الجوانب الشكلية والموضوعية في الكتابة القانونية وتنمية مهارات الطالب في الصياغة والتحليل وإعداد 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، ومعارضات 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 الإمارات 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 الموائيق 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 موضوعات 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 الإلجبارية
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 الإلجبارية (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 الإلزامية (18) ساعة معتمدة.
- المقررات الاختيارية (6) ساعات معتمدة (يختار الطالب مقرر 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

1- 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 الإسلامية	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 الالكترونية	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 المعتمدة	متطلب سابق
الفصل 1			
LAW 611	قانون المعاملات المدنية مع التعمق	3	
LAW 614	القانون الدولي الخاص باللغة العربية والانجليزية	3	
LAW 680	مناهج البحث القانوني	3	
ENG 001	اللغة الإنجليزية التمهيدية للدراسات العليا	0	
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
1	LAW 510	القانون الرياضي	3	لا يوجد
وصف المساق: المنهج العام: يتناول هذا المساق مفهوم القانون الرياضي وخصائص الاتحادات الرياضية الدولية وعلاقتها بالإتحادات الوطنية ونماذج لعقود احتراف اللاعبين والقانون الذي يحكم هذه العقود، ومسألة تحديد القوانين التي تطبق عليها. المنهج الخاص: يتناول المنهج الخاص ببيان مفهوم المنازعة الرياضية ومعايير دوليتها والصفة القانونية لعقود احتراف اللاعبين والنظام القانوني للاتحادات الرياضية وخصائص هذا النظام ووسائل تسوية المنازعات الرياضية				
م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
2	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
3	LAW	القانون الإنساني	3	لا يوجد
وصف المساق:				
4	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.				
5	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 و تنازع 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				

6	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 ودرجاتها 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 ودفع، 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.				
7	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.				
8	law 680	مناهج البحث القانوني	3	لا يوجد
وصف المساق: يتناول هذا المساق محورين أساسيين، المحور الأول 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 وأيضاً تسليط الضوء على الجوانب الشكلية والموضوعية في الكتابة القانونية وتنمية مهارات الطالب في الصياغة والتحليل وإعداد البحوث والدراسات المستقبلية.				
9	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.				
10	LAW 624	تشريعات منع الاحتكار وحماية المستهلك	3	لا يوجد
وصف المساق: المنهج العام: دراسة أحكام قانون المعاملات التجارية والعقود التجارية و المصادر الإدارية. 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 دولياً، السلامة، الصحة عند استعماله العادي للمنتجات، الحصول على المعلومات والبيانات الصحيحة عن المنتجات التي يشتريها أو يستخدمها أو تقدم إليه، الاختيار الحر لمنتجات تتوفر فيها شروط الجودة المطابقة للمواصفات، مواجهة الشروط المجحفة في العقد، وكيفية حمايته بموجب القواعد العاملة في القانون بصفة عامة، الحق في رفع الدعاوى القضائية، حالات دفع المسؤولية، والتأمين عليها، القواعد الجزائية لضمان سلامة المنتج، اقتضاء تعويض عادل عن الأضرار الشخصية والمادية.				

11	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 الإماراتي 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.				
12	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.				
13	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 و الأنجلو 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.				
14	law 699	الرسالة العلمية	9	إنهاء جميع المسابقات الإلزامية
وصف المساق: يعد الطالب "الرسالة العلمية" في أحد موضوعات القانون الخاص، وذلك باللغة العربية على أن تتضمن ملخصاً باللغة الإنجليزية، ويعين له مشرفاً من قسم القانون الخاص. ويجوز، عند الاقتضاء أن يعين له مشرفاً مساعداً لغايات التخصص. ولا يجوز تسجيل "الرسالة العلمية" إلا بعد أن ينهي الطالب بنجاح دراسة المسابقات الإلزامية (18 ساعة معتمدة).				

دبلوم الدراسات العليا المهني في التدريس

رسالة البرنامج

يعمل البرنامج على تحقيق معايير الأداء المطلوبة لإعداد وتكوين المعلم المؤمن برسائله 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 والتعاون 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 للمناهج المدرسي وأساليب تدريسه.
 5. تطوير مهارات الاتصال والتفاعل مع الطلبة.

مخرجات التعلم من البرنامج:

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 مراعيًا الجوانب الفكرية والاجتماعية والنفسية للمتعلمين.
5. يقترح مناهج دراسية مطورة على أساس المداخل والاستراتيجيات والنظريات التربوية الحديثة.
6. يقوم العلاقات المهنية والأكاديمية بين الطلاب والمعلمين وأولياء الأمور والمعنيين بالعملية التعليمية.

متطلبات الحصول على الدرجة

الخطة الدراسية

متطلبات البرنامج الإلزامية (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 الإلزامية التخصصية (3 ساعات معتمدة)

يختار الطالب واحداً من المساقات التالية وفقاً لتخصصه:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
6	EDU 481	أساليب تدريس التربية الإسلامية	3	لا يوجد
7	EDU 482	أساليب تدريس اللغة العربية	3	لا يوجد
8	EDU 483	أساليب تدريس اللغة الإنجليزية	3	لا يوجد
9	EDU 484	أساليب تدريس الدراسات الاجتماعية	3	لا يوجد
10	EDU 485	أساليب تدريس الرياضيات	3	لا يوجد
11	EDU 486	أساليب تدريس العلوم	3	لا يوجد
12	EDU 487	تكنولوجيا المعلومات وأساليب تدريسها	3	لا يوجد

المساقات الاختيارية (3 ساعات معتمدة)

يختار الطالب مساقاً 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

خطة تقديم البرنامج

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
1	-----	مساق اختياري	لا يوجد	3

الفصل الدراسي الثاني

م	رمز المساق	اسم المساق	المتطلب السابق	الساعات المعتمدة
المجموع = 15 ساعة معتمدة				

وصف المساقات

أولاً: المساقات الإلزامية (18 ساعة معتمدة)

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
1	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.				
2	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.				
3	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 يبينها المعلم في الصف الدراسي مع التعرض لكافة أنواع الاختبارات التحصيلية: مزايها وعيوبها وكيفية بنائها، تعريف الطلبة بأساليب التعلم المتنوعة.				
4	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.

