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ASU Catalogue 2012-2013

ASU

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A Message from the President

Dear Students,

Hard work and determination are the main qualities of scholars, intellectuals and men of genius. Meanwhile, knowledge is certainly part of the qualities of excellence and innovation. Since you are the future generation and the means of development and change, you should know that you have the duty of preserving the future of your religion and homeland. We endeavor to help you carry out your responsibilities successfully and work efficiently to sustain a better future, freedom and

hopes and to look forward to further innovation, growth and more profound intellectual movement. As we have begun our fifth year of operation, we have pursued our leading vision and made it a strategic goal through which we would realize our hopes and help our students fulfill their ambitions. Within this framework, we have been able to sign a series of academic co-operation and partnership agreements between our University and Mu'tah University of the Hashemite Kingdom of Jordan, with both the civilian and military divisions. The signed agreements stress co-operation in the areas of scientific research, higher studies, training and development. We have also signed a joint academic co-operation agreement with the GCC Commercial Arbitration Centre so as to launch the first commercial arbitration M.A. program, which is the first program of its kind in the GCC region. In addition, joint co-operation agreements were signed with the Royal Police Academy providing for the Bachelor's Degree in Law to the Academy's officers. All these significant achievements aim at improving the educational process and at qualifying the University's araduates to meet the demands of the labor market. Furthermore, a series of publications in the field of Law have been accomplished by our faculty members; the publications comprise a number of volumes that have been approved as textbooks for our students at the College of Law. Moreover, the University does not only care for the academic accomplishment of students but also for their psychological well-being. To further and implement this important goal, the University is in the process of publishing a book on Life Skills that introduces topics which deal with character build-up and behavior experiences.

Finally, I wish you all further progress and success to maintain the reputation of the Applied Science University as the recognized oasis of knowledge and academic ethics. I am gratified and honored to join hands with you in building our academic and professional future.

Dr. Waheeb Ahmed Al-Khaja, Ph.D President

The University Board of Trustees

- 1. Mr. Abdullah Ahmed Nass
- 2. Mr. Sameer Abdullah Nass
- 3. Prof. Waheeb A. Al-Khaja
- 4. Dr. Sadoun Al-Sadoun
- 5. Prof. Abdullah M. Al-Shamsi
- 6. Mr. Adel Abdullah Nass
- 7. Dr. Yousif Yaqoob Al- Sultan
- 8. Mr. Mohammed Ahmed Al-Khaja

The University Council

- 1. Prof. Waheeb A. Al-Khaja
- 2. Prof. Hilal M. Y. Al-Bayati
- 3. Dr. Haitham Al Gahtani
- 4. Dr. Jamal M. Abduljabbar
- 5. Dr. Mohammed Y. Al-Mahasnah
- 6. Dr. Tariq Sharif Yunis
- 7. Dr. Ahmed Hassan
- 8. Dr. Nihad Ahmed Al-Juboori
- 9. Dr. Ali Hamdan Abu Burham

University in Brief

: Chairman

- : Vice Chairman
- : Board Member
 - President
- : Vice President for Academic Affairs and Development
- : Vice President for Admin, Finance and Community Engagement
- Dean, College of Art and Science
- : Dean, College of Law
- : Dean, College of Administrative Sciences
- : Dean of Research and Graduate Studies
- : Dean of Student Affairs
- : Advisor to the President for Training and Continuing Education

The Applied Science University has earned its license and accreditation from the Ministry of Education according to the decree issued by the Minister's Council No. (WD 140/2004) dated 5th July 2004 making it one of the first private universities in the Kingdom of Bahrain to teach in both Arabic and English. The ASU ever since, been striving to became one of the leading universities not only in the Kingdom of Bahrain but in the entire Gulf region. The University aims at molding human resources by reinforcing theoretical knowledge with the necessary practical skills required for career success in the respective disciplines chosen by its students. By keeping abreast with the developments in academics, science and technology, the University, assures its students a high quality learning experience, providing them with the leading edge required to excel in today's competitive and global environment. All of which culminates into the University's objective of creating graduates, well-equipped and capable of facing the challenges and competition in their professional careers whereby contributing to self





development and development of the Arabian Gulf community in particular and the entire Arab world in general.

The total number of registered students in the summer semester of the academic year 2008/2009 was 1229. 382 students graduated from the university by the end of the academic year 2008/2009, 35 of whom obtained their post graduate degrees. The university has a team of 57 qualified academic staff of whom 9 are part time lecturers.

The ASU educational system is based on the American system of credit hours. In addition, the University deems it compulsory for its students to complete a certain number of mandatory hours of internship for all the programs offered by the university, before they can graduate in their selected disciplines.

Applied Science University in the Kingdom of Bahrain prides itself in its various prestigious affiliations with prominent educational institutions from across the region like Mu'tah University in Jordan, Helwan University in Cairo and the Royal Police Academy in Bahrain. Such an association adopts the form of an academic cooperation, while the ASU continues to maintain its status as an independent educational institution in terms of its colleges and its license as granted by the Ministry of Education in Bahrain.

The University currently offers 11 undergraduate and 7 postgraduate programs all of which are approved by the Ministry of education in Bahrain. Programs are taught in both English and Arabic.

The ASU Vision

The vision of Applied Science University is to be one of the leading private universities supporting practical learning and scientific research in Bahrain and the Gulf.

The ASU Mission

ASU is committed to offering an education that is accessible to academically competent students of Bahrain, the Gulf and beyond, and to deliver academic programs of quality that graduate students equipped with knowledge and skills relevant locally and regionally. ASU is further dedicated to the promotion of a culture of learning and scientific research for its students, staff and faculty, strengthening academic and professional partnerships, and developing networks locally, regionally and globally to engage meaningfully with Bahrain and Gulf community at large.

Objectives

The objectives of the University can be summarized as follows:

- 1. To assume social responsibility and to serve the local and regional community.
- 2. To further enhance scientific research standards in all fields of knowledge.
- 3. To offer new specializations to meet the market demands.
- 4. To keep abreast of scientific developments and to provide all the means of academic success.

Colleges and Departments

The University comprises the following colleges and departments:

1. College of Arts & Science

- a. Department of Computer Science.
- b. Department of Design and Art.
- c. Department of General Studies.
- 2. College of Administrative Sciences
 - a. Department of Accounting and Finance.
 - b. Department of Business Administration.
 - c. Department of Management Information Systems.
 - d. Department of Political Sciences.
- 3. College of Law
 - a. Department of Private Law.
 - b. Department of Public Law.





The Academic Programs

The University's colleges and departments offer both undergraduate and graduate programs leading to the Bachelor's Degree and Master's Degree in a number of specializations. The programs available are listed below.

1. Undergraduate Programs

- a. Bachelor's Degree in Accounting.
- b. Bachelor's Degree in Finance and Accounting Sciences.
- c. Bachelor's Degree in Business Administration.
- d. Bachelor's Degree in Political Sciences.
- e. Bachelor's Degree in Marketing.
- f. Bachelor's Degree in Management Information Systems.
- g. Bachelor's Degree in Computer Science.
- h. Bachelor's Degree in Computer Information Systems.
- i. Bachelor's Degree in Graphic Design.
- j. Bachelor's Degree in Interior Design.
- k. Bachelor's Degree in Law.

2. Postgraduate Programs

- a. Master's Degree in Accounting and Finance.
- b. Master's Degree in Business Administration.
- c. Master's Degree in Human Resources Management.
- d. Master's Degree in Management Information Systems.
- e. Master's Degree in Computer Science.
- f. Master's Degree in Law.
- g. Master's Degree in Commercial Law.





The University Requirements (21 Credit Hours)

All the students must complete (21 Credit Hours) classified as follows :

A. University Compulsory Requirements : (15 Credit Hours)

All the University students must complete the following requirement, total of 15 Credit Hours as University Compulsory Requirements.

Course No.	Course Title	Credit Hours	Prerequisite
101101	Arabic Language	3	-
501105	Bahrain Civilization & History	3	-
1301100	Computer Skills I	3	-
102101	English Language I	3	-
102102	English Language II	3	102101

B. University Elective Requirements : (6 Credit Hours)

All the University students must pick one course from Group One below (3 Credit Hours) and one course from Group Two (3 Credit Hours) to complete total of 6 Credit Hours as University Elective Requirements.

Course	Course No.	Course Title	Credit Hours	Prerequisite
	702101	Islam & Contemporary Issues	3	-
Group One	701101	Islam Culture	3	-
	702102	Islam Ethics	3	702101
	300101	Computer Skills III	3	300100
	301100	Economic Education	3	-
	602143	Human Rights	3	-
Current Ture	111111	Introduction to Library Science	3	-
Group Two	106101	Introduction to Sociology	3	-
	100101	Life Skills	3	-
	106107	Man and Environment	3	-
	1000100	Special Subjects	3	-



University Compulsory Requirements – Course Descriptions (101101) Arabic Language (3 credit hours) Prerequisite: (None)

This course addresses the basics of Arabic language in term of grammar, wording, structure of sentences and treatment methods, reading, aesthetic characteristics and value of semantic and aesthetic expression through literary texts of poetry and prose.

(102101) English Language I (3 credit hours) Prerequisite: (None)

This course aims to enabling learners to utilize the English languages in everyday situations with a particular emphasis on the business environment. Each unit provides learners with a chance to review basic points of English language structure as well as new practical expressions and vocabulary.

(102102) English Language II (3 credit hours) Prerequisite: (102101)

This course is composed of five units each of which has four focus areas: Introduction, Grammar, Working Life, Real World. At the end of each unit learners are given a review that measures their understanding of the unit. Moreover, the review contains supplementary information on language points covered in each unit.

(1301100) Computer Skills I (3 credit hours) Prerequisite: (None)

This course covers the following areas : Basic Concepts of Information Technology, Using the Computer and Managing Files and Word Processing.

(501105) Bahrain Civilization & History (3 credit hours)Prerequisite: (None)

This course deals with the definition of the civilization of Bahrain from the year 1500 AD to 1700AD and the stages of the Portuguese invasion and regional and global conflict after the end of Portuguese colonialism, and how Utub tribe controlled and then Al Kalifa, and then the prosperity of the region after they assume power.

University Elective Requirements – Course Descriptions

(100101) Life Skills (3 credit hours) Prerequisite: (None)

The course focuses on the development of students' generic skills, which include: communication skills, negotiation and dialogue skills, understand the positions of others and negotiation skills, skills of cooperation and team work and advocacy skills to gain support, problem solving skills, time management skills.

(702102) Islamic Ethics (3 credit hours) Prerequisite: (702101)

The course curriculum focuses on the definition of morality in terms of philosophical, social, educational, psychological, economical, political, jurisprudential and legal. In addition, this course contains topics related to: the ethics of the Prophet Muhammad, the sources of ethics in Islam. The characteristics of Islamic Ethics, correction of some misconceptions in the ethical framework, moral issues and professional ethics.

(106101) Introduction to Sociology (3 credit hours) Prerequisite: (None)

This course contains the following topics: definition of Sociology -, Sociology and scientific methods – relationship between social and cultural processes a relationship of Sociology with other social sciences – the role of culture in the Sociology –Humanitarian groups and divisions – a statement of social systems such as the family system, educational system, and economic system – social problems such as deviant behavior.

(602143) Human Rights (3 credit hours) Prerequisite: (None)

This course covers topics related to the development of human rights, study and discuss human rights according to Islamic law, the stages of human rights through studying the international conventions and treaties and international legal texts on human rights, and legislation regarding human rights in the Kingdom of Bahrain.

(702101) Islam & Contemporary Issues (3 credit hours) Prerequisite: (None)

This course deals with the vision of Islam to many contemporary issues that include 1 – Education and illiteracy 2 – Women work and socialize with men 3 – clothing and finery 4 - food, drink and poverty issues 5 - Insurance - Gambling and lotteries 5 - birth control and issues of dowry and marriage 6 - Work and Workers 9 - deviation and behavioral protection 10 - Health and health care 11 - Social Disease 12- TV networks 13-media 14-trafic incidents.

(111111) Introduction to Library Science (3 credit hours) Prerequisite: (None)

This course on the definition of the library and its inception, the libraries in Bahrain, the historical development of the library, the theories and basic principles for the organization of different types of



library materials, research methods in library science, types of libraries such as academic and specialized library, curriculum and methodology used to develop inventories of books and periodicals, the relationship between the library and what its contain with information systems and information technology.

(106107) Man and Environment (3 credit hours) Prerequisite: (None)

This course deals with basic environmental elements such as earth ,air and water and general principles for the protection of the humanity and environment as well as range of issues that affect the environment and human life such as environmental pollution. Also ,this course focuses on the Environmental impact on the customs and traditions of peoples in different geographical areas.

(701101) Islamic Culture (3 credit hours) Prerequisite: (None)

This course covers the following topics : Introduction to the Islamic Culture, the Relationship between Islamic Culture and Human Civilization, the Resources of Islamic Culture, Islamic Creed and its Characteristics, Al Shareeaah aims, Legislation system in Islam, Economic System in Islam, the Concepts of Islamic Civilization, the Social System in Islam.

(1000100) Special Subjects (3 credit hours) Prerequisite: (None)

The university provides special subjects to the students. These subjects are subject to the approval of university senate, and according to the labour Market requirements.

(300101) Computer Skills III : (3 credit hours) Prerequisite: (300100)

This course deals with the following topics : The main concepts of information technology, ad0..vance use of features of operating systems (XP professional), advance word processing, advanced spreadsheets, advance database (Access), advanced presentation and advanced data communication, networking, electronic mail and search engines.

College of Arts and Science

College in Brief

In 2005, the College of Arts and Science opened its doors to students who desire to specialize in Computer Science, IT Education, Graphic Design and Interior Design.

Since its inception, the College has been growing rapidly. Hard work coupled with determination and diligence, has led the College to earn an outstanding place amongst other comparable institutes which have been in establishment for long time. New facilities have been installed and the number of faculty members doubled to cater to the ever growing demand. New and transfer students from across the Kingdom of Bahrain and the Arab Gulf countries have already joined the College, and are enthusiastically working in conjunction with our students to gain their degrees.

The College comprises of three major academic departments: the Department of Computer Science, the Department of Design and Arts, and the Department of General Studies.

Mission

The College of Arts and Science is committed to employ a variety of programs which foster student growth and improvement, and facilitate various aspects of student development and career development. The College's concept of a career includes not only employment, but also lifestyle with enhancement of both as a goal.

Objectives

The objectives of the College can be highlighted in the following points:

- 1. Offering high quality Academic programs which link theory to practice, and aspiring to compatible with the international standards of higher education.
- 2. Offering a friendly, healthy and advanced technology environment.
- 3. Encouraging cooperation between academic staff and students to engage into scientific research.
- 4. Bridging the gap between communication and implementation with the society.
- 5. Providing the economy with productive and highly educated manpower.
- 6. Emphasizing vocational ethics.



The Academic Departments

The College comprises three academic departments:

- 1. Department of General Studies.
- 2. Department of Computer Science.
- 3. Department of Design & Art.

The Undergraduate Programs

The College of Arts and Science offers a numbers of undergraduate academic programs leading to the following degrees :

- 1. Bachelor's Degree in Computer Science.
- 2. Bachelor's Degree in Computer Information Systems.
- 3. Bachelor's Degree in Graphic Design.
- 4. Bachelor's Degree in Interior Design.

The Postgraduate Program

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The College of Arts and Science offers the Master Degree in Computer Science.



Department of General Studies

The Department of General Studies oversees the teaching of common courses for students from different University disciplines. The courses offered by this Department are called the University Requirements under which, all the students enrolled at the University, must complete. The idea behind the University Requirements is to create a common intellectual background or platform for University students, allowing them access to other important realms of knowledge beside their specialization. These Requirements are classified as Compulsory and Elective courses within each bachelor's degree program at the Applied Science University.





Department of Computer Science

Forward

The Department of Computer Science was established in 2005. This Department offers well-structured academic programs that are designed to yield graduates who are able to contribute to the development of the IT sector in the Kingdom of Bahrain and in the Gulf States as well. Our graduates will undoubtedly acquire basic knowledge and understanding, familiarize themselves with the concepts, principles, and theories related to computing and computer application. The students of the Department have the opportunity to enroll in one of the two available majors: Computer Science or Computer Information Systems.

Mission

The Department of Computer Science is committed to provide career education to students from diverse backgrounds, interests, and abilities. In addition, the Department aims at building a learning partnership with students through creating a challenging and effective educational environment. The academic programs offered at the Department are responsive to career interests, objectives of the students and to the needs of the Bahraini society.

Objectives

The Department is working industriously to achieve the following objectives:

- 1. Linking theory to practice.
- 2. Encouraging students to attempt scientific research.
- 3. Concentrating on practical and experimental assignments.
- 4. Conducting brain storming sessions and feedback.
- 5. Conducting student internships at prestigious technological firms and plants.

Admission Requirements

- 1. Holders of Secondary School Certificate or its equivalent can apply and join the Bachelor's Degree programs in Computer Science or Computer Information Systems.
- 2. Holders of Bachelor's Degrees in Computer Science, Engineering or Information Technology from an accredited college or university can apply and join the Master's Degree program in Computer Science.



Graduation Requirements for Bachelor's Degree

In addition to the University and the College's Requirements, the student who's major is Computer Science or Computer Information Systems must complete all the credit hours stated in his/her study plan, besides to the Major Elective, Supportive and the Ancillary Requirements.

1. The University Requirements

As applicable to all University students, the student who enrolled in the College of Arts & Science must complete the University Requirements (21 Credit Hours).

2. The College's Requirements

1301101

All student specialized in Computer Science and Computer Information Systems must complete the following requirements total of (22 Credit Hours).

Course No.	Course Title	Credit Hours	Prerequisite
1301265	Communication Skills	3	102102
1301260	Computer Ethics	1	1301100
1303345	Database Systems I	3	1301203
1301203	Data Structures & Algorithms I	3	1301101
1301110	Discrete Mathematics	3	-
1303235	Internet Computing I	3	1301201
1301201	Object Oriented Programming 1	3	1301101

The College's Compulsory Requirements (22 Credit Hours)

Structured Programming

1301100

3



3. Major Requirements

Besides to the University and the College's Requirements, the student who's major is Computer Science or Computer Information Systems must complete the following Major's Requirements, (84 Credit Hours), classified as follows :

	Requirements	Credit Hours
A.	Major Compulsory Requirements	60
	Major Elective Requirements	9
	Major Supportive Requirements	9
В.	Ancillary Requirements	6
	Total	84





Bachelor's Degree in Computer Science

A. Major Compulsory Requirements (60 Credit Hours)

Besides to the University and the College's Requirements, the student who's major is Computer Science must complete the following Major's Compulsory Requirements, (60 Credit Hours), classified as follows :

Course No.	Course Title	Credit Hours	Pre-requisite
1301310	Algorithms Design & Analysis	3	1301203
1301340	Artificial Intelligence	3	1301310 + 1301203
1301411	Ciphering & Computer Security	3	1303330
1301415	Compilers Design	3	1301315
1301315	Computational Theory	3	1301203
1301221	Computer Architecture	3	1301220
1301455	Computer Graphics Algorithms	3	1301310
1303346	Database Systems I Lab	1	1303345
1303330	Data Communications & Comp. Networks	3	1301326
1303331	Data Communications & Comp. Networks Lab	1	1303330
1301120	Digital Systems	3	-
1303489	Graduation Project	3	90 Cr.
1303369	Internship	0	66 Cr.
202104	Introduction to Physics	3	-
201104	Mathematics II	3	201100
1301220	Microcomputers & Assembly Languages	3	1301120
1301212	Object Oriented Programming II	3	1301201
1301326	Operating Systems	3	1301221
1303370	Operations Research	3	201131
1302380	Software Engineering I	3	1303345
1302480	Software Engineering II	3	1302380
1301111	Structured Programming Application	1	1301101
1301226	Systems Software	3	1301220



B. Major Elective, Major Supportive & Ancillary Requirements (24 Credit Hours)

The student who's major is Computer Science is asked to pick only 3 courses (9 Credit Hours) listed bellow as Major Elective Requirements, and to complete the 3 courses (9 Credit Hours) listed as Major Supportive Requirements and to pick only 2 courses (6 Credit Hours) listed as Ancillary Requirements.

Major Elective Requirements (9 Credit Hours)									
1303347	4th Generation Languages	3	1303345						
300100	Computer Skills II	3	1301100						
1303440	Data Mining	3	1303445						
1303437	E-Commerce Systems Development	3	1303380						
1303380	Information Systems Analysis	3	1303345						
1303336	Internet Computing II	3	1303235						
1303350	Multimedia Systems	3	1303235						
1303441	Natural Languages Processing	3	1301340						
1303430	Neural Networks	3	1301340						
1303500	Special Topics in Computer Science	3	Dept. Approval						
1301204	Visual Programming	3	1301201						
	Major Supportive Requirements (9 Credit Hours)								
201100	Mathematics	3	-						
402101	Principles of Management I	3	-						
201131	Probability & Statistics	3	-						
	Ancillary Requirements (6 Credit Hours)								
1212161	Auto CAD I	3	1301100						
405200	Financial Management I	3	302101						
з01101	Introduction to Economic Science	3	-						
302101	Principles of Accounting I	з	-						
1200303	Principles of Computer Graphic Design	3	1301100						



Bachelor's Degree in Computer Information Systems

A. Major Compulsory Requirements (60 Credit Hours)

Besides the University and the College's Requirements, the student who's major is Computer Information Systems must complete the following Major Compulsory Requirements, (60 Credit Hours), classified as follows :

Course No.	Course Title	Credit Hours	Pre-requisite
1301222	Computer Architecture & Organization	3	1301100
1303346	Database Systems I Lab	1	1303345
1303445	Database Systems II	3	1303345
1303330	Data Communications & Comp. Networks	3	1301225
1303331	Data Communications & Comp. Networks Lab	1	1303330
1301202	Data Structures & Algorithms II	3	1301201
1303434	Distributed Systems	3	1303330
1303337	E-Commerce	3	1303235
1303344	E-Decision Support Systems	3	1303244
1303489	Graduation Project	3	90 Cr.
1303380	Information Systems Analysis	3	1303345
1303381	Information Systems Analysis Lab	1	1303380
1303480	Information Systems Design	3	1303380
1303410	Information Systems Security & Auditing	3	1303480
1303369	Internship	0	66 Cr.
1303385	IT Project Management	3	1303244
1303444	Knowledge Management	3	1303344
1303244	Management Information Systems	3	1301100
1303350	Multimedia Systems	3	1303235
1301225	Operating Systems & System Programming	3	1301222
1303370	Operations Research	3	201131
1302281	Principles of Software Engineering	3	1303480
1301204	Visual Programming	3	1301201



B. Major Elective, Major Supportive & Ancillary Requirements (24 Credit Hours)

The student who's major is Computer Information Systems is asked to pick only 3 courses (9 Credit Hours)listed bellow as Major Elective Requirements, and to complete the 3 courses (9 Credit Hours) listed as Major Supportive Requirements and to pick only 2 courses (6 Credit Hours) listed as Ancillary Requirements.

	Major Elective Requirements (9 Credit Hou	urs)	
1303347	4th Generation Languages	3	1303345
1301310	Algorithms Design and Analysis	3	1301203
1301340	Artificial Intelligence	3	1301310
300100	Computer Skills II	3	1301100
1303440	Data Mining	3	1303445
1303348	Data Storage & Retrieval	3	1301203
1301213	Data Structures Application	1	1301203
1303437	E-Commerce Systems Development	3	1303380
1303443	Information Resources Management	3	1303244
1303336	Internet Computing II	3	1303235
1303340	Knowledge Based Systems	3	1303444
1303441	Natural Languages Processing	3	1301340
1303430	Neural Networks	3	1301340
1301211	Object Oriented Programming Application	1	1301201
1301111	Structured Programming Application	1	1301101
1303499	Special Topics in Computer Info. Systems	3	Dept. Approval
	Major Supportive Requirements (9 Credit H	ours)	
201100	Mathematics	3	-
402101	Principles of Management I	3	-
201131	Probability & Statistics	3	-
	Ancillary Requirements (6 Credit Hours)	
1212161	Auto CAD I	3	1301100
405200	Financial Management I	3	302101
301101	Introduction to Economic Science	3	-
302101	Principles of Accounting I	3	-
1200303	Principles of Computer Graphic Design	3	1301100

APPLIED SCIENCE UNIVERSITY

Computer Science: Four year study plan (130 Credit Hours)

	First Year: Semester1			First Year: Semester2 (18	Credi	t)					
Course No	Course Title		Cr .Hour		Prerequisite	Course No	Course Title		Cr .Hou	Prerequisite	
Course No	Course Time	Т	Р	Cr	Frerequisite	Course No	Course Time	Т	Р	Cr	Frerequisite
402101	Principles of Management I	3	-	3	-	102102	English Language II	3	-	3	102101
102101	English Language I	3	-	3	-	101101	Arabic Language	3	-	3	-
201100	Mathematics	3	-	3	-	1301101	Structured Programming	2	2	3	1301100
1301100	Computer Skills I	1	4	3	-	1301120	Digital Systems	3	-	3	-
1301110	Discrete Mathematics	3	-	3	-	501105	Bahrain Civilization & History	3	-	3	-
-	University Elective	-	-	3	-	-	University Elective	-	-	3	-
	Second Year: Semester	1 (17Cr	edit)		-		Second Year: Semester2 (1	8Crec	lit)		
Course No	Course Title	т	Cr .Hour P	Cr	Prerequisite	Course No	Course Title	T	Cr .Hou P	ır Cr	Prerequisite
1301203	Data Structures & Algorithms I	2	2	3	1301101	1301212	Object Oriented Prog. II	2	2	3	1301201
201104	Mathematics II	3	-	3	201100	-	Major Elective	-	-	3	-
1301201	Object Oriented Prog. I	2	2	3	1301101	201131	Probability & Statistics	3	-	3	-
202104	Introduction to Physics	3	-	3	-	1301265	Communication Skills	3	-	3	102102
1301111	Structured Programming Application	-	2	1	202104	1301221	Computer Architecture	3	-	3	1301220
1301260	Computer Ethics	1	-	1	1301100	1301226	Systems Software	3	-	3	1301220
1301220	Microcomputers & Assembly Language	2	2	3	1301120		•			•	
	Third Year: Semester1	(15Cre	dit)	-			Third Year: Semester2 (16	Credi	I)		
Course No	Course Title		Cr .Hour P	Cr	Prerequisite	Course No	Course Title	T	Cr. Hou P	r Cr	Prerequisite
1301310	Algorithms Design & Analysis	3	-	3	1301203	1301315	Computational Theory	3	-	3	1301203
1301326	Operating Systems	3	-	3	1301221	1303330	Data Communications & Comp. Networks	3	-	3	1301326
1303235	Internet Computing I	2	2	3	1301201	1303346	Database Systems I Lab	-	2	1	1303345
1303345	Database Systems I	3	-	3	1301203	1301340	Artificial Intelligence	2	2	3	1301310
1303370	Operations Research	3	-	3	201131	1302380	Software Engineering I	2	2	3	1303345
		· · · · ·				-	Major Elective	-	-	3	-
	Forth Year: Semester	(16Cre	edit)				Forth Year: Semester 2 (12	2Credi	it)	•	
Course No	Course Title		Cr .Hour P	Cr	Prerequisite	Course No	Course Title	т	Cr .Hou P	ır Cr	Prerequisite
1303489	Graduation Project	-	6	3	100 h	1301415	Compilers Design	3	-	3	1301415
1301455	Computer Graphics Algorithms	2	2	3	1301310	1301411	Ciphering & Computer Security	3	<u> </u>	3	1303330
1302480	Software Engineering II	2	2	3	1302380	-	Ancillary Elective	-	<u> </u>	3	-
-	Major Elective	- 1	-	3	-	-	Free Course	-		3	-
-	Ancillary Elective	- 1	-	3	-		•				
1303369	Internship	- I	-	0	90 h						
1303331	Data Communications & Comp. Networks Lab	-	2	1	1303330						



Computer Information System: Four year study plan (130 Credit Hours)

	First Year: Semester1 (18 Credit)							First Year: Semester2 (18 Credit)					
Course No Course Title		Cr. Ho		Cr. Hour Prerequisite		Course No	Course No Course Title		r. Hour	Prerequisite			
		Ţ	ļ	P Cr					Т	Р	Cr		
402101	Principles of Management I	3	_	-	3	-	102102	English Language II	3	-	3	102101	
102101	English Language I	3		-	3	-	101101	Arabic Language	3	-	3	-	
201100	Mathematics	3		-	3	-	1301101	Structured Programming	2	2	3	1301100	
1301100	Computer Skills I	1		4	3	-	1303244	Management Information Systems	3	-	3	402101	
1301110	Discrete Mathematics	3		-	3	-	1301222	Computer Architecture & Organization	3	-	3	1301100	
-	University Elective	-		-	3	-	501105	Bahrain Civilization & History	3	-	3	-	
Second Year: Semester1 (15 Credit)								Second Year: Semester2 (18Credit)			1	
Course No	Course Title	т	Cr. H	our	ir .	Prerequisite	Course No	Course Title	T	r. Hour P	Cr	Prerequisite	
201131	Probability & Statistics	3	<u> </u> -	:	3	-	1303370	Operations Research	3	-	3	201131	
-	Major Elective	-	-	:	3	_	1301202	Data Structures & Algorithms II	2	2	3	1301201	
1301201	Object Oriented Programming I	2	2	:	3	1301101	1301225	Operating Systems & Systems Programming	3	-	3	1301222	
1301203	Data Structures & Algorithms I	2	2	:	3	1301100	1301265	Communication Skills	3	-	3	102102	
-	University Elective	-	<u> </u>	1	3	_	1303235	Internet Computing I	2	2	3	1301201	
						1303345	Database Systems I	3	- 1	3	1301203		
	Third Year: Semeste	er1 (17	Credi	t)					6Credit)				
Course No	Course Title	(Cr. Hou	ır				Course Title	Cr. Hour		Prerequisite		
COUTSE NO	course thie	T	Р	Cr		Prerequisite Course No	COUISE NO		т	Р	Cr	rierequisite	
1303344	E- Decision Support Systems	3	-	3		1303244	1303330	Data Communication & Comp. Networks	3	-	3	1301225	
1303380	Information Systems Analysis	3	-	3		1303345	1303381	Information Systems Analysis Lab	-	2	1	1303380	
1303346	Database Systems I Lab	-	2	1		1303345	1303350	Multimedia Systems	2	2	3	1303235	
-	Major Elective	-	-	3		1301203	1303480	Information Systems Design	2	2	3	1303380	
1303385	IT Projects Management	3	-	3		1303244	-	Ancillary Elective	-	-	3		
1303337	E-Commerce	3	-	3		1303235	1301204	Visual Programming	2	2	3	1301201	
1301260	Computer Ethics	1	-	1	Т	1301100							
	Forth Year: Semeste	r1 (16	Credi	it)				Forth Year: Semester2 (1)	2Credit)				
Course No	Course Title		Cr. Ho	ur		Prerequisite	Course No	Course Title	0	r. Hour		Prerequisite	
		Т	Р	Cr					т	Р	Cr	Increduisite	
1303445	Database Systems II	3	-	3		1303345	1303489	Graduation Project		6	3	90 Cr.	
1302281	Principles of Software Engineering	2	2	3		1303480	1303434	Distributed Systems	3	-	3	1303330	
1303410	Information Systems Security & Auditing	3	-	3		102101	1303444	Knowledge Management	3	-	3	1303344	
-	Major Elective	-	-	3		-	-	Free Course	-	-	3	-	
-	Ancillary Elective	-	-	3		-	1303369	Internship	-	-	0	60 Cr.	
1303331	Data Communication & Comp. Networks Lab	-	2	1		1303330							

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(1303347) 4th Generation Languages (3 Credit hours) Prerequisite: ((1303345

This course offers the student with the needed practical experience to develop applications by using fourth generation languages, this course covers the SQL Capabilities, as an example to the fourth generation system languages, how to use them with the provided abilities for creating basic model aspects and how to implement them, how to create and modify the a relational database model.

(1301310) Algorithms Design & Analysis (3 Credit Hours) Prerequisite: (1301203)

The course introduces the student to algorithm design & analysis, calculating the algorithm complexity. Using the big-O-notation. The course is designed to let the student experience algorithm in sorting and searching techniques.

(1301340) Artificial Intelligence (3 Credit Hours) Prerequisite: (1301310 + 1301203)

This course will introduce the basic concept of artificial intelligence and its application, it will concentrate on many topics such as problem space, the search method, information representation, ways of logical decisions, automatic problem solving. It will also present the uses of artificial intelligence in many aspects such as computer vision, natural language processing, expert systems, management plans for automatic learning.

(1212161) Auto CAD I (3 Credit Hours) Prerequisite: (1301100)

This course cover concepts, tools, and techniques of computer aided drawing using AutoCAD for producing two dimensional annotated drawings.

(1301411) Ciphering & Computer Security (3 Credit Hours) Prerequisite: (1303330)

The student will study an introduction to computer security, threats & ways for protection, ciphering algorithms, public & private keys algorithms, authentication, network security firewalls, internet security, etc.

(1301265) Communication Skills (3 Credit hours) Prerequisite (102102)

Students will learn today's communication realities, the negative impact of poor communication, the challenges facing every organization in today's world. Two critical communication components are addressed, aiming at building effective communication skills. Also, the student will study the related event to the communication.



(1301415) Compilers Design (3 Credit Hours) Prerequisite: (1301315)

Student will study compilers design, major problems in interpretation of programming languages, compilation steps, difference between compilers and interpreters, Top-down versus bottom-up grammatical analysis, codes generation, and storage allocation strategies.

(1301315) Computational Theory (3 Credit Hours) Prerequisite: (1301203)

The student will study the basic mathematical concepts, finite & infinite states machines. Context free and context sensitive grammar, computational complexity, organized expression, turning machine, Minsky theory.

(1301221) Computer Architecture (3 Credit Hours) Prerequisite: (1301220)

This course is designed to instruct student hardware organization and design. Topics include are : processor bus organization , the arithmetic unit , micro-instructions, micro-programming, memory subsystem design memory organization, I/O interface, asynchronous data transfer, interrupt and direct memory access. The student will understand how to design a microcomputer in either hardware or in microprogramming design.

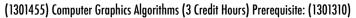
(1301222) Computer Architecture & Organization (3 Credit Hours)

Prerequisite: (1301100)

The purpose of this course is to give the student an introduction to logic design, logic circuits which are used to build digital systems such as digital computer of control system, it also defines the organization of a computer, instruction & its addressing types, its architecture & also defines other computer peripherals and the way of connecting them all together.

(1301260) Computer Ethics (1 Credit hour) Prerequisite (1301100)

This course cover the following topics: Introduction to the module, Problems of ethics decision-making, Professional Societies and their codes of conduct and practice, Professional Behavior, Discussion of case studies: Describing steps to resolve the current situation, preparing policies and strategies to prevent recurrence. Introduction to the crawling eye case study, formal laws do not make for ethics, Graduate careers in 21st century, building the foundations to future career success, concurrent engineering, group working and distributed enterprises, the law and contracts, safety critical systems and legal liability, introduction to killer root case study, a business view of contracts, IPR and copyright, IPR and patents, computer misuse and the law, data protection, the act and its implications.



The student is introduced to the principles of two & three dimensional graph algorithms. It gives a comprehensive study on computer graph application, basic graph element & their characteristic, translation algorithms for two dimensional objects, principles of graph animation, graphical user interface, interacting I/P three dimensional object principles, case studies.

(1301100) Computer Skills I (3 Credit Hours) Prerequisite: (None)

The primary emphasis of this course is an introduction to computer science & information technology, the history of computers, their components and their function. It also gives a brief introduction to numbering system, minicomputer systems, systems' software, operating systems (windows) & application programs (such as MS word).

(300100) Computer Skills II (3 Credit Hours) Prerequisite: (1301100)

To enhance a student skills in IT, computer systems, applications systems, system software (Spreadsheets, Database, Presentation, Information and Communication).

(300101) Computer Skills III (3 Credit Hours) Prerequisite: (300100)

To upgrade student skills in IT, computer systems and applications systems (Ms Office). Also the course aims to prepare the student for ICDL examination.

(1303345) Database Systems I (3 Credit Hours) Prerequisite: (1301203)

The student is introduced to traditional files problems, data base systems, DBMS, Database system evolution, architecture, database types, data modeling, entity, attributes, relationship, and relationship degree.

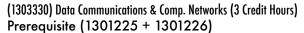
(1303346) Database Systems I Lab (1 Credit Hours) Prerequisite: (1303345)

The student will attend practiced learning on how to build and design a complete data base, build up information, base append and modify data, creating and updating schedule structure, building and applying, data limitative safety, data retrieval orders and simple search performance.

(1303445) Database Systems II (3 Credit hours)

Prerequisite (1303345)

The course covers the following topics: data models, database design methodologies likes, normalization, entity relationship diagram (ERD), extended entity relationship diagram (EERD), and Object oriented database design (OODBD). Also the student will learn the Unified Modeling language (UML), how to carry out design optimization, mapping design model constructs to relations, and schema definition using SQL DDL.



The purpose of this course is to introduce the student to the principles of transmission and its standards, and protocols. It also includes media transport data, different architectures for building networks, studying the internet protocols and mobile protocols as well as protecting the networks.

(1303331) Data Communications & Comp. Networks Lab (1 Credit Hours)

Prerequisite: (1303330)

The course is intended to be an introduction to the network devices, preparing various inter twist sequences, understanding the work environment for networks programming and devices, for example: router, keys, network addresses translation, firewall and hubs.

(1303440) Data Mining (3 Credit Hours) Prerequisite: ((1303445

The Data that has relevance for managerial decisions is accumulating at an incredible rate due to a host of technological advances. Electronic data capture has become inexpensive and ubiquitous as a by-product of innovations such as the internet, e-commerce, electronic banking, point-of-sale devices, bar-code readers, and intelligent machines. Such data is often stored in data warehouses and data marts specifically intended for management decision support. Data mining is a rapidly growing field that is concerned with developing techniques to assist managers to make intelligent use of these repositories. A number of successful applications have been reported in areas such as credit rating, fraud detection, database marketing, customer relationship management, and stock market investments. The field of data mining has evolved from the disciplines of statistics and artificial intelligence.

(1303348) Data Storage & Retrieval (3 Credit Hours) Prerequisite: (1301203)

Basic concepts of information storage and retrieval are introduced in comparison to data retrieval. The structure, stages, approaches and problems of automatic information retrieval processing are discussed for unprocessed and indexed text. Methods for reducing the amount of irrelevant output information are presented. Information retrieval systems applications and directions of further research are outlined.

(1301203) Data Structures & Algorithms I (3 Credit Hours) Prerequisite: (1301101)

Students will study the basic data structures, Arrays, linked list, Queue, Stack, Tree, graph, file, record, structured. Also, students will create complete programs in structured programming using the above data structures.

(1301202) Data Structures & Algorithms II (3 Credit Hours) Prerequisite: (1301201)

This course addresses the following topics, introduction to Software Engineering, object-oriented programming, data design and implementation, abstract data types, lists, stacks, queues, linked lists, programming with recursion, graphs, trees, sorting and searching algorithms, algorithms analysis.



(1301213) Data Structures Application (1 Credit Hours) Prerequisite: (1301203)

This course focuses on classic data structures, such as stacks, queues, linked lists, binary trees, etc. Sorting, searching and computational analysis are also studied.

(1301120) Digital Systems (3 Credit Hours) Prerequisite: (None)

This course focuses on the electronic Circuit design; switches are used as elementary units for designing Digital control systems. They include: numbering system, binary system, Boolean algebra, Logic gates, functions of their simplification, sequential circuit, registers, counters & memory, Data transfer Description, Digital set, basic structure of micro computers.

(1301110) Discrete Mathematics (3 Credit hours) Prerequisite: (None)

This course will enable the students to analyze the problems related to Mathematical structures using the basic principles of Discrete Mathematics. This course includes: sets, Mathematical induction, recursion formula, binary relation, trees of graph theory.

(1303434) Distributed Systems (3 Credit Hours) Prerequisite: (1303330)

This course covers abstractions and implementation techniques for the design of distributed systems. Topics include: server design, network programming, naming, storage systems, security, and fault tolerance.

(1303337) E-Commerce (3 Credit Hours) Prerequisite: (1303235)

The student will be introduced to terms, electronics concepts, the economical effects, building electronic trade sites on the internet network, structural constitution for electronic trade systems, data bases solution, the paying techniques, information security issues, clients relations, social and legal sequences clients relationship and provision.

(1303437) E-Commerce Systems Development (3 Credit Hours) Prerequisite: (1303380)

This unit provides an overview of electronic commerce and relevant technology, a comparison of a traditional approaches to business automation (e. g. EDI) with internet based approaches, an analysis of the types of e-commerce: B2B and B2C, an overview of relevant networking technology, an overview of the infrastructure for supporting e-commerce technologies, including network and software architecture, delivery protocols, and security issues. The unit also covers evolving e-commerce models and related infrastructures, together with future developments in these areas. Electronic payment systems legal and ethical issues and future trends are also covered.

(1303344) E-Decision Support Systems (3 Credit Hours) Prerequisite: (1303244)

The course includes an introduction to decision support systems, system architecture, development model types, group decision support systems, intelligent and expert systems.



(405200) Financial Management 1 (3 Credit Hours) Prerequisite: (302101)

The course concentrates on managerial finance: it mainly discusses the following topics the analysis of financial statements, risk and return the time value of money and capital budgeting tec0.365263.321566hniques

(1303489) Graduation Project (3 Credit Hours) Prerequisite: (Passing 90 Credit Hours)

After completing 100 hours of study the student will start a scientific research by agreement with the department. One of the faculty members will supervise him/ her and will evaluate student performance in studying all the theoretical and analysis sides of the research problem, giving the priority to the practical side of the project, by the end of this work, the student will give a printed research with what he did at the end of the semester. Then a committee should be formed from the department to discuss the research with the student and evaluate his work.

(1303443) Information Resources Management (3 Credit Hours)

Prerequisite: (1303244)

Overview of management of IS resources; leadership issues in IS; strategic issues of IT; strategic planning and control of IS; management of IS development process; IS functional organization; information quality and metrics for measuring and managing are addressed as components in a total quality management; future issues in IS resource management.

(1303380) Information Systems Analysis (3 Credit Hours) Prerequisite: (1303345)

This course addresses the following topics, systems concepts, basic types of computer-based systems, roles of system analyst, techniques used in the analysis process, explore other methodologies such as XP programming, prototyping, and object-oriented. CASE tool will also be introduced.

(1303381) Information Systems Analysis Lab (1 Credit Hours)

Prerequisite: (1303380)

The course is designed to enhance student skills in system analysis techniques: interviewing, observation, designing questionnaire, applying DFD, ERD, and using documentation tools.

(1303480) Information Systems Design (3 Credit Hours) Prerequisite: (1303380)

The student is introduced to the S/W concepts and design techniques employed for development, it includes the following activities: data modeling, architectural design, detailed design of system components, experimentation of the design alternatives, structured approach, object-oriented approach, design reviewing, real time system design, the most important s/w development and maintenance case studies and practical training.



(1302410) Information Systems Security & Auditing (3 Credit Hours) Prerequisite: (1303480) This course aims to study security problems and to discuss the basic methods used for s/w safety, security checking Techniques, the verification that depends on experience, verification that is aided by tools.

(1303235) Internet Computing I (3 Credit hours) Prerequisite: (1301201)

This course is designed to give an Introduction to internet and www, and a general view about internet paging research, problems of the internet, showing different kinds of photos, information retrieval files, storing voice and image files in the internet pages. JAVA script, dynamic HTML, will also be covered in this course.

(1303336) Internet Computing II (3 Credit Hours) Prerequisite: (1303235)

The course aims at developing the student abilities that he learned in the computing internet field by learning XML language and how to deal with the server aspects (Apache web, PW, ITS server). Using (MSQL, SQL, ADO, DBL) and for programming by using (ASP, NET). And also by designing integrated pages that connect the user and the server, the student will also learn programming by using (PHP).

(1303369) Internship (Zero Credit Hours) Prerequisite: (Passing 66 Credit Hours)

After the completion of 90 credit hours, the student will attend practical training in his field, in a selected company related to his/ her specialization.

(1301199) Introduction to Computer Science (Zero Credit Hours) Prerequisite: (None)

This course will discuss the basic concepts of a computer system and its peripherals. It also focuses on the new technology in computer communication such as computer networks and internet.

(301101) Introduction to Economic Science (3 Credit Hours) Prerequisite: (None)

This course aims to raise awareness of the concepts, terminology and general principles of both economic theories - the micro and the macro is displayed, where the basic ideas, such as in economics - the economic problem, economic systems, the theory of demand and supply and to determine the balance of the market, demand and supply elasticity, the analysis of consumer behavior using the theory of utility, both curves - production and cost theory, market models, national income, money and banking, inflation, deflation and fiscal and monetary policies in addition to special topics such as international economic and trade.



(1301299) Introduction to Mathematic and Statistics (Zero Credit Hours)

Prerequisite: (None)

Number, basic rule of algebra, properties of negation, fractions, zero, and equality. Exponents and radicals, properties of exponents polynomials, operations with polynomials, factoring, fractional expression, linear equations, solving linear equation, quadratic equations, solving quadratic equations, equalities, functions and graphs. Presentation and description of statistical data, measures of central tendency and dispersion, probability, random variables.

(202104) Introduction to Physics (3 Credit Hours) Prerequisite: (None)

This course focuses on the principles of moments and pressure, forces, motion, Newton's laws, moments, pressure the student understand the electrons, photons, resistance, voltage and power. In this course student will learn, DC circuits, and how to analyze it by different methods, such as kirchhoff's law, Norton and Thevinin theorems.

(1303385) IT Project Management (3 Credit Hours) Prerequisite: (1303244)

The purpose of this course is to give a general view about project management concepts, projects nature and it classifications; This course addresses the following topics, project management, risk analysis, project planning, human resource management, configuration management, IT management.

(1303340) Knowledge Based Systems (3 Credit Hours) Prerequisite: (1303444)

This course covers the search methods and knowledge representation and inference methods, developing knowledge systems as an expert systems, data base intelligent systems, learning neural network systems.

(1303444) Knowledge Management (3 Credit Hours) Prerequisite: (1303344)

The course addresses the following topics, knowledge management as the new trend, knowledge organization, the learning organization, knowledge age, intellectual capital, 10-step KM road map, enabling technologies for KM, KM and business strategies.

(1303244) Management Information Systems (3 Credit Hours)

Prerequisite: (1301100)

This course is designed to cover the concepts and principles of information systems, information systems types, information resources, databases, users, use of information in decision making, system analysis, and system analysis tools.

(201100) Mathematics (3 Credit Hours) Prerequisite: (None)

This course will make the student be familiar with the various types of functions and be able to solve and sketch the functions. It will also increase the student's ability and skills in mathematics, Principles of set theory, Union, Intersection, Complement of a set, Rules of set theory, Inequalities, Double inequalities, Distance formula, Slope and Line equation, Parallel and perpendicular lines, Simultaneous equations, Functions, Graph of functions, Domain and range, Exponential functions, Matrices, Derivation.

(201104) Mathematics II (3 Credit Hours) Prerequisite: (201100)

In this course the student will able to solve problems with definite integrations and the application of definite integrations such as Areas, Volumes, Length of curve. Differential equation and mathematical modeling will also be discussed through out this course. The student will understand L'Hopital's role, Improper integrals and Partial fraction infinity series such as Power, Taylor, series will be introduced for the student.

(1301399) Mathematics for Computing (Zero Credit Hours) Prerequisite: (None)

An introduction to set theory, sets, functions, relations, graph theory, automata theory, formal languages and algorithmic analysis.

(1301220) Microcomputers & Assembly Languages (3 Credit Hours)

Prerequisite: (1301120)

This course provides the students with the opportunity to explore the organization of micro computer systems, how to program & microprocessor. Microprocessor architecture and its addressing modes will be discussed through this course. The student will be able to differentiate between different types of instructions, such as, data transfer, logic and arithmetic and program central using Assembly language.

(1303350) Multimedia Systems (3 Credit Hours) Prerequisite: (1303235)

This course covers contemporary, interactive media technology systems, focusing on types, application, and theories of application. In addition to the computer generated media, text, still graphics, and sound.

(1303441) Natural Languages Processing (3 Credit Hours) Prerequisite: (1301340)

This course is a graduate introduction to natural language processing - the study of human language from a computational perspective. It covers syntactic, semantic and discourse processing models, emphasizing machine learning or corpus-based methods and algorithms. It also covers applications of these methods and models in syntactic parsing, information extraction, statistical machine translation, dialogue systems, and summarization. The subject qualifies as an Artificial Intelligence and Applications concentration subject.



(1303430) Neural Networks (3 Credit Hours) Prerequisite: (1301340)

Neural Networks: Introduction, Classifying patterns, Pattern association, Neural networks based on competition, Links to Artificial Intelligence. Links to Neural Networks (neuro-fuzzy modeling).

(1301201) Object Oriented Programming I (3 Credit Hours) Prerequisite: (1301101)

This course provides a solid base in software engineering. Students will study object-Oriented Programming with C++ as the language. The student will develop a sound understanding of the fundamental concepts of Object-Oriented Modeling. Solid theoretical foundation, mastery of the notation, and Object-Oriented analysis and design principles are taught. This course will provide students with realistic application of O.O development using a variety of problem domains.

(1301212) Object Oriented Programming II (3 Credit Hours) Prerequisite: (1301201)

The purpose of this course is to enhance the student skills in O.O program design and implementation by implementing a consistent methodology. The course covers the following topics, data structures and recursion, advanced techniques in Inheritance and polymorphism, member function working with two objects, pointer variables with arrays and functions, and returning address from a function.

(1301211) Objects Oriented Programming Application (1 Credit Hours)

Prerequisite: 1301201

This course focuses on Object oriented design concepts and techniques. Topics covered include classes, objects, function overloading and inheritance, to name a few. Students are introduced to object oriented design, code reusability and encapsulation. The techniques learned are applied in solving practical problems using a modern software development environment.

(1301326) Operating Systems (3 Credit Hours) Prerequisite: (1301221)

This course will give a general vision about operating systems and their evolution over the last decades. It also focuses on the main components of an operating system; it will describe the functions of operating systems which include (processor management, time sharing, failure, memory management strategy, I/P & O/P management, file systems, and case studies in operating systems.

(1301225) Operating Systems & Systems Programming (3 Credit Hours) Prerequisite: (1301222)

The student is introduced to the definition of software used to operate computer systems (Operating systems, Assembly Language, Loader, Linker, Compiler... etc), the advantage of using such systems and the design principles of such software.

(1303370) Operations Research (3 Credit Hours) Prerequisite: (201131)

Linear programming applications of the dual solution and sensitivity analysis. The problem of duplicity and its application in the allocation of limited resources, employment of manpower production, planning and the optimum use of resources, Markov chains and processes, The transportation and assignment problems, Network models, Process of Evaluation and Review Technique (PERT), Inventory models, Input and output analysis.

(302101) Principles of Accounting I (3 Credit Hours) Prerequisite: (None)

This course covers the following subjects: introduction to accounting function, goals importance of accounting, the accounting system, double entry system, balance sheet equation, capital transactions, cash transaction, fundamentals of recording, posting and balancing, merchandise transactions, commercial papers, sales transactions, using and accumulation of accounting data, preparation of financial statements.

(1200303) Principles of Computer Graphic Design (3 Credit Hours) Prerequisite: (1301100)

The course aims to provide students with technical skills required for design implement, image processing and other design applications requirements through using Photoshop software.

(402101) Principles of Management I (3 Credit Hours) Prerequisite: (None)

The student will be introduced to the following topics: Management concepts, the need and importance of management, organizational charts and Organizational structure, the levels of management, management functions (leadership, planning, human recourses, productions, quality assurance, cost estimation, scheduling, operation, etc) and Management evolution and characteristic of poor management.

(1301499) Principles of Programming (Zero Credit Hours) Prerequisite: (None)

Fundamental Concepts of programming, problem solving, logical thinking, Analysis frameworks, programmer frameworks, flowchart and algorithm, testing, programming Languages types, system analysis and design framework.

(1302281) Principles of Software Engineering (3 Credit Hour)

Prerequisite: (1303480)

The student will learn the basic software Engineering principles, software crisis in the seventies of the 20th century, emergence and concepts of the S/W engineering methodologies to tackle these problems, systems life cycle phases, quality Issues, project management, team organization and coordination, data modeling, S/W documentation, S/W development tools, S/W design, formal reviewing, general covering of the activities of each phase for the life cycle S/W system, phases, case studies and practical applications.



(201131) Probability and Statistics (3 Credit Hours) Prerequisite: (None)

The course aims to help students grasp basic statistical techniques and concepts, and to present real-life opportunities for applying them. Presentation and description, methods of presenting data, frequency distribution, Graphic presentation, stem-and-leaf display, forms of frequency distribution, Measures of central tendency and dispersion, arithmetic mean, arithmetic mean of raw data, arithmetic mean for grouped data, Properties, the median, median of raw data, median of grouped data, The mode, raw data mode, grouped data mode, the geometric mean, Quartiles, deciles, percentiles, integrative range, relation between measure of tendency and dispersion, Range, mean deviation from the mean, variance and standard deviation, Coefficient of variation, standardized scores, stem and leaf, Simple linear regression and correlation, correlation coefficient, coefficient of rank correlation, simple linear regression, Probability and random variable, set theory, Sample space and event, Probability and its meaning, Random variable and probability distribution, probability distribution for discrete random variables, Probability density functions for continuous random variable, the expected value, binomial experiment.

(1302380) Software Engineering I (3 Credit Hours) Prerequisite: (1303345)

This course provides the student with knowledge and skills of software engineering concepts, software process evolution, software engineering practice, a generic view of process, process models, a agile view of process, requirements engineering, system, modeling, creating an architectural design, user interface design, testing strategies.

(1302480) Software Engineering II (3 Credit Hours) Prerequisite: (1302380)

This course cover the following topics, web engineering, analysis of web application, design of web application, testing, software project management, metrics, estimation, project scheduling, risk management, quality management, change management, formal methods clean room software engineering, component-based development and reengineering.

(1303499) Special Topics in Computer Information Systems (3 Credit Hours)

Department Approval

Chosen subject represents the latest trends, and researches in computer technology and information systems disciplines, The course content is selected according to the department recommendations.

(1303500) Special Topics in Computer Science (3 Credit Hours)

Prerequisite: (Department Approval)

The department offers a course covering the latest trends or technology in the computer information field based on the departments> board recommendation

(1301101) Structured Programming (3 Credit Hours) Prerequisite: (1301100)

The student is introduced to the step-by-step problem-solving capability and the need for a well-thought-out plan before programming begins. The student practices problem-solving techniques and illustrates these techniques by writing numerous, short, simple programs. Actual programming language is used to introduce the student to the basic logic structures of sequence, selection and iteration, in a modular, top-down, eventdriven programming environment. This is an introductory course to computer programming and assumes no previous programming experience.

(1301111) Structured Programming Application (1 Credit Hours)

Prerequisite: (1301101)

This course provides basic skills in problem solving and programming. Topics covered include simple data type, expressions and statement, program flow control structures, exception handling and functions. The application of structured programming constructs recursion, repetition, sequence, and conditions. The student will carry out the design, implementation and testing of the program.

(1301226) Systems Software (3 Credit Hours) Prerequisite: (1301220)

The student will study the designing & implementation of several operating software (such as Assembler, Loader, Linker, Compilers, etc) He will also be introduced to the relation between computer architecture and designing the functions of these software. It also explains many ways of designing this software, & implements them for comparison purposes with other systems.

(1301204) Visual Programming (3 Credit Hours) Prerequisite: (1301201)

The student is introduced to programming in the windows environment using this powerful technique as a tool for program development. Students will write business applications to illustrate the features of the technique. Students will cover the window environment, events, objects, properties, methods, program design, logic design, data arrays, control arrays, data manipulation, subroutines, input/output, and data structures. Visual Basic Language will be used in practice.



Master's Degree in Computer Science

The department of Computer Science offers a postgraduate program leading to the Master's Degree in Computer Science. This program is of two tracks.

- Track One : Comprehensive Exam :
 - A. Compulsory Requirements (24 Credit Hours).
 - B. Elective Requirements (12 Credit Hours).
 - C. Comprehensive Exam (O Credit Hours).

Track Two : Thesis :

- A. Compulsory Requirements (24 Credit Hours).
- B. Elective Requirements (6 Credit Hours).
- C. Thesis. (6 Credit Hours)

A. Major's Compulsory Requirements 24 (Credit Hours)

The students must complete the following requirements.

Course No.	Course Title	Credit Hours
1306008	Advanced Data Communications	3
1306001	Advanced Information Systems Security	3
1306002	Advanced Operating Systems	3
1306004	Advanced Software Engineering	3
1306009	Computational Theory	3
1306003	Distributed Databases	3
1306007	Parallel Computer Architecture	3
1306005	Scientific Research Methodology	3

B. Major's Elective Requirements (12 Credit Hours) The student is asked to pick only 4 courses (12 Credit Hours).

Course No.	Course Title	Credit Hours
1306015	E-Learning	3
1306011	Fuzzy Logic	3
1306012	Genetic Algorithms And Neural Networks	3
1306013	Mobile and Ubiquitous Computing	3
1306014	Natural Languages Processing	3
1306010	Parallel Programming Languages	3
1306022	Special Advanced Topic in Computer Science	3

C. Comprehensive Exam (O Credit Hours)

After the completion of all the Compulsory and Elective Requirements (Total of 36 Credit Hours), the MSc. student must sit for a comprehensive exam including pre-determined courses in a fixed date. This exam is a partial requirement for the fulfillment of the MSc. Degree.

Course No.	Course Title	Credit Hours
1306050	Comprehensive Exam	0



Track Two : Thesis

The requirements of graduation in this track are as follows:

A. Major's Compulsory Requirements (24 Credit Hours)

The students must complete the following requirements.

Course Number	Course Title	Credit Hours
1306008	Advanced Data Communications	3
1306001	Advanced Information Systems Security	3
1306002	Advanced Operating Systems	3
1306004	Advanced Software Engineering	3
1306009	Computational Theory	3
1306003	Distributed Databases	3
1306007	Parallel Computer Architecture	3
1306005	Scientific Research Methodology	3

B. Major's Elective Requirements (6 Credit Hours)

The student is asked to pick only 2 courses (6 Credit Hours).

Course Number	Course Title	Credit Hours
1306015	E-Learning	3
1306011	Fuzzy Logic	3
1306012	Genetic Algorithms And Neural Networks	3
1306013	Mobile and Ubiquitous Computing	3
1306014	Natural Languages Processing	3
1306010	Parallel Programming Languages	3
1306022	Special Advanced Topic in Computer Science	3



C. Thesis (6 Credit Hours)

After the completion of all the Compulsory and Elective Requirements (Total of 30 Credit Hours), the MSc. student is expected to select and work on one of the projects announced by the Computer Science Department, under the supervision of the College's Instructor. Upon the consent of the Scientific Committee at the Department, the student may start working on his/her thesis.

Course No.	Course Title	Credit Hours
1306020	Thesis	6

Master's Degree in Computer Science - Course Descriptions

(1306008) Advanced Data Communications (3 Credit Hours)

Fundamentals of data communications. Transmission media characteristics, data encoding, and multiplexing. Causes of transmission errors and data link control. Circuit switching, message packing, and packet switching. Local area networks, introduction to terrestrial and satellite networks, ISDN, and future trends.

(1306001) Advanced Information Systems Security (3 Credit Hours)

Concepts and applications of system and data security. Topics include risks and vulnerabilities, policy formation, controls and protection methods, database security, encryption, authentication technologies, host-based and network-based security issues, personnel and physical security issues, issues of law and privacy. Areas of particular focus include secure network design, implementation and transition issues, and techniques for responding to security breaches.. Network security, hacker attacks, Web security, e-mail security, e-commerce security, systems and operation environment security, database security, algorithms for making data communications secure, encryption and coding techniques and IP security.

(1306002) Advanced Operating Systems (3 Credit Hours)

The aim of this module is to provide advanced concepts in operating systems design. At advanced level, we will mainly study the architectural aspects and theoretical foundation of OS design, and an integrated approach to OS and Distributed Systems.

Important topics will include naming, security, remote procedure call, networks, concurrency, transactions, parallel computing, shared memory, message passing, scale and middleware.

(1306004) Advanced Software Engineering (3 Credit Hours)

Design and implementation of software using a formal specification language. Topics include management implications, software cost estimation, defect testing, software engineering environments.



(1306050) Comprehensive Exam (Zero Credit Hours)

The MSc student will attend a comprehensive exam after completion 36 Credit hours successfully including pre-determined courses. This examination regarded as requirements for the fulfillments of the MSc degree.

(1306009) Computational Theory (3 Credit Hours)

This course will cover the basic concepts of the computational theory including set theory , finite state Automata, context free and context sensitive grammar, Mensky's machines, Turing machines, computation complexity, incommutability and recursive function.

(1306003) Distributed Databases (3 Credit Hours)

The goal of this module is to study some contemporary technologies in the database area that have been adopted in real applications and to survey products and applications that embody these technologies. Selected topics from the following will be covered: Object Oriented and Object Relational Databases; XML/Semi-structured Data Management; Temporal, Spatiotemporal, Time-Series, and Sequence Data Management; Distributed Databases; Information Retrieval Techniques; Advanced Query Optimization; Data Stream Systems; Main Memory Databases.

(1306015) E-Learning (3 Credit Hours)

The development of "intelligent" software systems is an area that is becoming increasingly important in applied Computer Science. One view of such systems postulates that truly intelligent machines must include the ability to learn from experience and observation. The purpose of this module is to introduce students to some prominent "Machine learning" techniques. These allow the development of software systems that are capable of adaptive behaviors in complex real-world environments. Some examples are programs that assist users or adapt to their behaviors; identify interesting patterns in databases-like those generated by the Human Genome Project; and predict stock-market movements. In this module students will learn symbolic learning (decision and regression trees), learning using neural-networks, and probabilistic modeling techniques.

(1306011) Fuzzy Logic (3 Credit Hours)

This module aims to introduce the concepts of fuzzy logic and its applications in database systems, data structures, AI, and pattern recognition.

(1306012) Genetic Algorithms And Neural Networks (3 Credit Hours)

By studying this module, students will gain an understanding of two of the principal components of 'soft' artificial intelligence, namely Genetic Algorithms (GA) and Artificial Neural Networks (ANN). Artificial neural networks attempt to capture the essential processing mechanism, which underlies the human brain, by manipulating a network of interconnected nodes, each with fairly simple processing capabilities. ANN has been used successfully for many classification applications, such as pattern

recognition, and cluster analysis. GA uses the principle of natural selection to 'evolve' artificially a population of candidate solutions through simulated reproduction and mutation. GA has been used successfully for engineering optimization tasks and for computational problems. This module will provide students with an appreciation of theoretical issues and practical applications of variety of ANN architectures, including basic back-propagation, self-organizing maps and radial basis function networks, and knowledge of the GA, including data representation, genetic operators and properties of GA. Both GA and ANN will be studied in practical laboratory sessions. For the designing, training and simulating of the ANN. MATLAB NN GA Toolbox will be used.

(1306013) Mobile and Ubiquitous Computing (3 Credit Hours)

The goal of this module is to provide an in depth understanding of the fundamental problems in the area of mobile computing and study the existing and proposed solutions for these problems from both research and development perspective. Several topics including wireless communication, location management and mobility tracking, software engineering for mobile computing and applications are covered in this module.

(1306014) Natural Languages Processing (3 Credit Hours)

This module provides an introduction to the field of Natural Language Processing (NLP) – the creation of computer programs that can understand, generate, and learn natural language. Natural language understanding will be used as a vehicle to introduce the three major subfields of NLP: syntax (which concerns itself with determining the structure of a sentence), semantics (which concerns itself with determining the explicit meaning of a single sentence), and pragmatics (which concerns itself with deriving the implicit meaning of a sentence when it is used in a specific discourse context). The module also introduces the theory and techniques that are used in building computer systems that can "understand" a natural language such as English. The concentration is on the four main topics of syntax, parsing, semantics and semantic processing.

(1306007) Parallel Computer Architecture (3 Credit Hours)

The aims of this module are to introduce the main classes of parallel computer architectures and their distinguishing characteristics; examine some examples of particular architectures that were important in the development of parallel computers; examine some examples of recent parallel architectures; introduce some main principles of parallel programming and the effects of the architecture on algorithm design; understand how to write efficient parallel programs.

(1306010) Parallel Programming Languages (3 Credit Hours)

With the rise of multi-core architecture, parallel programming is an increasingly important topic for software engineers and computer system designers. Written by well-known researchers Larry Snyder and Calvin Lin, this highly anticipated first edition emphasizes the principles underlying parallel computation, explains the various phenomena, and clarifies why these phenomena represent opportunities or barriers to successful



parallel programming. Ideal for an advanced upper-level undergraduate course, Principles of Parallel Programming supplies enduring knowledge that will outlive the current hardware and software, aiming to inspire future researchers to build tomorrow's solutions.

(1306005) Scientific Research Methodology (3 Credit Hours)

This module aims to offer a grounding in various aspects of research and project management, from the most theoretical (philosophy of science), through the subject-specific (how to choose, refine and develop a research topic), to practical advice on undertaking research, including how to contribute to research, manage research projects, cope with the day-to-day research activity, etc. It covers material and advice on technical writing for the dissertation. Research seminars undertaken as part of the

Research Project contribute to this module. The module also covers various aspects of Professional Skills and ethics as required in the IT industry and in Research and Development. The skills include team-work skills, industrial problem-solving, leadership skills, communication skills, presentation skills and preparation for job application and interview skills.

(1306022) Special Advanced Topic in Computer Science (3 Credit Hours)

This course focuses on the latest and current research interests. Requires consent of course professor and program director.

(1306020) Thesis (6 Credit Hours)

After passing the compulsory and elective modules, the student can select one of the projects announced by the Computer Science department under the supervision of a member of staff. The project consists of a research work on which the student works over a period of two semesters that can be extended to three semesters.



Department of Design and Art

Forward

The Department of Design and Art came into establishment with the inception of the University in 2004, and since then, has been growing rapidly in all aspects and is soon poised to become one of the best artistic departments in the Kingdom. The number of instructors, as well as the number of facilities, has been doubled ever since. The students enrolled in this Department can acquire both practical and theoretical skills in the hands of both real artists as well as highly reputed instructors creating an association from which students can derive a sense of pride as they enrich their work experience while nurturing their favorite craftsmanship. Several state-of-the art drawing and design labs and other computerized facilities have been installed and made available for students and instructors. Two major specialization programs are administered by the Department. The first program leads to a Bachelor's Degree in Graphic Design, and the other leads to a Bachelor's Degree in Interior Design.

Mission

Interior and Graphic Design has become an industry and growing rapidly. The design and Arts department has take the responsibility to offer an academic programs that emphasizing professional cover-oriented and applied programs. Today industry requires knowledgeable and skillful person, so the new interior and graphic designer will be able to accept the challenge by integrating and interpreting of visualization within emerging technology.

Objectives

Knowledge and understanding of the disciplines of design and interior Design The skills for design strategy, concept forming, problem solving, detailing and communication .

Understanding of the socio-economic and cultural contexts of interior architecture and the ethical responsibilities of the professional designer The capability to practice as a professional designer in the field of interior DesignUnderstanding of research concepts, strategies and methods and the skills to apply them in the fields of design and the built environment Knowledge, understanding and skills in resolving and communicating technical and constructional aspects of interior Design projects to a professional standard Knowledge and understanding of the aesthetic aspects of design and interior Design and a high capability at aesthetic resolutionsKnowledge and understanding of the other professions involved in the design, development and construction of the built environment and the capability to work in coordination with them Knowledge, understanding and skills in project and business management relevant to the practice of interior Design The capability to critically assess and contribute to contemporary discourse and speculative theory on design. Ability to draw using the computer and including all materials and detailing.



Graduation Requirements

In addition to the University and the College's Requirements, the student who's major is Graphic Design or Interior Design must complete all the credit hours stated in his/her study plan, besides to the Major Compulsory and the Elective Requirements.

1. The University Requirements

As applicable to all University students, the student who enrolled in the College of Arts & Science must complete the University Requirements (21 Credit Hours).

Requirements	Credit Hours
University Compulsory Requirements	15
University Elective Requirements	6
Total	21



- - 2. The College's Requirements

All students who's major is either Graphic Design or Interior Design must complete the following requirements total of (21 Credit Hours), classified as follows :

Major Requirements	Credit Hours
A. The College's Compulsory Requirements	15
B. The College's Elective Requirements	6
Total	21

A. The College's Compulsory Requirements (15 Credit Hours)

The student who's major is Graphic Design or Interior Design must complete the following requirements total of (15 Credit Hours) listed below.

Course No.	Course Title	Credit Hours	Pre-requisite
301100	Computer Skills II	3	1301100
1200307	Multimedia	3	1301100
1200303	Principles of Computer Graphic Design (Photo Shop)	3	1301100
1222305	Principles of E- Marketing	3	1301100
107100	Scientific Research Methodologies	3	-



B. The College's Elective Requirements (6 Credit Hours)

The student who's major is Graphic Design or Interior Design is asked to pick only two courses (6 Credit Hours) listed below.

Course No.	Course Title	Credit Hours	Pre-requisite
1221314	Aesthetics	3	1221102
1221213	Artistic Anatomy	3	1221102
1221307	Artistic Criticism	3	1221102
1212305	Industry and Art	3	-

3. Major Requirements

Besides the University and the College's Requirements, the student who's major is Graphic Design or Interior Design must complete the following Major's Requirements :

Bachelor's Degree in Graphic Design

Major Requirements	Credit Hours
A. Major Compulsory Requirements	85
B. Major Elective Require	6
Total	91

Bachelor's Degree in Interior Design

Major Requirements	Credit Hours
A. Major Compulsory Requirements	91
B. Major Elective Require	6
Total	97



Bachelor's Degree in Graphic Design.

A. Major Compulsory Requirements (85 Credit Hours) Student who's major is Graphic Design must complete the following requirements.

Course No.	Course Title	Credit Hours	Pre-requisite
1212111	2D Design Principles	3	-
1200305	3D Computer Graphic Design	3	1211304
1212112	3D Design Principles	3	1212111
1213203	Calligraphy & Design	3	1213201
1221204	Color Theories & Techniques	3	-
1200304	Computer Graphic Design	3	1200303
1211306	Design & Specifications Management	3	1211302
1221102	Drawing & Painting I	3	1221101
1221103	Drawing & Painting II	3	1221102
1211308	Exhibition Design	3	1211303
1211404	Graduation Project	4	1211403
1211403	Graduation Research	3	1211401
1211301	Graphic Design 1	3	1212112
1211302	Graphic Design 2	3	1211301
1211303	Graphic Design 3	3	1211302
1211401	Graphic Design 4	3	1211303
1211402	Graphic Design 5	3	1211401
1200111	History of Ancient & Middle Art	3	-
1211204	History of Graphic Design	3	1211302
1200112	History of Islamic Art	3	1200111
1200113	History of Modern & Contemporary Art	3	1200112
1221205	Illustration Drawing 1	3	1221103
1211307	Internship (Graphic)	0	90 Cr.
1221101	Introduction to Drawing	3	-
1213301	Latin Calligraphy & Topography	3	1213201
1211304	Optical & Digital Photography	3	-
1213201	Principles Calligraphy & Decoration	3	-
1212101	Principles of Architectural Drawing	3	-
1211305	Printing Techniques	3	1211301



B. Major Elective Requirements (6 Credit Hours)

The student is asked to pick only two courses (6 Credit Hours).

Course No.	Course Title	Credit Hours	Pre-requisite
1200308	Animation With computer	3	1200304
1212404	Design Psychology & Sociology	3	-
1221306	Illustration Drawing 2	3	1221205
1212102	Perspective	3	1212101
1212410	Special Topics in Design	3	Dept. Approval
1200306	Websites Design	3	1200304





Bachelor's Degree in Interior Design

A. Major Compulsory Requirements (91 Credit Hours) Students who's major is Interior Design must complete the following requirements.