5	EDU 490	التربية العملية	6	اجتياز 9 ساعات معتمدة
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وصف المساق:

يتناول هذا المساق تعريف الطلبة بواقع عمليتي التعليم والتعلم في المدارس، وتطبيقاتهما العملية داخل غرفة الصف، ومناقشة المشاهدات الصفية، والتدريب على تطبيق مهارات التدريس مثل: التهيئة للدرس، واستئثار 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.

ثانياً: المساقات الإلزامية التخصصية (3 ساعات معتمدة)

يختار الطالب مساقاً واحداً من المساقات التالية وفقاً لتخصصه:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
6	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 الحديثة، تحليل عملية التربية وأساليب التدريس. كما يشمل المساق على تدريب وتعريف الدارسين بعملية التخطيط لتدريس التربية الإسلامية وتحديد عناصر الدرس وأهدافه واختيار المحتوى والنشاطات التعليمية. كما يشمل المساق التعريف والتدريب 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 الرئيسية في مناهج التربية الإسلامية للمراحل التعليمية المختلفة. كما سيتم تدريب الدارسين على استخدام الوسائل التعليمية والتقنيات الحديثة في تدريس التربية الإسلامية بفروعها المختلفة. وكذلك التقويم في التربية الإسلامية

7	EDU 482	أساليب تدريس اللغة العربية	3	لا يوجد
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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

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
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.				
8	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 analyzed, including the role of teachers and learners, classroom management, and 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.				
9	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 والمواد الاجتماعية والفرق بينهما والتعريف ومناهج الدراسات الاجتماعية من حيث طبيعتها وخصائصها وتحليلها، والطرق والأساليب المتنوعة في تدريس الدراسات الاجتماعية وأهم الاتجاهات المعاصرة في تدريسها، إضافة إلى دراسة خصائص معلم الدراسات الاجتماعية والمشكلات التي تواجهه وسبل التغلب عليها، وتوظيف التكنولوجيا في تدريس الدراسات الاجتماعية.				
10	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.				
11	EDU 486	أساليب تدريس العلوم	3	لا يوجد
وصف المساق:				

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
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.				
12	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 التقويم والقياس وتحديد أساليب التقويم المناسبة في المجالات الثلاثة "المعرفية، الوجدانية، النفس حركية"، مهارات المعلم في تدريس التكنولوجيا، كما يتناول المساق أهمية التجهيزات والمستلزمات الفنية للتربية التكنولوجية، وتحديد مواصفات ومحتويات مشغل التكنولوجيا في المدرسة. كما يتضمن اهم المعوقات التي تواجه معلم تكنولوجيا المعلومات حديث التخرج وكيفية التغلب عليها.				

ثالثاً: المساقات الاختيارية (3 ساعات معتمدة)

يختار الطالب مساقاً واحداً من المساقات التالية:

م	رمز المساق	اسم المساق	الساعات المعتمدة	المتطلب السابق
13	EDU 474	الإدارة الصفية	3	لا يوجد
وصف المساق: يهدف هذا المساق إلى إعداد الدارسين على كيفية إدارة الصف بأسلوب علمي وذلك من خلال تزويدهم بالمعارف والمعلومات والمهارات اللازمة لذلك من خلال التعريف بمفهوم وأهمية إدارة الصف، وتنمية مهارات ضبط وإدارة الصف، ويتناول المساق مفاهيم إدارة الصف وتنظيمه، والعلاقات الإنسانية، والبيئة الصفية، والتفاعل الصفّي، والمشكلات الصفية والاستراتيجيات المستخدمة في علاجها. كما يهدف المساق إلى تزويد الدارسين بمهارات ضبط السلوك من خلال تنفيذ واجبات ومهام المعلم وتطبيق قواعد وآليات الضبط وتطوير البيئة التعليمية الفعالة من خلال استخدام الاستراتيجيات والمبادئ الحديثة في التعلم التعاوني والمشاركة.				
14	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 الصفّي 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 التقويم النفسي وتفسيرها، واختبارات الأداء، ومقاييس الاتجاهات والسجلات القصصية، ومقاييس العلاقات الاجتماعية وفق معايير وإرشادات ومؤشرات إحصائية.				

لا يوجد	3	التربية الخاصة	EDU 491	15
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 الرئيسية 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:

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

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

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

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

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

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

Releasing of Grades

Faculty submit 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:
 - a. Reasons for awarding the **I** grade
 - b. Assignments or other coursework required to complete the course
 - c. Method for submitting the coursework to the instructor
 - d. 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**.
- 5.

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

1. 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.
2. 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.
3. 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.
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 1 course (3 credit hours) with C, or F marks.

Re-admission after Academic Suspension

- 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.
- 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:
 1. Basic student identification information
 2. Listing of all coursework accepted by CU for transfer
 3. Current listing of CU courses attempted and completed
 4. Grades, credits, and GPAs earned each semester
 5. Required entries for academic probation, suspension, or dismissal
 6. 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.

- 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.
- The official transcript is mailed directly to the individual who needs official confirmation of the student's academic achievements at CU.
- 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.
- 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

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.

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.

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

- 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.
- 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.
- 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.
- Students are responsible for contacting their classmates to find out what material was covered and discussed in class while they were absent.
- 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.
- 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.
- 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 first before anyone else, to answer questions or solve problems related to that particular course.
- 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

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

The Student

- The student is responsible for preparation and submission of his/her thesis for examination.
- 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.
- The student must adhere to CU's policies and procedures on research integrity and academic honesty.
- 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.
- 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:
 - 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;
 - Hold a qualification at least equivalent to the level of the award being examined;
 - Have previous experience in graduate thesis supervision and/or thesis examination; and
 - 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.

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

- After the student completes his/her thesis, the student shall submit it to the supervisor.
- An electronic and hard copies shall be submitted to GAC.
- Turnitin similarity report shall be attached to the thesis.
- 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:
 - Does the candidate demonstrate a significant and original contribution to knowledge (relative to the level of the degree being sought)?
 - Does the candidate engage with the literature and the work of others?

- Does the candidate show an advanced knowledge of research principles and methods related to the applicable discipline?
 - Is there a clarity, coherence in the research, its arguments and conclusions?
 - Is the thesis clearly, accurately and logically written?
2. The defense shall occur 6 weeks after the date of the 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

- The examination reports shall be sent by the examiners to the Graduate Affairs Committee, two weeks before the date of defense.
- The examiner's reports must contain a recommendation regarding the thesis and a strong justification for his/her recommendation.
- The examiners must provide guidance to the candidate regarding any changes required.
- 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:
 - Accepted as submitted. This may include corrections that do not require the supervisor's approval.
 - Accepted with minor modifications. This may include corrections that can be made immediately and to the satisfaction of the thesis supervisor.
 - 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.
2. 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.
3. If they have, the thesis may be accepted, and the supervisor shall
4. confirm the Examining Committee's approval to the GAC.

5. 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.
6. The Examining Committee Chair shall report in writing to the Director of Graduate Affairs Committee the outcome of the Examining Committee meeting.
7. 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

- 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.
- The Student Affairs Office shall submit the appeal to the VP Academics, who in turns shall submit the appeal to the GAC for investigation.
- The GAC shall submit its report to the VP Academics within 10 working days.
- 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.
- The Office of Student Affairs shall send the University response to the student within one working day.
- 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

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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

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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

City University Ajman							
FT Faculty Details Qualification Report							
Spring 2026							
#	Faculty Name	Nationality	Administration Position /Academic Rank	Qualification	Year of Graduation	University	Specialization - PHD
COLLEGE OF DENTISTRY							
1	Dr. Ali Abdul Wahab Razooki Al Sheikhli	Iraqi	Dean and Professor	PHD	2005	University of Baghdad	Conservative Dentistry
2	Dr. Nader Nabi I Rezallah	Egyptian	Assistant Dean, Medical Director and Assistant Professor	PHD	2019	Cairo University	Oral & Maxillo -facial Radiology
3	Dr. Sesha Reddy Manchala	Indian	Assistant Professor	PHD	2022	Annamalai University	Periodontics - Dentistry
4	Dr. Hala Afifi	British	Director of Research & Associate Professor	PHD	2011	King's College London	Pharmaceutical Sciences

5	Dr. Akheel Mohammad	Indian	Acting Director of Internship Program and Professor	PHD	2022	Saveetha University	Oral and Maxillofacial Surgery
6	Dr. Ban Ahmed Abdulhameed Al Mudarris	Australian	Assistant Professor	PHD	2006	University of Baghdad	Prosthodontic Dentistry
7	Dr. Abdelrahman Mohamed Sharafeldin Abdelaziz	Egyptian	Assistant Professor	PHD	2017	Ain Shams University	Oral Pathology
8	Dr. Syed Kuduruthullah	Indian	Lecturer	Master	2012	Minakshi University	Oral Pathology & Microbiology
9	Dr. Yasser Rateb Ibrahim Elramady	Egyptian	Associate Director of Int Program and Lecturer	Master	2013	Cairo University	Prosthetic Dentistry
10	Dr. Mesaf Brejawi	Syrian	Assistant Professor	PHD	2023	Universiti Technology Mara	Dentistry (Thesis - Pedodontics)
11	Dr. Rawan Ibrahim Mohammed	Iraqi	Lecturer	Master	2022	Ajman University	Science in Restorative Dentistry
12	Dr. Meharunneesa Aboobacker Sidheeq	Indian	Lecturer	Master	2021	Rajeev Gandhi University	Periodontology

COLLEGE OF LAW							
13	Dr. Ahmed Hassan Mahmoud Fouly	Egyptian	Dean and Professor	PHD	2011	Zagazig University	Specialization: General International Law General Specialization: General Law
14	Dr. Muaiyad Hasan Mohammad Al Tawalbeh	Jordanian	Deputy Head & Associate Professor	PHD	2001	University of Baghdad	Specialization: Commercial Law General Specialization: Private Law
15	Dr. Hala Amin Ahmed Ghaled Bahr	Egyptian	Professor	PHD	2002	Cairo University	Specialization: Criminal Law General Specialization: General Law
16	Dr. Omar Mohamed Fares	Syrian	Professor	PHD	2015	Universite Clermont Ferrand	Specialization: Commercial Law General Specialization: Law
17	Dr. Akmal Ramadan Abdelkader Amin	Egyptian	Professor	PHD	1997	Zagazig University	Civil Law