Course No.	Course Title	Credit Hours	Pre-requisite
1212111	2D-Design Principles	3	-
1212112	3D-Design Principles	3	1212111
1212167	Building Services	3	1212166
1212161	Computer Aided Design 1	3	1301100
1212162	Computer Aided Design 2	3	1212161
1212163	Computer Aided Design 3	3	1212162
1221204	Color Theories & Techniques	3	_
1212170	Cost & Quantity Calculation	3	1212313
1221102	Drawing & Painting I	3	1221101
1212165	Furniture Design	3	1212112
1212492	Graduation Project	4	1212491
1212491	Graduation Research	3	1212314
1200111	History of Ancient & Middle Art	3	-
1212224	History of Interior Design	3	1212212
1200112	History of Islamic Arts	3	1200111
1200113	History of Modern & Contemporary Art	3	1200112
1212211	Interior Design 1	3	1212112
1212212	Interior Design 2	3	1212211
1212313	Interior Design 3	3	1212212
1212314	Interior Design 4	3	1212313
1212415	Interior Design 5	3	1212314
1212164	Interior Structures & Construction I	3	1212101
1212171	Interior Structures & Construction II	3	1212164
1212169	Internship (Interior)	0	60 Cr.
1221101	Introduction to Drawing	3	-
1212168	Landscaping & Gardens	3	1212164
1212166	Lighting & Acoustics Techniques	3	1212212
1212223	Materials Technology	3	-
1211304	Optical & Digital Photography	3	-
1212102	Perspective	3	1212101
1212101	Principles of Architectural Drawing	3	-



B. Major Elective Requirements (6 Credit Hours) The student is asked to pick only two courses (6 Credit Hours).

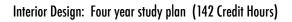
Course No.	Course Title	Credit Hours	Pre-requisite
1212407	Arabic Islamic Style	3	1212313
1212406	Bahraini Experiences in Interior Design	3	1212313
1212409	Computer Aided Design 4	3	1212163
1212404	Design Psychology and Sociology	3	-
1212405	Interior Design Criticism Analysis	3	1212313
1212408	Rehabilitation of Historic Buildings	3	1212314
1212410	Special Topics in Design	3	Dept. Approval



Graphic Design: Four year study plan (136 Credit Hours)

$ \begin{array}{ c c c c c c } \hline Courses Name & \hline Cr.Hour & Req. & Courses No & \hline Course Name & \hline Cr.Hour & Req. \\ \hline No & Course Name & \hline T & p & cr & \\ \hline T & p & cr & \\ \hline No & Course Name & \hline T & p & cr & \\ \hline No & Course Name & \hline T & p & cr & \\ \hline 102101 & English Language I & 3 & - & 3 & 102099 & 1200111 & \\ History of Ancient & Middle & 3 & & 3 & \\ 1221101 & Introduction To Drawing & - & 6 & 3 & - & \\ 1221101 & Principles of Architectural & 1 & 4 & 3 & - & \\ 12111 & 2D. Design Principles & 1 & 4 & 3 & - & \\ 1221102 & Drawing & Principles of Computers & \\ Drawing & Frinciples of Computers & \\ Drawing & Course Name & \hline T & p & cr & \\ \hline 1221104 & Color Theories & Techniques & 2 & 2 & 3 & - & 300100 & Computer Skills II & 3 & - & 3 & 1301 \\ \hline 12121104 & Color Theories & Techniques & 2 & 2 & 3 & - & 300100 & Computer Skills II & 3 & - & 3 & 1301 \\ \hline Courses & Course Name & \hline T & p & cr & Req. & Courses Name & \hline T & p & cr & Req. \\ \hline 1200112 & History of Islamic Art & 3 & & 3 & 1200111 & 1213201 & Principles Of Calligraphy & \\ \hline 121010 & Graphic Design I & 1 & 4 & 3 & 122112 & 1211302 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122112 & 1211302 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122112 & \\ \hline 1200304 & Computer Graphic Design I & 1 & 4 & 3 & 122112 & \\ \hline 121030 & Drawing & Pointing II & - & 6 & 3 & 1221102 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122112 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122112 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122112 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 1221102 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122112 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 122110 & \\ \hline 1211301 & Graphic Design I & 1 & 4 & 3 & 12212 & \\ \hline 1211302 & Internship (Graphic) & 0 & - & 3 & - & \\ \hline 1211307 & Internship (Graphic) & 0 & - & 0 & 60 & c. & \\ \hline \hline T & Hird Year: Semester1 (18 Credit) & \hline T & P & cr & \\ \hline \hline \hline Courses No & \hline & T & P & cr & \\ \hline \hline \hline \hline 02102 & English Language II & 3 & - & 3 & \\ \hline \hline 02102 & Graphic Design II & 3 & - & 3 & \\ \hline \hline \hline \hline T & Third Year: Semes$	No 102101 1221101 1212101 1212111 1301100	
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101101 Arabic Language 3 - 3 - University Compulsory - - 3 - 3 - - 3 3 - 3 3	101101	
1200307 Multimedia 33 130100 College Compulsory 3	1200307	
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1211402 3D Computer Graphic Design 2 2 3 1200303 - College Elective 3 - 3 -	1011400	
1213203 Arabic Calligraphy & Design 2 2 3 1213201 - Free Subject 3 - 3 -	1211402	
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102101	English Language I	3	-	3	102099	1200111	History of Ancient & Middle Art	3		3	-
1221101	Introduction To Drawing	-	6	3	-	1221102	Drawing & Painting I	-	6	3	1221101
1212101	Principles of Architectural Drawing	1	4	3	-	1212102	Perspective	1	4	3	1212101
1212111	2D Design Principles	1	4	3	-	1212112	3D Design Principles	1	4	3	1212111
1301100	Computer Skills I	3	-	3	-	1200303	Principles of Computers Graphic Design (Photoshop)	2	2	3	1301100
1221104	Color Theories & Techniques	2	2	3	-	300100	Computer Skills II	3	-	3	1301100
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Courses No	Course Name	T	Cr .Ho P	our Cr	Req.	Courses No	Course Name	т	Cr .Ho	our Cr	Req.
1212211	Interior Design 1	1	4	3	1212112	1212211	Interior Design 2	3	1	4	1212211
1212161	Auto CAD 1	2	2	3	1301100	1200113	History of Modern & Contemporary Art	3	-	3	-
1212164	Interior Structures & Construction	2	2	3	1212112	1212165	Furniture Design	2	2	3	1212112
1200112	History of Islamic Art	3	-	3	1200112	1212162	Auto CAD 2	2	2	3	1212161
1212223	Materials Technology	2	2	3	-	1212171	Interior Structures & Construction II	2	2	3	1212164
102102	English Language II	3	-	3	102101	501105	Bahrain Civilization & History	3	-	3	-
1212169	Internship (Interior)	0	-	0	60 Cr.						
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1212313	Interior Design 3	1	4	3	1212212	1212314	Interior Design 4	1	4	3	1212313
1212163	AutoCAD 3	2	2	3	1212162	1212167	Building Services	3	+-	3	1212166
1212166	Lighting & Acoustics Techniques	3	-	3	1212212	1212168	Landscaping and Gardens	2	2	3	1212164
1212224	History of Interior Design	3	-	3	1200113	1211304	Optical and Digital Photography	1	4	3	-
107100	Scientific research Methodologies	3	-	3	-	1200307	Multimedia	3		3	1301100
101101	Arabic Language	3	-	3	-	-	Major Elective	3	-	3	-
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1212415	Interior Design 5	1	4	3	1212414	1212492	Graduation Project	-	8	4	1212491
1212491	Graduation Research	3	-	3	1212414	-	Free Subject	3	-	3	-
1212170	Cost & Quantity Calculation	3	-	3	1212313	-	College Elective	3	-	3	-
-	Elective Compulsory	3	-	3	-	-	Major Elective	3	-	3	-
1222305	Principles of E- Marketing	3	-	3	1301100	-	Elective Compulsory	3	-	3	-
-	Elective Compulsory	3	-	3	-]					

APPLIED SCIENCE UNIVERSITY



Department of Design and Art

Graphic Design & Interior Design - Course Descriptions

(1212111) 2D Design Principles (3 Credit Hours) Prerequisite: (none)

Basic concepts and principles in the initial design, elements of design and composition, and technical foundations of Dilettantism, with a focus on the design process and technical artistic-dimensional. Theoretical lectures and practical applications.

(1200305) 3D Computer Graphic Design (3 Credit Hours) Prerequisite: (1211304)

This course aims at familiarizing students with design models and figures and forms using three-dimension design programs.

(1212112) 3D Design Principles (3 Credit Hours) Prerequisite: (1212111) Continuing of the rule of the principles of two-dimensional design with a focus on the basics of design in three dimensions. Through projects and applications a simplified process emphasizes the development of students understanding of the perception of mass formations and allotropes.

(1221314) Aesthetics (3 Credit Hours) Prerequisite: (1221102)

The Aesthetics course is designed to acquaint the students with the concept of aesthetics, its development over its various ages, the most important old and modern theories of aesthetics, its role and significance in relation to fine arts, and its contribution in forming the artistic insight stemming from the spirit of each age. (Theoretical course).

(1200308) Animation of Computer (3 Credit Hours) Prerequisite: (1200304)

This course is designed to train students on some animation software packages, in addition to identifying the phases and the basics of Animation.

(1212407) Arabic Islamic Style (3 Credit Hours) Prerequisite: (1212313)

Review and analytical study of the characteristics and advantages of the Arab style since the beginning of Islam till the present, with a focus on the most important experiences of modern design in this class, and through a selection of the most prominent examples from different regions of the Arab world, kinds of nomadic and rural and urban areas, with the numbers of applied studies, documented by student coordination under supervision of the course professor.

(1221213) Artistic Anatomy (3 Credit Hours) Prerequisite: (1221102)

The Artistic Anatomy course covers the artistic anatomy of the human body and its movement mechanism through studying the outside and inside body structure and comparing man's and woman's body, studying the facial features and various physiological changes in them, the rule governing the human body as seen by the artist, throughout the various ages. The course includes practical applications on drawing the human body, bones, muscles and movement. (Theory and Studio)

(1221307) Artistic Criticism (3 Credit Hours) Prerequisite: (1221102)

The Artistic Criticism course is designed to cover the history and principles of artistic criticism used in the process of analyzing and evaluation the principles and aesthetic elements of artistic works, the methods of their application and their social functions. (Theoretical course)

(1212406) Bahraini Experiences in Interior Design (3 Credit Hours) Prerequisite: (1212313)

Analytical review and critique of the Bahraini experience in the field of interior design, and the local advisory in this experience, aspects of design and professionalism. With studies prepared by the student and in seminars, students choose one example from Bahrain, where the most important conclusions of critic and intellectual reviews, inviting a number of local notable personalities to participate in these seminars.

(1212167) Building Services (3 Credit Hours) Prerequisite: (1212166)

The study and the follow-up of the most important theoretical and applied building in the field of mechanical services within buildings, health systems and the different systems in air conditioning (heating and cooling) and the impact on the design side of Expressionism. With the applied studies and illustrative drawings simplified.

(1213203) Calligraphy & Design (3 Credit Hours) Prerequisite: (1213201)

This course focuses on identifying solutions to the problems of Arab line in the design, the design of characters, and font design.

(1212161) Computer Aided Design 1 (3 Credit Hours) Prerequisite: (1301100)

Concepts, tools, and techniques of computer –aided drawing with current AutoCAD release will be covered Producing two dimensional / annotated drawings for plotting.

(1212162) Computer Aided Design 2 (3 Credit Hours) Prerequisite: (1212161)

This Course will continue the work covered in Auto CAD1, its introduction to 3D-Modeling, printing, Plotting. Use of dimension variables, attributes, blocks, symbols.



(1212163) Computer Aided Design 3 (3 Credit Hours) Prerequisite: (1212162)

This course will help students develop an understanding of digital tools and strategies which engage and expand the design process.

(1212409) Computer Aided Design 4 (3 Credit Hours) Prerequisite: (1212163)

Continuing to rule in the 3D max1 course with practical applications of the most important software, presentation of architectural and engineering perspectives and interior use of photographs in directing the preparation of the final film animation to clarify design ideas.

(1200304) Computer Graphic Design (3 Credit Hours) Prerequisite: (1200303)

This course is a student's education program using technical lines, design programs such as (Illustrator, CorelDraw, Freehand), and directing programs.

(301100) Computer Skills II (3 Credit Hours) Prerequisite: (1301100)

This course covers the following areas : Spreadsheets, Database, Presentation and Information and Communication.

(1212170) Costs & Quantity Calculation (3 Credit Hours) Prerequisite: (1212313)

The Cost & Quantity estimation course aims at preparing students for the practical life through training, as it forms the bridge between university study and the job market, in order to develop good performance and traditions of specialization. Students will be introduced to different materials available at a typical market, ways of forming materials, how to purchase them, how to estimate the cost and quantities of materials needed as well as profit after estimating expenses.

(1221204) Color Theories & Techniques (3 Credit Hours) Prerequisite: (None)

This course covers the color theories followed by different artistic schools. A comprehensive study of essence of color, colors classification, color relationships, artistic and functional principles and the impact of color on viewers, in addition to practicing on two and three dimensional structures.

(1211306) Design & Specifications Management (3 Credit Hours) Prerequisite: (1211302)

This course identifies the relationship between designers and customers, and procedures of design up to implementation, types of graphic business, specifications and characteristics associated with the functional execution and management of the design.



(1212404) Design Psychology & Sociology (3 Credit Hours) Prerequisite: (None)

This course deals with the interrelation between design and society, and how to meet the needs and necessities of the rights and the psychological effects of design, and a reflection on the social dimensions, customs, traditions and customs prevailing in the creativity of designers.

(1221102) Drawing & Painting I (3 Credit Hours) Prerequisite: (1221101)

This Drawing course deals with drawing still life in pencil, coal and color pens, the method of constructing the artistic shapes, and drawing different views of the human body movement stemming from the aspects of daily life in the city, village, factory, field and other scenes.

(1221103) Drawing & Painting II (3 Credit Hours) Prerequisite: (1221102)

This course is designed to train the student on drawing and the use of color, so that he could gain experience in the design ideas, according to drawings and shade, in addition to the use of colors.

(1211308) Exhibitions Design (3 Credit Hours) Prerequisite: (1211303)

This course provides students with the artistic and practical expertise needed to design both fixed and mobile graphic presentations of various fields: commerce, propaganda and advertisement.

(1212165) Furniture Design (3 Credit Hours) Prerequisite: (1212112)

Basic definitions of the concept of furniture and various kinds, comprehensive follow-up of the historical evolution of furniture across civilizations such as a major civilizations of the Nile Valley and the Mesopotamia up to the present time, and focus on the role of technology and materials in the evolution of modern furniture and the impact on the functional and aesthetic aspects of assimilation. Metrology and standardization in the production of furniture factory and the materials used and their specifications. The most prominent trends in modern furniture design with the preparation of detailed designs and drawings for furniture types and models of real students by the actual size or scale.

(1211404) Graduation Project (Graphic) (4 Credit Hours) Prerequisite: (1211403)

The student is expected to design a comprehensive package of business for a graphical institution or a company or demonstrate that research was conducted under the supervision of a Professor supervisor, and submit his project at the end of the semester to the Arbitration Commission for discussion.

(1212492) Graduation Project (Interior) (4 Credit Hours) Prerequisite: (1212491)

The Graduation Project course represents a real project in the field of interior design. Data collection and necessary information will be utilized in achieving a distinguished design; emphasis will be given to environmental, aesthetic and functional factors. The final presentation will include analysis of concepts, plans, reflected ceiling, plans sections, and elevations, facades, working drawing, perspectives and a scale model.

(1211403) Graduation Research (Graphic) (3 Credit Hours) Prerequisite: (1211401)

The student chooses an institution or a corporation, or demonstration or other activities that require integrated design, a publicity campaign, and conducts a thorough study on the nature and graphical needs, and collects models of catalogs and similar activities, and by submitting them in a printed and integrated report.

(1212491) Graduation Research (Interior) (3 Credit Hours) Prerequisite: (1212314)

The scientific study and the analytical methodologies, which addresses various aspects of the student design project chosen by the graduate student in coordination with the supervising professor, including the aspects of function and expression, and the requirements of the program design, and study of similar cases and preparation of preliminary ideas for the project design formula and general concepts. It also covers the study of report printing, computer enhanced images, and charts with accordance to specification.

(1211301) Graphic Design 1 (3 Credit Hours) Prerequisite: (1212112)

The training of the student's basic concepts in the Graphical formulation forms, simply and modification, the design of backgrounds and use in the design process.

(1211302) Graphic Design 2 (3 Credit Hours) Prerequisite: (1211301)

Identifying signs and their importance and types of logo design basics, designing paper correspondence cards, invitation cards,, the official design cards, and certificates and identity cards.

(1211303) Graphic Design 3 (3 Credit Hours) Prerequisite: (1211302)

This course is concerned with large and small Poster design, commercial posters, political posters, social posters, canneries.



(1211401) Graphic Design 4 (3 Credit Hours) Prerequisite: (1211303) The design of brochures and small catalogs, design magazines, design of the book covers and presentations.

(1211402) Graphic Design 5 (3 Credit Hours) Prerequisite: (1211401)

Design a publicity campaign for the integrated company, logo design; services symbols design, clothing design, the design of medals.

(1200111) History of Ancient & Middle Art (3 Credit Hours) Prerequisite: (None)

Historical development in art and architecture and interior design since the beginning of human history and ancient civilizations in Mesopotamia (Iraq) and the Nile Valley (Egypt) and the Greek and Roman civilizations. With a focus on the most prominent ideas and trends of architectural and interior design during these periods. An analytical study of some examples of excellence in the arts of the period. Further study of the Byzantine period, Goths, European Renaissance and classical period's neighborhoods and even the industrial revolution. With a focus on the most prominent ideas and design trends during this period, analytical studies of the most prominent examples.

(1211204) History of Graphic Design (3 Credit Hours) Prerequisite: (1211302)

The historical study of the evolution of design concepts and graphics from the late 1800s until today, and the role of technology and the arts in design, experimental sciences and social evolution in graphic design concepts.

(1212224) History of Interior Design (3 Credit Hours) Prerequisite: (1200113)

The history of interior design and its art will be studied : its appearance, development during the different ages, how it became an identifiable entity specially with its defining characteristics and rules, the role of interior design and its relationship with various aspects of economic, political, cultural and artistic life.

(1200112) History of Islamic Art (3 Credit Hours) Prerequisite: (1200111)

The History of Islamic Art course relates to the study of the history of Arabic/ Islamic plastic, applied and architectural arts throughout all Islamic ages, in addition to their influence on arts in other civilizations and their relationships.

(1200113) History of Modern & Contemporary Art (3 Credit Hours) Prerequisite: (1200112)



The history of Modern Art course presents the history of art in the field of plastic, applied and architectural arts, focusing on the most prominent schools and movements of arts that appeared after the renaissance time up to the end of the first half of the 20th, century & The History of Contemporary Art covers plastic, applied and architectural arts in contemporary art, modern artistic movements and schools, and the motives, objectives and innovators

(1221205) Illustration Drawing 1 (3 Credit Hours) Prerequisite: (1221103)

An important aspect of the work of the graphic designer and a reason for respect by some designers requires skill in painting with a distinct style, this ability, especially in some cases, will acquaint the students with the bases of art and design and enable him to begin the design of certain drawings associated with children's books.

(1221306) Illustration Drawing 2 (3 Credit Hours) Prerequisite: (1221205)

Illustrations is a part of the work of the graphic designer. Interested in design and graphic design used in the scientific field and illustrated scientific books with pictures and diagrams.

(1212305) Industry and Art (3 Credit Hours) Prerequisite: (none)

The industry and Arts course deals with the mutual relationship between industry and various arts, in terms of the role industry plays in developing arts, and the role arts play in elevating the aesthetic value in the field of industry. (Theoretical course).

(1212211) Interior Design 1 (3 Credit Hours) Prerequisite: (1212112)

This course aims to cover the interior design of residential buildings. The students learn the circulation elements, Furniture arrangement, color plan lighting, materials, accessories their relation with the Surrounding area. Plans, sections, elevations, details, perspective, scale model and a brief report will be submitted.

(1212212) Interior Design 2 (3 Credit Hours) Prerequisite: (1212211)

Continuing to design an interior Design (1) with depth in the application of basic principles and design concepts and applications of the interior process for projects with multiple functions, including public buildings, simple and residential buildings.

(1212313) Interior Design 3 (3 Credit Hours) Prerequisite: (1212212)



This course aims to studying the interior design of shopping centers, shops, clinics, offices, and factories, exploration of interior design characteristics, the application of design concepts, plants, sections, elevations, working drawings, perspectives, scale models, and a brief report will be submitted by each student at the end of the course.

(1212314) Interior Design 4 (3 Credit Hours) Prerequisite: (1212313)

This course presents a study of the interior design of environmental, leisure and culture center, theater halls, clubs, public gardens, and monuments, plants, sections, elevations, working drawings, perspectives, scale models; and a brief report will be submitted.

(1212415) Interior Design 5 (3 Credit Hours) Prerequisite: (1212314)

The Interior Design (5) course focuses on the interior design of public buildings such as railway stations, airports and universities and means of transportation including trains, airplanes, vessels, and ships. It provides a good knowledge of different aspects of interior design, relationships with related subjects and fulfillment of designers needs, involving plans, sections, elevations, working drawings, perspectives, scale models-, and a brief report will be submitted by each student at the end of the course.

(1212405) Interior Design Criticism Analysis (3 Credit Hours) Prerequisite: (1212313)

Accredited analytical review deals with the most important and critical ideas and philosophical currents of contemporary design in the form of seminars, prepared by the student after the examples chosen based on world current affairs explaining the main critical and intellectual conclusions.

(1212164) Interior Structures & Constructions I (3 Credit Hours) Prerequisite: (1212112)

This Course builds foundation knowledge of the concepts, skills and fundamentals of structure, construction and materials.

(1212171) Interior Structures & Constructions II (3 Credit Hours) Prerequisite: (1212164)

The student will be introduced to the principles of interior structures and constructions with a focus on plans and executive drawing works as well as required interior details according to international and local standards. Practical applications of interior designs and study of available local examples.

(1211307) Internship (Graphic) (O Credit Hours) Prerequisite: (Passes 90 Credit Hours)

This training course aims to enhance students graphic skills through training in the official or private institutions in the field of graphic design in order to apply and comprehend the theoretical topics.

(1212169) Internship (Interior) (O Credit Hours) Prerequisite: (Passes 60 Credit Hours)

This course aims at preparing students for the practical life through training under direct supervision in different establishments specialized in the field of interior design, with follow- up supervision by the department training supervisor, in order to help them develop good performance and traditions of specialization.

(1221101) Introduction to Drawing (3 Credit Hours) Prerequisite: (None)

An Introduction to Drawing, is a course that aims at familiarizing the students with the tools, different materials and techniques of using them, doing manual training, drawing lines, curves and two and threedimensional forms on flat, surfaces under natural artificial light, acquiring skills of performing accurate and precise movement, making different sketches and drawing of still objects, natural landscape and architectural scenes.

(1212168) Landscaping & Gardens (3 Credit Hours) Prerequisite: (1212164)

Introduction to landscape design explores the history, principles, and techniques of successful " green world" design-course includes slide lectures, guest artist presentations with a focus on the interior space in a number of practical applications.

(1213301) Latin Calligraphy & Topography (3 Credit Hours) Prerequisite: (1213201) This course focuses on knowing the kinds of Latin Line, history, crafts and modern concepts and their relationship to Graphic design, headings and sub-texts, margins and columns and directing.

(1212166) Lighting & Acoustics Techniques (3 Credit Hours) Prerequisite: (1212212)

Accredited study and the follow-up of the most important theoretical and practical knowledge in lighting and acoustics in the interior spaces. In addition to the most modern systems used in artificial lighting designs and technical specifications each, and the most important considerations for the design aspects Acoustics in the public galleries and theaters. With applied studies of mathematical and technical concepts simplified with illustrative drawings.

(1212223) Materials Technology (3 Credit Hours) Prerequisite: (None)

Accredited study and comprehensive follow-up of the role played by different types of raw materials, timber, precious metals and woven fabrics and other materials such as carpets, curtains and other integration in the design of the internal spaces. Including a review of the main types and methods of manufacture, and the physical and aesthetic characteristics and various uses. In addition to the importance of accessories and other supplements in interior design with the preparation of applied studies.



(1200307) Multimedia (3 Credit Hours) Prerequisite: (1301100)

The aim of the module is to explore the theory and fundamentals of multimedia. It will define the various types of media such as sound, image, animation and video. This module discusses the difference between continuous and discrete media and their transmission relative to time and size. This module also concentrates of various types of image filters speech signals and the idea of animation. Computer program that deals with managing and enhancing such a types of media will be discussed through out the course.

(1211304) Optical & Digital Photography (3 Credit Hours) Prerequisite: (None)

Certified basic principles of photography, the historical development of photography, technical means, cameras and various types of lenses and film, composition and technical foundations, sensual aspects in selecting the topic and Snapshot. With practical applications inside and outside the studio, as well as studying the importance of digital imaging in shortening the traditional methods and increasing the accuracy of work, especially in the design and Graphic procedure and treatments that follow the photography of the picture.

(1212102) Perspective (3 Credit Hours) Prerequisite: (1212101)

The Descriptive Perspective course familiarizes the students with the history and application of principles of perspective. Students learn to draw three-dimensional form and architectural structures with light and shade.

(1213201) Principles of Arabic Calligraphy & Decoration (3 Credit Hours) Prerequisite: (None)

Identifying the types of Arab lines, a brief historical synopsis on the development of Arab line, training on writing line versions and appreciating its importance in the field of design, training in characters of engineering units and decorative types, Islamic decoration, decoration in engineering, and Patterning plants.

(1212101) Principles of Architectural Drawing (3 Credit Hours) Prerequisite: (None)

Students are introduced to all the major drawing conventions, learning to coordinate a range of drawing types and techniques from free-hand sketching to drafting by hand. The course begins with contour drawing (line weight, overlap, scale), then tone drawing (shade and shadow), then orthographic projection. It is a "learning to observe and represent what you see" kind of course and is preparatory for more advanced design studies.

(1200303) Principles of Computer Graphic Design (Photo Shop) (3 Credit Hours)

Prerequisite: (1301100)

The course aims to give students the technical skills in the use of high Photo Shop in the implementation of the design and processing of images and texts and the completion of the technical effects achieved by including the idea of design and function in various publications

(1222305) Principles of E-Marketing (3 Credit Hours) Prerequisite: (1301100)

This module will explore in detail the major concepts and issues that are essential to develop an effective marketing strategy of a company using Information Technology (IT) as the medium. Participants will study the role of competitive marketing strategies, globalization, organizational design, communication, research, mixing and positioning, bearing in mind the nature of electronic medium with the differences between online marketing and its traditional offline counterparts highlighted. On successful completion, students will be well equipped to develop a cogent strategic marketing plan for the company or product in question and will be able to take into account the necessary ramifications of proceeding with such a plan. Participants will be exposed to management issues as well as the more technical aspects of IT and E-Marketing.

(1211305) Printing Techniques (3 Credit Hours) Prerequisite: (1211301)

This course identifies the types of printing and ancient and modern techniques, and color usage in printing, kinds of paper, and the curriculum includes field visits to the printing houses and press centers, in addition to identifying the types of raw materials and paper.

(1212408) Rehabilitation of Historic Buildings (3 Credit Hours) Prerequisite: (1212314)

Foundations and theoretical concepts for the renovation and maintenance of traditional and historical buildings and restructuring the interior for new uses. Examples cover global, regional and local studies and the preparation of the documentary and analytical examples of local students, supervised by the course Professor.

(107100) Scientific Research Methodologies (3 Credit Hours) Prerequisite: (none)

The course is designed to expose the students to various aspects of research and project management, from the most theoretical (Philosophy of Science), through the subject specific (how to choose, refine and develop a research topic), to practical advice on undertaking research, including how to contribute to research, mange research projects, cope with the day-to-day research activity, etc. It covers material and advice on technical writing for the research seminars and dissertation.

1212410 Special Topics in Design (3 Credit Hours) Prerequisite: (Dept. Approval)



The department offers a course covering the latest trends or technology in the Art Design based on the departments' board recommendation and approval.

(1200306) Websites Design (3 Credit Hours) Prerequisite: (1200304)

This course helps students learn how to design web sites, training programs designed sites; identify the types of web sites and functions.



College of Administrative Sciences

College in Brief

The College of Administrative Sciences started operating in 2005. Since then it has acquired and retained its status as a distinguished institute in the Kingdom of Bahrain. The College endeavors to live up to the international standards established in the objectives of the University, i.e. to link theory to practice and to offer the best and latest information to its students. As a result of which, the College of Administrative Sciences has been working to maintain its scientific approach to produce outstanding graduates to meet the demand from all prospective professions as the case may be which in turn will contribute to improvement in the economic and social progress of their country and the region.

Mission

Administrative Sciences College is one part of Applied Science University, which provides programs in Business, Accounting, Finance & Accounting, Polifcal Sciences and Management Information Systems in accordance with the requirements of modernity and the digital economy. The programs designed to provide promising opportunities of the graduates of secondary schools to support the different development requirements scientifically qualified graduates and the requirements of the quality of education, as well as providing them with practical skills and training in the fields of knowledge within the competence of the faculty. The college completed its continuous improvement and development of courses to keep up with the academic requirements of the labor market in the kingdom of Bahrain and the Gulf region in general. To ensure that the total polarization of the academic and research skills with experience in the field of competence of the faculty.

Objectives

Since the very beginning of its establishment, the College of Administrative Sciences has identified a set of objectives to go by and have incorporated the same while drawing its academic programs and study plans. The following is a list of the objectives of the College:

- To improve the skills of its staff and students in order to meet the needs of the various national and regional markets.
- To keep updating and maintaining its study plans to keep pace with the latest in informatics and technology.
- To adopt the latest in teaching and communication.
- To stress the use of computer and the English language in its instruction.
- To stress the link between theoretical knowledge and practical dimensions through applied research and field training.



The Academic Departments Department of Accounting. Department of Business Administration. Department of Finance. Department of Management Information Systems. Department of Political Science.

The Academic Programs

- 1. The Undergraduate Programs
 - Bachelor's Degree in Accounting.
 - Bachelor's Degree in Business Administration.
 - Bachelor's Degree in Finance and Accounting Sciences.
 - Bachelor's Degree in Management Information Systems.
 - Bachelor's Degree in Marketing.
 - Bachelor's Degree in Political Sciences.
- 2. The Postgraduate Programs
 - Master's Degree in Finance and Accounting.
 - Master's Degree in Business Administration.
 - Master's Degree in Human Resources Management.
 - Master's Degree in Management Information Systems.



Admission for the Undergraduate Programs

Holders of Secondary School Certificate from an accredited school or its equivalent are all eligible to apply and join the College of Administrative Sciences.

Graduation Requirements

To obtain their degrees, the undergraduate students enrolled in the College of Administrative Sciences must successfully complete (129 credit hours): they are classified as follows :

Serial #	Graduation Requirements	Credit Hours
1	The University's Requirements	21
2	The College's Requirements	24
3	The Department's Requirements	81
4	Free Course	3
	129	

1. The University's Requirements : (21 Credit Hours)

The undergraduate students enrolled in the College of Administrative Sciences must successfully complete the University's Requirements (21 Credit Hours):

2. The College's Requirements (24 Credit Hours)

The students enrolled in the College of Administrative Sciences must complete (24 Credit Hours): classified as follows :

College's Requirements	Credit Hours
College's Compulsory Requirements	21
College's Elective Requirements	3
Total	24



A. The College's Compulsory Requirements (21 Credit Hours)

Student must complete all the courses listed in the following chart :

Course No.	Course Title	Credit Hours	Prerequisite
300100	Computer Skills II	3	1301100
300201	Methods of Scientific Research	3	_
301101	Introduction to Economic Science	3	_
302101	Principles of Accounting I	3	_
402101	Principles of Management I	3	_
407101	Principles of Marketing	3	-
501101	Introduction to Political Sciences	3	-

B. The College's Elective Requirements (3 Credit Hours) The student' here asked to pick only one course (3 Credit Hours) from the list bellow.

Course No.	Course Title	Credit Hours	Prerequisite
301250	International Economics	3	_
405212	Financial Institutions	3	-
503116	Fundamentals of Diplomacy	3	_
503282	The Art of Negotiation	3	_



The Cumulative Grade Average The required GA for graduation is 60% and above, in all the undergraduate programs.

- 3. The Department's Requirements (81 Credit Hours)
 - A. Department's Compulsory Requirements (75 Credit Hours)
 B. Department's Elective Requirements (6 Credit Hours)

4. Free Course (3 Credit Hours) The Student asked to pick from his/her College or from any other College at the University





College's Compulsory Requirements - Course Descriptions

(407101) Principles of Marketing (3 credit hours) Prerequisite: (None)

This course aims to raise awareness of the basic concepts of marketing activity and its related marketing environment that has an impact on planning of this activity within the context of business organizations. Develop student's knowledge of the most important elements of marketing mix (product, price, promotion, and distribution), the behavior of final consumer and industrial buyer, market segmentation and market research.

(402101) Principles of Management I (3 credit hours) Prerequisite: (None)

The course discusses the nature, basic concepts, principles, characteristics, and applications of the management process. It presents an overview of the main schools and theories of management. It provides a detailed description of the main four functions of management: Planning, Organizing, Directing and controlling.

(300100) Computer Skills II (3 credit hours) Prerequisite: (1301100)

This course covers the following areas : Spreadsheets, Database, Presentation and Information and Communication.

(302101) Principles of Accounting I (3 credit hours) Prerequisite: (None)

This course covers the following subjects: introduction to accounting function, goals importance of accounting, the accounting system, double entry system, capital transactions, fundamentals of recording, posting and balancing, merchandise transactions, commercial papers, sales transactions, using and accumulation of accounting data, preparation of financial statements.

(501101) Introduction to Political Sciences (3 credit hours) Prerequisite: (None)

The main objective of this course is to a quaint the student with various concepts and principles of political science and its contribution to the development of human social and political life. It is am introductory course of political science, its development and its interrelationship with other fields of knowledge, as well as, the nature of the state, the forms of governments, political culture, political behavior and socialization, pluralism and political parties, pressure groups, and public opinion.

(300201) Methods of Scientific Research : (3 credit hours) Prerequisite: (None)

This course is designed to identify the basics of scientific research, tools, methods and types, and become a scientific method, familiar to students, so as to facilitate the preparation and formulation of research and scientific studies, and help students overcome the practical problems they face, and resolved in a scientific manner.

APPLIED SCIENCE UNIVERSITY



This course aims to raise awareness of the concepts, terminology and general principles of both economic theories - the micro and the macro is displayed, where the basic ideas, such as in economics - the economic problem, economic systems, the theory of demand and supply and to determine the balance of the market, demand and supply elasticity, the analysis of consumer behavior using the theory of utility, both curves - production and cost theory, market models, national income, money and banking, inflation, deflation and fiscal and monetary policies in addition to special topics such as international economic and trade.

College's Elective Requirements - Course Descriptions

(301250) International Economics (3credit hours) Prerequisite : (None)

This course aims to define the phenomenon of international trade in terms of origins, evolution and determinants and their own theories and their implications for goods and factors of production in addition to issues related to the balance of payments, and ways to balance the structure, terms of trade, foreign trade policies and the different tools, different international monetary systems and exchange rates and balance in the foreign exchange market and its impact on international trade and international financial and economic institutions and the new world economic order.

(405212) Financial Institutions (3credit hours) Prerequisite : (None)

This course aims to define the nature of the student and the importance of the financial system and the various institutions and the role of financial intermediaries in the system by focusing on the following institutions:

Central Bank - Islamic banking - banks - banks and investment companies - non-bank financial institutions and international financial institutions where the student is the definition of the nature of the work of these institutions and sources offunds, use and management of recruitment and use of modern methods and their role in the economy.

(503116) Fundamentals of Diplomacy (3 credit hours) Prerequisite : (None)

This course deals with diplomacy as a foreign policy tool by defining its meaning, its origin and the development and evolution of its concepts through ancient, medieval and modern and contemporary ages. It also discusses differences and similarities between a consular and a diplomat as well as current situations of diplomacy within the framework of the international community.

(503282) The Art of Negotiations (3 credit hours) Prerequisite: (None)

This course deals with the fundamentals and principles of the different types of negotiations, the techniques, methods and aims, as well as the psychological and legal aspects of negotiations. It also exposes and introduces students to different strategies and tactics used by negotiators with a special emphasis on rules of games of the process of bargaining and the conditions of its success.



Department of Business Administration

Forward

The Department of Business Administration began operating in 2005, within the College of Administrative Sciences, to meet the demands of the local and foreign markets for efficient administrative staff. The Department works industriously to eliminate the noticeable shortage of highly skilled personnel in the world of business, and its efforts have proved fruitful. Large numbers of well-qualified graduates have been already provided to serve in, public and private sectors, as well as the business organizations in the GCC.

The Department administers an undergraduate program leading to the Bachelor's Degree in Business Administration, and a postgraduate program leading to the Master's Degree in the following specializations:

- 1. Master's Degree in Business Administration
- 2. Master's Degree in Human Resources Management

Mission

The Department is committed to supply Bahraini society with qualified graduates who are well equipped with knowledge, abilities, skills and trends in business management. Such qualified graduates readily live up to the challenges of the twenty-first century. To actualize its mission, the Department recruits qualified faculty members who are able to familiarize their students with the best and the latest in technology and to provide them with essential sources of education. Also the Department maintains an appropriate learning environment to help enhance the whole educational process.

Objectives

The objectives of the Department are as the following:

To provide valuable information essential for success in the profession of business management.

To meet the needs and expectations of students at the different stages of learning.

To provide students with the knowledge, skills and abilities necessary to understand the world of business

organizations and management, so as to achieve success in their working life.

To provide educational resources and an appropriate environment thus ensuring the smooth implementation of the program.

To assume interaction with the local community.

To provide opportunities for the faculty members to choose the appropriate materials to urge and stimulate research and professional interests.

Career Opportunities

The academic programs at the Department of Business Administration qualify our prospective alumni to work in many places such as:

- * Management Departments
- * Personnel Departments
- * Production and Total Quality Management Departments
- * Public Relations Departments
- * Statistical Analysis Departments
- * Director of Administrative offices
- * Expert in Organizational Behavior institutes





Bachelor's Degree in Business Administration

Graduation Requirements

Besides to the University and the College's Requirements, the student who enrolled in College of Administrative Sciences must complete the total hours stated in her/his study plan.

A. Department's Compulsory Requirements (75 Credit Hours)

The student who's majors Business Adiminstration must complete all the following courses listed below:

Course No.	Course Name	Credit Hours	Prerequisite
402102	Principles of Management 2	3	402101
201100	Mathematics	3	
201131	Probability & Statistics	3	
402221	Public Relations	3	402101
407222	Sales Management	3	407101 +402101
601121	Principles of Commercial Law	3	
405200	Financial Management 1	3	302101
402219	Quantitative Methods in Management E	3	201100
302220	Introduction to Cost Accounting	3	302101
402223	Analysis and Design of Information Systems	3	1303244
402302	Materials Management	3	402101
402314	Management Studies E	3	102102+402101
402322	Human Resources Management	3	402101
402323	Business Communication E	3	102102+402101
402352	Production & Operations Management I	3	402219 or 302324
402398	Field Training (Management)	3	66-hour
402414	Organization Theory	3	402101
402418	Decision Theory	3	402219 or 302324
402420	Organizational Behavior	3	402101
402441	Banking Management	3	402101
402443	Production & Operations Management 2	3	402352
402445	Total Quality Management	3	402101
1303244	Management Information Systems	3	402101+1301100
402422	Project Management	3	402219
402498	Applied Research	3	90-hour

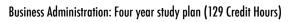


B. Department's Electives Requirementes: (6 Credit Hours)

The students majoring in Finance and Accounting Sciences must pick and complete only two of the following list of elective courses:

Course No.	Course Name	Credit Hours	Prerequisite
405101	Principles of Insurance	3	_
402325	Strategic Management	3	402102
405106	Financial Mathematics	3	—
407203	Commercial Promotion	3	407101
405222	Investment Management	3	301101or 405106
407313	Financial Services Marketing	3	407101
402406	International Management	3	402101
302426	Managerial Accounting	3	302220 or 302425
301342	Managerial Economic	3	301101
407446	E- Marketing	3	300100
407443	Marketing Strategies	3	407101
407444	Marketing Research	3	300201
402220	Office Automation	3	300100





	First Year: Semester 1 (15	6 Credit Hours)				First Year: Semester 2 (1				18 Credit Hours)					
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Course No	Course Title	T	P	Cr	Prerequisite	Course No	Course Title	T	P	Cr	Prerequisite				
101101	Arabic Language	3	-	3	-	1301100	Computer Skills I	1	4	3	-				
301101	Introduction to Economic Science	3	-	3	-	601121	Principles of Commercial Law	3	-	3	-				
402101	Principles of Management 1	3	-	3	-	102101	English Language I	3	-	3	-				
302101	Principles of Accounting I	3	-	3	-	501101	Introduction to Political Sciences	3	-	3	-				
	University Elective	3	-	3	-	402102	Principles of Management (2)	3	-	3	402101				
							University Elective	3	-	3	-				
	Second Year: Semester1 (1		Second Year: Semester2 (18 Credit Hours)								
Course No	Course Title		it Hours	1	Prereguisite	Course No	Course Title		iredit Hor		Prerequisite				
		T	P	Cr				T	P	ſ					
300201	Methods of Scientific Research	3	-	3	-	201131	Probability & Statistics	3	-	3	201100				
300100	Computer Skills II	1	4	3	1301100	405200	Financial Management I	3	-	3	302101				
102102	English Language II	3	-	3	-	402219	Quantitative Methods in Management (E)	3	-	3	201100				
201100	Mathematics	3	.	3	-	302220	Introduction to Cost Accounting	3	-	3	302101				
407101	Principles of Marketing	3		3	-	1303244	Management Information Systems	3	-	3	1301100 + 402101				
501105	Bahrain Civilization & History	3	-	3	-	College Elective		3	-	3	-				
	Third Year: Semester1(1	5 Credit Hours)				Third Year: Semester2 (15 Gredit Hours)									
Course No	Course Title		Course Title		Course Title	Crea	lit Hour		Prerequisite	Course No	Course Title	(redit Ho	Irs	Prerequisite.
Course no		T	P	ſ	Trerequisite	COULSE NO	Course time	T	P	(r	110104013110.				
402221	Public Relations	3	-	3	402101	402302	Materials Management	3	-	3	402101				
402322	Human Resources Management	3	-	3	402101	402352	Production and Operations Management 1	3	-	3	402219 or 302324				
402314	Management Studies (E)	3		3	102102+402101	402323	Business Communication (E)	3	-	3	102102+402101				
407222	Sales Management	3	-	3	407101+402101	-	Free Course	3	-	3	-				
	Specialized Elective	3	-	3	-		Specialized Elective	3	-	3	-				
	Forth Year: Semester 1 (1	15 Credit Hours)			1		Forth Year: Semester 2 (15	Credit H	ours)						
Course No	Course Title	Crec	lit Hours P	ſ	Prerequisite	Course No Course Title) T	iredit Ho P	ırs Cr	Prerequisite.				
402398	Field Training (Management)	-	3	3	66 h	402223	Analysis & Design of Information Systems	3	-	3	402101+1301100				
402414	Organization Theory	3	-	3	402101	402422	Project Management	3	-	3	402219				
402441	Banking Management	3	-	3	402101	402420	Organizational Behavior	3	-	3	402101				
402443	Production and Operations Management 2	3	-	3	402352	402445	Total Quality Management	3	-	3	402101				
402418	Decision Theory	3	-	3	402219or 302324	402498	Applied Research	-	6	3	90 h				

Department's Compulsory Requirements - Course Description

(402102) Principles of Management 2 (3 credit hours) Prerequisite: (402101)

This course aims to clarify what the organization and management methods, the organization's relationship with the its surrounding environment, with a detailed explanation on the functions of business organizations (purchasing, production, Inventory, marketing, personnel, funding, public relations, research and development, and management information systems).

(201100) Mathematics (3 Credit hours) Prerequisite (None)

This course will make the student be familiar with the various types of functions and be able to solve and sketch the functions. It will also increase the student's ability and skills in mathematics, Principles of set theory, Union, Intersection, Complement of a set, Rules of set theory, Inequalities, Double inequalities, Distance formula, Slope and Line equation, Parallel and perpendicular lines, Simultaneous equations, Functions, Graph of functions, Domain and range, Exponential functions, Matrices, Derivation.

(201131) Probability & Statistics : (3 credit hours) Prerequisite: (None)

The course aims to help students grasp basic statistical techniques and concepts, and to present real-life opportunities for applying them. Presentation and description, methods of presenting data, frequency distribution, Graphic presentation, stem-and-leaf display, forms of frequency distribution, Measures of central tendency and dispersion, arithmetic mean, arithmetic mean of raw data, arithmetic mean for grouped data, Properties, the median, median of raw data, median of grouped data, The mode, raw data mode, grouped data mode, the geometric mean, Quartiles, deciles, percentiles, integrative range, relation between measure of tendency and dispersion, Range, mean deviation from the mean, variance and standard deviation, Coefficient of variation, standardized scores, stem and leaf, Simple linear regression and correlation, correlation coefficient, coefficient of rank correlation, simple linear regression, Probability and random variable, set theory, Sample space and event, Probability and its meaning, Random variable and probability distribution, probability distribution for discrete random variables, Probability density functions for continuous random variable, the expected value, binomial experiment.

(402221) Public Relations: : (3 credit hours) Prerequisite: (402101)

This course explains the nature, significance and applications of Public Relations. It presents a detailed discussion of the processes of planning and organizing of Public Relations' functions, as well as communication media. Special Emphasis is placed on "Public Opinion" and how to promote and build good relationships between the organization and its various public audiences.

(407222) Sales Management: (3 credit hours) Prerequisite: (402101) or (407101)

This article is aimed to the definition of sales management, organization and functions of director of sales and sales force management in terms of selection and recruitment, motivation, planning and control of the sale within the business and marketing.



(601121) Principles of Commercial Law : (3 credit hours) Prerequisite: (None) The objective of this subject is to study:

- 1. The general principles in commercial law and to what extent it is influenced by globalization in addition to its importance for other specialties such accounting, business management and others.
- 2. The theory of commercial process and the practical results due to its practice in reality.
- 3. Commercial contracts concerning road transport, commercial mediation (brokerage, commercial representation, commission).
- 4. The merchant: conditions and professional commitments.
- 5. Commercial building.

(405200) Financial Management 1 : (3 credit hours) Prerequisite: (302101)

The course concentrates on managerial finance: it mainly discusses the following topics the analysis of financial statements, risk and return the time value of money and capital budgeting techniques

(402219) Quantitative Methods in Management E: (3) Prerequisite: (201100)

This course aims to raise awareness of what the quantitative methods in management and its inception, and areas of use, with a detailed explanation of these methods, including Linear Programming, and special cases in the linear model, Transportation Model, Assignment Model, /PERT/ CPM technique, and Game Theory, and other methods of resolution, with empirical studies and applied to all of these methods.

(302220) Introduction to Cost Accounting: (3 credit hours)Prerequisite: (302101)

This course aims to calculate the cost of the product unit for the purposes of pricing, and deals with the elements of cost accounting, the difference between the cost and expense, the foundations of analysis and classification of cost components, accounting for materials, accounting for wages, accounting for overheads, lists costs according to my way of loading the total and variable.

(402223) Analysis & Design of Information Systems (3 credit hours) Prerequisite: (1303244)

The purpose of this course is to introduce the student to information systems development; the student will learn several systematic approaches for the analysis, management, and control of large and small development projects. The students will also learn techniques that will allow them to develop projects in a team environment, Assuming the role of the systems analyst, Understanding Organizational style and its impact on information systems, Project Management, Information Gathering (Interactive methods, Unobtrusive methods), Agile Modeling and Prototyping, Using Data Flow Diagrams, Analyzing systems using Data Dictionaries, Describing process specifications and structured decisions, Preparing the systems proposal, Designing the effective Output/ Input, Designing Database, Human-Computer interaction, Design accurate data entry procedures, Quality assurance through software engineering, Successfully implementing the information system and Object – Oriented system analysis and design using UML.

80

(402302) Materials Management: (3 credit hours) Prerequisite: (402101)

This course explains the nature and significance of both Purchasing and Storekeeping for various business organizations and enterprises. Emphasis is placed on integrating purchasing planning, organizing, directing, controlling, and storage operations, as one integrated function called "Materials Management"

(402314) Management Studies E:(3 credit hours) Prerequisite: 102102+402101

This course discusses briefly, in simple and clear English, the nature, theories, concepts and principles of management. It provides brief presentation of the four management functions: Planning, Organizing, Directing and Controlling, with special emphasis on English key words and terms in management.

(402322) Human Resources Management (3 credit hours) Prerequisite:(402101)

The aim of the course is to explain the nature and importance of human resource management and its importance to organizational success and effectiveness. It introduces the various activities of (HRM), including: Manpower planning, recruitment, selection, performance appraisal, development and training, salaries and benefits, and termination.

(402323) Business Communication E: (3 credit hours) Prerequisite: (102102)

The course presents an overview of the nature, significance, elements/ steps, forms, and communication barriers in organizations. It discusses effective messages and how to develop and write effectively various kinds of business letters, such as letters of inquiry, reply, order, sales, etc., using modern communication technological tools. Main types of communication, are discussed, too).

(402352) Production & Operations Management I (3 credit hours) Prerequisite:(402219)

This course aims to define the students of business management and other disciplines related to the concepts and methods of operations, production and applications, with a focus on the basics of operations management and production and the key issues and decisions on matters of the following: demand forecasts, feasibility studies ,determine capacity (planning, levels, etc..), and the selection of plant location and layout, and production technology.

(402398) Field Training(Management): (3 credit hours) Prerequisite: (66 Crh.)

This course to provide an opportunity for the exercise of a field of concepts and applications and administrative functions in one of the institutions or companies and focus on the administrative processes of the technical and operational performance of these institutions and companies.

(402414) Organization Theory (3 credit hours) Prerequisite: (402101)

This course aims to raise awareness of what the organizational structure and its importance and how to design, and the elements affects on design processes, and focus on aspects of organizational design: the



work design, and the division of units, and to identify relations between the authorities. This course also discusses important topics such as organizational change, and organizational conflict.

(402418) Decisions Theory : (3 credit hours) Prerequisite: (402219)

It explains decision making process, how it fits in the management process, and the factors which influence it. It provides comprehensive discussion of decision-making methods, with special emphasis on quantitative approach.

(402420) Organizational Behavior : (3 credit hours) Prerequisite: (402101)

This course aims to define and deepen student understanding of the behavior of individuals and groups within the organization and behavior patterns of these factors and subjective effects such as (attitudes and motivation, etc.), as well as the determinants of organizational behavior, (such as work design, organizational structure, communications, etc.).

(402441) Banking Management : (3 credit hours) Prerequisite: (402101)

This course is an introduction to the concepts, nature, and objectives of commercial Banks... The course examines banking activities, and how banks manages their recourses, also their lending and investment policies studied..

(402443) Production & Operations Management 2 (3 credit hours) Prerequisite: (402352)

This course is a continuation of, and complementary to P/OM(1). It addresses specially the following subjects from theoretical and application perspectives: Aggregate Production Planning. Master Scheduling, Material Requirement Planning (MPP), and Quality Control (Statistical Process Control).

(402445) Total Quality Management: (3 credit hours) Prerequisite: (402101)

This course aims to define and deepen student understanding of the concept of TQM from the perspective of a holistic, with a presentation of models of famous scholars, including the quality Deming and Juran, and Crosby, Ishikawa and deals with issues of empowerment, continuous development and training, team building and leadership, strategic planning and statistical tools of TQM, the focus will be on customer satisfaction, and prevent errors, and continuous improvement.

(1303244) Management Information System (3 credit hours) Prerequisite: (402101) + (1301100)

This course is designed to cover the concepts and principles of information systems, information systems types, information resources, databases, users, use of information in decision making, system analysis, and system analysis tools.



(402422) Project Management: (3 credit hours) Prerequisite: (402219)

It focuses on how to develop and manage a new project. It provides full discussion of basic stages/ phases: Project Planning, Scheduling, Implementation, and Project Control using qualitative as well quantitative methods.

(402498) Applied Research: (3 credit hours) Prerequisite: (90 Crh.)

Each student is required to conduct field research in business administration areas, applying sound scientific research methodology.

Department's Elective Requirements - Course Description

(405101) Principles of Insurance (3 credit hours) Prerequisite: (None)

The course aims at providing students with comprehensive knowledge about insurance and its role in the economy. Basic concepts of risk and insurable risks are also studied. The course also provides detailed analyses of principles and practices of each type of insurance, property insurance, fire marine engineering and third party liability as well as the practice of life insurance.

(402325) Strategic Management: (3 credit hours) Prerequisite: (402102)

Strategic management as the set of decisions and actions that result in the formulation and implementation of plans designed to achieve a company's objectives. Strategic management is future oriented and longterm focused. This course focuses on the planning phase of strategic management, which includes defining company mission, performing internal analysis, and evaluating the external environment. Moreover, the course focuses on strategic analysis, strategic objectives, strategy formulation and implementation. Finally, strategic auditing and control finalize the process of strategic management.

(405106) Financial Mathematics : (3 Credit hours) Prerequisite (301101)

The course aims is to provide students with tools and techniques of computing interests. Simple and compound true and true interests present and future value, and loan amortization, and rang of financial mathematics applications.

(407203) Commercial Promotion : (3 credit hours) Prerequisite: (407101)

This course aims to raise awareness of basic information on the promotion and its various elements, as well as information on the management of promotion and different means of promotion and aims to provide students with information and skills on how to develop promotional campaigns and methods of promoting the various business organizations.



(405222) Investment Management: (3 Credit hours) Prerequisite (301101) or (405106)

The content of this course is the definition, concepts and varieties of investment. It examines different aspects of the essential relationship between interest rates and financial investments, and analyzes investment portfolios, risk management, and yields. The institutions and tools of investment markets are also screened as well as methods of comparison amongst alternative investment options to reach optimal investment decisions.

(407313) Financial Services Marketing E: (3Credit hours) Prerequisite (407101)

The subject contain the following concepts: Financial Services environment Financial Services consumer, Channels of distribution, pricing for Financial Services, customer relationship, develop and management of Financial Products.

402406 International Management (3 credit hours) prerequisite : (402101)

The purpose of this course is to analyze and explain the increased practice of international business today. Special emphasis is placed on international marketing, international human resource management practices, joint ventures, technology transfer, and strategic alliances. This study examines changes associated with international modes of entry into international markets. The current practice associated with the use of information technology and the Internet in international business and management are also provided.

(302426) Managerial Accounting (3 credit hours) Prerequisite: (302425) or (302220)

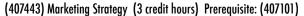
This course will examine how accounting data are used by internal managers for planning and controlling operations and the assessment of other management responsibilities. It covers a perspective of Managerial accounting, break-even analyses and profit planning, operating budget, capital budget, cash budget, responsibility accounting and relevant cost for decision making.

(301342) Managerial Economy: (3 Credit hours) Prerequisite (301101)

This course aims to provide the student the fundamentals of economic analysis and how to use financial and human resources of the organization, optimizing and supporting the administrative and economic strategies of the organization through a focus on prices, the concept and dimensions, as well as examine the application and how to predict and further study of the profit concept and factors affecting it. Finally, the study of the concept of competition and its types, as well as productivity and costs in terms of concept and the dimensions and the estimated budget and quality control

(407466) E-Marketing (3 credit hours) Prerequisite: (300100)

The course aims at identifying the importance of electronic communications in the marketing field, how to use the Internet as a method to promote sale and help the producer and marketer in contacting clients and closing deals.



The course provides an understanding of the various marketing strategies for better competition in the market place. It discusses how a business can maintain a competitive advantage, how to analyze and develop strategic options for each strategic business unit (SBU), and optimal methods of strategic marketing.

(407444) Marketing Research (3 credit hours) Prerequisite: (407340)

The course focuses on scientific research methodology in marketing and how to handle marketing problems in the areas of marketing mix: product, price, promotion and distribution, as well as the role of marketing information system in marketing decisions.

(402220) Office Automation (3 credit hours) Prerequisite: (300100)

Development of Office Design; Workflow Analysis and Design; Type and Characteristics of Office Equipments; Application, Testing, Evaluation and Maintenance; Concepts of Paperless and Cost Reduction on Application of Office Automation; Problems and Prospects.

(601325) Commercial Maritime Law (3 Credit hours) Prerequisite (601121)

This course is interested in the study of maritime commercial law. It gives an idea about its definition, its topic, its specification, history and resources. It studies the legal of the ship in terms of its definition, ownership, attached ocular rights, how it is confiscated and studying the ship crew and especially the owner, freight agent and the captain, their responsibilities, studying the contract which gives the right to exploit the ship, transport contract, rent and maritime purchases which lead to the study of maritime contracts, assistance maritime accident and finally studying the maritime insurance contract.



Master's Degree in Business Administration

Forward

The Department of Business Administration seeks to achieve three main objectives through its postgraduate programs. The leading objectives are as follows:

- 1. Broadening knowledge in management domain
- 2. Specialization oriented enhancement
- 3. Developing research in the field of management studies

With these leading objectives in mind, the designer of the MBA program hopes to fulfill the following:

- 1. Improving postgraduate student's skills through a curriculum and a methodology of scientific research in various branches of administrative sciences to meet the needs of all the countries of the Gulf Cooperation Council.
- 2. To give outstanding holders of the Bachelor's Degree an opportunity to pursue their higher studies.
- 3. Supplying universities, scientific centers, ministries, institutions in the GCC with specialized staff that may contribute to the scientific and technological development of the region.

Admission

- 1. The applicant must have a Bachelor's Degree in Administrative Science disciplines such as (Business Administration, Accounting, Finance, Banking, Marketing, Management Information Systems, and Economics) from an accredited university. Students from other relevant disciplines can apply too, provided they must complete all the prerequisite courses and earn an average of 70% and above.
- 2. A postgraduate student whose accumulative average in the Bachelor's Degree is less than 68% must earn the grade average of 75% and above after the completion of the first semester of the Master's Plan.
- 3. Besides the postgraduate application, the applicant must provide the following documents:
 - The applicant's CV.
 - A certified copy of the Bachelor's Degree.
 - A certified copy of the Secondary School Certificate.
 - A Copy of his/her passport.
 - Three recent photographs.



Graduation Requirements

The students enrolled in the MBA Program must successfully complete (36 Credit Hours) whether they choose the Track One or the Track two to meet the requirements of the MBA Program.

Track One : The Comprehensive Exam.

A.Compulsory Requirements (24 Credit Hours).

B. Elective Requirements (12 Credit Hours).

C. Comprehensive Exam (0 Credit Hours).

Track Two : Thesis.

A. Compulsory requirements (24 Credit Hours).

B. Elective Requirements (6 Credit Hours).

C. Comprehensive Exam (6 Credit Hours).

Duration of Study

- The minimum duration for the completion of the requirements of the Master's Degree must be no less than three academic semesters, and the maximum is no more than six academic semesters.
- The duration of withdrawal, postponement, or leave must not exceed two consecutive academic semesters.
- The duration of authorized postponement, withdrawal, or absence does not count within the maximum duration of study.
- The duration of unauthorized absences does count within the maximum duration of study.
- The time spent in the completion of the prerequisites does not count within the maximum duration of study.



Track One : The Comprehensive Exam. The requirements of graduation in this track are as follows :

A. Compulsory Requirements (24 Credit Hours) The student must complete the following requirements :

Course No.	Course Title	Credit Hours
350601	Operations Management	3
503602	Advanced Marketing Management	3
503603	Advanced Financial Management	3
503604	Methods of Scientific Research	3
503605	Human Resources Management	3
503606	Management Information Systems	3
503607	Managerial Economics	3
404602	Advanced Managerial Accounting	3

B. Elective Requirements (12 Credit Hours) The student is asked to pick only 4 courses (12 Credit Hours).

Course No.	Course Name	Credit Hours
503608	Strategic Management	3
503609	Change Management	3
503610	Total Quality Management	3
503611	Quantitative Methods in Management	3
503612	Organizational Behavior	3
503613	International Business	3
503614	Special Topics in Business Administration	3
503615	Organization Theory	3



C. Comprehensive Exam (O Credit Hours).

After the completion of all the Compulsory and the Elective Requirements, total of (36 Credit Hours), the MSc. student must sit for a comprehensive exam including pre-determined courses in a fixed date. This exam is a partial requirement for the fulfillment of the MSc. Degree.

Course No.	Course Title	Credit Hours
503650	Comprehensive Exam	0





Track Two : Thesis. The requirements of graduation in this track are as follows :

A. Compulsory Requirements (24 Credit Hours).

The student must complete the following requirements :

Course No.	Course Title	Credit Hours
503601	Operations Management	3
503602	Advanced Marketing Management	3
503603	Advanced Financial Management	3
503604	Methods of Scientific Research	3
503605	Human Resources Management	3
503606	Management Information Systems	3
503607	Managerial Economics	3
404602	Advanced Managerial Accounting	3

B. Elective Requirements (6 Credit Hours).

The student is asked to pick only 2 courses (6 Credit Hours).

Course No.	Course Title	Credit Hours
503608	Strategic Management	3
503609	Change Management	3
503610	Total Quality Management	3
503611	Quantitative Methods in Management	3
503612	Organizational Behavior	3
503613	International Business	3
503614	Special Topics in Business Administration	3
503615	Organization Theory	3

C. Thesis (6 Credit Hours).

After the completion of all the Compulsory and Elective Requirements (Total of 30 Credit Hours), the MSc. student is expected to select and work on one of the projects announced by the Department, under the supervision of the College's Instructor. Upon the consent of the Scientific Committee at the Department, the student may start working on his/her thesis.

Course No.	Course Title	Credit Hours
503630	Thesis	6

Department's Compulsory Requirements - Course Descriptions

(502601) Operations Management

This course represents an extension and complement to the material and production operations management (1) and (2) with a focus on making strategic and tactical operations management, production and other matters related Capacity: energy, product and service Modern production systems and processes, cost, quality, flexibility and complexity, diversity and creativity, and experience curve.

(503602) Advanced Marketing Management

This course aims to raise awareness of the key functions of marketing through the application of the administrative process in the management of marketing. As part of the activities of the organization and the environment affected the marketing of the GCC countries in general and Bahrain in particular, the most important elements of marketing mix (pricing, promotion and distribution, planning and product development) as well as the behavior of the final consumer and industrial buyer, market segmentation and marketing research, and electronic marketing and digital.

(503602) Advanced Financial Management

Completed this course and in depth the main topics to be initiated by the student in the subject of financial management (1) here the definition of the modern approach to student management and financial issues to be taken to task in the methodology of thought the decision that best serves the goal of financial management in the public shareholding companies and the financial focus is the contemporary take on the objectives of financial management and its financial and performance standards, and forecasting the financial requirements and the formulation of the structure Theories of finance, and cost, the financial evaluation of investment proposals and to increase business and financial decisions of the distribution of profits.

(503604) Methods of Scientific Research

This course aims to identify the basics of scientific research and the tools, methods and types, and methods of scientific research to become familiar to the student so as to facilitate the preparation and drafting of research and scientific studies, and to assist students in overcoming the problems they face life and solve a scientific manner.

(503605) Human Resources Management

This course contains the definition and concepts of the importance of human resources management and an explanation of the core functions from an examination of the need for workers and the appointment of the Organization so as to leave them to it, with a focus on the humanitarian aspects of personnel management In the organization.

(605606) Management Information Systems

The focus of this course, the concept of systems theory as an entry point to study the management information system and its components and its importance in business organizations, as well as planning how to organize and control information system for the management and what sub-systems for management information system, information security and experts ystems and decision support systems, and measuring the efficiency of the system.

(503607) Managerial Economics:

This subject aims to raise awareness of the basic concepts of marketing as an activity within the organization's activities and affected the environment and marketing the most important elements of the marketing mix (pricing, promotion and distribution, planning and product development) as well as the behavior of the final consumer and industrial buyer, market segmentation and marketing research.

(404602) Advanced Management Accounting:

This subject aims to raise awareness of the stages of the strategic management of accounting data in planning and decision-making and dealing with the concept of administrative and accounting framework, and analyze and profit and sales, and the role of budgets in the management process, the budget for ongoing operations and the cash, capital and operations, and accounting Responsibility and performance evaluation, and appropriate costs to rationalize decisions

(503630)Thesis

After successfully passing 24 hours of the mandatory and elective courses the student is eligible to register the project announced by the department and the agreement with Supervisors, one of the members of the faculty where the student to conduct research activities to examine the research done in this area and provide presentations on the stages of completion in the search. Student discussion of the letter by the Commission for discussion are determined by the department. **Department's Elective Requirements - Course Descriptions**

(503608) Strategic Management

The focus of this course is on what information systems strategy, characteristics and components, and the mechanism for planning, and how to develop, and their relationship with strategic analysis, and its importance in achieving competitive advantages for business organizations and strategic role in that.

(503 609) Change Management:

This course aims to raise awareness on how to manage change in various aspects of the Organization in terms of organizational and intellectual change in the work procedures and rules, and the introduction of all that is new in the interest of the organization, and obstacles to change, and resistance to change and how to overcome them.

(503610) Total Quality Management

This course aims to define and deepen student understanding of the concept of TQM from a holistic perspective, with the presentation of models for months, including a book of quality Diming, and Jouran, and Crosby and the article will address the issues of empowerment and training and development, team building and leadership, strategic planning and statistical tools of TQM, the focus will be on customer satisfaction, and the prevention of errors, and continuous improvement

(503611) Quantitative Methods in Management

This course aims to raise awareness of what the quantitative methods in the areas of management and use, together with a detailed explanation of the Methods, including sensitivity analysis in linear programming model of bilateral, networks, or schemes of work and the theory of waiting lines, and Markov chains, and other methods of resolution, and PERT cases, and in the critical path for the linear model, with empirical studies and applied to all of these methods.

(503612) Organizational Behavior

This course aims to define and deepen student understanding of the behavior of individuals and groups within the organization and behavior patterns of these factors and influences such as self (attitudes and motivation, etc.), as well as the determinants of organizational behavior, (such as work design, organizational structure, and communication) and others.



(503613) International Business

This course aims to clarify the nature of international organizations and management methods, and their relationship with the surrounding environment, with a detailed explanation of the functions of international organizations (purchasing, production, storage, marketing, personnel, finance public relations, research and development, and management information) and multi-national companies and corporate giants And the diversity of its international expansion.

(503 614) Special Topics in Business Management:

This course aims to present important different and current topics, and the variety of case studies in the administrative area does not exist in the plan of student is important and necessary, and can vary with the season, and is one of the topics that need our organizations today, such as management of knowledge and crisis management, innovation and creativity, and others.

(503615) Organization Theory

This course aims to define and deepen student understanding of the nature and importance of the organizational structure and how to design and knowledge determinants and effects on design, focusing on aspects of organizational design: the design of Work, and the composition of units, and identify relationships authorities. Article also discusses important topics such as organizational change, and conflict management.





Master's Degree in Human Resources Management

Graduation Requirements

All students must successfully complete (36 credit hours) regardless of the track they choose, considering that this degree can be completed through two different tracks: the Comprehensive Track and the Thesis Track; and the regulations that apply in the MBA program apply here in the HRM program.

Track One: The Comprehensive Exame.

A. Compulsory Requirements (24 credit hours)

Course No.	Course Title	Credit Hours
503601	Operations Management	3
503602	Advanced Marketing Management	3
503603	Advanced Financial Management	3
503604	Methods of Scientific Research	3
503605	Human Resources Management	3
503606	Management Information Systems	3
503607	Managerial Economics	3
404602	Advanced Managerial Accounting	3





B. Elective Requirements (12 Credit Hours)

Course No.	Course Title	Credit Hours
503617	Human Resources Strategy	3
503618	Evaluation of Employee Performance	3
503619	Training and Human Resource Development	3
503620	Case Study in Human Resources	3
503621	Management Incentives and Compensation in Human Resources	3
503622	Labor Regulations and Civil Service Management	3

C. Comprehensive Exam (O Credit Hours) After the completion of the (36 required hours), the candidate must sit for a comprehensive exam as a partial requirement for graduation.

Course No.	Course Title	Credit Hours
503650	Comprehensive Exam	0

Track Two : Thesis.

A. Compulsory Requirements (24 Credit Hours). B. Elective Requirements (6 Credit Hours).

C. Thesis (6 Credit Hours).

Course No.	Course Title	Credit Hours
503630	Thesis	6

Department's Compulsory Requirements - Course Descriptions

(502601) Operations Management

This course represents an extension and complement to the material and production operations management (1) and (2) with a focus on making strategic and tactical operations management, production and other matters related Capacity: energy, product and service Modern production systems and processes, cost, quality, flexibility and complexity, diversity and creativity, and experience curve.

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(503604) Methods of Scientific Research

This course aims to identify the basics of scientific research and the tools, methods and types, and methods of scientific research to become familiar to the student so as to facilitate the preparation and drafting of research and scientific studies, and to assist students in overcoming the problems they face life and solve a scientific manner.

(503605) Human Resources Management

This course contains the definition and concepts of the importance of human resources management and an explanation of the core functions from an examination of the need for workers and the appointment of the Organization so as to leave them to it, with a focus on the humanitarian aspects of personnel management In the organization.

(605606) Management Information Systems

The focus of this course, the concept of systems theory as an entry point to study the management information system and its components and its importance in business organizations, as well as planning how to organize and control information system for the management and what sub-systems for management information system, information security and experts stems and decision support systems, and measuring the efficiency of the system.

(503607) Managerial Economics:

This subject aims to raise awareness of the basic concepts of marketing as an activity within the organization's activities and affected the environment and marketing the most important elements of the marketing mix (pricing, promotion and distribution, planning and product development) as well as the behavior of the final consumer and industrial buyer, market segmentation and marketing research.

(404602) Advanced Management Accounting:

This subject aims to raise awareness of the stages of the strategic management of accounting data in planning and decision-making and dealing with the concept of administrative and accounting framework, and analyze and profit and sales, and the role of budgets in the management process, the budget for ongoing operations and the cash, capital and operations, and accounting Responsibility and performance evaluation, and appropriate costs to rationalize decisions

(503630)Thesis

After successfully passing 24 hours of the mandatory and elective courses the student is eligible to register the project announced by the department and the agreement with Supervisors, one of the members of the faculty where the student to conduct research activities to examine the research done in this area and provide presentations on the stages of completion in the search. Student discussion of the letter by the Commission for discussion are determined by the department.

Department's Elective Requirements - Course Descriptions

(503617) Human Resources Strategies

This course aims to acquaint students the basic concepts and theories, methods and steps in human resources management strategies, and ways to develop different strategies with the context of the strategic vision, mission and strategic objectives and strategic analysis. Moreover, the focus will include group dynamics and business ethics, culture, values, and conflict management. All lectures include special cases and applications of the subject.

(503618) Evaluate the Performance of Employees

This course aims to define the main concepts of the performance Appraisal of personnel and performance standards and measurements, as the subject was the basis of building performance assessment system working in an integrated manner with the performance of the organization and individual performance and teamwork. And extend the objectives of this subject to include the definition of evaluation systems within the framework of the current evaluation with the electronic presentation of case studies related to this subject.

(503619) Training and Human Resource Development

This course aims to provide the concepts of training and development of these concepts and methods of training, planning and organization of training and evaluation programs as well as its importance in enhancing the overall performance of the organization and performance of individual and groups. The course also deals with the development of strategies employed in all organizational levels. The course also enhances the presentation of a fact and analysis in the context of vocabulary of this subject.

(503620) Case study in Human Resources

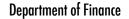
This course deals with the definitions and concepts of case study technique and the kinds of case studies and analysis, as well as the presentation of a variety of situations and for different fields, as successful and unsuccessful, and training students to diagnose problems and find solutions to the cases through groups discussion.

(503621) Management Incentive and Compensation of Human Resources

This course aims to acquaint students the basic concepts and theories, methods and steps in the management of incentives within the framework of human resources management, and ways to design systems of incentives within the framework of the various human resources management. Moreover, it will include a focus on practices and situations that are worth more in the national and international issues. All lectures include special cases and applications of the subject.

(503622) Labor Regulations and Civil Service Management

This course deals with the academic definition of a comprehensive civil service systems, components and types of related issues regulatory and legal, as the concentration of the substance to provide a summary of civil service systems in different countries including the GCC states. And driven article about the analysis of the civil service system in the Kingdom of Bahrain and the flows in the mechanisms and functional support.