18	Dr. Khaled Husain Al Khaled	Syrian	Associate Professor	PHD	2011	Damascus University	Islamic Jurisprudence General Specialization: Islamic Law
19	Dr. Mokhtar Mohamed Fouad Abdelmoaty Aboelkheir	Egyptian	Associate Professor	PHD	2012	Cairo University	Civil and Commercial Procedures Law
20	Dr. Raghda Raafat Elsayed Ahmed	Egyptian	Associate Professor	PHD	2019	Cairo University	Public law
21	Dr. Omar Akram Alsaed	British	Assistant Professor	PHD	2011	Lahay University	Law
22	Dr. Tarek Mahmoud Abdelsalam Mohamed	Egyptian	Assistant Professor	PHD	2000	Hilwan University	Law
COLLEGE OF BUSINESS							
MASTER OF BUSINESS ADMINISTRATION							
23	Dr. Babeet Gupta	Indian	Dean & Associate	PHD	2013	Bhagwant	Management

			Professor			University	
24	Dr. Riktesh Srivastava	Indian	Acting Assistant Dean & Associate Professor	PHD	2009	Dr Ram Manohar Lohia Avadh University	Electronics
25	Dr.Harish Uppilappatta Chennelleri	Indian	Assistant Professor	PHD	2017	Anna University	Philosophy - Thesis: Management Science
BACHELOR OF BUSINESS ADMINISTRATION							
26	Dr. Jaishu Manavalan Anty Jose	Indian	Department Chair and Professor	PHD	2012	Mahatma Gandhi University	Commerce
27	Dr. Zaheda Ronak Daruwala	Indian	Associate Professor	PHD	2013	Banasthali University	Management
28	Dr. Edmund Christopher Soosai Vinantius	Indian	Assistant Professor	PHD	2009	Manomaniam Sundaranar Univer	Commerce
29	Dr. Mahmoud Abouagwa Fahim Mohamed	Egyptian	Assistant Professor	PHD	2020	Huazhong University of Science and Technology	Philosophy in Science - Probability and Mathematical Statistics
30	Dr. Muhammad Asem Al Khabbaz	Indian	Assistant Professor	PHD	2025	University of Mysore	Commerce

31	Dr. Nupur Nigam	Indian	Assistant Professor	PHD	2024	Rabindranath University	Commerce
32	Dr. Varinder Singh Rana	Indian	Department Chair, Deputy Director of Research and Associate Professor	PHD	2019	Amity University	Hospitality
33	Dr. Ahmad Mohammad Aburayya	Jordanian	Associate Professor	PHD	2020	Teesside University	Business Administration
34	Dr. Fanar F H Shwede	Palestinian	Assistant Professor	PHD	2020	Utara University Malaysia	Technology, operations and Logistics Management
35	Dr. Mohammad Abu Faiz	Indian	Associate Professor	PHD	2005	University of Allahabad	Commerce
36	Dr. Farah Zahidi	Indian	Assistant Professor	PHD	2020	Jayoti Vidyapeeth Women	Management
37	Dr. Jayanta Banerjee	Indian	Acting Deputy Head Professor	PHD	2015	Teerthanker University	Philosophy - Management Studies
38	Dr. Beenish Shameer	Indian	Assistant Professor	PHD	2012	University of Jammu	Business Management

39	Dr. AbdelKarim Fuad Kitana	Jordanian	Acting Assistant Dean and Associate Professor	PHD	2015	Girne Amercian University	Business Management - Thesis HRM
40	Dr. Mohamed Ahmed Elbadawi Ali Abdellatif	Sudanese	Deputy Head and Associate Professor	PHD	2017	University of Science & Technology	Business Administration- Thesis Title: HRM
41	Dr. Marwan Rushdi Abdulaziz Yousef	Jordanian	Associate Professor	PHD	1977	Karachi University	Philosophy - Thesis Economics
42	Dr. Zainab Esmaeel Ibrahim Al Ghurabli	Emirati	Associate Professor	PHD	2013	Menoufia University	Business Administration - thesis HRM
43	Dr. Tamadher Abdulwahhab	Iraqi	Associate Professor	PHD	2000	Al Mustansiriyah University	Business Administration
44	Dr. Brihan Fatin Yehia Hassan	Egyptian	Associate Professor	PHD	2018	Ain Shams University	Business Administration- Thesis : HRM
45	Dr. Kalpana Solanki	Indian	Associate Professor	PHD	2011	Banasthali University	Management- Thesis HRM
46	Dr. Hima Parameswaran	Indian	Associate Professor	PHD	2015	University of Madras	Philosophy - Thesis Public Administration- HRM

47	Dr. Siham Haider Elderderi Elebaid	Sudanese	Assistant Professor	PHD	2019	Omburman Islamic University	Business Management - Thesis HRM
48	Dr. Mudathir Yousif Mohamed Ahmed	Sudanese	Assistant Professor	PHD	2018	University of Khartoum	Electrical and Electronical Engineering
49	Dr. Mohammad Hadei Yones Mfadei Alnajdawi	Jordanian	Associate Professor	PHD	2014	Université Mohammed V de Rabat	Public Law and Political Science
COLLEGE OF TECHNOLOGY							
51	Dr. Ayman Bassam Abdelraheem Nassoura	Jordanian	Acting Dean and Professor	PHD	2010	University of Utara	Philosophy - Thesis: Technology
52	Dr. Ajit Danti	Indian	Professor	PHD	2007	Gulbarga University	Computer Science
53	Dr. Wafaa Mahdi Salih Abedi	Iraqi	Assistant Professor	PHD	2020	Technology University	Computer Science
54	Dr. Zubaidah Muataz	Turkey	Assistant Professor	PHD	2019	International University Malaysia	Computer Science