Forward

After recruiting the required teaching staff, and securing the required references, books, and specialized periodicals, the Department of Finance and Accounting Sciences received its first group of students in the academic year 2006\2007. The chief objective of the Department is to produce specialists in accounting and finance to serve the financial and banking sectors in Bahrain and in the Gulf States, as well. The Department of Finance and Accounting Sciences offers academic programs leading to the Bachelor's Degree as well as the Master's Degree in Finance and Accounting Sciences. The students who join these programs would certainly enjoy a healthy teaching environment where theory is always bolstered by on-campus and off - campus practical training. The language of instruction in both programs is English.

Mission

The mission of the Department is to provide students with broad and liberal education of high quality. The knowledge they acquire may qualify them to pursue careers in the industry of accounting and finance in both the private and public sectors in the local and in the regional markets thus creating a talent pool of graduates prepared and ready to immediately take up challenges guaranteeing them a successful professional career. At the Department, the students acquire the skills and the information necessary for success in their prospective careers as professionals in accounting and finance. The program does not only focus upon the theoretical dimension, but also on the practical aspect as well. This methodology ensures student's familiarization with both the main theoretical and the applied concepts in accounting and finance at advanced levels.

The Academic Programs

The Department offers undergraduate and postgraduate programs leading to the following degrees:

- 1. Bachelor's Degree in Finance and Accounting Sciences.
- 2. Master's Degree in Accounting and Finance.



Bachelor's Degree in Finance and Accounting Sciences

Graduation Requirements

In order to obtain the Bachelor's Degree in Finance and Accounting Sciences, the student must complete (129 Credit Hours), illustrated in the following table:

Requirements	Credit Hours
University Compulsory Requirements	15
University Elective Requirements	6
College Compulsory Requirements	21
College Elective Requirements	3
Free Elective Requirements	3
Department Compulsory Requirements	75
Department Elective Requirements	6
Internship	0
Total	129







A. Departmental's Compulsory Requirements (75 Credit Hours)

In addition to the university and college requirement courses, the students majoring in Finance and Accounting Sciences must complete all the following courses listed as compulsory requirements:

Course No.	Course Title	Credit Hours	Prerequisite
802100	Business Mathematics & Statistics	3	-
802102	Principles of Accounting (2) E	3	802101
802103	Principles of Insurance E	3	-
802104	Financial Mathematics E	3	802100
802105	Financial Management (1) E	3	202101
802106	Intermediate Accounting E	3	802102
802107	Companies Accounting E	3	802102
802108	Banking Management E	3	-
802109	Financial Management (2) E	3	802105
802110	Cost Accounting E	3	802102
802111	Government & Taxation Accounting E	3	802107
802112	Computerised Accounting & Finance E	3	802109 + 1301100
802113	Financial Institutions Accounting E	3	802107
802114	Islamic Accounting E	3	802125
802125	Islamic Banking E	3	802108
802115	Managerial Accounting E	3	802110
802116	International Banking E	3	802108
802117	Practical Training E	0	66 Hours
802118	Advanced Financial Accounting E	3	802107
802119	Accounting Information Systems E	3	802102 + 300100
802120	Financial & Money Markets E	3	802108
802121	Investment Management E	3	802105
802122	Accounting Theory E	3	802115
802123	Auditing E	3	802118
802124	Topical Subjects – Finance E	3	802109
802138	Commercial Law	3	-



B. Department's Electives Requirements (6 Credit Hours)

The students majoring in Finance and Accounting Sciences must pick and complete only two of the following list of elective courses:

Course No.	Course Title	Credit Hours	Prerequisite
802126	Foreign Currency Management	3	802116
802127	Investment Banks	3	802108
802128	Public Finance	3	301101
802129	Feasibility Studies	3	802121
802132	Contemporary Accounting Problems	3	802118
802131	Natural Resource Accounting	3	802110
802133	Ethics in Accounting	3	802122
802134	Human Resources	3	402101
802135	Financial Service Marketing	3	407101
802136	Financial Statement Analysis	3	802107
802137	Special Topic in Accounting	3	-
802130	Credit Management Special Banks	3	802108





Finance and Accounting Sciences: Four year study plan (129 Credit Hours)

First Year: Semester 1 (15 Credit Hours)						First Year: Semester 2 (18 Credit Hours)						
Course No Course Title		Credit Hours	urs	Prerequisite	Course No	Course Title	Credit Hours			Prereguisite		
		T	P	Cr	rterequisite		Course Time	T	P	Cr	Therequisite	
102101	English Langauge I	3	ŀ·	3	-	1301100	Computer Skills 1	1	4	3	-	
802104	Financial Mathematics E	3	<u> - </u>	3	-	802105	Financial Management 1	3	-	3	302101	
402101	Principles of Management 1	3	┞╴┨	3	-	802102	Principles of Accounting 2	3	-	3	302101	
302101	Principles of Accounting I	3	-	3	-	802100	Business Mathematics & Statistics	3	-	3	-	
University Elective			-	3	-	802103	Principles of Insurance	3	-	3	-	
							University Elective	3	-	3	-	
Second Year: Semester 1 (18 Credit Hours)						Second Year: Semester 2 (18 Credit Hours)						
Course No Course Title			Credit Hours	Prerequisite	Course No	Course Title	Credit Hours			Prerequisite		
COULSE NO	course time	Ţ	P	Cr	Trerequisite	COULSE NO		Ţ	P	Cr	Trerequisite	
802106	Intermediate Accounting E	3	-	3	802102	300201	Methods of Scientific Research	3	-	3	-	
300100	Computer Skills 2	1	4	3	1301100	802107	Companies Accounting	3	-	3	802102	
102102	English Language I	3	-	3	-	101101	Arabic Language	3	-	3	-	
802109	Financial Management 2 E	3	<u> </u>	3	802105	802125	Islamic Banking E	3	-	3	802108	
802108	Bank Management E	3	-	3	-	802121	Investment Management E	3	-	3	802105	
501105	Bahrain Civilization & History	3	-	3	-		College Elective	3	-	3	-	
	Third Year: Semester	1 (15 Cre	dit Hour	s)		Third Year: Semester 2 (15 Credit Hours)						
C	C Tul	C	redit Hou	r	D	Course No Course Title	Credit Hours			D		
Course No	Course Title	Course lifle	Course lifle	Course lifte T P C	Cr	Prerequisite	Course No	Course line	T	P	Cr	Prerequisite.
407101	Principles of Marketing	3	-	3	-	802115	Managerial Accounting E	3	-	3	802110	
802120	Financial & Money Markets E	3	-	3	802108	802111	Governmental & Taxation Accounting E	3	-	3	802107	
802115	Cost Accounting E	3	-	3	802110	802116	International Banking	3	-	3	802108	
802114	Islamic Accounting E	3	-	3	802125	301101	Introduction to Economic Science	3	-	3	-	
	Specialized Elective	3	-	3	-		Specialized Elective	3	-	3	-	
	Forth Year: Semester	1 (18 Cre	dit Hour	s)		Forth Year: Semester 2 (15 Credit Hours)						
Course No	Course Title	(T	redit Hours	cr	Prerequisite	Course No	Course Title	Т	Credit H	ours Cr	Prerequisite.	
802117	Field Training	-	-	0	66 Hours	802123	Auditing	3	-	3	802118	
802112	Computerized Accounting & Finance	3	-	3	802109+1301100	802119	Accounting Information System	3	-	3	802102+300100	
802113	Financial Institutions Accounting	3	-	3	802107	802122	Accounting Theory	3	-	3	802115	
802118	Advanced Financial Accounting	3	-	3	802107	802124	Selected Topics \ Finance	3	-	3	802109	
501105	Introduction to Political Science	3	-	3	-		Free Course	3	-	3	-	
802138	Commercial Law	3	-	3	-							

Department's Compulsory & Elective Requirements - Course Descriptions

(802100) Business Mathematics & Statistic E - Prerequisite: (None)

Topics covered are as follows: The real line, algebraic operations, set theory linear and nonlinear equation, and application of statistical methods such as estimation and tests of hypotheses, analysis of variance.

(302101) Principles of Accounting I (3 credit hours) - Prerequisite: (None)

This course covers the following subjects: introduction to accounting function, goals importance of accounting, the accounting system, double entry system, capital transactions, fundamentals of recording, posting and balancing, merchandise transactions, commercial papers, sales transactions, using and accumulation of accounting data, preparation of financial statements.

(802103) Principles of Insurance E Prerequisite: (None)

The course aims at providing students with comprehensive knowledge about insurance and its role in the economy. Basic concepts of risk and insurable risks are also studied. The course also provides detailed analyses of principles and practices of each type of insurance, property insurance, fire marine engineering and third party liability as well as the practice of life insurance.

(802104) Financial Mathematics E - Prerequisite: (None)

The course aims at providing students with tools and techniques of computing interests. Simple and compound true interests present and future value, and loan amortization, and a rang of financial mathematics applications.

(802105) Financial Management 1 - Prerequisite: (302101)

The course concentrates on managerial finance: it mainly discusses the following topics the analysis of financial statements, risk and return the time value of money and capital budgeting techniques.

(802106) Intermediate Accounting E - Prerequisite: (802102)

This course contains the following subjects: Basic objectives, fundamental and operational guidelines, measurement presentation of income, techniques of disclosure, evaluation of short term securities, evaluation of current liabilities, exchange of Non-monetary contracts, deferred payment contracts, investments in bonds and stocks.



(802107) Companies Accounting E (3 credit hours) - Prerequisite: (302102)

This course covers the accounting problems dealing with both partnership and corporations companies, such as, the formation of company, new partner or withdrawal, liquidation, changes in shareholders equity, issuing different types of shares.

(802108) Banking Management E - Prerequisite: (None)

This course is an introduction to the concepts, nature, and objectives of commercial Banks... The course examines banking activities, and how banks manages their recourses, also their lending and investment policies studied..

(802109) Financial Management (2)E - Prerequisite : (802105)

Topics include the management of working, capital policy, cash, and marketable securities and, inventory management. Also financial forecasting, financial planning. and financing policies.

(802110) Cost Accounting E - Prerequisite: (802102)

This course provides the students with information about: development, presentation and interpretation of cost related information for management, methods of data collection and display, problems of cost allocation, cost-price relation, standard cost for control capacity overhead issues. This subject also contains an advanced look at problematic issues in cost accounting, financial analysis of cost, and effective sound management and planning of organization funds.

(802111) Government and Taxation Accounting E - Prerequisite: (802107)

This subject is concerned with the theory and problems of state budgeting and accounting for all type of funds, external and internal controlling in the government accounting systems. This course also aims at explaining the tax laws and regulation in Bahrain, tax burden, and accounts of profits, wealth inheritance, special taxes and examples of how to calculate taxes.

(802112) Computerized Accounting and Finance E - Prerequisite: (802109+1301100)

This topic aims at clarifying the basic techniques of using computer programs in financial accounting analysis as a means for the financial management decision making. Financial analysis is carefully examined for being a viable scientific field in measuring of firm activity. It provides the financial management with the information and indicators needed for planning and decision making.

(802113) Financial Institutions Accounting E - Prerequisite:(802107)

This subject discuss two systems of financial institutions, the first dealing with the accounting systems of banks, including: an overview of the banking business, Treasury Department, Department of current accounts, the securities business, the loans and guarantees, documentary credits, Section, Department of the clearing, the public accounts. The second deals with the accounting systems of insurance companies and includes: an overview of the types of insurance, accounting, life insurance and general insurance.

(802114) Islamic Accounting E - Prerequisite :(802106)

The main objective of this subject is to explain accounting according to the Islamic regulation set by the SHARIAH, the emergence and development of this kind of accounting, and the functions it can achieve in Islamic financial Institutions, either on a public or private.

(802125) Islamic Banking E - Prerequisite: (802108)

This course studies the evolution of Islamic banking, and how banking and investment are conducted under this type of banking system together with comparative analysis of conventional banks.

(802115) Managerial Accounting E - Prerequisite: (802100)

This course contains the following subjects: an introduction to the development, presentation and interpretation of accounting data to aid management in planning and controlling operations.

(802116) International Banking E - Prerequisite: (802108)

Analysis and study overseas bank operations, sources and uses of funds, and their credit risk and international aspects of Banking Business.

(802117) Practical Training E - Prerequisite: (802107)

The vertical knowledge acquired through department courses will be practiced in a bank or financial institution, for a period not less than 2 months.

(802118) Advanced Financial Accounting E Prerequisite: (802107)

This subject is based on a detailed study of a number of applications of complex accounting issues, including merger accounting in accordance with the method of procurement and the way the integration of rights of shareholders, the preparation of the consolidated financial statements of the Holding Company and its subsidiaries at the date of merger and after accounting for leases and long-term studies in international accounting.

(802119) Accounting Information Systems E - Prerequisite:(802102+ 300100)

This course contains the following subjects: a general background in system design with special emphasis on the design of an accounting system which would suit the special needs of the enterprise special attention is given to the various techniques and accounting applications.

(802120) Financial & Money Markets E - Prerequisite: (802108)

This is an introduction to money and financial markets as necessary ingredients for financial systems in market economies. The components of money markets like foreign exchange markets, the Eurodollar market, and the markets for short-term debt instruments such as treasury bills, commercial notes, and credit are covered.

(802122) Accounting Theory E - Prerequisite: (802115)

The main objective of this subject is to emphasize on the generating communication and evaluation of accounting information in the internal decision, making setting coverage that includes decision theory inflation, opinion and critical study relating to the subject.

(802123) Auditing E - Prerequisite: (802118)

This course consists of an introduction and a definition of auditing history and the developments in auditing which have taken place during the last few decades, and improving of audit process and environment, the audit profession procedures. This subject also contains a historical survey on the emergence and the development of measurement of international auditing and the study of these measurements and their objectives and the range of their applicability in Bahrain.

(802124) Topical Subjects in Finance E - Prerequisite: (802109)

The course covers the topical and debatable issues in banking and Finance. The mergers and acquisition, credit scoring mechanisms.

(802138) Commercial Law E - Prerequisite: (None)

This course emphasizes those areas of law which are most relevant to business activity. Particular attention is given to the law relating to contracts and business organizations. Other areas of study include: Banking law, , real and personal property, torts, , credit and negotiable instruments

(302102) Principles of Accounting II E (3 credit hours) - Prerequisite: (302101)

This course has been devised to enable students to understand carrying out transactions in accounting. It focuses on main topics such as cash transactions, assets depreciation, adjusting and working sheets

(802121) Investment Management E - Prerequisite: (802105)

The content of this course is the definition, concepts and types of investment. It examines different aspects of the essential relationship between interest rates and financial investments, and analyzes investment portfolios, risk management, and yields. The institutions and tools of investment markets are also screened as well as methods of comparison amongst alternative investment options to reach optimal investment decisions.

(802130) Credit Management Special Banks E - Prerequisite: (802108)

The course provide the students with necessary knowledge about the functions of credit granting banks, the role of these banks in the economy, the components of credit policy, types of credit, collateral, studying customer's credit worthiness

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(802135) Financial Services Marketing E - Prerequisite:(407101)

The subject contain the following concepts: Financial Services environment Financial Services consumer, Channels of distribution, pricing for Financial Services, customer relationship, develop and management of Financial Products.

(802137) Special Topics in Accounting E Prerequisite: (None)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Includes an examination of current accounting trends and topics in business and industry.

(802136) Financial Statement Analysis E Prerequisite: (802107+302214)

Focus is on using corporate financial statements to make business and investment decisions and to understand the usefulness and limitations of using accounting data in these tasks. Topics include strategic ratio analysis, cash flow evaluations, and building pro forma financial statements

(802126) Foreign Currency Management E Prerequisite: (802116)

The course provides on introduction to the history, development, and functions of foreign exchange markets, international currency relationship.

(802127) Investment Banks E Prerequisite: (802108)

The course provide the students with the knowledge that enables him to understand and recognize the role of Investment banks, and also to understand how investment bankers take the risk in distributing corporate securities, also to describe to the students the mechanics of investment banks as intermediaries.

(802128) Public Finance E Prerequisite: (301101)

The course provides an introduction to government budgets and their impact on the economy. Revenues and expenditures if all sorts are discussed and analyzed. The impact of taxes on individual markets, and of budget surpluses and deficits on the economy as a whole is also tacked.

(802129) Feasibility Studies E Prerequisite: (802121)

This course aims to introduce students to the methods used in analyzing the projects activities the planned to implement and evaluate the economic and financial feasibility of these projects through the tread off between the cost and revenue of these projects.



(802132) Contemporary Accounting Problems E Prerequisite: (802118)

An analysis of current issues in financial accounting and external reporting. Broad issues are covered such as methods of solving accounting issues the definition recognition measurement and matching of issues in financial accounting and reporting external reporting and disclosure issues regulatory issues and ethics.

(802133) Ethics of Accounting Profession E Prerequisite: (802122)

Accounting ethics uses concrete examples and case studies, including current situations such as the Enron/Arthur Andersen cases, to examine the ethical responsibilities of individual accountants as well as accounting firms.



Master's Degree in Accounting & Finance

Graduation Requirements

In order to obtain the Master's Degree in Accounting & Finance Sciences, the student must successfully complete (36 credit hours), though there are two options available for students to complete the aforementioned postgraduate program: these two options are called the Comprehensive Track and the Thesis Track.

1. Track One: Comprehensive Exam.

- a. Upon choosing this track, the student must complete all the compulsory requirements (24 credit hours), plus (12 credit hours) to be chosen from the elective requirements.
- b. The Comprehensive exam: After the completion of the (36 credit hours), the student must sit for a comprehensive exam administered by the postgraduate committee at the College.
- 2. Track Two: Thesis.
 - a. Upon choosing this track, the student must complete all the compulsory requirements (24 credit hours).
 - b. The student must complete (6 credit hours) from the elective list.
 - c. The student must write a thesis which is worth (6 credit hours).





Postgraduate Program

A. Compulsory Requirements: (24 credit hours).

Course No.	Course Title	Credit Hours
404601	Advanced Financial Management	3
404602	Advanced Managerial Accounting	3
404603	Accounting Theory	3
404604	Money and Financial Markets	3
404605	Advanced Auditing	3
404606	Managerial Economics	3
404607	Scientific Research Methodology	3
404608	Investment and Portfolio Management	3
503650	Comprehensive Exam	0

B. Elective Requirements: (either 6, or 12 credit hours depending upon the track the student chooses)

Course No.	Course Title	Credit Hours
404609	Contemporary Accounting Issues	3
404610	Current Financial Issues	3
404611	Islamic Banking	3
404612	International Accounting Standards	3
404613	Accounting Information Systems	3
404614	Banking Management	3
404615	Advanced Cost Accounting	3
404616	International Financial Management	3

Department's Compulsory & Elective Requirements - Course Descriptions

Investment and Portfolio Management (404608)

The aim of this course is to provide students with high level of knowledge related to the evaluation of investment opportunities within different circumstances, and also provide students with an effective knowledge about the uses of financial derivatives to be taken into account in the investment decisions.

Advanced Financial Management (404601)

The aims of this course are to enable students to proceed to a more advanced level of finance modules, look at the principle issues facing a financial professional in today's competitive environment, and provide an integrated overview of the most ideas in corporate finance from the point of view of the manager of non-financial corporation

Money and Financial Markets (404604)

Depository institutions; central banking and money creation; price level analysis; interest level determination; interest rate theory; money and capital markets.

Managerial Economics (404606)

Managerial economics is concerned with the application of economics

Principles to managerial decision making problems. The course begins with a review of economic models and the basics of marginal analysis. This is followed by a review of the theory of the consumer and the market.

Islamic Banking (404611)

This article aims to provide the student information on the characteristics of Islamic banks and financial instruments and contracts used in the Islamic banks, which distinguish them from conventional banks. Additionally, students will gain theoretical and practical knowledge (through case studies) on how the Islamic banks manage their financing sources and the associated risks

Bank Management (404614)

This article aims to give students a comprehensive picture on the characteristics of financial institutions in general and banks in particular, functions exercised by the traditional banks, tools used to maximize



the profits of shareholders and increase the competitive value of the bank. In addition, students will be provided on how to manage the Bank's funding sources and the risks faced by in addition to the province of investment management.

International Financial Management (404616)

This course at providing students with basic knowledge about the nature of the work of international companies and the associated risks such as risks related to government intervention and political risk and exchange rate risks. Additionally, this module examines the historical growth of multinational companies and its role in the global financial economy

Contemporary Financial Issues (404610)

This module aims to provide students with information on what is new in the field of financial management of corporations. This module covers and corporate governance issues, financial distress faced by companies in addition to matters relating to the merger of the companies and the main financial implications of merger of companies.

Advanced Cost Accounting (404602)

Course presents advanced discussion of cost accounting and provides in-depth study of principles of. cost accounting. Content includes application of cost concepts in manufacturing under differing costing methods, with focus on job, process, standard, variable and activity based costing. Short-term and longterm decision techniques with focus on cost-volume-profit analysis,

Advanced Auditing (404605)

This Course is concerned with financial auditing. Content includes auditing standards, concepts and techniques, internal control, audit programs and audit reports. It also concerned with the ethical and governance issues of financial auditing and the main differentiations between financial auditing and internal auditing.

Contemporary Accounting Issues (404609)

Course covers selected current topics in Accounting; one identified for each section. Possible content includes: Income Tax Update, Payroll Tax Update, recent changes in the accounting standards and Case Studies in ethics for Accounting

Accounting Theory (404603)

Evolution of financial accounting theory and practice; survey of contemporary accounting, with emphasis on latest developments and issues. Topics include the history of accounting, philosophy of accounting theory, normative accounting theory, and positive accounting theory. The objective of this course is to provide knowledge to students in order to understand contemporary accounting theory.

Scientific Research Methodologies (404607)

The course consists of two components: (i) an introduction of basic methodological concepts and philosophy of science in relation to business research methods followed by a presentation of comprehensive research designs for the creation of empirical business knowledge and (ii) a thorough presentation of advanced business research methods, including factor analysis.

Advanced Managerial Accounting (404602)

Students explore the factors managers must consider when establishing an appropriate managerial accounting system for a business. Key topics include overhead allocation in common cost systems, the Balanced Scorecard, performance evaluation, treatment of fixed cost, and activity-based costing.

Advanced Cost Accounting (404613)

An examination of the relationship between computer-based management information systems and accounting. Applications of MIS techniques in the design and operation of accounting systems.

International Accounting Standards (404612)

The course provides an introduction into the accounting under International Financial Reporting Standards (IFRS), formerly known as International Accounting Standards (IAS). Standards dealing with consolidation issues in a primarily lecture-style approach, the most important IFRS-rules will be dealt with in depth (i.e. including journal entries) to provide a thorough understanding of IFRS.

Bachelor's Degree in Accounting

Forward

The Department of Accounting is one of the major departments at the College of Administrative Sciences. It comprises of highly experienced faculty members and staff, well-trained to work with the students of the Gulf Region. The Department is fully equipped with all the required means to achieve its objectives. Specialized references, books, periodicals, and computerized labs are all available for the use of instructors and students. The academic plan of the Department is designed to familiarize the enrolled students with the latest technical concepts in accounting. They will acquire the necessary information and skills needed in their future work. After graduation, the students will be ready to serve well the local and the regional markets. Undoubtedly, they will be qualified to handle the current financial issues, and to carry out specialized research work to develop the theoretical framework of accounting sciences and to meet the foreseeable challenges in this vital field.

Mission

The Department focuses on preparing qualified graduates of the latest scientific and technical knowledge of accounting focuses on the combination of the scientific process by focusing on the internship training to the student as a prerequisite for graduation, in addition to the adoption of practical situations in all curricula, rather of great interest to the accounting computer applications, enabling them to enter the labor market confidence in the various areas of accounting. Students are keeping up with their studies, academic and technical specialist for a master's degree in accounting, auditing and accounting information systems, in addition to their ability to prepare for the certification of various technical accounting.

Objectives

- To keep pace with the current scientific and technical developments.
- To prepare young qualified accountants to work in various fields of accounting.
- To provide students with the latest teachniques in accounting to enable them to pursue higher studies.
- To develop the creative abilities of students in various branches of accounting and to encourage research and innovation.
- To provide expertise and consultations to the local and regional business organizations.
- To offer specialized training courses, for example, the (CPA, CMA, ..) so as to meet the aspirations of some young accountants.
- To maintain scientific relationships and cooperation with comparable departments at the universities, in Bahrain and abroad.



Admission

All holders of Secondary School Certificate or its equivalent can apply and join the Academic program that leads to the Bachelor's Degree in Accounting.

Graduation Requirements

In addition to the University and the College's Requirements, the student who's major is Accounting must complete all the credit hours stated in his/her study plan, total of (81 or 84 Credit Hours), classified as follows:

Requirements	Credit Hours
A. Department's Compulsory Requirements	75
B. Department's Elective Requirements	6
C. Free Subject Course	3
Total	84



A. Department's Compulsory Requirements: (75 Credit Hours)

The student must complete the following requirements.

Course No	Course Title	Credit Hours	Prerequisite
201100	Principles of Mathematics	3	-
201131	Probability & Statistics	3	
302102	Principles of Accounting II	3	302101
302210	Intermediate Accounting (E)	3	302102 & 102101
302214	Corporate Accounting	3	302102
302220	Introduction to Cost Accounting	3	302210 or 302101
302251	Computerized Accounting	3	300100
302315	Taxation Accounting	3	302214
302317	Financial Statements Analysis (E)	3	302214
302318	National & Government Accounting	302214	
302321	Industrial Cost Accounting	3	302220
302324	Quantitative Methods in Accounting	3	201100 & 302321
302331	Auditing 1	3	302210 & 302317
302344	Special Accounting Systems 1	3	302321
302345	Financial Institutions Accounting	3	302321
302398	Field Training (Accounting)	3	66 credit hours
302417	Accounting Information System	3	302453
302418	Advanced Accounting	3	302214
302419	Accounting Theory	3	302418
302425	Standard Accounting	3	302321
302426	Managerial Accounting	3	302425 or 302220
302433	International Accounting Standards (E)	3	302419
302434	Auditing 2	302331	
302453	Computerized Accounting 2	3	302251
302498	Applied Research (Accounting)	3	90 Credit hours

B. Department's Elective Requirements:(6 Credit Hours)

The student asked to pick only 2 subjects from the list below.

Course No.	Course Title	Credit Hour	Prerequisite
302311	Islamic Accounting	3	302210
302319	Sales Tax Accounting	3	302315
302322	Agricultural Cost Accounting	3	302321
302444	Special Accounting System 2	3	302344
302445	Petroleum Accounting	3	302321
302446	Contemporary Accounting Problems	3	302419
302454	Computer-Based Accounting Applications	3	302453
402322	Human Resource Management	3	402101
402352	Production and Management Operations (1)	3	402219
402414	Organization Theory	3	402101
402418	Decision Theory and its Applications	3	402219 or 302324
402420	Organizational Behavior	3	402101
402445	Total Quality Management	3	402101
405222	Investment Management	3	405106 or 301101
407222	Sales Management	3	407101 or 402101
407446	E-Marketing	3	300100

C. Free Subject : (3 Credit Hours)

The student asked to pick 1 subject from his/her college or from any other college at the University.



Accouting: Four year study plan (129 Credit Hours)

First Year: Semester 1 (18 Gredit Hours)					First Year: Semester2 (15 Gredit Hours)						
Course No	Course Title		Credit Ho	urs	Prerequisite	Course No	Course Title		Credit Hou	rs	Prerequisite
COUISE NO	coorse thie	T	P	Cr	Trerequisite	COUISE NO	Coorse Tille	T	Р	Cr	Trerequisite
101101	Arabic Language	3	·	3	-	1301100	Computer Skills I	1	4	3	-
201101	English Language I	3	<u> </u>	3		302102	Principle of Accounting II	3	.	3	302101
301101	Introduction to Economic Scienc	e 3	-	3	-	102102	English Language II	3	-	3	102101
302101	Principles of Accounting I	3		3	-	201100	Principles of Mathematics	3		3	-
402101	Principles of Management 1	3	-	3	-	Univ	versity Elective 1 or 2	3	-	3	-
	University Elective 1 or 2	2 3	-	3							
	Second Year: Semester 1			1			Second Year: Semester 2 (15 Credit Hours)				
Course No	Course Title	U T	edit Hours P	Cr	Prerequisite	Course No	Course Title	T	Credit Hou P	rs Cr	Prerequisite
300100	Computer Skills II	1	4	3	1301100	302220	Introduction to Cost Accounting	3	Í -	3	302210 Or 302101
300201	Methods of Scientific Research	3	-	3		302251	Computerized Accounting 1	3	-	3	300100
302210	Intermediate Accounting (E)	3	-	3	302102 & 102101	407101	Principle of Marketing	3	-	3	-
302214	Corporate Accounting	3		3	302102	501101	Introduction to Political Science	3		3	-
201131	Probability & Statistics	3	-	3		501105	Bahrain Civilization & History	3	-	3	-
	Third Year: Semester 1(18 Credit Hours)				Third Year: Semeste	r 2 (18 (Credit Hou	rs)	
Course No	Course Title	0	edit Hours		Prerequisite	Course No	Course Title		Credit Hou	rs	Prerequisite.
		T	P	Cr		ļ.		T	Р	Cr	
302315	Taxation Accounting	3	·	3	302214	302324	Quantitative Methods in Accounting	3	-	3	201100+302321
302317	Financial Statements Analysis (E)	3	·	3	302214	302331	Auditing 1	3		3	302317+302210
302318	National & Governmental Accounting	3	-	3	302214	302344	Special Accounting Systems 1	3	-	3	302321
302321	Industrial Cost Accounting	3	-	3	302220	302345	Financial Institutions Accounting	3	-	3	302321
	College Elective	3		3	-	302398	Field Training (Accounting)	-	-	3	66 CRH
	Free course	3		3							
	1100 000130	Ŭ		ľ	_	-	Department Elective	3	-	3	-
	Forth Year: Semester 1 (15 Credit Hour	s)				Forth Year: Semeste	r 2 (15 (Credit Hou	rs)	
Course No	Course Title	<u></u> (edit Hours	G	Prerequisite	Course No	Course Title	Ť	Credit Hou P	rs Cr	Prerequisite.
302418	Advanced Accounting	3	-	3	302214	302417	Accounting Information Systems	3	-	3	302453
302425	Standard Accounting	3	· ·	3	302321	302419	Accounting Theory	3		3	302418
302434	Auditing 2	3	•	3	302331	302426	Managerial Accounting	3	-	3	302425 Or 302220
302453	Computerized Accounting 2	3	-	3	302251	302433	International Accounting Standards (E)	3	-	3	302419
	Department Elective	3		3	-	302498	Applied Research (Accounting)	-	6	3	90 CRH

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Department's Compulsory Requirements - Course Description

(201100) Principles of Mathematics (3 credit hours) Prerequisite: (None)

Define the basic concepts of the mathematics starting from the definition of the function and its graph. Also it will explain in details the polynomial and rational functions, exponential and logarithmic functions. It will explain also one of the important concepts in mathematics which can be used in our daily life which is the trigonometry. Finally this course will be ended with the concept of derivative and integration. It will make the student be familiar with the various types of functions and be able to solve and sketch the functions. It will also increase the student's ability and skills in mathematics.

(201131) Probability and Statistics (3 credit hours) Prerequisite: (None)

The course covers the topics: descriptive statistics and probability distribution; Sampling distribution Estimation for the mean, variance and proportions; Testing for the mean, variance and proportions; Regression and correlation; One-way analysis of variance. The course aims to help students grasp basic statistical techniques and concepts, and to present real-life opportunities for applying them.

(302102) Principles of Accounting II (3 credit hours) Prerequisite: (302101)

This course has been devised to enable students to understand carrying out transactions in accounting. It focuses on main topics such as cash transactions, assets depreciation, adjusting and working sheet.

(302210) Intermediate Accounting (E) (3 credit hours) Prerequisite: (302102 + 102101)

This course is presented in English, where students will deal with the conceptual framework underlying financial accounting, income statement and related information, Balance sheet, long term liabilities, revenue recognition and statement of cash flow.

(302214) Corporate Accounting (3 credit hours) Prerequisite: (302102)

This course covers the accounting problems dealing with both partnership and corporations companies, such as, the formation of company, new partner or withdrawal, liquidation, changes in shareholders equity, issuing different types of shares.

(302220) Introduction to Cost Accounting (3 credit hours) Prerequisite: (302210 or 302101)

This is an introduction to costs to describe and evaluate the concepts of costs elements and their applications and the traditional view of overhead and the activity based costing.



(302251)Computerized Accounting (3 credit hours) Prerequisite: (300100)

The aim of this course is to develop student's skill to use computer in accounting as it is actually used in today's marketplace. Students will study software; Dos; Windows and Excel, etc.

(302315) Taxation Accounting (3 credit hours) Prerequisite: (302214)

The course describes and evaluates the policy and practical aspects of the tax system operating in Bahrain, and also highlights some international comparisons. The policy and practice, personal income tax and further aspects of income tax.

(302317) Financial Statements Analysis (E) (3 credit hours) Prerequisite: (302214)

This course is presented in English, it guides the students through the conventions and complexities of reports and accounts. The course contains several topics such as, financial analysis and financial statements, ratio analysis, time series analysis, value and the capital market, corporate failure perdition and credit evaluation.

(302318) National & Government Accounting (3 credit hours) Prerequisite: (302214)

This course deals with nonprofit organizations and government companies. It covers so many phases such as, accounting concepts and information needs for planning and control by government, national accounts and preparing national financial statements and reports.

(302321) Industrial Cost accounting (3 credit hours) Prerequisite: (302220)

The aim of the course is to develop analytical and critical abilities of students through the study of costing theory and the practical constraints imposed on cost data. In this course the student will acquire job system, process system and joint product costs.

(302324)Quantitative Methods in Accounting (3 credit hours) Prerequisite: (302321 + 201100)

This course covers the operation research techniques related to accounting requirements, such as, LP, PERT, transportation model and MRP. etc.

(302331) Auditing 1 (3 credit hours) Prerequisite: 302317 + 302210

This course focuses on the examination of financial statements and systems from the viewpoint of an independent auditor. It will include and introduction to the principles and procedures that enable the auditor to express and opinion on the fairness of financial statements, provide an overview of the ethical responsibilities of the accountant, and enhance student's analytical skills.

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(302344) Special Accounting systems 1 (3 credit hours) Prerequisite: 302321

The course covers the principles of accounting applications in a specific kind of companies, such as branches and departments, consignment goods and accounting for installment sales.

(302345) Financial Institutions Accounting (3 credit hours) Prerequisite: 302321

The course covers two kinds of institutions, the first is commercial banks which contains current accounts, savings and loans, securities, markets, and exchange, the second is insurance companies which cover types of insurance, accounting for life insurance and general insurance.

(302398) Field Training (Accounting) (3 credit hours) Prerequisite: (after completion of 66 credit hours)

One of the major distinctions of our university is to require all students to have a training course in one of different kinds of companies to practice the theoretical view with the empirical work. Therefore the student has to spend at least four week in a company for the purpose of this course, then presents a discussion report.

(302417) Accounting Information System (3 credit hours) Prerequisite: 302453

This course covers the design and the development of accounting information systems, with special interest in their required financial controls, and the involvement of accountants in the process. Traditional financial systems and their controls are discussed and then these are compared with more current financial and database systems.

(302418) Advanced Accounting (3 credit hours) Prerequisite: 302214

In this course, students will study selective topics not covered elsewhere in the financial accounting sequences. Accounting for business combinations and consolidated entities will be stressed.

(302419) Accounting Theory (3 credit hours) Prerequisite: 302418

This course explores the development of accounting theory and the relationship between theory and practice. It includes a detailed discussion of the historical roots of accounting theory and the political, economic and legal forces that combine with theory to shape present-day accounting practice. The course concludes with a discussion of contemporary accounting issues as highlighted in recent pronouncements by the FASB and other authoritative bodies.

(302425) Standard Accounting (3 credit hours) Prerequisite: 302321

This course aims to cover the role of standard costing in controlling and evaluating the performance. It discusses standards cost system, procedures to design the standards for all cost elements and sales, computing and analyzing variances for material, labor, factory overhead and sales, accounting for variances.

(302426) Managerial Accounting (3 credit hours) Prerequisite: 302425 or 302220

This course will examine how accounting data are used by internal managers for planning and controlling operations and the assessment of other management responsibilities. It covers a perspective of Managerial accounting, break-even analyses and profit planning, operating budget, capital budget, cash budget, responsibility accounting and relevant cost for decision making.