55	Dr. Syed Afroz Ahmed	Indian	Associate Professor	PhD	2019	Banasthali Vidyapith	Computer Science
56	Dr. Altyeb Mohammed Mustafa Alnour	Sudanese	Assistant Professor	PHD	2020	Northwest Normal University	Applied Mathematics
COLLEGE OF MEDIA							
57	Dr. Bassant Mohamed Said Mohamed Eyada	Egyptian	Dean and Professor	PHD	2010	Helwan University	Advertising
58	Dr. Mahmoud Idris Mahmoud Kaleem	Sudanese	Associate Professor	PHD	2010	Tilak Maharashtra University	Political Science
59	Dr. Sameer O. A Baniyassen	Jordanian	Acting Deputy Head & Assistant Professor	PHD	2020	United Arab Emirates University	Digital Media- Mass communication
60	Dr. Rabab Abdelmoneim Mohamed Mahmoud	Egyptian	Associate Professor	PHD	2014	Al Minia University	Media

61	Dr. Dawood Salman Mutar	Iraqi	Assistant Professor	PHD	1996	University of Baghdad	(Mass communication الجماهيري)
62	Dr. Samar Abdelhalim Gamaleldin Abdelhalim	Egyptian	Associate Professor	PHD	2012	Minia University	Media
63	Dr. Mohamed Gadelmawla Hafez Oweis	Egyptian	Associate Professor	PHD	2012	Cairo University	Mass Communication
64	Dr. Mohanad Ahmed Elamin Mohamed Ali	Sudanese	Assistant Professor	PHD	2014	Om Durman Islamic University	Public Relations and Advertising
65	Dr. Soad Matar	French	Assistant Professor	PHD	2007	University of Besancon	Media Communication
66	Dr. Najwa Fawzy Al Saeed	American	Assistant Professor	PHD	2013	The University of Westminster	Journalism
67	Dr. Nashwa Mahmoud Abdeldaym Atta Sherba	Egyptian	Assistant Professor	PHD	2024	Helwan University	Fine Arts - Graphics
68	Ms. Faten Zakari Al Jazzar	Palestinian	Lecturer	Master	2006	University of Technology	Computer Science / Digital Video and

							Image Processing
69	Dr. Basma Mortada Mohamed Seifelnasr Fouda	Egyptian	Assistant Professor	PHD	2007	Helwan University	Advertising
COLLEGE OF HUMANITIES							
GENERAL EDUCATION							
70	Dr. Yassen Abd Alftah Alfoteih	Syrian	Dean & Associate Profes	PHD	2008	University of Hohenheim	Agricultural Sciences (Environmental Biology)
71	Dr. Ahmed Abdelzaher Ezzat	Egyptian	Associate Professor	PHD	2011	Ain Shams University	Curricula and Teaching Methods of Arabic Language
72	Dr. Nafiza Nebal Ahmed Fawzi Muallen	Syrian	Assistant Professor	PHD	2018	International Islamic Malaysia	Education Thesis:Teaching Arabic for non-native speakers
73	Dr. Ammar Mustafa Harmouch	Syrian	Assistant Professor	PHD	2014	Omdurman University	Interpretation and Holy Quran Sciences
74	Ms. Namita Das	Indian	Lecturer	Master	2011	Mahatama Gandhi University	Environmental Science

75	Ms. Heba Amer Alkhoja	Jordanian	Assistant Professor	PhD	2026	Ajman University	Business Administration
76	Dr. Mohamad Alnakawa	Syrian	Assistant Professor	PhD	2024	Selcuk University	Statistics
77	Dr. Mohamad Alnakawa	Nigerian	Assistant Professor	PhD	2006	Central Luzon State University	Plant Breeding
78	Mr.Ashraf Awadelkarim Suliman	Sudanese	Lecturer	Master	2015	University of Khartoum	Industrial and Computational Mathematics
79	Ms. Salma Mohammed Osman Elias Mohammed Salih	Sudanese	Lecturer	Master	2001	University of khartoum	Computer Science
80	Mr. NaseemKalliyil Mangat	Indian	Lecturer	Master	2008	University of Calicut	Arabic Language and Literature
81	Ms. Majd Majed Mohammad Masaa'deh	Jordanian	Lecturer	Master	2022	Universiti Sains Malaysia	Clinical Pharmacy
82	Ms. Israa Sayed Abdelreheem Othman Mohamed	Egyptian	Lecturer	Master	2012	The Arab Academy for Science, Technology	Business Administration

	Hamad					andMaritime Transport	
83	Dr. Mohamed Fathy Mohamed Khalifa	Egyptian	Assistant Professor	PHD	2015	University of Essex	Linguistics
76	Dr. Nima A. A. Abuhelou	Palestinian	Assistant Professor	PhD	2013	Ain Shams University	Educational Psychology
84	Dr. Hana Al Badou	Jordanian	Assistant Professor	PHD	2020	Yarmouk University	English Language Curriculum and Instruction
85	Dr. Abdelbagi Dafallah	Sudanese	Assistant Professor	PHD	2013	University of Khartoum	Psychology
86	Dr. Mohamed Loay Dahhan	Syrian	Assistant Professor	PHD	2021	Aleppo University	Management Information Systems
87	Dr. Iman Nazar Al-Ani	St. Kitts and	Assistant Professor	PHD	2018	Coventry University	MSc Pharmacology and Drug Discovery
88	Dr. Ephim Muthayyan	Indian	Assistant Professor	PHD	2024	Glocal University	Computer Science Engineering
ENGLISH							
89	Mr. Mahmoud	Jordanian	Acting Head English	Master	2013	British	TESOL

	Sultan Nafa		Lecturer			University	
90	Dr. ElSayed Mahmoud	Egyptian	Assistant Professor	Master	2014	British University	TESOL
91	Dr. Faiza Tabib Ep Siddiqi	Tunisian	Assistant Professor	Master	2011	American University of Sharjah	Teaching English to Speaker of Other Languages
92	Ms. Fadila Abdullah Alsarmani	Syrian	Lecturer	Master	2018	The British University in Dubai	Education
93	Dr. Azza Elmadani Adam Elmadani	Sudanese	Assistant Professor	PHD	2019	Omdurman Islamic University	Curriculum & Methods of Teaching English
SOCIOLOGY							
94	Dr. Nidal Al Joundi	Syrian	Interim Program Coordinator and Assistant	PHD	2017	Damascus University	General Specialization: Sociology, Specialization: Social Work
95	Dr. Roula Maya Ep	French	Associate Professor	PHD	2005	University of	Urbanism, Knowledge

	Basma					Paris XII	and Practice
96	Ms. Sidra Shahbaz	Pakistani	Lecturer	Master	2008	University of the Punjab	Master of Arts in Sociology
97	Dr. Abdallah Adel Abdallah Soliman Salama	Egyptian	Assistant Professor	PHD	2019	Mansoura University	Sociology
98	Dr. Shiraz Alali	Syrian	Assistant Professor	PHD	2011	Damascus University	Education: Curricula and Methods
99	Dr. Wesam Hasan Nasr Hasan Aly Nasr	Egyptian	Assistant Professor	PHD	2015	Ain Shams University	Environmental Sciences - Thesis : Sociology
PSYCHOLOGY							
100	Dr. MohammadMahmo Al Rabeei	Jordanian	Acting Program Coord Assistant Professor	PHD	2011	Amman Arab University	Educational psychology
101	Dr. Sabry Adam Edrees Abdallah	Sudanese	Assistant Professor	PHD	2021	University of Gezira	Health Psychology
102	Dr. Iesha Awad Elbalola Hasona	Sudanese	Assistant Professor	PHD	2019	University of Khartoum	Psychology

103	Dr. Amaal Mohamed Abdalmawla Mohamed	Egyptian	Assistant Professor	PHD	2006	Ain Shams University	Psychological Studies
104	Dr. Munther Yousef Fayyad Balawi	Jordanian	Assistant Professor	PHD	2006	Yarmouk University	Educational Psychology
PROFESSIONAL POSTGRADUATE DIPLOMA IN TEACHING							
105	Dr. Khaled Younis Alderbashi	Jordanian	Department Chair & Associate Professor	PHD	2007	University of Jordan	Curricula and Teaching
106	Dr. Maher Ibrahim Tawadrous	Egyptian	Acting Head Gen Edu and Assistant Professor	PHD	2004	Ismaliya University	Education/ Curriculum & Methodology of Teaching Methods Thesis: Mathematics
107	Dr. Khames Abdelbaky Ali Negm Razk	Egyptian	Associate Professor	PHD	2010	Kafrelsheikh University	Curricula and Teaching Methods of Arabic Language
108	Dr. Moustafa Kamal Ramadan Moussa	Egyptian	Deputy Head & Assistant Professor	PHD	2012	Ain Shams University	Educational Technology
109	Dr. Mahmoud Awad Owaida Bani Theiyab	Jordanian	Associate Professor	PHD	1997	International University of Africa	Curricula & Methodology of Teaching
110	Dr. Boushra Bilal	Syrian	Assistant Professor	PhD	2023	Ain Shams	Educational

						University	Psychology
111	Dr. Mohammad Mahmoud Hasan Al-Qasem	Jordanian	Assistant Professor	PHD	2015	Yarmouk University	Educational Administration
112	Dr. Ahmed A.M. Ali	Palestinian	Assistant Professor	PHD	2019	Omdurman University	Fundamentals of Religion - Interpretation and sciences of the Qur'an
113	Dr. Yamama Hamed Tolba Raslan	Egyptian	Assistant Professor	PHD	2019	Mansoura University	Curricula & Methodology of Teaching / Social Studies
114	Dr. Rafat Yousef Mahmoud Al-Taweel	Palestinian	Assistant Professor	PHD	2011	Amman Arab University	Curricula and Teaching Methods of Mathematics
115	Dr. Elaf Al Mansour	Syrian	Assistant Professor	PHD	2022	Near East University	English Language Education

City University Ajman

Part-time / Visiting Faculty Faculty Details Qualification Report

Spring 2026							
Sr. #	Faculty Name	Nationality	Academic Rank	Qualification	Year of Graduation	University	Specialization - PHD
COLLEGE OF DENTISTRY							
1	Dr. Keerthan Shashidhar	Indian	Assistant Professor	PHD	2023	Nitte (Deemed To Be University)	Orthodonticsand Dentofacial Orthopedics
2	Dr. Saad Farhan Oboudi	Canadian	Professor	PHD	2003	University of Baghdad	Philosophy in Physics
COLLEGE OF LAW							
3	Dr. Salma Yabroudi	Turkish	Associate Professor	PHD	2011	Damascus University	International Law
4	Dr. Zainab Awad Abdel Aziz	Egyptian	Assistant Professor	PHD	2024	Tanta University	Criminal Law
COLLEGE OF MEDIA							
5	Dr. Al Mutaz Mohamed Abdalla	Sudanese	Assistant Professor	PHD	2015	University Technology Malaysia	Computer Science