(302433) International Accounting Standards (E) (3 credit hours) Prerequisite: (302419)

This course is presented in English. There is a selected group of accounting standards mostly used in Bahrain. Students will be exposed to their practical applications in Bahrain.

(302434) Auditing 2 (3 credit hours) Prerequisite: (302331)

It begins with a review of the audit standards approach to auditing financial statements, the auditor's report and the generally accepted auditing standards. It continues by using the new business process measurement approach to understand the client, the client's financial controls and the evidence required to meet the objectives of an audit and other positive assurance engagements.

(302453) Computerized Accounting 2 (3 credit hours) Prerequisite: (302251)

This course is an intensive study of data base system, and concepts with access, creation of data base according to accounting application requirements such as; inventory DB, debtors Creditors DB, and fixed assets DB.

(302498) Applied Research (Accounting) (3 credit hours) Prerequisite: (after completion of 90 credit hours)

This course is a research approach done by student in one of the accounting subjects under the supervision of one the department's lecturers.

Department's Elective Requirements – Course Descriptions

(302311) Islamic Accounting (3 credit hours) Prerequisite: (302210)

The aim of this subject is to train students for accounting under the Islamic code, development, main object, legislation forms, determination of profit and loss and present financial position.

(302322) Agricultural Cost Accounting (3 credit hours) Prerequisite: (302321)

This course deals with two fields of costing systems. The first covers agriculture production cost system such as; grains, fruit and vegetables. The second covers costing system in animal husbandry like; cattle, poultry and bee keeping.

(302444) Special Accounting Systems 2 (3 credit hours) Prerequisite: (302344)

This course deals with accounting for cooperatives, nonprofit and vocational enterprises. In each it covers; nature of activity, accounts and records of accounting, revenues and expenses sources, financial statements. In addition, it addresses cooperatives income distribution, plans and measurement bases in determining vocational periodic profit.

(302445) Petroleum Accounting (3 credit hours) Prerequisite: (302321)

This course cover the accounting principles and procedures in the petroleum sector, characteristics of petroleum accounting, different production processes, cost of equipment and machines, cost of drilling and production, amortization expenses, joint cost distribution, revenue recognition and taxable income, disclosure in financial statements for petroleum corporations.

(302446) Contemporary Accounting Problems (3 credit hours) Prerequisite: (302419)

This course covers current issues in accounting such as; inflation accounting, accounting for foreign currency transactions; accounting studies for economic feasibility.

(302454) Computerized Accounting Applications (3 credit hours) Prerequisite: (302453)

Intensive study of using computer software in specific accounting applications, financial, cost, taxation in integrated form in order to create ability to design accounting program such as internal control according to excel, access and oracle.



(402420) Organizational Behavior (3 credit hours) Prerequisite: (402101)

It presents an overview of the nature, significance, and historical development of human behavior in organizations. Determinants of human behavior, whether individual (such as Perception, Attitudes, Motivation, etc.) or organizational (such as Organization design, Leadership, Communication, etc.) are extensively discussed.

(1212305) Industry and Arts (3 credit hours) Prerequisite: (none)

The industry and Arts course deals with the mutual relationship between industry and various arts, in terms of the role industry plays in developing arts, and the role arts play in elevating the aesthetic value in the filed of industry. (Theoretical course).



Bachelor's Degree in Management Information Systems

Forward

The Bachelor Degree in Management Information Systems was started in 2006, as a response to the great attention the government in the Kingdom of Bahrain has given to the field of Information Technology. Out of social obligation, the Programme soon responded to such recommendations and has ever since striven to meet the local and regional demand for MIS specialists.

The Collage of Administrative Science offers an undergraduate program that leads to the Bachelor's Degree in Management Information Systems upon the completion of (129 credit hours). The MIS curriculum and study plan display the latest innovations and advances in the fields of Internet and Information Technology. Going by the leading vision of the University, the Programme endeavors to link theory to practice. Not only theoretical lecturing is emphasized, but also practices. Students enrolled in the Programme are always trained on using on the latest innovations of Information Technology. The language of instruction is often English.

Mission

The mission of the Management of Information Systems (MIS) department is to provide information technology resources that support and enhance the mission and activities of the MIS department.

Objectives

Holders of the Bachelor's Degree in Management Information Systems are expected to acquire the following:

- Knowledge and understanding of a wide range of theories, principles, concepts and practices related to Management Information Systems and other related disciplines.
- Capabilities and skills to act as qualified information systems Specialists.
- Skills in computer systems development and management.
- Necessary knowledge, capabilities and skills to develop their own career or pursue higher education.

Prospective Job Opportunities

This program qualifies students to work in various places, such as:

- 1- Information Systems Centers.
- 2- Software Houses.
- 3- Information Technology Companies.
- 4- E-Business Offices.
- 5- Website Design Offices.
- 6- Information Auditing Departments.
- 7- E-Goverment Administration.



Graduation Requirements

The students enrolled in the BSc. Programme of Management Information Systems must successfully complete (129 credit hours) before they earn their Bachelor's Degree in MIS. In addition to the completion of the University Requirements and the College Requirements.

Requirements	Credit Hours
University Compulsory Requirements	15
University Elective Requirements	6
College Compulsory Requirements	21
College Elective Requirements	3
Free Elective Course	3
Department Compulsory Requirements	75
Departments Elective Requirements	6
Internship	0
Total	129





A. Department's Compulsory Requirements : (75 Credit Hours)
 In addition to the University's Requirements (21 Credit Hours) and College's Requirements (24 Credit Hours) he/she must complete all the courses listed in the following chart.

Course No.	Course Title	Credit Hours	Prerequisite					
201100	Mathematics	3	-					
201131	Probability & Statistics	obability & Statistics 3						
1303345	Database System I	3	408208					
405200	Financial Management I	3	302101					
408201	Operating Systems	3	1301100					
408208	Data Structures	3	1301101					
408210	Advanced Programming Technique	3	1301101					
402219	Quantitative Methods in Management	3	201100					
1303244	Management Information Systems	3	402101 + 1301100					
408232	Website Design & Development	3	1303244					
408303	Networks & Communication Systems	3	408201					
408304	Integrated Information Systems	3	1303244					
402322	Human Resources Management	3	402101					
1303380	Information Systems Analysis	3	1303345					
408331	E- Business	3	1303244					
408334	Information System Security	3	408303					
601399	Electronic Transaction & Law	3	-					
1303344	E- Decision Support Systems	3	1303244					
408406	Strategic Information Systems	3	1303344					
402352	Production & Operation Management 1	3	402219					
402422	Project Management	3	402219					
408435	Information Resources Management	3	1303244					
408436	Simulation of Management Systems	3	1303380					
408437	MIS Project	3	90 Credit Hours					
402445	Total Quality Management	3 40210						
408900	Field Training	0	66 Credit Hours					



B. Department's Elective Requirements : (6 Credit Hours)

The student here is asked to pick only 2 courses total of (6 Credit Hours) listed bellow.

Course No.	Course Title	Credit Hours	Prerequisite
408209	Principles of Information Systems	3	102101 / 402101
408323	Tools for Developing Information	3	1303380
408348	Computer Based Production Systems	3	1303244
408424	Special Topics in Information Systems	3	1303244
408221	Offices Automation Management	3	1303244
402325	Strategic Management	3	402101
402414	Organization Theory	3	402101
405106	Financial Mathematics	3	-
405324	Computer Skill I I	3	1301100
302426	Managerial Accounting	3	302425/302220
407210	Services Marketing	3	407101
301342	Managerial Economics	3	301101
601121	Principles of Commercial Law	3	601111
402323	Business Communication	3	402101/102102
402420	Organization Behavior	3	402101





Management Information Systems: Four year study plan (129 Credit Hours)

	First Year: Semester 1 (18 C	redit Hours)				First Year: Semester 2 (18 Gredit Hours)					
Course No.	Course Tale		Credi	Hours	Deres suitte	Course No.	Course Tale		Credit Hours		Decementation
Course No	Course Title		r P	Cr	Prerequisite	Course No	Course Title	T	Р	ſ	Prerequisite
1301100	Computer Skills I		1 4	3	-	407101	Principles of Marketing	3	-	3	-
402101	Principles of Management 1	:	3 -	3	-	1301101	Structured Programming	2	2	3	1301100
201100	Mathematics	:	3 -	3	-	201131	Probability & Statistics	3	-	3	
302101	Principles of Accounting I	:	3.	3	-	1303244	Management Information Systems	3	-	3	402101
101100	Arabic Language	:	3 -	3	-	405200	Financial Management I	3	-	3	302101
	University Elective			3	-	102101	English Language I	3	-	3	-
	Second Year: Semester 1 (18	Credit Hour	s)				Second Year: Semester 2 (18 Cre	dit Hours)			
Course No	Course Title		Credit Hou	rs	Prerequisite	Course No	Course Title		Credit Ho	urs	Prerequisite
COUISE NO	Course Tille	T	P	Cr	Trerequisite	COUISE NO	Course rine	T	P	ŋ	rierequisite
408201	Operating Systems	3	-	3	1301100	408331	E- Business	3		3	1303244
408208	Data Structures	3	-	3	1301101	1303345	Database Systems I	3	-	3	408208/ 1301203
408210	Advanced Programming Techniques	3	-	3	1301101	402322	Human Resources Management	3	-	3	402101
402219	Quantitative Methods in Management	3	-	3	201100	408435	Information Resources Management	3	-	3	1303244
301101	Introduction to Economic Science	3	-	3		501101	Introduction to Political Science	3	-	3	-
102102	English Language I	3	-	3	102101		College Elective		-	3	-
	Third Year: Semester 1 (18 C	Credit Hours)				Third Year: Semester 2 (15 Cred	it Hours)			
Course No	Course Title		Credit Hou	rs	Prerequisite	Course No	Course Title		Credit Ho	urs	Prereguisite
COUISE NO		т	P	Cr	Terequisite	Course no	Course time	T	P	Cr	Trerequisite
408303	Networks & Communication Systems	3	-	3	408201	402422	Project Management	3	-	3	402219
1303344	E- Decision Support Systems	3	-	3	1303244	408334	Information System Security	3	-	3	408303
402352	Production & Operations Management 1	3	-	3	402219	408304	Integrated Information Systems	3	-	3	1303344
1303380	Information System Analysis	3	-	3	1303345	408406	Strategic Information Systems	3	-	3	1303344
300201	Methods of Scientific Research	3	-	3	-	501105	Bahrain Civilization & History	-	-	3	-
-	Major Elective	-	-	3	-	408900	Field Training	-	-	0	66 CRH
	Fourth Year: Semester 1 (12	Credit Hour	s)				Fourth Year: Semester 2 (12 Cre	dit Hours)			
Course No	Course Title	Courses Title		rs	Prereguisite	Course No Course Title			Credit Ho	urs	Prereguisite
		T	P	Cr				T	Р	ſ	100000000
408232	Website Design & Development	3	-	3	1303244	408436	Simulation of Management Systems	3	-	3	1303380
601399	Electronic Transaction Law	3	-	3	-	402445	Total Quality Management	3	-	3	402101
-	University Elective	-	-	3	-	408437	MIS Project	-	6	3	90 CRH
-	Major Elective	-	-	3	-	-	Free Course	-	-	3	-



Department's Compulsory & Elective Requirements - Course Descriptions

(201100) Mathematics (3 credit hours) Prerequisite: (None)

Define the basic concepts of the mathematics starting from the definition of the function and its graph. Also it will explain in details the polynomial and rational functions, exponential and logarithmic functions. It will explain also one of the important concepts in mathematics which can be used in our daily life which is the trigonometry. Finally this course will be ended with the concept of derivative and integration. It will make the student be familiar with the various types of functions and be able to solve and sketch the functions. It will also increase the student's ability and skills in mathematics.

(201131) Probabilities & Statistics (3 credit hours) Prerequisite: (None)

The course covers the topics: descriptive statistics and probability distribution; Sampling distribution Estimation for the mean, variance and proportions; Testing for the mean, variance and proportions; Regression and correlation; One-way analysis of variance. The course aims to help students grasp basic statistical techniques and concepts, and to present real-life opportunities for applying them.

(1303244) Management Information Systems (3 credit hours) Prerequisite: (402101)

This course focuses on the concept of the systems theory as an introduction to study management information systems and its components, its importance in business organizations, planning methodology, organizing, surveillance of management information systems, and the definition of information life cycle.

(405200) Financial Management I (3 credit hours) Prerequisite:(302101)

This course aims to define the student to basic aspects of the financial function in business, through the presentation and analysis of the functions and objectives of the financial management of traditional and contemporary addition to the financial analysis, working capital management, cash management, receivables management, management of inventory, and the time value of money and asset management fixed (investment budget) and how to access the company's sources of funds and examine the different return and risk.

(408201) Operating Systems (3 credit hours) Prerequisite: (1301100)

This course focuses on the rights of operating systems, their historical evolution, their types (DOS, UNIX, LONUX, WINDOWS), the mechanism of personal computers and its components, the operating systems mechanisms in personal computers.

(408208) Data Structures (3 credit hours) Prerequisite:(1301101)

Review of basic concepts of object oriented programming. Design of user defined data types and implementation of operations for such types and structures: Lists, Linked Lists, Stacks, Queues, Binary Trees, Pointers, with the emphasis on recursion, pointers, dynamic structures.

(408210) Advanced Programming Techniques (3 credit hours) Prerequisite (1301101)

The chief objective of this course is to provide a classroom and laboratory environment that enables students to become proficient C++ programmers. Topics include the ANSI C++ language (e.g syntax, primitive types, iteration, conditional expressions, functions, arrays pointers and dynamic memory allocation, and the conventional standard libraries, as well as the object-oriented and unique aspects of programming with C++.

(402219) Quantitative Methods in Management E (3 credit hours) Prerequisite: (201100)

This course aims to raise awareness of what the quantitative methods in management and its inception, and areas of use, together with a detailed explanation of these methods, including linear programming, and game theory, the critical path and other methods of resolution, and special situations in the linear model, with empirical studies and applied to all of these methods.

(408331) E - Business (3 credit hours) Prerequisite: (1303244)

This course introduces the student to the concepts and terminology of modem e-business approaches. It includes topics on marketing, web technologies, security, legal issues, imaging, and search engines. The emphasis will be to develop an understanding of the underlying principles of e-business.

(1303345) Database Systems I (3 credit hours) Prerequisite: (408208)

This is an introductory course appropriate for students with no experience in database management systems and with no knowledge of SQL. Although various database models are presented, the principal focus is on the relational model, the basis for most currently installed DBMS. The course covers the principles of database design and implementation including relational theory, database development, conceptual and logical modeling, the use of SQL as a data-definition and data manipulation languages, and contemporary issues in database administration. Practical experience in entity- relationship modeling, database design, and query writing is provided using the DBMS Access.

(402322) Human Resources Management (3 credit hours) Prerequisite : (402101)

This course contains the definition and concepts of the importance of human resources management and an explanation of the core functions from an examination of the need for workers in the organization, appointment and even leave them to it, with a focus on the humanitarian aspects of personnel management in the organization.

(408435) Information Resources Management (3 credit hours) Prerequisite: (1303244)

This course focuses on studying information as a major source in organizations and methodologies of managing it, management activities to produce information for internal and external uses, the utilization of available resources to generate information from individuals, equipment procedures, knowledge, and capital, as well as studying the environmental and organizational changes that face the managements in the process of information management.



(408303) Network & Communication Systems (3 credit hours) Prerequisites: (408201)

This course focuses on the concept and bases of communication, network types, communication methodologies, network structures, protocols used in network layers, plus network management.

(1303344) E- Decision Support Systems (3 credit hours) Prerequisite: (1303244)

This course focuses on an introduction to expert systems, knowledge base, structuring expert systems, the concept of decision support systems characteristics, components, their relationship to the organizational decision making process, and the strategies followed to design these systems.

(402352) Production & Operations Management 1 (3 credit hours) Prerequisite: (402219)

This article aims to identify students in Business Administration and other professionals related to the concepts and process and production methods and applications, with a focus on the basics of operations management and production forecasts of the demand and feasibility studies, planning and selection of the total capacity of the project site

(1303380) Information Systems Analysis (3 credit hours) Prerequisite: (1303345)

on students gaining analytical and designing skills in information systems field via using analytical methods, using data flow diagrams, entity relational modeling, and constructing end user applications in order to computerize organizational activities, as well as building computerized information systems that work through networks and internet.

(402422) Project Management (3 credit hours) Prerequisite: (402219)

The article deals in detail how to develop and manage a new project, including a discussion of the various stages of the project planning of the project, the project schedule, project implementation, and oversight of the project the adoption of the theory and quantitative methods.

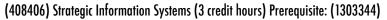
(408334) Information System Security (3 credit hours) Prerequisite: (408303)

This course focuses on the definitions of information security and protection, security problems that faces information systems units and networks in business organizations and the methods to control the security of information systems accompanied with program used, as well as computer crimes and security concepts for workers in information systems.

(408304) Integrated Information Systems (3 credit hours) Prerequisite: (1303244)

This course focuses on the essentials of the Integrated Information Systems, its infrastructure, usage, management and business development. Topics covered will include the concepts of enterprise resources planning (ERP) systems, the characteristics of ERP venders, Business Agility, ERP architecture, Centralized and Decentralization infrastructure and integrated the enterprise.

APPLIED SCIENCE UNIVERSITY



This course focuses on the definitions of the strategic information systems, characteristics and components, the mechanism of planning it, its relation to strategic analysis, and its importance in achieving competitive features for business organizations and its strategic role in this field.

(408900) Field Training (3 credit hours) Prerequisite: (66 Crh)

The purpose of this Field Training is to give the student experience in applying what he or she has learned in the classroom by working in a business environment. The student's responsibility is agreed upon in advance by the student's advisor, the business entity and student. Successful completion requires a written report by the student detailing the experience gained during the internship and successful completion of the projects assigned by the business supervisor(s).

(408232) Websites Design & Development (3 credit hours) Prerequisite: (1303244)

Review of basic web authoring software. Design of a fully functional web site, learning how to add and be an added advantage to the student.

(408436) Simulation of Management Systems (3 credit hours) Prerequisite: (1303380) Review of basic simulation and modeling concepts.

(402445) Total Quality Management (3 credit hours) Prerequisite: (402101)

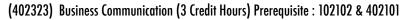
This course aims to define and deepen student understanding of the concept of TQM from the perspective of a holistic, with a presentation of models of famous scholars, including the quality Dmenk, and Goran, and Crosby, Ishikawa and the article deals with issues of empowerment, training and development, team building and leadership, strategic planning and statistical tools of TQM, the focus will be on customer satisfaction, and prevent errors, and continuous improvement.

(408437) MIS Project (3 credit hours) Prerequisite:(90 H)

The student is assigned a project in management information systems that should be implemented on computer.

(601399) Electronic Transaction Law (3 credit hours) Prerequisite: (None)

This subject is studying the defining of Bahrain Electronic Transaction law, throw that defining E- Commerce, E- Contracts, the ways of dealing E- Contracts, forming of E- Contracts, affirmatives, acceptance, time, place of dealing E- Contract. The law must be using on E- Contracts, the judging specialty on international E-Contracts. it also studying The condition must be in electronic documents. The way of protected E- Contracts, legal evidence for electronic documents and digital signature.



The course presents an overview of the nature, significance, elements/ steps, and forms of communication, and communication barriers in organizations. It discusses effective messages and how to develop and write an effective business letter of various kinds, such as letters of inquiry, reply, order, sales, etc., using modern communication technological tools.

(408348) Computer Based Production Systems (3 Credit Hours) Prerequisite : 1303244

The course covers a wide variety of topics in the area of automation and issues relate to the integration of several areas that fall within computer integrated manufacturing.

(300100) Computer Skill II (3 Credit Hours) Prerequisite : 1301100

To enhance a student skills in IT, computer systems and applications systems, system software (Spreadsheets, Database, Presentation, Information and Communication). Also the course aims to prepare the student for ICDL exam.

(405106) Financial Mathematics (3 Credit Hours) Prerequisite : None

The course aims is to provide students with tools and techniques of computing interests. Simple and compound true and true interests present and future value, and loan amortization, and rang of financial mathematics applications.

(302426) Managerial Accounting (3 Credit Hours) Prerequisite : 302425/302220

Against this decision to the role of accounting data in planning and decision-making and dealing with the definition of management accounting and framework for analysis, parity and use of planning gain, the role of budget planning in the management process, balance of current operations and cash capital transactions, responsibility accounting, the appropriate costs to rationalize decisions.

(301342) Managerial Economics (3 Credit Hours) Prerequisite : 301101

The course aims to provide the student the fundamentals of economic analysis and how to use financial and human resources of the organization, optimizing and supporting the administrative and economic strategies of the organization through a focus on prices, the concept and dimensions, as well as examine the application.



(408221) Office Automation Management (3 Credit Hours) Prerequisite : 1303244

This course focuses on the definitions of offices Automation, Characteristics and components, its relation to other information systems, Automation tools, safety issues of automation, current emphases in automation and Social issues of automation.

(402414) Organization Theory (3 Credit Hours) Prerequisite: 402101

This course aims to introduce students to the meaning and importance of organizational structure and how to design it, the elements affecting the design process, and the components of organizational design such as: the work design, allocating responsibility and distribution of authority, division of work units, and to identify relations between the authorities. Build student knowledge of the importance of defining organization' mission and objectives and the role of strategic planning to achieve these objectives. Introduce to the student the importance of studying and analyzing the changes in the external environment and its impact on organization's work practices. This course also discusses some important related topics such as, organizational change, culture, technology, and organizational conflict.

(402420) Organizational Behavior (3 Credit Hours) Prerequisite: 402101

This course aims to define and deepen student understanding of the behavior of individuals and groups within the organization and behavior patterns of these factors and subjective effects such as (attitudes and motivation, etc.), as well as the determinants of organizational behavior, (such as work design, organizational structure, communications, etc.).

(601121) Principles of Commercial Law (3 Credit Hours) Prerequisite: 601111

The objective of this subject is to study:

1. The general principles in commercial law and to what extent it is influenced by globalization in addition to its importance for other specialties such accounting, business management and others.

2. The theory of commercial process and the practical results due to its practice in reality.

3. Commercial contracts concerning road transport, commercial mediation (brokerage, commercial representation, commission).

4. The merchant: conditions and professional commitments.

5. Commercial building.



(408209) Principles of Information Systems (3 Credit Hours) Prerequisite: 402101

This course focuses on the definitions of basic concepts accompanying information systems, the methods to process data in these systems, beside software used in information systems.

(407210) Services Marketing (3 Credit Hours) Prerequisite: 407101

This course aims to introduce the concept and nature of the services and the foundations of classification and characteristics of the marketing points of the marketing mix of services, as well as the main determinants of the quality of services and ensure quality.

(408323) Tools for Developing Information Systems (3 Credit Hours) Prerequisite: 1303380

This course cavers the following topics: Case tools characteristics ,upper case tools, lower case tools, modeling tools, process modeling tools ,reengineering , revers engineering , program analysis , and case generations.

(408424) Special Topics in Information Systems (3 Credit Hours) Prerequisite: 1303244

This course focuses on the special topics in information systems, not discussed in any other course, for example: non official management information systems. The beneficiaries from information systems and their positions toward systems, system auditing.

(402325) Strategic Management (3 Credit Hours) Prerequisite: 402101

Designed subject to the definition of the student to the concept of strategic management and development of this concept, as well as the defined stages of strategic management and the ensuing integration process of strategic management in strategy formulation, implementation and follow-up, all of which are part of the awarenOess of the environmental factors and analysis and thus enhance the theoretical cases of summary execution.

Master's Degree in Management Information Systems

Forward

The Management Information Systems Master's Degree program is offered in 2008, as response to great attention the government in Kingdom of Bahrain has given to the field of information technology. The program provides opportunities for those with bachelor's degrees in information systems to provide advanced knowledge in computers, computer networks, Advanced Strategic Information Systems, Advanced Electronic Commerce, Advanced Multimedia Systems, Information System Auditing ...etc to solve problem in business and enhancing their skills.

Mission

The mission of the Master's Degree in Management Information Systems (MIS) inline with the mission of Applied Science University. This program focuses on enhancing awareness in the information systems arena through the development of advanced competencies in computer applications development. Also the managerial fields of the program focuses to promotes "human sensitivities and interdependence" through problem solving in a socio-technical business environment. The program, as a whole, will prepare students to compete in the increasingly global technical environment.

Objectives

• The course provides a highest academic quality in Management Information Systems (MIS) and Information Technology (IT) in a challenging and supportive learning environment that attracts the very best students from the Kingdom of Bahrain and Arabian Gulf Region.

• To provide students with a broad, balanced knowledge of core areas and advanced topics in MIS & IT.

• To develop the ability of the students to evaluate primary evidence critically and the conceptual understanding to marshal and present arguments and solutions based on primary data, relevant theory and the application of sound reasoning in the MIS & IT.

- To develop transferable skills relating to problem solving and spoken and written communication.
- To bring students to a position on graduation where they can choose confidently from a wide range of careers, both within the Information Technology sector and outside it.



Prospective Employment Opportunities

Some of the careers available to a student with an Management Information Systems Master's Degree include:

- Business Analyst.
- Business Application Developer.
- IT Consultant.
- Systems Analyst.
- IT Development Project Leader.
- Database Administrator.
- Business Intelligence Analyst.
- Systems Developer.
- Database Analyst.
- Web Developer.
- Network Administrator.
- Technical Support Specialist.
- Information Systems Manager.
- Problem solving research.
- IT User Liaison.

Master Degree in Management Information Systems

Track One : Comprehensive Exam (36 Credit Hours)

- A. Major Compulsory Requirements (24 Credit Hours)
- B. Major Elective Requirements (12 Credit Hours)
- C. Comprehensive Exam. (0 Credit Hours)

Track Two : Thesis (36 Credit Hours)

- A. Major Compulsory Requirements (
- B. Major Elective Requirements
- C. Thesis.

- (18 Credit Hours)
- (12 Credit Hours)
- (6 Credit Hours)



Track One : Comprehensive Exam (36 Credit Hours)

A. Compulsory Requirements (24 Credit Hours)

The student must complete the following requirements :

Course No,	Course Title	Credit Hours
1306005	Scientific Research Methodologies	3
408602	Advanced Software Engineering	3
408603	Advanced Knowledge Management	3
408604	Advanced Strategic Information Systems	3
408605	Advanced Electronic Commerce	3
408606	Advanced Computer Networks	3
408607	Advanced Information Systems Security	3
408609	Database Systems	3

B. Elective Requirements (12 Credit Hours)

The student is asked to pick only 4 courses total of (12 Credit Hours) from the following list.

Course No,	Course Title	Credit Hours
408610	Information Systems Quality Assurance	3
408611	Advanced Multimedia Systems	3
408612	Information Hiding & Watermarking	3
408613	Data Mining & Warehousing	3
408614	Information System Auditing	3
408615	Advanced Computer Architecture	3
408616	Special Topic in Management Information Systems	3



C. Compressive Exam (O Credit Hours)

After the completion of all the Compulsory and the Elective Requirements, total of (36 Credit Hours), the student must sit for a comprehensive exam including pre-determined courses in a fixed date. This exam is a partial requirement for the fulfillment of the MSc. Degree.

Course No,	Course Title	Credit Hours
408650	Comprehensive Exam	0

Track Two : Thesis (36 Credit Hours)

A. Compulsory Requirements (18 Credit Hours)

The student must complete the following requirements :

Course No	Course Title	Credit Hours
1306005	Scientific Research Methodologies	3
408602	Advanced Software Engineering	3
408603	Advanced Knowledge Management	3
408604	Advanced Strategic Information Systems	3
408605	Advanced Electronic Commerce	3
408606	Advanced Computer Networks	3
408607	Advanced Information Systems Security	3
408609	Database Systems	3

B. Elective Requirements (12 Credit Hours)

The student is asked to pick only 4 courses total of (12 Credit Hours) from the following list.

Course No.	Course Title	Credit Hours
408610	Information Systems Quality Assurance	3
408611	Advanced Multimedia Systems	3
408612	Information Hiding & Watermarking	3
408613	Data Mining & Warehousing	3
408614	Information System Auditing	3
408615	Advanced Computer Architecture	3
408616	Special Topic in Management Information Systems	3

C. Thesis (6 Credit Hours)

After the completion of all the Compulsory and the Elective Requirements, total of (30 Credit Hours), the student is can select one of the projects announced by the Computer Science Department under a supervision of a member of staff. The project consists of a research work on which the student works over a period of two semesters that can be extended to three semesters.

Course No,	Course Title	Credit Hours
408620	Thesis	6



Department's Compulsory Requirements - Course Descriptions

(408606) Advanced Computer Networks

The concepts of computer networks and network services, communication protocols, network and protocol architectures, packet switching techniques, the Internet architecture, topology, internetworking, TCP/IP, network design and analysis methods, switching, and routing. Topics include wired and wireless Ethernet, software and conceptual models, error detection, error correction, transfer and routing protocols, congestion and flow control, quality-of-service, network programming, security, current and future applications.

(408605) Advanced Electronic Commerce

This course examines the foundation, operation, and implications of the Internet economy. Topics include Internet technologies, online market mechanisms, interactive customers, knowledge-based products, smart physical products and services, pricing in the Internet economy, online auctions and e-marketplaces, digital governance, policies for the Internet economy and an outlook for the new economy.

(408607) Advanced Information Systems Security

The concepts and applications of system and data security. Topics include risks and vulnerabilities, policy formation, controls and protection methods, database security, encryption, authentication technologies, host-based and network-based security issues, personnel and physical security issues, issues of law and privacy. Areas of particular focus include secure network design, implementation and transition issues, and techniques for responding to security breaches. Network security, hacker attacks, Web security, e-mail security, e-commerce security, systems and operation environment security, database security, algorithms for making data communications secure, encryption and coding techniques and IP security.

(408603) Advanced Knowledge Management

This training course provides support center supervisors, managers, and directors with a set of practical methods for gathering, storing and maintaining, and successfully re-using information. In today's fast-paced support industry, it is critical to know how to leverage your organizations information through proper management. The Knowledge Management Foundations training course will provide vital insight into cutting-edge knowledge management techniques. Participants will learn essential knowledge management framework strategies. The training seminar focuses on the implementation of necessary tools and procedures to create and maintain a world-class knowledge management environment. Managers require certain skills that are essential to properly leverage an organizations information base. Participants will learn proven

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principles and practices which help maintain content quality and the life cycle of information. Participants will also learn best practices that will improve service levels and efficiency of their support center

(408602) Advanced Software Engineering

Study and discussion of the most recently developed topics in Management Information Systems.

(408604) Advanced Strategic Information Systems

This course emphasizes the use of information technology to develop distinct competitive advantage in relations with competitors, customers, and suppliers, and with respect to products and services. It examines these central issues:

- The design of information systems offering strategic advantages
- The competitive potential for strategic use of information systems
- Special issues related to inter organization information systems
- Special issues related to strategic use of information systems involving international networks
- Development of financial and audit structures for strategic use of information systems
- The impact of information technology on the global business community

• Course participants examine strategies of actual companies and identify other strategies that can be deployed to gain competitive advantage in diverse settings. In addition, the implications of geo-political developments on the international business community are examined as they are occurring.

(408609) Database Systems

The goal of this module is to study some contemporary technologies in the database area that have been adopted in real applications and to survey products and applications that embody these technologies. Selected topics from the following will be covered: Object Oriented and Object Relational Databases; XML/Semi-structured Data Management; Temporal, Spatiotemporal, Time-Series, and Sequence Data Management; Distributed Databases; Information Retrieval Techniques; Advanced Query Optimization; Data Stream Systems; Main Memory Databases.

(1306005) Scientific Research Methodologies

This module aims to offer a grounding in various aspects of research and project management, from the most theoretical (philosophy of science), through the subject-specific (how to choose, refine and develop a research topic), to practical advice on undertaking research, including how to contribute to research, manage research projects, cope with the day-to-day research activity, etc. It covers material and advice



on technical writing for the dissertation. Research seminars undertaken as part of the Research Project contribute to this module. The module also covers various aspects of Professional Skills and ethics as required in the IT industry and in Research and Development. The skills include team-work skills, industrial problemsolving, leadership skills, communication skills, presentation skills and preparation for job application and interview skills.

Department's Elective Requirements - Course Descriptions

(408615) Advanced Computer Networks

Architecture of large computing systems. Instruction set architecture and RISC. Design of high-speed arithmetic units, I/O subsystems, DMA, and channels. Interrupt structures. Horizontal vs. vertical microprogramming. Memory system hierarchy with emphasis on cache, virtual memory, and interleaving. Introduction to parallel processing and advanced architectural trends.

(408611) Advanced Multimedia Systems

Introduction to multimedia systems. Definitions of terms and concepts related to multimedia. Trends in the development and the use of multimedia. Tools, techniques, and guidelines facilitating the planning, design, production, and implementation of multimedia products.

(408613) Data Mining & Warehousing

The data warehousing part of the module aims to give students a good overview of the ideas and the techniques, which are behind recent developments in the data warehousing and Online Analytical Processing (OLAP) fields, in terms of data models, query languages, conceptual design methodologies, and storage techniques. Laboratory sessions will ground the abstract notions on practical cases and tools.

The data mining part of the module aims to motivate, define and characterize data mining as a process; to motivate, define and characterize data mining applications; to survey, and present in some detail, a small range of representative data mining techniques and tools. Laboratory sessions will ground the abstract notions on practical cases and tools.

(408612) Information Hiding & Watermarking

This course syllabus provides, history of information hiding, technologies why information hiding challenges, facing world wide web user, watermarking and multimedia.

(408614) Information System Auditing

The course cover the topic, information governance ,control, security, and auditing professions, IS control standards, Technical and managerial topics pertinent to the IS Assurance and IT governance professions.

(408610) Information Systems Quality Assurance

This course cover the following topics, Assurance principles and concepts ,Assurance criteria for developing information system , Assurance metrics, quality assurance and software engineering and CMM.

(408602) Advanced Computer Architecture

Design and implementation of software using a formal specification language. Topics include management implications, software cost estimation, defect testing, software engineering environments.

(408616) Special Topic in Management Information Systems

Study and discussion of the most recently developed topics in Management Information Systems.



Bachelor's Degree in Political Science

Forward

The Department of Political Science is one of the leading departments at the Applied Sciences University, operating under the umbrella of the College of Administrative Sciences. This Department is distinguished in terms of its curriculum and the faculty members, who use the latest methods to undertake education based on their own views as well as the visions of the leading figures in the field of politics. The students enrolled in this Department must successfully complete (129 credit hours) to earn their Bachelor's Degree in Political Science. Upon the completion of the Bachelor's program, the students will obtain familiarity with international relations, diplomatic studies and political studies, research methods, Islamic culture, and Bahrain political system.

Objectives

The Department plans to achieve the following objectives through its study plan:

- 1. To prepare and qualify students for future career by providing them with essential skills and knowledge.
- 2. To encourage its students to use scientific references related to their field of study.
- 3. To build strong ties and relationships with the local and regional institutions.
- 4. To develop scientific research tendencies at the Department.
- 5. To link theory to practice by adopting a field training course.

Graduation Requirements

The students majoring in Political Science must complete (129 credit hours).