HUMANITIES - GENERAL EDUCATION							
6	Dr. Amira Mohamed	Egyptian	Assistant Professor	PHD	2015	Cairo University	Mathematical Statistics
7	Dr. Anas Mohd Radwan Shaikh Mustafa Ahmad	Jordanian	Assistant Professor	PHD	2022	University OF Gezira	Islamic Studies - Interpretation and Quranic Sciences
PROFESSIONAL POSTGRADUATE DIPLOMA IN TEACHING							
8	Dr. Emad Kotb Farag Hendawy	Egyptian	Assistant Professor	PHD	2025	Helwan University	Education - Educational Technology

Listing of Senior Administrators and their Titles

	Name	Designation
1	Mr. Imran Khan	President
2	Dr. Ashok Kumar Kabi Satpathy	Executive Dean of Academic Affairs (EDAA)
3	Salma Senaran	Director of Enrollment and Student Services
4	Sadia Khan	Director of HR & Administration
5	Dr. Abdelrahim Hussein	Director of Quality Assurance and Institutional Effectiveness
6	Eman Diab	HR Manager
7	Shahid Saleem	Financial Controller
8	Farhan Parvez	Asst Financial Controller
9	Sadhik Badarudeen	Head of ICT and Development
10	Radwa Aldory	Marketing Manager
11	Naira Maher Hussein	Student Affairs Manager

Overall Student Satisfaction Rate

I. Executive Summary

To assess overall student satisfaction with services at City University Ajman during the 2025-26 academic year, the Department of Quality Assurance and Institutional Effectiveness (QA&IE) conducted its annual Student Satisfaction Survey. The survey measured students' satisfaction across a wide range of university services, ensuring anonymity to promote honest and candid responses.

The survey was administered in March 2026 and included 60 questions covering 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

The survey results show a modest but meaningful improvement in overall satisfaction, rising from 4.00 in AY 2024-25 to 4.06 in AY 2025-26. High performance was noted in academic advising, class schedule communication, and campus safety. The feedback also provides valuable opportunities to further enhance the student experience, particularly in the areas of parking, registration support, transportation, counseling services, student engagement, facilities, administrative responsiveness, and service accessibility.

These findings offer actionable insights for targeted, student-focused improvements. Integrating these results into CUA's institutional planning will enhance operational effectiveness, strengthen the student experience, and reinforce the University's commitment to delivering high-quality academic and campus services.

II. 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). The survey link was distributed to all students by email and made available through the student online portal. Participation was voluntary, and all responses were collected anonymously to maintain confidentiality. The QA&IE Department was responsible for compiling, analyzing, and reporting the survey data.

The survey consisted of 60 multiple-choice que 5-point scale (“Strongly Agree”, “Agree”, “Neutra and “Strongly Disagree”) and one open-ended q

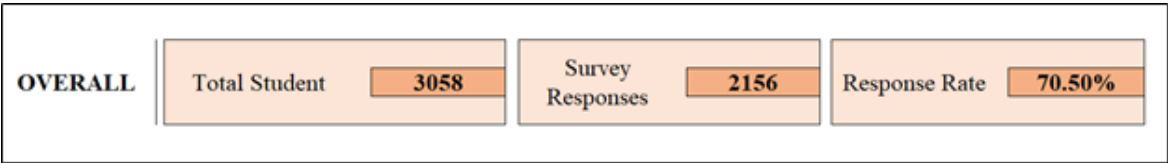
Strongly Agree	5
Agree	4
Neutral	3
Disagree	2
Strongly Disagree	1

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. The QA&IE Department utilized pivot tables, chart builders, and built-in statistical functions in Excel to carry out trend analysis, and visualizations.

III. Respondents Demographics

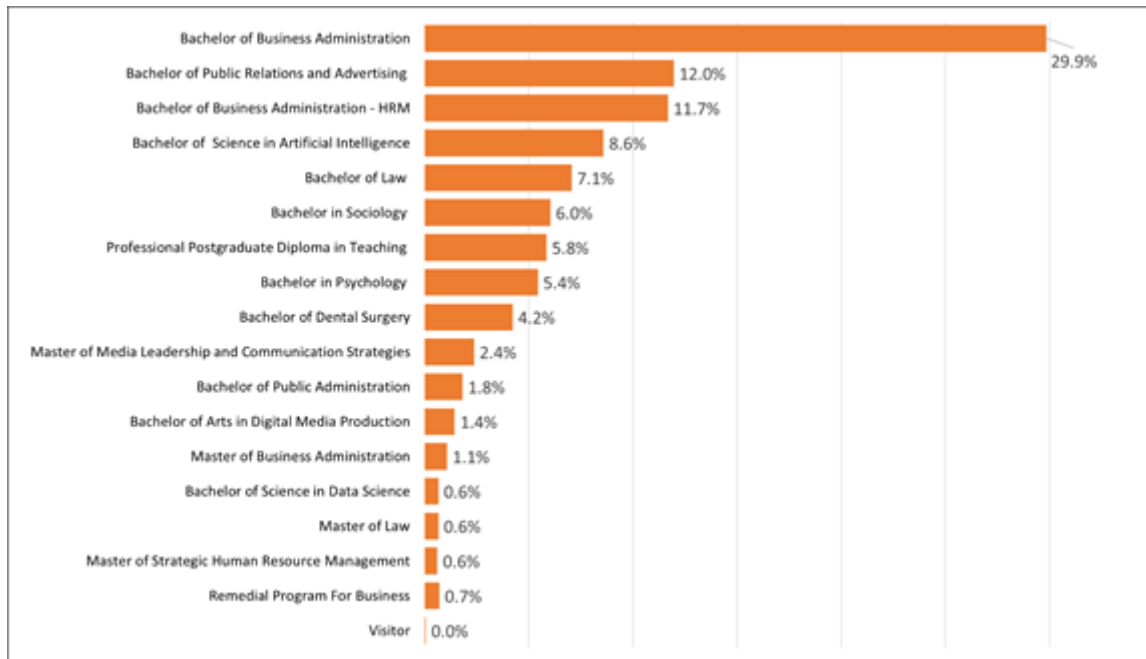
As shown in Table III-1, a total of 2,156 responses were received out of 3,058 registered students in Spring 2026, yielding a response rate of 70.5%, which indicates strong student participation.

Table III-1:
Overall Survey Response Rate



Responses were distributed across all programs, with higher shares from larger programs such as BBA, PRA, and BBA–HRMA. Other programs contributed proportionally based on their enrollment size (see Figure III-1).

Figure III-1:
Number of Responses by Program

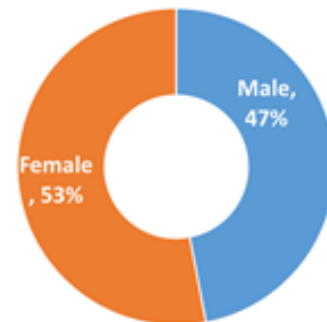


As shown in Figure III-2, responses were fairly balanced by gender, with **53% female** and **47% male** participants.

Figure III-2

Number of Responses by Gender

Gender	Responses	Response Rate
Male	1020	47%
Female	1136	53%

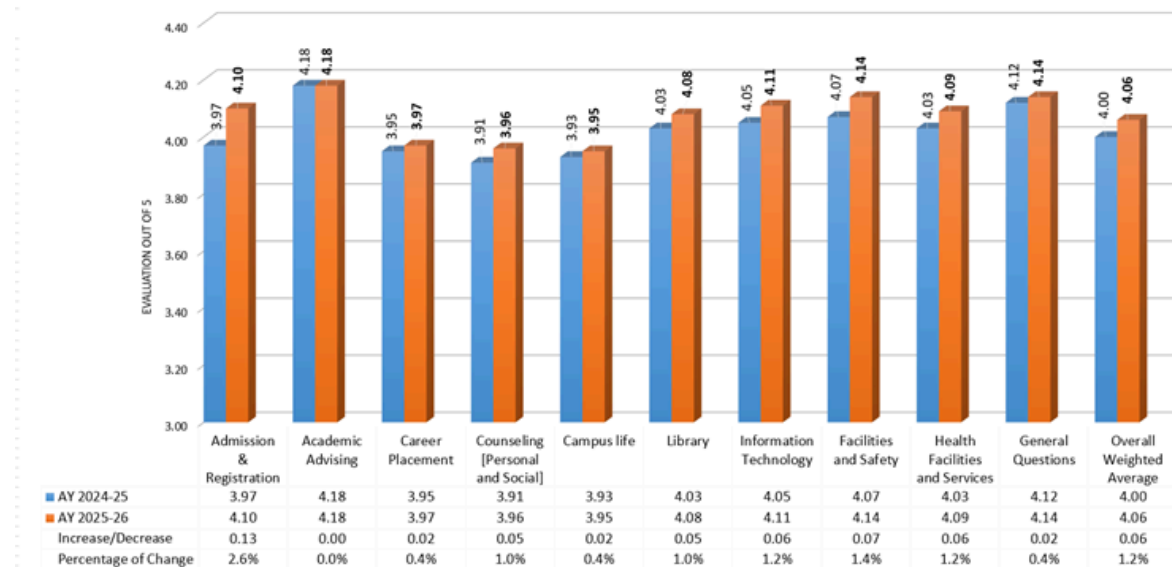


IV. Survey Results

The 2-Year Comparative Analysis in Figure IV-1 shows an overall positive trend in student satisfaction at CUA between AY 2023-24 and AY 2025-26. The overall weighted average increased from 4.00 to 4.06, reflecting a 1.2% improvement. All service areas recorded stable or improved ratings, with Admission & Registration rising from 3.97 to 4.10 (2.6%) and Academic Advising maintaining a strong rating of 4.18. Modest increases were also observed in Career Placement, Counseling, Campus Life, Library, Information Technology, Facilities & Safety, Health Services, and General Questions, ranging from 0.02 to 0.07 points (0.4%-1.4%). These results indicate that the University has effectively sustained or enhanced student satisfaction across its core service areas, demonstrating steady progress in service quality and the overall student experience.

Figure IV-1

2- Year Comparative Results [AY 2024-25 vs. AY 2025-26]



Faculty to Student Ratio

Faculty to student ratio Fall 2025	
College Name	Faculty to student Ratio
BDS	1:8
PR&ADV	1:29
LAW	1:18
BUSINESS	1:26
TECHNOLOGY	1:26
HUMANITIES	1:23
PPDT	1:16

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 Sewerage, CEO of Aqaar Properties.

Vice Chairman of the Board of Trustees

Dr. Sheikh Mohamed bin Abdullah Al Nuaimi

Chairman of Ajman Ports and Customs Department

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Director General of Ajman Municipality and Planning Department
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General Coordinator of the Sheikh Khalifa Government Excellence Program
Deputy Secretary-General of the Arab Government Excellence Award
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
6. President Office
Mr. Imran Khan

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.ac.ae	
Social Media (Instagram, Snapchat, Facebook, Twitter and YouTube)	@cuajman	
WhatsApp	+971526055440	