A. Department's Compulsory Requirements (75 Credit Hours) All the students majoring in Political Sciences must successfully complete all the following courses listed in the following table:

Course No.	Course Title	Credit Hours	Prerequisite
501106	Bahrain's Political System	3	-
501240	Theories of Political Systems	3	-
501241	Comparative Political Systems	3	501101
501265	Ancient & Medieval Systems	3	501101
501340	Arab Political Systems	3	-
501341	The Gulf Political System	3	501101
501360	Political Theory	3	501101
501362	Methodology of Political Science	3	300201
501363	Arab Islamic Political Thought	3	501101
501364	Modern & Contemporary Political Thoughts	3	501265
501399	Internship	0	66 Crh
501486	Readings in Politics (E)	3	102102
501498	Applied Research (Political Science)	3	90 CRH
502102	Principles of International Relations	3	-
602152	Public International Law I	3	601111
502243	Geopolitics	3	502102
502320	Theories of International Organization	3	502102
502322	Comparative Foreign Policy	3	502102
502400	The Theories of International Relations	3	502102
502323	Bahrain Foreign Policy	3	502102
502488	International Economic Relations	3	502102
503116	Fundamentals of Diplomacy (Principles of Diplomacy)	3	-
503283	Diplomatic & Consular Law	3	503116
503384	Diplomacy in Theory & Practice	3	503283
503385	Constitutional Law	3	-
503485	Readings in Diplomacy	3	503384+102102



B. Elective Requirements (6 Credit Hours)

Beside the completion of all the compulsory courses, the students majoring in Political Science are required to pick and complete Two Courses from the following list:

Course No.	Course Title	Credit hours	Prerequisite
501215	Democracy & Human Right	3	-
501244	Public Opinion & Media	3	-
501366	Political Sociology	3	501101
501444	Political Development	3	501241
501490	Research Seminar	3	-
501498	Applied Research (Political Science)	3	90 Crh
501496	Political Parties	3	501241
502111	Contemporary International Issues	3	-
502325	Arab's Foreign Policy	3	502102
502329	Arab's Neighboring Countries	3	502102
502446	Problems of Developing Countries	3	502102
502483	Strategic Studies	3	503116
503225	International Crisis Management	3	503116



Political Science: Four year study plan (129 Credit Hours)

	First Year: Semester 1 (15 Cre		First Year: Semester 2 (18 Credit Hours)								
Course No	Course Title		Credit Hou		Prerequisite	Course No	Course Title	Credit Hours			Prerequisite
		T	P	Cr				T	P	ſ	Trerequisite
501101	Introduction to Political Sciences	3	-	3	-	503116	Principles Of Diplomacy	3	-	3	-
502102	Principles of International Relations		-	3	-	501106	Bahrain's Political System	3	-	3	-
102101	English Language I	3	-	3	-	102102	English Language II	3	-	3	102101
1301100	Computer Skills I	1	4	3	-	101101	Arabic Language	3	-	3	-
-	University Elective	3	-	3	-	503385	Constitutional Law	3	-	3	-
						300100	Computer skills II	1	4	3	1301100
	Second Year: Semester 1 (18 C	redit Hours)					Second Year: Semester 2 (18 Crea	lit Hours	5)		
Course No	Course Title	Gr T	edit Hours P	ſr	Prerequisite	Course No	Course Title	T	Credit Hou P	rs Gr	Prerequisite
501265	Ancient & Medieval System	3	-	3	501101	503283	Diplomatic & Consular Law	3	-	3	503116
602152	Public International Law I	3	-	3	601111	502320	Theories of International Organization	3	-	3	502102
501240	Theories of Political Systems	3	-	3	-	502243	Geopolitics	3	-	3	502102
402101	Principles of Management 1	3	-	3	-	501241	Comparative Political Systems	3	-	3	501101
301101	Introduction to Economic Science	3	-	3	-	302101	Principles of Accounting I	3	-	3	-
-	University Elective	3	-	3	-	407101	Principles of Marketing	3	-	3	-
	Third Year: Semester 1 (15 Cro	edit Hours)					Third Year: Semester 2 (15 Credi	t Hours)			
Co	C	Gr	edit Hours		Duran tatu	(C		Credit Hou	rs	Description
Course No	Course Title	T	P	Cr	Prerequisite	Course No	Course Title	T	P	ſ	Prerequisite
501363	Arab and Islamic Political Thought	3	-	3	501101	501341	The Gulf Political System	3	-	3	501101
501340	Arab Political Systems	3	-	3	501101	501360	Political Theory	3	-	3	501101
502322	Comparative Foreign Policy	3	-	3	502102	503384	Diplomacy in Theory & Practice	3	-	3	503283
501362	Methodology of Political Sciences	3	-	3	300201	501364	Modern & Temporary Political thoughts	3	-	3	501265
-	College Elective	3	-	3	-	501399	Intership	3	-	0	66 Crh
						501105	Bahrain Civilization & History	3	-	3	-
	Fourth Year: Semester 1 (15 C	redit Hours)					Fourth Year: Semester 2 (15 Cred	it Hours)		
Course No	Course Title	T (redit Hours P	cr		Course No	Course Title	T	Credit Hou P	rs Cr	Prerequisite
501486	Readings in Political E	3	-	3	102102	502488	International Economic Relations	3		3	502102
502400	The Theories of International Relations	3	-	3	502102	501498	Applied Research (Political Science)	-	6	3	90 Crh
502323	Bahrain Foreign Policy	3	-	3	502102	503485	Reading in Diplomacy E	3		3	503384+ 102102
300201	Methods of Scientific Research	3	-	3	-	-	Major Elective	3		3	-
-	Major Elective	3	-	3	-	-	Free Course	-		3	-



Department's Compulsory & Elective Requirements - Course Descriptions

(501101) Introduction to Political Sciences (3 credit hours) Prerequisite: (None)

The main objective of this course is to a quaint the student with various concepts and principles of political science and its contribution to the development of human social and political life. It is am introductory course of political science, its development and its interrelationship with other fields of knowledge, as well as, the nature of the state, the forms of governments, political culture, political behavior and socialization, pluralism and political parties, pressure groups, and public opinion.

(501106) Bahrain's Political System (3 credit hours) Prerequisite : (None)

An intensive examination of political and historical events related to the creation of the state of Bahrain, and its development in all fields. Also the course is mainly devoted to describing the dominant political and constitutional events and developments that affected the political system and institutions, showing the distribution of power and authority among the three branches of government (executive, legislative, and judicial), as well as, the formation of its internal and external foreign policies.

(501215) Democracy and Human Rights (3 credit hours) Prerequisite : (None)

This Subject discusses the beginning of the historical development of the term political democracy and human rights, concentrating on human rights in Islam, and its effect on International legislations, and the study of natural individual and collective human rights. Also, the course discusses the legal and civil rights included in the international panels and legislations, and the advertisement of human rights internationally acknowledged, and what modem constitutions contain concerning political, economical and social rights.

(501240) Theories of Political Systems (3 credit hours) Prerequisite : (501101)

This course discusses major political theories and approaches used in studying and analyzing political systems, such as, system theory, structural – functional, groups, elites theories, in addition to class analytical approach, decision- making, communication, and other approaches. The courses also examine theories of the state in relation to its functions and legitimacy, as well as, political culture, democracy, and political participation.

(501241) Comparative Political Systems (3 credit hours) Prerequisite:(501101)

This Subject discusses the study of political systems in an analytical and comparative way, using numerous modern theories in classifying political systems. It also concentrates on the study of the different characteristics of political systems such as the presidential assembly and parliamentary systems. And the study includes practical applications from modem political systems, such as the American presidential system, the British Parliamentary systems, the Swiss and French system and other examples from developing countries and moderate socialist systems.

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(501244) Public Opinion and the Media (3 credit hours) Prerequisite: 501101

This subject discusses public opinion, its definition including political life of modern society, and its structure, and condition effecting it by using an applicable pattern on the Bahrain public Opinion towards any political, economic, or social issue concerning the Bahrain Society.

(501265) Ancient and Medieval Systems (3 credit hours) Prerequisite:(501101)

The objective of the subject is to deal with the theoretical framework of political thoughts as a result of human political heritage, explain the concept, and the relation between political theory and political philosophy. It deals with human political thought and its output in the ancient Civilizations such as Chinese, Indian, Persian and Arab civilization before Islam, concentrating on Greek, Roman and Western Thought.

(501340) Arab Political Systems (3 credit hours) Prerequisite: 501101

This subject aims at the study of the circumstances that led to the creation of the Arab political systems, showing their differences, strength-points and the political and historical changes. Also, it deals with the primary and legal structures, and every systems directions and attitudes by comparing and analyzing a number of Arab political systems.

(501360) Political Theory (3 credit hours) Prerequisite: 501101

This subject handles the study of the emergence of the political community, analyzing political phenomena, and the relations between both. It also includes an explanation and description of ancient, middle –age, and modem political theories, concerning the emergence of the state, and its effect on the political, economy, and social scopes. It also concentrates on the concepts, values, political legitimacy, democracy, liberalism, and modern concepts of political development.

(501362) Methodology of Political Science (3 credit hours) Prerequisite: (300201)

This subject concentrates on the study of methods used in political science, by learning the methods, tools and different concepts. Also it concentrate on the theoretical and philosophical foundations of scientific research, that measure the stands and opinions of individuals and groups. It also concentrates on developing the capabilities of students to use modern teaching methods.

(501363) Arab Islamic Political Thought (3 credit hours) Prerequisite: (501101)

This subject discusses the environment of Arab and Islamic Political thought, its development, different attributes, comparing it to other thoughts, and studying a number of Arabic political thinkers from different ages. Ancient thinkers such as : Ibn Abi Rabi, Farabi , Mawardi, Th Taimieh and Ibn khaldoun. Modem thinkers such as : Jamal Al-din , Al – Afghani, Abdul – Rahman AlKawakbi , Mohamed Abdo and Ali Abdul – Razaq are specimens of the study . It also discusses the modem streams of political thought, such as the Arab National Movement, and Islamic movements with reference to the most important ones, as well as national and religious parties in the Arab World.



(501364) Modern & Contemporary Political Thought (3 credit hours) Prerequisite: (501265)

This subject is considered as a continuation of Ancient Political thought. It follows the development of political thought in different stages: capitalism ,socialism, nationalism, Fascism, Nazism, Anarchism, and their parts in the building of modem political thought. It also concentrates on the changes in political thought such Globalization and New-World order.

(501366) Political Sociology (3 credit hours) Prerequisite:(501101)

This subject discusses the issues and concepts of political sociology, the relation between the state, society, power, sovereignty, classes, social elite, and the role social institutions play in the decision – making and public opinion. Also it discusses the social movements, political parties, pressure Groups, political culture in society, bureaucracy, Political power and educational systems.

(501399) Internship (O credit hours) Prerequisite: (after 66 hours)

This course aims at allowing 4th year students to practice what they have learned during the previous years by joining a training course at one of the governmental or private sectors institutions connected to the field of political science and diplomacy in order to enhance trainee's ability and knowledge.

(501444) Political Development (Theories) (3 credit hours) Prerequisite : (501241)

This subject discusses the study of political modernity and development, its theories and dimension connected to the political development of the world countries, democratic framework, political culture, political participation and the building of state institutes.

(501486) Readings in Politics E (3 credit hours) Prerequisite: (501101)

This course in politics handles international political terms, by studying and explaining the political concepts and the way they are used by presenting the update concepts of national policy & international politics. Papers are presented and discussed by the students, using scientific research methods.

(501490) Research Seminar (3 credit hours) Prerequisite: (none)

This course deals with political analysis of numerous topics in political sciences and diplomacy and its applications. Despite its breadth, the seminar helps students to make some critical discussion that are often blurred in ordinary studies by preparing a research paper.

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(501496) Political Parties (3 credit hours) Prerequisite: (501101)

This subject discusses the development of theoretical framework by studying the theories of political parties as well as the different types of political parties, which include the meaning, establishment and evolution of party system. It also discusses the forms of party systems, such as the party the bi-party, and the multiparty system, as well as, the nature of the relationship between political parties and democracy in an attempt to provide a general theory to govern such a relation.

(501498) Applied Research (Political Science) (3 credit hours) Prerequisite: (pass 90 hours)

This subject aims at developing the scientific, theoretical, and practical skills of the graduate students in political science, international relations and diplomacy. The most important departure from tradition in this course is its requirement lo help students to carry responsibility and constantly to think in terms of real research questions. Also, this course fries to test the students' scientific honesty, capability of thinking on their own, and to build their own-self through expressing themselves in a scientific way depending on the knowledge and personal experience they gained. Also it helps a student to be prepared to prepare the student for higher studies and to write his/her own thesis, the student has to choose his/her subject from theoretical research or practical research from the field of political science, international relations, and diplomacy.

(502102) Principles of International Relations (3 credit hours) Prerequisite: (none)

This course especially deals with different concepts and principles of international relations by making emphasis on the emergence of internal relations. It explain the different concepts and principles of international relations especially the definition of international community, international actors (States, international organizations, transitional actors), and the role each actor usually plays in the international arena.

(0502111) Contemporary International Issues (3 credit hours) Prerequisite: (502102)

This subject discusses international issues and modem problems that threaten international peace and security. It describes the international order and its development during the twentieth century, and the reasons for the emergence of a new world order, then a discussion of the important issues: the superpowers conflict, political terrorism, ethnic purification, world debt and its effects on the developing countries, food security, water problems, conflict over natural resources, civil wars, regional wars, religious, ethnic conflicts, refugee problems, struggle for arms, the future of regional and international conflicts with the spread ballistic missiles. Finally it deals the discussion with the future of international community and the visions for next



century.

(602152) Public International Law I (3 credit hours) Prerequisite: (502102)

This course deals with the nature of international community by defining the international law and its nature as well as the difference between the international Law and other forms of Laws. It also discusses the different methods of studying international law and its relation with other social sciences, as well as its historical evolution from the start with regards to its nature, its obligations, its different sources and the way it was written and formed.

(502243) Geopolitics (3 credit hours) Prerequisite: (502102)

The course is designed to introduce basic concept of geopolitical theory and practice. It begins with evolution of geopolitical thought, classical theories of geopolitics; Mahan, Mackinder and Spykman. Other aspects of geopolitics to be surveyed, including cold war geopolitics, post- cold war, and geo-economics. The course demonstrates how geopolitics impacts upon the assessment and behavior of decision-makers operating within international system, such as American containment strategy, Israeli geopolitical behavior and Arab states geopolitics; boundaries, anthropology, population, water resources and military geography.

(502320) Theories of International Organization (3 credit hours) Prerequisite: (502102)

This course defines the international community and its persons by concentrating on the functional and legal aspects of number of international and regional organizations, analyzing their role in world affairs, their aims and duties, taking the U.N., the Arab League, E.E.C., and the organization of Islamic conference as examples.

(502322) Comparative Foreign Policy (3 credit hours) Prerequisite:(502102)

The course deals with the great powers foreign policy making with regards to their decision making models, means by which they execute their foreign policies, formal and informal institutions participating and influencing foreign policy process, as well as internal and external factors affecting their foreign policies. In addition to that the course deals with the Soviet foreign policy and its making until its downfall and the Russians foreign policy afterward, as being the successor of the Soviet Union.

(502325) Arab Foreign Policy (3 credit hours) Prerequisite: (502102)

This subject discusses the Arab regional system, analyzing its political, economical, geographical and historical environment, as well as the different constitutions which affecting relations on the making and execution of foreign policy of a number of Arab countries. Concentrating on comparative analysis, types of political international, and the role of the political environment or the foreign policy making of those countries, and the feedback connected to their decisions are included in this syllabus. Finally, it shows the

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goals and tools of executing those policies.

(502323) Bahrain Foreign Policy (3 credit hours) Prerequisite: (502102)

The aim of this course is to a quaint the student with different aspects of Bahrain Foreign policy and its nature. It focuses on theoretical framework of foreign policy making including major actors and internal, and external factors intervening in its making as well as the impact of regional and international politics on it, also, some different applications of Bahrain foreign policy issues, such as, the Arab – Israeli conflict and the Gulf crisis will be examined.

(502329) Arabs Neighboring Countries (3 credit hours) Prerequisite: (502102)

This subject discusses the external relations of neighboring countries to the Arab world because of geographical situation of both sides. It shows the policies that the surrounding countries take towards the Arab world. Also it shows the way some major issues re handled such as: national security, border problems, water shortages, minorities (ethnic), development, international trade, and the role surrounding countries are taking regional conflicts.

(502400) The Theories Of International Relations (3 credit hours) Prerequisite: (502102)

This course discusses the theoretical and scientific framework of the different types of international relations theories such as balance of power theory, Realism, idealism, common security theory, conflict and conflict resolution theories, and the game theory in order to give a comprehensive and detailed understanding of world politics and its interactions, with emphasis on political change in international society after the cold war Era.

(502446) Problems of Developing Countries (3 credit hours) Prerequisite: (502102)

This subject discusses the political, cultural, economical, and social problems that affecting the developing countries, and the obstacles that hindering their growth and development. The paper concentrates on explaining the problems and their reasons, and the regional and international aid to solve them. A case study will be used for a number of problems such as: dissertation, hunger, poverty, illiteracy, population and debt.

(502483) Strategic Studies (3 credit hours) Prerequisite: (503116)

This course aims at defining a strategy as a first step towards understanding of different types of strategic theories as well as analyzing concepts of common security, regional and international arms control and disarmament treaties, and the role IAEA is playing towards preserving world peace and world order.



(502488) International Economic Relations (3 credit hours) Prerequisite: (502102)

This course discusses the political impact of international economical relations by discussing theories of international trade, the evolution of international monitary fund (JMF), the World Bank and the (WTO) and north-south relations with a special emphasis on economical cartails and economical crisis and its impact on world economics.

(503116) Principles of Diplomacy (3 credit hours) Prerequisite : (None)

This course deals with diplomacy as a foreign policy tool by defining its meaning, its origin and the development and evolution of its concepts through ancient, medieval and modern and contemporary ages. It also discusses differences and similarities between a consular and a diplomat as well as current situations of diplomacy within the framework of the international community.

(503225) International Crisis Management (3 credit hours) Prerequisite: (503116)

This subject discusses the meaning of international crisis, its concepts, some theories that explain the nature of international crisis. Its also treats the political, economic, and social factors causing regional and international crisis. Also it demonstrates the traditional and untraditional ways used to deal with crisis and contain them, the characteristics of the political decision making in the atmosphere of a crisis, and the use of role-playing to solve them.

(503283) Diplomatic And Consular Law (3 credit hours) Prerequisite: (503116)

This subject discusses permanent diplomatic missions, establishing diplomatic relations, their kinds, privileges and immunities, and consular missions, its concept, rules and laws, conditions of establishment, degrees, privileges, and immunities connected to consular missions, using both Vienna agreements (1961- 1963) including diplomatic and consular vocabularies in Latin, French, English and Arabic.

(503384) Diplomacy In Theory And Practice (3 credit hours) Prerequisite: (503283)

This subject discusses the study of the central and subsidiary systems of diplomacy, from the theoretical and practical viewpoints, including: the head of state, prime minister, foreign minister, other ministers, parliament, the armed forces, the general intelligence, permanent diplomatic missions, special missions, international conferences, diplomacy of international organizations, also some kinds of diplomacy: direct diplomacy, opened diplomacy, diplomacy of occasions and summit diplomacy. Including appropriate vocabularies in



Latin, French, English and Arabic.

(503485) Readings In Diplomacy (3 credit hours) Prerequisite: (503384)

This subject handles the diplomatic life in diplomatic terms, the different institutes of diplomacy, the traits and qualifications of a diplomat, explaining diplomatic life and corps, the choosing of diplomat, his activities, and duties before he leaves his own country and after taking up his post, his connection to the media and public opinion, using patterns of the letter of credence, letter of recall and using the Latin, French, English and Arab terms The student must prepare and present a subject relating to his field of study.

(501341) The Gulf Political System (3 credit hours) Prerequisite: (501101)

This subject deals with the study of political structures of the political system in the GCC countries, focusing on the study of various authorities within the system and their political institutions, and how political decisionmaking, and the relationship of the legislature, the executive (Cabinet) and judicial (courts) to each other, and dealing with political parties and public opinion in the GCC, in addition to religious and military institutions within the system.

(503385) Constitutional Law (3 credit hours) Prerequisite: (None)

This subject aims at studying the general theory of the constitutional law and defining it with its terminology and practicing its rules in addition to defining the constitution in terms of terminology, form and its relationship with other laws. And studying the resources of the written and non written constitutional base and the types of constitutions, the ways they are put, the sublime of constitutions and the ways of controlling the constitutionality of laws then modifying constitutions and how are constitutional laws put on ground then the development of constitutional life in Bahrain.





Bachelor's Degree in Marketing

Since its inception, the Programme of Marketing has endeavored to keep abreast with scientific development in designing its effective study plans. Through its plan, the Programme sincerely aims at preparing scientific cadres and peculiar specialists, well qualified and equipped, ready to work in various fields of marketing. Also, our academic plan provides a great opportunity for students who desire to pursue their higher studies in the field of marketing. Furthermore, the graduates of our Programme will certainly have many employment opportunities in all the fields of Marketing.

Objectives

- 1.To prepare students for marketing career and task
- 2. To develop scientific research marketing skills
- 3. To prepare students to deal with market mixed tasks and market operation

Prospective Employment opportunities

The program qualifies students to take up various posts in the private and public sectors, such as

- 1. Director of Marketing.
- 2. Marketing Expert.
- 3. Marketing Researcher.
- 4. Director of Sales.
- 5. Sales Supervisors.
- 6. Sales Representatives.
- 7. Public Relations.

Graduation Requirements

To earn his/her Bachelor's Degree in Marketing, the student must successfully complete (132 credit hours), as stated in the study plan. The students enrolled in the Programme are expected to successfully complete the University and College Requirements as well as the Programme Requirements (81 credit hours), the compulsory and elective requirements.

A. Compulsory Requirements: (75 Credit Hours)

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Course No.	Course Title	Credit Hours	Prerequisite
201131	Possibility & Statistics	3	201100
201100	Mathematics	3	-
402322	Human Resources Management	3	402101
402302	Materials Management	3	402101
402323	Business Communication E	3	102102+402101
407222	Sales Management	3	407101+402101
407340	Marketing Information Systems	3	407101
407248	Quantitative Methods (Marketing)	3	201100
407202	Consumer Behavior	3	407101
407398	Field Training (Marketing)	0	66 Crh
407203	Commercial Promotion	3	407101
407210	Services Marketing	3	407101
407322	Marketing Management	3	407101+402101
407305	Products Planning & Development	3	407101
407313	Financial Services Marketing	3	407101
407330	Industrial Marketing	3	407101
407404	Distribution Management	3	407101
407406	Pricing Policies	3	407101
407419	Tourism Marketing	3	407210
407443	Marketing Strategies	3	407101+300201
407444	Marketing Research	3	407340/300201
407451	Reading Marketing Contemporary IS	3	407101
407452	International Marketing E	3	102102
407446	E- Marketing	3	300100
402414	Organization Theory	3	402101
407498	Applied Research (Marketing)	3	90 Crh

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B. Elective Requirements: (6 Credit Hours)

Course No.	Course Title	Credit Hours	Prerequisite
405200	Financial Management I	3	302101
407333	Agricultural Marketing	3	407101
407314	Health Services Marketing	3	407210
108101	Introduction to Psychology	3	-
407453	Case Study (Marketing)	3	407101
407224	Personal Sale	3	407101
407334	Marketing of Medicine	3	407101
302220	Introduction to Cost Accounting	3	302101
407407	Application in Advertising	3	407203
407413	Social Marketing	3	407210
402221	Public Relations	3	402101
601121	Principles of Commercial Law	3	-
402102	Principles of Management 2	3	402101
402420	Organizational Behavior	3	402101
402445	Total Quality Management	3	402101





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Marketing: Four year study plan (129 Credit Hours)

First Year: Semester 1 (15 Credit Hours)							First Year: Semester2 (18 Gredit Hours)						
			Credit Ho	urs					Credit Ho	urs			
Course No	Course Title	T	P	Cr	Prerequisite	Course No	Course Title	T	P	(r	Prerequisite		
101101	Arabic Language	3	-	3	-	1301100	Computer Skills I	1	4	3	-		
301101	Introduction to Economic Science	3	-	3	-	300201	Methods of Scientific Research	3	-	3	-		
402101	Principles of Management 1	3	-	3	-	102101	English Language I	3	-	3	-		
407101	Principles of Marketing	3	-	3	-	501101	Introduction to Political Sciences	3	-	3	-		
	University Elective	3	-	3	-	302101	Principles of Accounting I	3	-	3	-		
							University Elective	3	-	3	-		
	Second Year: Semester 1 (18 Credit	Hours)				Second Year: Semester 2 (15 Credit Hour)						
<i>c</i>			Credit Hou	rs	•				Credit Ho	urs	.		
Course No	Course Title	T	P	Cr	Prerequisite	Course No	Course Title	T	P	Cr	Prerequisite		
201100	Mathematics	3	-	3	-	201131	Probability & Statistics	3	-	3	201100		
300100	Computer Skills II	1	4	3	1301100	407210	Services Marketing	3	-	3	407101		
102102	English Language II	3	-	3	102101	407248	Quantitative Methods (Marketing)	3	-	3	201100		
407202	Consumer Behavior	3	-	3	407101	407222	Sales Management	3	-	3	402101+407101		
407203	Commercial Promotion	3	-	3	407101		College Elective	3	-	3	-		
501105	Bahrain Civilization & History	3	-	3	-								
	Third Year: Semester 1 (15	5 Credit H	lours)		T		Third Year: Semester 2 (15 Credit	Hours		•	T		
			Credit Hou	rs							Credit Ho	urs	_
Course No	Course Title	T	P	Cr	Prerequisite	Course No	Course Title	T	P	(r	Prerequisite.		
407302	Materials Management	3	-	3	402101	407330	Industerial Marketing				407101		
407322	Marketing Management	3	-	3	402101/407101	402322	Human Resources Management	3	-	3	402101		
402323	Business Communication E	3	-	3	102102+402101	407340	Marketing Information Systems	3	-	3	407101		
407305	Products Planning & Development	3	-	3	407101	407398	Field training (Marketing)	3	-	0	66 Crh		
407313	Financial Services Marketing	3	-	3	407101	402414	Organization theory	3	-	3	402414		
	Major Elective	3	-	3	-		Major Elective	3	-	3	-		
	Forth Year: Semester 1 (1	5 Credit H	lours)				Forth Year: Semester 2 (15 Credit	Hours)				
C 11	Gredit Hours		rs	D	6 N	(Credit Hour		our	.			
Course No	Course Title	T	P	Cr	Prerequisite	Course No	Course Title	T	P	Cr	Prerequisite.		
407404	Distribution Management	3	-	3	407101	407452	International Marketing E	3	-	3	102102		
407406	Pricing Policies	3	-	3	407101	407443	Marketing Strategies	3	-	3	407101		
407444	Marketing Research	3	-	3	300201	407446	E-Marketing	3	-	3	300100		
407451	Reading in Marketing Contemporary IS	3	-	3	407101	407419	Tourism Marketing	3	-	3	407210		
-	Free Course	3	-	3	-	407498	Applied Research (Marketing)	-	6	3	90 Crh		

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Department's Compulsory & Elective Requirements - Course Description

(407101) Principles of Marketing (3 credit hours) Prerequisite: (None)

The course overviews the nature, significance and main concepts of marketing function in a business organization, and the effect of marketing environment on it. It discusses thoroughly the key marketing mix: Product development and planning, price, promotion, and distribution₃

(407202) Consumer Behavior (3 credit hours) Prerequisite: (407101)

The course explains the nature and concepts of human behavior, customer and consumption behavior, and their relationship to buying decision, buying stages, and product positioning. It discusses individual, social and cultural determinants of consumer behavior.

(407203) Commercial Promotion (3 credit hours) Prerequisite: (407101)

The course provides an overview of Promotion and its elements. It discusses in details Promotion Management methods and techniques, as well as planning and administering Promotion campaigns.

(407210) Service Marketing (3 credit hours) Prerequisite: (407101)

The course aims at identifying the nature and concept of service basic classifications and marketing characteristics, and Marketing mix points applicable to services and principle limitations on service quality and its guarantee.

(407222) Sales Management (3 credit hours) Prerequisite: (402101)

The course explains the nature, significance, role, organization, and sales management. It duly discusses the functions of Sales Manager including recruiting, selecting, training and motivating sales people, as well as planning and controlling of sales operations.

(407248) Quantitative Methods in Marketing (3 credit hours) Prerequisite: (201100)

The course aims at identifying the quantitative methods and their importance in marketing. It includes scientific and applied explanations for linear programming, Marcov chains, transportation, queus amongst others to help make decisions which minimize risk under uncertainty.

(407305) Products Planning And Development (3 credit hours) Prerequisite: (407101)

This course aims at identifying the importance of developing current products, developing through searching for ideas, evaluating them and choosing the suitable alternative, and developing the right product that suits the market's need and supports the competitive position in the market.

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(407313) Marketing & Finance Services (3 credit hours) Prerequisite: (407101)

The course offers an overview of bank marketing concept, its historical development, as well as the historical development and significance of banking industry in Bahrain. It explains the variables of marketing mix of banking services, and how to develop marketing strategies to attain the best competitive advantage in the banking service market.

(407322) Marketing Management (3 credit hours) Prerequisite: (0407101)

This course aims at identifying the main functions of marketing management and explains the importance of marketing in the organization through applying the management process in the marketing administration.

(407330) Industrial Marketing (3 credit hours) Prerequisite: (407101)

The course provides an understanding of the domestic and international markets for industrial and petroleum products. It plans Marketing activities of industrial products through emphasis on their uniqueness and characteristics.

(407340) Marketing Information Systems (3 credit hours) Prerequisite: (407101)

The course provides a good basis and understanding of the nature, significance, scope, applications and levels of Marketing Information. Emphasis is placed on using computerized systems, data bases supporting marketing decisions, and allowing students to actual practice in the areas of Marketing Information system.

(407349) Applications on Marketing Information Systems (3 credit hours) Prerequisite: (407340)

This course aims at identifying how to design the marketing data base which includes designing decision support systems, marketing information analysis, marketing problem solving by using (SPSS) Applications.

(407398) Field Training (Marketing) (O credit hours) Prerequisite: (after completion of 66 credit hours)

Each student should undergo field training in a company/firm where he/she can apply marketing concepts and principles in that company.

(407404) Distribution Management (3 credit hours) Prerequisite: (407101)

The course provides an overview of the nature, scope and importance of distribution. It examines the environment of distribution channels, intermediaries, and how to select the most effective channel and techniques, management of physical distribution, and evaluation of distribution management.

(407406) Pricing Policies (3 credit hours) Prerequisite: (407101)

The course provides an overview of the nature and significance of Pricing Policies. It discusses various pricing policies, strategies for new products, which one to select in order to face the various competition forms/styles (pure competition, monopolistic competition, oligopoly, and monopoly), as well as how to evaluate various pricing policies.



(407419) Tourism Marketing (3 credit hours) Prerequisite: (407210)

The course discusses the nature, fundamentals and significance of hotel and tourism industry. Special emphasis is made on types of hotels and tourism services, effective marketing strategies, effect of environment on marketing activities, marketing mix to ensure customer's satisfaction with hotel and tourism services.

(407443) Marketing Strategy (3 credit hours) Prerequisite: (407101)

The course provides an understanding of the various marketing strategies for better competition in the market place. It discusses how a business can maintain a competitive advantage, how to analyze and develop strategic options for each strategic business unit (SBU), and optimal methods of strategic marketing.

(407444) Marketing Research (3 credit hours) Prerequisite: (407340)

The course focuses on scientific research methodology in marketing and how to handle marketing problems in the areas of marketing mix: product, price, promotion and distribution, as well as the role of marketing information system in marketing decisions.

(407466) E-Marketing (3 credit hours) Prerequisite: (300100)

The course aims at identifying the importance of electronic communications in the marketing field, how to use the Internet as a method to promote sale and help the producer and marketer in contacting clients and closing deals.

(407477) E-Marketing Applications (3 credit hours) Prerequisite: (407446)

This course aims at identifying how to design marketing data base through the use of the Internet in designing web pages, advertising and selling via the Internet, in addition to managing the relationship with clients.

(407451) Contemporary Marketing Studies (in English) (3 credit hours) Prerequisite: (407101 + 102102)

The course offers an understanding of Marketing concepts, and terms relevant to marketing processes and activities, marketing strategies and research (MIS), types of markets and products, policies of Pricing, distribution and promotion, and acquaintance with updated Marketing Studies.

(407452) International Marketing (in English) (3 credit hours) Prerequisite: (10210)

The course overviews the nature, scope and importance of international marketing, as well as its structure, policies, and procedures. It discusses how to cross international markets, and deal with problems and dilemmas of international marketing competition.

(407498) Graduation Project (3 credit hours) Prerequisite: (after completion of 90 credit hours)

A student is required to conduct an applied or field research in a marketing area.

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(407333) Agricultural Marketing (3 credit hours) Prerequisite: (407101)

The course provides an understanding of the various markets and distribution channels for agricultural products. It discusses thoroughly agricultural Marketing Planning, problems of local and international distribution, controlling and evaluating marketing operations.

(407314) Health Services Marketing (3 credit hours) Prerequisite: (407210)

This course aims at identifying the nature and concept of hygienic services and their importance to the individual and the society, in addition to the relationship between the marketing mix and hygienic services in a way which enhances these services.

(407453) Marketing Case Studies (3 credit hours) Prerequisite: (407101)

This course provides a basis for studying and analyzing marketing cases, from scientific and practical aspects. Several cases are presented for discussion to help diagnose the problems facing the various firms in Bahrain, and suggesting effective solutions to these problems.

(407224) Personal Selling (3 credit hours) Prerequisite: (407101)

The course explains the nature, methods and techniques of Personal Selling, as well as how to handle effectively customer's objections, and how to make business deals. It discusses various types of customers and appropriate ways to deal with each type, administrative aspects of selling, and after-sale service.

(407334) Pharmaceutical Marketing (3 credit hours) Prerequisite: (407101)

This course aims at identifying the nature of the pharmacist between the marketing mix and marketing pharmacist products by segmenting the market and promoting these products.

(407407) Applications on Advertising (3 credit hours) Prerequisite: (407203)

This course aims at identifying student skills in planning advertisement campaigns, editing advertisement, articles and designing advertisement layout.

(407413) Social Marketing (3 credit hours) Prerequisite: (407210)

This course aims at identifying the importance of social marketing to the community, in addition to the application of social marketing guaranteeing the consumers and highlighting social responsibility of business organization towards the community.

College of Law

College in Brief

The College of Law along with the other colleges at ASU was licensed by the decision CW-d 140-200 issued on the 5th July 2004 by the Council of Ministers in the Kingdom of Bahrain which authorizes the Applied Science University to operate during the academic year 2005/2006. In this specific year, the College commenced its programs on its campus, located in Juffair area.

The College of Law comprises of a major department, that is the Department of Law, and three sections that administer the academic programs in Law: the Private Law Section, the Public Law Section, and the Postgraduate Studies Section. In addition, the College harbors the Scientific Research Deanship that supervises the postgraduate programs at the College and at the University as well. In addition to the undergraduate program that leads to the Bachelor's Degree in Law, the College launches two postgraduate programs. They are the M.A. Program in Law, beside another more specialized postgraduate program, that is the M.A. Program in Commercial Law. This Program is considered the first of its kind in the GCC States. It is designed to link theory to practice and to provide a peculiar opportunity for quality students to pursue their higher studies in the field of law.

Objectives

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The College of Law always endeavors to achieve the following objectives:

- 1. To provide society and State bodies with graduates capable of investing the rules and principles of law to develop the culture of Law in their society.
- 2. To create a high quality professional legal environment.
- 3. To enhance knowledge and awareness of legal culture for all the local groups, and to identify to these groups their rights, duties and obligations.
- 4. To broaden the perspectives of student's in a variety of areas and encourage awareness of the latest technology of education especially E-learning.
- 5. To hold conferences and administer educational legal courses in all specializations.
- 6. To establish an educational moot (mock) court inside the university where students would train on conducting simulative trials; these may help students moderate a law suit and its procedures including how legal sentences are issued.
- 7. To strengthen relations between the student body on one hand and the academic staff on the other through academic supervision and social activities.



Professions available for Law graduates

- 1. Working in the diplomatic community
- 2. Working at the legal and legislation institutions of the State
- 3. Working for the private sectors such as companies, and law
- 4. Practicing law
- 5. Working as an attorney general or a judge

6. A holder of a Bachelor's Degree in Law may pursue higher studies and then work in the field of education





Bachelor's Degree in Law

Undergraduate Program

Admission Requirements

All holders of Secondary School Certificate or its equivalent can apply and join the Academic program that leads to the Bachelor's Degree in Law.

Graduation Requirements

All the undergraduate students enrolled in the College of Law must complete all the required credit hours stated in their Study Plan before they earn their degree. Due to this, the undergraduate students must complete all the University Requirements, the College Requirements, and the Specialization Requirements, the compulsory courses, the electives, the ancillaries and the free electives.

Total Requirements

The following charts show in more details the undergraduate requirements which all the students majoring in Law must complete (129 Credit Hours).

University Requirements	21 Credit Hours
College Requirements	21 Credit Hours
Specialization Requirements	84 Credit Hours
Free Elective	3 Credit Hours

University Requirements (21 Credit Hours)

Requirements	Credit Hours
Compulsory University Requirements	15
Elective University Requirements	6



College Compulsory Requirements: (21 Credit Hours)

All the undergraduate students majoring in Law must complete all the courses listed in the following charts:

Course No.	Course Title	Credit Hours	Prerequisite
601111	Introduction to Law	3	-
601121	Principles of Commercial Law	3	601111
602152	Public International Law I	3	601111
602171	Constitutional Law I	3	601111
602131	Administrative Law I	3	601111
602161	Penal Law	3	601111
300100	Computer Skills II	3	1301100

Specialization Requirements: (84 Credit hours)

All the students majoring in Law must complete all the specialization compulsory courses (78 credit hours), and pick and complete two courses of the specialization elective (6 credit hours). The following charts illustrate the specialization compulsory and elective courses which the students of Law are expected to take up:





A. Departmet's Compulsory Requirements: (78 Credit Hours).

Course No.	Course Title	Credit Hours	Prerequisites
601112	Sources of Obligation	3	601111
601213	Rules of Obligation	3	601112
601214	Nominated Contracts (Sale & Rent)	3	601213
601425	Insurance Contracts and Guarantee	3	601214
601315	Labor Law and Social Securities	3	601213
601416	Real Rights	3	601214
601417	Private International Law	3	601213
601442	Evidence and Execution Law	3	601341
601323	Companies and Bankruptcy	3	601112
601324	Commercial Documents and Banking Transactions	3	601323
601325	Commercial Maritime Law	3	601121
602263	Crimes Against Property	3	602262
602254	Public International Law II	3	602152
602262	Crimes Against Persons	3	602161
602264	Public Finance and Taxation	3	602233
602272	Constitutional Law II	3	602171
602233	Administrative Law II	3	602131
602431	Administrative Judicial System	3	602233
601341	Law of Civil Procedures	3	601112
602442	Law of Criminal Procedures	3	602263
602364	Crimes Against the State	3	602161
701115	Introduction to Islamic law	3	-
701210	Fundamentals of Islamic Jurisprudence	3	701115
701212	Law of Personal Status I	3	701115
701312	Law of Personal Status II	3	701212
660000	Intellectual Ownership	3	601213
602800	Internship	0	60 Credit Hours

B. Department's Elective Requirements :(6 Credit Hours)

Course No.	Course Title	Credit hours	Prerequisites
601329	Law of International Trade	3	601121
601384	Legal Studies(in English or French)	3	102102
602236	Environment Law	3	602131
602266	Legal Medicine	3	602262
602452	International Organization	3	602254
602436	Law of Nationality and Aliens Status	3	601417
601119	History of Law	3	-
602282	Public Administrative	3	602131
602281	Electronic Transaction Law	3	601341
602165	Criminology and Punishment	3	-
107100	Scientific Research Methodologies	3	-
602443	Public Law Application	3	602442
601342	Private Law Application	3	601341
601283	Legal Terminology	3	102102

C. Free Course: (3 Credit Hours).

Three credit hours can be freely chosen by students from the Study Plans of other Departments at the University.



Law: Four year study plan (129 Credit Hours)

	First Year: Semester1	First Year: Semester2 (18 Credit)									
Course No	Course Title	Cr .Hour		our	Prerequisite	Course No	Course Title	Cr. Hour			Prereguisite
Course No	Course Time	T	Р	Cr	Frerequisite	Course No	Course Time	Т	Р	Cr	Prerequisite
601111	Introduction to Law	3	-	3	-	601112	Sources of Obligation	3	-	3	601111
1301100	Computer Skills I	1	4	3	-	602131	Administrative Law I	3	-	3	601111
101101	Arabic Language	3	-	3	-	102101	English Language I	3	-	3	-
701115	Introduction to Islamic Law	3	-	3	-	601121	Principles of Commercial Law	3	-	3	601111
	University Elective	-	-	3	-	602161	Public Penal Law	3	-	3	601111
		1					University Elective	3	-	3	-
	Second Year: Semester	1 (18	Cred	it)		Se	cond Year: Semester2 (18 Cre	dit)			
Course No	Course Title		Cr .He	our	Prerequisite	Course No	Course Title		r .Ho	ur	Prerequisite
Course No	Course Tille	Т	Р	Cr	Frerequisite	Course No	Course Tille	Т	Р	Cr	Frerequisite
602262	Crimes Against Persons	3	-	3	602161	602152	Public International Law I	3	-	3	601111
102102	English Language II	3	-	3	102101	701212	Law of Personal Status I	1		3	701115
602171	Constitutional Law I	3	-	3	601111	601214	Nominated Contracts (Sale & Rent)	3	-	3	601213
300100	Computer Skills II	1	-	3	1301100	602233	Administration Law II	3	-	3	602131
601213	Rules of Obligation	3	-	3	601112		College Specialized Elective	-	-	3	-
	University Elective	-	-	3	-	602263	Crimes Against Property	3		3	602262
	Third Year: Semester1	(18	Credi	t)			Third Year: Semester2 (15	Credit)	
Course No	Course Title	Т	Cr .Ho P	our Cr	Prerequisite	Course No	Course Title	T	r. Ho P	ur Cr	Prerequisite.
602364	Crimes Against The State	3	-	3	602161	601315	Labor Law and Social Securities	3	-	3	601213
601341	Law of Civil Procedures	3	-	3	601213	601416	Real Rights	3	-	3	601214
601325	Commercial Maritime Law	3	-	3	601121	602254	Public International Law II	3	-	3	602152
601417	Private International Law	3	-	3	601213	602272	Constitutional Law II	3	-	3	602171
	College Specialized Elective	-	-	3	-	1 . 5 £ £ 5	Law of Criminal Procedures	3	-	3	602263
601323	Companies & bankruptcy	-	-	3	601112						
	Forth Year: Semester	1 (15	Credi	t)		Forth Year: Semester 2 (15 Credit)					
Course No	Course Title	Т	Cr .Ho P	ur Cr	Prerequisite	Course No	Course Title	T C	r .Ho P	ur Cr	Prerequisite.
701312	Law of Personal Status II	3	-	3	701212	602264	Public Finance and Taxation	3	-	3	602233
601324	Commercial Documents and Banking Transactions	3	-	3	601323	701210	Fundamentals of Islamic Jurisprudence	3	-	3	701115
660000	Intellectual Ownership	3	-	3	601213	-	Free Course	3	-	3	-
601442	Evidence and Execution Law	3	-	3	601341	601425	Insurance Contracts and Guarantee	3	-	3	601214
602431	Administrative Judicial System	3	-	3	602233	602800	Internship	0	-	0	60 Credit Hours

APPLIED SCIENCE UNIVERSITY

College's Compulsory & Elective Requirements - Course Descriptions

(601111) Introduction to Law (3 credit hours) Prerequisite : (None)

This subject is considered to be a general and obligatory introduction that studies the science of law. The first section deals with the general theory of law, namely defining law, its gradual development, specifications, basics, sections, resources, interpretation and its practice. The second section deals with the general theory of the right in terms of defining the right, its people, locations, usage and the protection decided for it.

(601121) Principles of Commercial Law (3 credit hours) Prerequisite: (601111)

- 1. The general principles in commercial law and to what extent it is influenced by globalization in addition to its importance for other specialties such accounting, business management and others.
- 2. The theory of commercial process and the practical results due to its practice in reality.
- 3. Commercial contracts concerning road transport, commercial mediation (brokerage, commercial representation, commission).
- 4. The merchant: conditions and professional commitments.
- 5. Commercial building.

(602152) Public International Law I (3 credit hours) Prerequisite: (601111)

This subject aims to define the public international law and the reason behind its obligation in addition to its resources and relationship with other laws. It aims also at studying countries and international organizations in terms of elements and types of countries rights and duties, responsibility of the country and its disappearance, the subject aiming also at studying regional, continental and world organizations.

(602171) Constitutional Law I (3 credit hours) Prerequisite: (601111)

This subject aims at studying the general theory of the constitutional law and defining it with its terminology and practicing its rules in addition to defining the constitution in terms of terminology, form and its relationship with other laws. And studying the resources of the written and non written constitutional base and the types of constitutions, the ways they are put, the sublime of constitutions and the ways of controlling the constitutionality of laws then modifying constitutions and how are constitutional laws put on ground then the development of constitutional life in Bahrain.

(602131) Administrative Law I (3 credit hours) Prerequisite: (601111)

This subject is about defining administrative law, how its connected to the constitutional law, Other laws and science of public administration including its independence, foundation, basics, characterizations and its speciation. It also studies the administrative regulation and moral theory of people, its types, centralization, decentralization then the administrative concentration and to what extent that is put on the ground in Bahrain. It also studies the administrative activities in terms of public facilities and its types, how they are managed, the administrative control and its types, its boards and symptoms, the limits of authorities related to the administrative control, censorship on them and how that can be exercised by the law of Bahrain.



(602161) Public Penal Law (3 credit hours) Prerequisite: (601111)

The purpose of this subject is to define the penalties law, its aims and development, then to define a crime and its types including all its details and the participation in it without forgetting the reasons behind it. Also to study criminal penalties and types of objectionable regulations.

(601112) Sources of Obligation (3 credit hours) Prerequisite: (601111)

It is about what is called in the Bahraini civil law "Resources of personal rights" in a general introduction, this subject deals with defining cavil law and its different topics in addition to the basics of its general directions. After that, it studies the resources of commitment and willingness. So, it deals with the study connected to the contract and its definition, its details, conditions, effects, interpretation, its truthfulness, disappearance, and then it studies the individual willingness as a general resource for commitment, the promise for a reward as the most remarkable practice for the theory of individual willingness. After that, it studies the non volunteer resources which are: harmful deeds (illegal actions), namely the responsibility of the individual for his owns actions and others actions too, studying efficient deeds. (Wealth without reason) as a general basis, studying preferences and paying what is not required which is considered as a practice for the theory of being wealthy without reason. And finally, studying law as a direct resource for commitment.

(601213) Rules of Obligation (3 credit hours) Prerequisite: (601112)

This subject is interested in studying the commitment rules which is called in Bahrain's civil law "Right's Effect". It also deals with commitment's effect which means its obligatory or optional execution and the legal ways to protect the execution. After that, it studies the characterization of commitment in terms of conditions, deadline, diversity of location, argumentation of commitment in Bahrain law; and finally, it studies the disappearance of commitments.

(601214) Nominated Contracts (Sale and Rent) (3 credit hours) Prerequisite: (601213)

This subject generally studies named contracts especially the two most important contracts which are should be: sale and rent. So, it studies them in terms of characterization and how to differentiate between them and the contracts which are not named in addition to adapting contracts, how the purchase contract is formed then if the purchase is following a sample or experiment, to study the obligations of both the vendor and purchaser and whatever is connected to them. Then it studies few types of sales such as heritage, selling other's ownership, then it studies the lease agreement.

(Details, conditions and obligations) Finally, it studies Bahrain's law of owners and leaseholders since it's a special exceptional law which is followed for the rent of estates in the Kingdom of Bahrain.

(601425) Insurance Contracts and Guarantee Contracts (3 credit hours) Prerequisite: (601214)

First, Insurance contract.

This subject shows the meaning of insurance and its definition. It explains its legal specification because it

is considered to be among the seductive contracts. It shows insurance types such as air, land and maritime insurance in damages and insurance on individual, and that insurance on damages is divided into items and civil responsibility. How the insurance contract is well studied legally and practically speaking. It also studies the insurance certificate, it's date, interpretation and the attached certificate of insurance plus its effects. Studying the different parts of the insurance contract, the obligations of each partner, dangers which are insured against, the amount of insurance and the ending of the insurance contract. Second, Guarantee Contract.

A sponsorship contract is considered a personal insurance contract, so it is interested in studying this contract. Defining sponsorship and its specifications, achieved sponsorship, limited sponsorship, self sponsorship and then the effects of sponsorship and its expiry.

(601315) Labor Law and Social Securities (3 credit hours) Prerequisite: (601213)

It's general introduction which concerns labor laws, in terms of its definition, importance, development, how it is internationally organized, the resources of its independence and the margin of its application. Then it studies a personal labor contract, namely its sections, how it was held, its period (duration) and its effects then studying the legal organization for relationships concerning group work and basically group work agreements and labor syndicates, regulation of group work conflicts, social security law which guarantees worker's rights. The focus is on the special basics dealing with types of insurances which are followed in the Kingdom. (Elderly people- incapacity- death- work injury- sources of financing these types of insurance).

(601416) Real Rights (3 credit hours) Prerequisite: (601214)

This subject is interested in studying original corporeal rights, it deals with the ownership rights, how to protect them, restrictions imposed on them, types of ownership and basically what concerns open ownership and the reasons of its foundation, how types of ownerships are different then using and exploiting the money without registered sources, studying these types of open ownership, after that reasons of winning ownership is studied, derived rights from the right of ownership which is the right of getting benefits and the usage right, residence, exploitation and it's also interested in studying corporeal rights, insurance mortgage, the privilege rights including the special privilege rights which concern the estate.

(602165) Criminology and Punishments (3 credit hours) Prerequisite: (None)

This subject gives an idea about defining criminology and its topics (the crime, the criminal) its different schools, its also a definition of punishment science, its objectives and schools, their development, and to what extent each one is related to other sciences, studying the criminal behavior in terms of factors and treatment, the ways of struggling, against crime and treatment of criminal behavior (punishment) reserved regulation, preventing the crime.

(601417) Private International Law (3 credit hours) Prerequisite: (601213)

It defines the private international law and its sources plus the conflict of laws (the law specialized in relations which contain strong element), adaptation, obstacles to execute the foreign law, the bases of personal statute, corporeal circumstances, obligations, responsibility, the opposition between the international judiciary specialty with the statement of the international judiciary specialty connected to the courts of Bahrain in addition to the question of foreign sentences executions and also the decisions issued by the concerned establishments.

(601442) Evidence and Execution Law (Procedures) (3 credits) Prerequisite: (601341)

This subject contains defining evidence law and the study of legal systems in evidence, studying procedural and objective bases of evidence different proofs of evidence (writing, witness, swearing, admitting, experience, seeing). It defines also the law of procedure and its legal development, studying the administration of the procedure and those who are in charge studying the dispute in execution, ways of execution on the debtor's money, his person and the ways of distributing the amount of execution.

(601323) Companies and Bankruptcy (3 credit hours) Prerequisite: (601112)

This subject contains two parts. The first section is about commercial companies; first it studies its development in terms of its specifications, foundation, management, dissolution and clearance. The second section is about bankruptcy, namely its conditions, sentence, effects, the management of his belongings, the body who issued the bankruptcy, land compromise preventing bankruptcy.

(601324) Commercial Documents and Banking Transactions (3 credit hours) Prerequisite: (601323)

This subject is composed of two sections. The first one is about commercial papers; it gives an idea about commercial papers, their development, specifications, history, unifying banking law and especially promissory notes, cheques in terms of conditions and other sentences that are related to each one of them. And the second section is about operations of commercial banks. It starts by showing the importance of banks in economic life, the commercial description in banking operations, after that, it studies accountancy and banking facilities and especially deposits, current account, banking remittance (remittance) and especially banking guarantees and sponsorships.

(601325) Commercial Maritime Law (3 credit hours) Prerequisite: (601121)

This subject is interested in the study of maritime commercial law. It gives an idea about its definition, its topic, its specification, history and resources. It studies the legal of the ship in terms of its definition, ownership, attached ocular rights, how it is confiscated and studying the ship crew and especially the owner, freight agent and the captain, their responsibilities, studying the contract which gives the right to exploit the ship, transport contract, rent and maritime purchases which lead to the study of maritime contracts, assistance maritime accident and finally studying the maritime insurance contract.

(602263) Crimes Against Property (3 credit hours) Prerequisite: (602262)

This subject is stated by giving a general idea about crimes against property, defining and classifying them. Then it gives a detailed study about most important crimes which are more spread in society such as different types of stealing, cheating in general, issuing cheques without provisions and dishonesty.

(602254) Public International Law II (3 credit hours) Prerequisite: (602152)

This subject provides a study about public international ownership such as rivers, seas, air and it studies also international relationships in terms of bodies and means. International disputes and their regulations then, finally it studies how to be neutral.

(602262) Crimes Against Persons (3 credit hours) Prerequisite: (602161)

This study is detailed introduction which concerns some crimes related to the individual's right of life such as crimes of different types of killing, circumstances and also the safety of his body, different types of annoyance. This study is also about moral crimes, principle, values such as adultery, extortion.

(602264) Public Finance and Taxation (3 credit hours) Prerequisite: (602233)

This subject gives an idea about finance science plus principles and modern directions for the general finance and studying the state's finance including expenses, general income especially taxations, general loans, the general budget of the state and also taxes on income in Bahrain.

(602272) Constitutional Law II (3 credit hours) Prerequisite: (602171)

This subject contains a definition about a state, its parts, specification, the theories which explain the sovereignty of a state, types of states in terms of types and foundations - studying the origins of the state, its establishment, the nature of authority in that state, the theories which appeared to explain that in addition to both the development and traditional roles to satisfy the needs of the group. It contains also elements which form a legal state and their execution in the constitution of Bahrain without forgetting to study the government and its various interpretations, types of government, means to assist government's democracy, non democracy, and mixed. It also gives a study about types of democracy in terms of people's participation in the governing authorities, the inter relationships, the development of authorities fields and their purposes, intellectual doctrines which gives their own interpretation for that. It deals also with the centre of individuals, their general freedom equality, political parties, and the execution of all what have been mentioned in Bahrain's political life.

(602233) Administrative Law II (3 credits hours) Prerequisite: (602131)

This subject is a detailed study about public officers in Bahrain's legislation; it is also concerned with public finance its system, how it is protected, usage of public money, ways of obtaining it, study of the financial administrative authority, legal actions in terms of administrative decisions and contracts. In addition to the



privileges of the administrative authority in terms of the estimating authority, the right of direct execution, taking private ownership for the public welfare.

(602431) Administrative Judicial System (3 credits hours) Prerequisite: (602233)

This subject contains defining the systems of judiciary control on public administration actions, studying the principle of legality, the way it is executed, public administration submission to the law. It also studies the written / not written resources of legality, comparing the principle of legality through studying the authority's estimation, the theory of the exceptional circumstances, and sovereignty actions theory case of cancellation in Bahrain's law. In addition that the formal conditions which are known as conditions of accepting the complaint, objective conditions known as cancellation reasons, studying the complaints compensation, the states responsibility and the execution of that in Bahrain.

(660000) Intellectual Ownership (3 credit hours) Prerequisite: (601213)

This subject is studying the Intellectual property such as ensuing, concept, area and than studying the Intellectual property rights importance, the Intellectual property rights protection, and than search about legal conditions for Intellectual property rights, international legal organizing for Intellectual property rights, traps agreement, updates of intellectual property laws, finally this subject defining issue of arising the Arabic creating.

(601341) Law of Civil Procedures (3 credits hours) Prerequisite: (601112)

This subject defines the law of the origins related to civil procedures, its development, resources and its relation with other laws. Studying the judiciary system in terms of forming courts and the degrees of judges, bases of specialty, studying the complaint theory, procedures of the dispute, then studying the Judiciary judgment and how to object (veto).

(602442) Law of Criminal Procedures: (3 credit hours) Prerequisite: (602263)

It is an introduction about defining origins of penal procedures, studying the public case in terms of its partners, conditions and the reason of its cancellation, studying specialty, cancellation, confirmation (evidence) studying penal procedures during the period of investigation and bringing proofs and finally studying the penal procedures and the ways to object against them.

(602800) Internship (0 credits) Prerequisite: (None)

Internship for students in the Associate Bachelor in Law. This course aims to employ theoretical knowledge received by students in real life practices, and to acquire practical experience in order to assist Law students in the discovery of difficulties and obstacles that may face them as they enter the Law Fields.

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B. Optional Specialization Requirements (6) credit hours.

(701115) Introduction to Islamic Law (3 credit hours) Prerequisite: (None)

This subject defines Islamic law as source of jurisdiction with a brief study for the resources of Islamic law. It is also a general study of some interpretation theories and especially the contract theory, ownership, finance, borders and punishments science related to the origins of jurisdiction interpretation.

(701210) Fundamentals of Islamic Jurisprudence (3 credit hours) Prerequisite: (701115)

This subject gives an idea about the origins of jurisdiction interpretation, its topics, its establishment and the difference between the basics of interpretations and science of origins. It also deals with the legal law, original proofs, and the ways which are followed to obtain a legal rule from these laws. It's interested also in the meanings of words in brief and sections, conditions of interpretation.

(701212) Law of Personal Status I (3 credit hours) Prerequisite: (701115)

This subject is about laws of marriage, divorce in Islamic interpretation and laws. It explains the concept of marriage, its rules and wisdom, initials, marriage contract in terms of concept, conditions, words and sections in addition to the ways of separating the couple and if the woman wants to dissolve her marriage to get rid of her husband plus the sentences.

(701312) Law of Personal Status II (3 credit hours) Prerequisite: (701212)

This subject is about defining legacies, heritage wills and prevention to get benefits from any property. It deals with the concept of legacy and the rights which are attached to it. Legality of heritage, conditions, reasons and obstacles. In addition to those who get profits from the heritage. The concept of wills, legality, conditions, its transparency, how to get benefits from the money which is not distributed yet, who is in charge of supervising that finance which is not distributed to the concerned people and the expiry date of confiscation.

C. Optional Requirements of Specialization (6) credit hours.

(02280) Commercial Arbitration (3 credits hours) Prerequisite: (601341)

The study this subject defines the arbitration system in terms of its definition, knowing its types, function, advantage and disadvantage for local and international arbitration system. Also defines the limits of applications in date and time, defines for local and international arbitration, knowing the deferent types my



be like it, the agreement of arbitration, condition of valid, legal effects, which should be followed to stop conflicts through arbitration, performing of arbitrators, arbitration place, the law must be applicant for the procedures of arbitration, time to be again it, obstacles for procedures of arbitration, the way of doing the arbitration judgment, defining the law must be applicant for the subject of arbitration, the reasons of canceling the arbitration judgment and exclusive it.

(601283) Legal Terminology in English and French (3 credit hours) Prerequisite: (102102)

It studies the legal terminology in English and French which are synonyms of legal terminology in Arabic, First as terms then through legal contexts in the field of defining law and its sections, defining obligation and its different resources.

(601329) Law of International Trade (3 credit hours) Prerequisite: (601121)

This subject deals with defining international commercial law and its people, the authorized companies, writing international commercial contracts, studying international agreements interested in international commerce such as minted nations agreement concerning international purchase of goods, international trade organizations, international commercial compromises.

(602364) Crimes Against the State (3 credit hours) Prerequisite: (602161)

This subject concerns studying crimes on exterior state security such as betrayal, crimes which are related to international law, espionage, contacting the enemy for illegal objective, distorting the states prestige and the national dignity. It also deals with interior security such as crimes on the constitution, political authority, and sedition, terrorism, distorting the national unity and distorting the financial position of the state.

(601384) Legal Studies in English or French (3 credit hours) Prerequisite: (102102)

This subject deals with general legal topics in English or in French of special law, especially the law of International trade.

(602236) Environment Law (3 credit hours) Prerequisite: (602131)

This subject is about defining environment, its foundation, the development of its law, its definition, its resources; it also deals with environmental balance. How to protect it in addition to the penalties once these conditions are distorted and local, regional and international cooperation to protect the environment, in addition to the legal bases, administrative bodies which are in change of protecting the environment and fighting pollution.

(602266) Legal Medicine (3 credit hours) Prerequisite: (602262)

It defines legal medicine, how to be helped by legal doctors, medical laboratories for investigation and sentences, understanding the content of medical reports, the ability to discuss them, showing the judiciary deaths and their anatomy, injuries, drowning, suffocation and other accidents following scientific ways for the sake of justice.

(602452) International Organization (3 credit hours) Prerequisite: (602254)

This subject is about the development of the idea concerning the international organization and the efforts performed to reinforce its bases, objectives, and it also defines the legal personality of the international organization, its effects and the legal value of its decisions and giving an idea about the unity of nations and the focus on the united nations, showing its purposes, and studying all regional organizations.

(602436) Law of Nationality and Aliens Status (Foreigners) (3 credits) Prerequisite: (601417)

This subject is studying the idea of general theory of nationality and its development, the nature of nationality law and its place among other laws. It also deals with the nationality position between national law and the international one and the positive with the negative dispute between nationalities, evidence of nationality in addition to studying the laws of nationality in Bahrain, its execution, studying foreigners centre in the interior law of Bahrain, plus the international law and the comparison.

(601119) History of Law(3 credit hours) Prerequisite: (None)

It studies society and how it is formed. How the idea of law was established development of legal systems (Family, jurisdiction, ownership, marriage, contract) reviewing old laws (old Iraq, Roman laws) famous legal documents, different jurisdictions, basically Islamic laws then the modern legal laws (Latin, Anglo-Saxon, German).

(402101) Principles of Management (1) (3 credit hours) Prerequisite: (None)

This course aims to define the student the basic concepts of management, and areas and features and principles, and doctrines, schools with a detailed explanation of the basic management functions (planning, organization, direction, control).

(602281) Electronic Transaction Law(3 credit hours) Prerequisite: (601341)

This subject is studying the defining of Bahrain Electronic Transaction law, throw that defining E- Commerce, E- Contracts, the ways of dealing E- Contracts, forming of E- Contracts, affirmatives, acceptance, time, place of dealing E- Contract. The law must be using on E- Contracts, the judging specialty on international E-Contracts. it also studying The condition must be in electronic documents. The way of protected E- Contracts, legal evidence for electronic documents and digital signature.

(602282) Public Administrative (3 credit hours) Prerequisite: (602131)

This subject is studying the defining of public administrative, independence it, government and administrative art in policy and Islamic systems the way to making the decision, governing, equaling in obligations and rights. The administrative systems in the coeval states, the administrative governing, specialization and the deferent kinds. It also defining the framework to studying the public administrative, the administrative such as art and science, the consulting in making the decision, the governing in Islamic. Administrative striping, such as defining, elements, kinds, influent effective and situation of the coeval states.

(602283) Execution Law (3 credit hours) Prerequisite: (601341)

This subject is studying the one part of privet law department is execution, which is legal basic the same basic of the litigation right, its built on no one can take his right by his salve but by the specialist authority such as judging authority and than execution courts to know the ways, the rules, the determined legal procedures must be have to execute the judgment by the supervision the judge of execution court though the law of civil procedures rules in kingdom of Bahrain. So that studying shall show the specialist authority which executes the judgment in kingdom of Bahrain law, also defining which kinds of judgment can execute them, papers, execution partners, execution subject, execution procedures and the ways of appealed for the execution judgment.

(602284) Economic and Electronic Crimes (3 credit hours) Prerequisite: (602263)

This subject is studying the kinds defining, legal nature, difficult to proving them. the defining of the electronic crimes, studying some crimes which done via the Internet, crimes against copy rights, illegal used from the credit cards, defining the judging specialization in the electronic crimes, crimes of the curse and slander which done via the Internet, assault of the special life, sexual offences crimes for children via the Internet, and then it studies economic crimes, such as money laundry, banknotes, damages to the local economy and the ways to stop them. It also studying the rules of computer crime investigation.

(170100) Scientific Research Methodologies (3 credits Hours) Prerequisite (None) The decided course is in the collage which offers this subject.

(602285) Estates Legislation (3 credit hours) Prerequisite: (601214)

This subject is studying an introduction of estate ownership law in terms of ownership right and the estates which can be owned by both local citizens and foreigners owning building units still under construction special guarantees given to the residential units purchaser, defining estate financing accord and its specifications, partners involved in the financing estate contract, ways to protect the investor and the decided guarantees to protect the financial sponsor in order to return back the financing value. and than studying the rant contract so that parts, conditions, obligations of each other lesser and lessor. Finally studying Bahrain rant and owners laws describing exceptional private law which is applicable on states rant in kingdom of Bahrain.

(601342) Private Law Application (3 credit hours) Prerequisite: (601341)

This subject is studying principles of practical applications, through analysis the judgment, comment, how to solve the legal issue, trials technique, principles of lawyer technique. It also containing practical applications of civil and commercial basics, such as conflict between trials laws and anther laws, judging specialty, urgent judging, beginning the law suit, proceeding judgment, appeal in it. It also evidence applications, private international law applications, civil law applications, judging applications for lawsuit official forms, the execution form, appeal form and supreme official form.

(602443) Public Law Application (3 credit hours) Prerequisite: (602442)

This subject is studying practical basics of the criminal judging technique, defining student by the actual practical to solve issues, make a design, thought studying lawsuits facts, legal conditioning of lawsuit facts, determining the curt which is specialization of lawsuit, determining, evaluation the lawsuit evidence and release of criminal judgment. Viewing basics information in assistant criminal sciences, the methodizing and basics of practical search, analysis the types of criminal judgment, exactions practical of criminal cases, in penal law (public and private), law of criminal procedures, trials, judgment, appeal it. Finally solving the exactions criminal cases, will be judges, public claims, lawyers, court bailiff, witnesses, the way of doing the trials, in the college training curt and realize the judgment.

D. Free Subjects (3 credit hours) Prerequisite: (None)

(3 credit hours) chosen by the student among the suggested subjects in the college, any other college at the university.





Master's Degree in Law

Postgraduate Programs

The postgraduate program in Law pursues the following goals:

- 1. Broadening knowledge in the domain of law
- 2. Specialization oriented enhancement
- 3. Developing research in the field of legal studies

In order to realize these goals, the students enrolled in this program are expected to acquire advanced legal skills. Meanwhile, the graduates may become specialists in the legal fields and then materialize the University's mission; also they would be eligible to assume higher scientific positions, at all levels, the national and international levels, and to take part in developing the society in Bahrain and GCC countries.

Objectives

The main objectives of our postgraduate program can be seen in the following points:

- 1. Developing the research skills of the student whereby allowing them to acquire familiarity with academic research methodologies in different fields of law.
- 2. Improving academic research in various legal spheres thus providing the students with much needed skills required to deal with legal problems in the Kingdom of Bahrain and Gulf Council Countries.
- 3. Providing the Bahraini society and (GCC) countries with capable and professional researchers in different legal areas.
- 4. Helping special law students who hold a Bachelor's Degree in Law and in other specializations related to business management and commercial business to acquire the Master's Degree.
- 5. Supplying the universities, academic centers, ministries, public and private sectors in the Kingdom of Bahrain and (GCC) countries with capable graduates who have the ability to keep up with the scientific and technological developments to help enhance and improve the legislation process.
- 6. Contributing to socio-economic development through academic research in different legal areas and the recent legislation in economic and related scientific fields.



Admission

- 1. A holder of a Bachelor's Degree in Law.
- 2. The accumulative average of the applicant must be Good and above.
- 3. A student whose accumulative is below the required average must successfully finish the high diploma courses:

(27 credit hours), (9 credit hours) as prerequisite requirements, and (16 credit hours) to be included within the Master's load. A diploma student can transfer and enroll in the Master's Program provided his/her score is above 68%.

4. The applicant must fill out the specific application form together with all the required documents and turn in to

the Admission Office within the duration of registration.





Master's Degree in Law

The students enrolled in the postgraduate program that leads to the Master's Degree in Law must complete

(36) credit hours, divided as follows:A. Department's Compulsory Requirements: (24 Credit Hours)

Course No.	Course Title	Credit Hours
607000	Seientific Research Mathologies	3
607001	Civil Law in Depth	3
607002	Commercial Law in Depth	3
6013410	Law of Civil Procedures in Depth	3
6021610	Criminal Law in Depth	3
607003	Administrative Law in Depth	3
6021710	Constitutional Law in Depth	3
607214	International Human Law in Depth	3

B. Department's Elective Courses: (6 Credit Hours)

Course No.	Course Title	Credit Hours
607112	Original and Accessory Real Rights in Depth	3
607116	Commercial Companies in Depth	3
607117	Private International Law in Depth	3
607118	Maritime Law in Depth	3
607113	Electronic Commerce in Depth	3
607212	Economic and Electronic Crimes in Depth	3
607213	Public International Law in Depth	3
607115	Criminal Procedures in Depth	3
607114	Crimes Against Persons in Depth	3
6072230	Evidence Law in Depth	3
607229	Commercial Papers and Banking Operations In Depth)	3
607220	Real Estates Legislation in Depth	3
6072232	Constitutional Jurisdiction in Depth	3
607119	International Arbitration in Depth	3

Course No.	Course Title	Credit Hours
	Thesis	6

A. Department's Compulsory Requirements - Course Descriptions

(607000) Basics of Scientific Research

- (a) Supervising and advising students on how to put a plan for research and how to go back to scientific references, Arabic and foreign, and how to get benefits from the internet, for instance, then how to analyses and prepare the results.
- (b) Under the supervision of the subject's teacher, the subject is chosen and the research topic is chosen from the list of topic which is suggested by a high studies committee in the college.
- (c) The research evaluation is through an open discussion in front of students. The deserved grade is put by the subject's teacher at the end of each term.

(607001) Civil Law in Depth

The studying syllabus of this subject needs two programs: A "general" program and a "special" program. The general program deals with studying the general theory of obligation in terms of resources, rules, proofs, studying purchase and rent contracts, agency, enterprise, whereas the special program contains a detailed study with analysis, comparisons of a topic which belongs to the "general" program such as the cancellation theory, civil responsibility and damages.

(607002) Commercial Law in Depth

This subject requires two programs: A "general" program and a "special" one. The general programs deals with studying the rules of commercial law in general such as commercial actions, the merchant his obligations, commercial contracts bankruptcy, commercial papers, banking operations where as the special program collects a detailed study with analysis comparing it to one topic which belongs to the general program such as bankruptcy, commercial papers or banking operations.

(6013410) Law of Civil Procedures in Depth

The syllabus of this subject contains two programs: A "general" and a "special" program. The general program contains the judiciary specialty and the accusation theory and its procedures, the theory of judiciary rules, the ways of objection against these sentences the procedures followed to execute these judiciary sentences in the institutions in charge, but the "special "program study is a detailed one with analysis of

one topic which belongs to the general programs such as the theory of benefit in the case and the theory of judiciary sentence.

(6021610) Criminal Law in Depth

This subject has two programs: A "general program and a "special" one. The general program deals with the general theory of crimes and punishments, partial responsibility, contribution to the crime, general rules of penal disputes and its procedures, evidence, ways to object the special program which contains an analyses study compared to one which belongs to the general program such as partial responsibility, contribution in the crime or criminal investigation.

(607003) Administrative Law in Depth

The syllabus of this subject has two programs: A "general" program and a "special" program. The general program deals with general theories of the administrative law, organizing the administrative activities in terms of whether it is centralized or decentralized, organizing, and different types of activities, it also contains means of general administration, administrative decisions, and public finance. The special program contains an analytical and practical study which concerns one topic of the general program such as public position, administrative decisions.

(6021710) Constitutional Law in Depth

The syllabus of this subject has two programs a "general" program and "special" one. The general program deals with what is the constitutional law and the modern constitutional systems, the constitutional system in Bahrain and the international one chosen as a topic of constitutional laws. The special program deals with a topic which belongs to the general program such as monitoring the constitutionality of laws.

B. Department's Elective Requirements - Course Descriptions

(607112) Original and Accessory Real Rights in Depth

The studying syllabus of this subject contains two programmers: A "general "program and a "special "one. The general program contains ownership right in general and the other derived rights, in addition to real rights. The special program contains a detailed and analytical study and it is compared to topic chosen from those which belong to the general program such as winning the ownership or the mortgage for insurance.

(607116) The Commercial Companies in Depth

The syllabus of this subject contains two programs: A "general" and a "special" program. The general program contains a study about commercial companies through companies' laws including foreign companies and recipient ones as well. In addition to common investment companies in terms of their formation, administration and integration. The special section contains a detailed and analytical study compared to a topic chosen from the general program: Company Contract, Joint Liability Company and other companies.

(607117) The Private International Law in Depth

The study syllabus of this subject contains two programs. A "general" program and a "special" one. The general program contains studying the general theory concerning conflicts, in terms of conditions related to executing the conflict bases and its resources shown in assistant bases and its execution in the law of Bahrain in addition to foreign law bases. But, the special program deals with a conflict topic: public order, International law.

(607118) Maritime Law in Depth

The syllabus of this subject contains a "general" program and a "special" one. The general law contains the legal law of the ship and all other related points such as privileges, mortgages, marine confiscation, and studying navigation pertain, accidents, and marine insurance. The special program contains a detailed and analytical study, a comparison, with a topic which concerns the general program such as marine navigation crew, marine accident, free on board (F.O.B), cost insurance freight (C.I.F) contracts, maritime mortgage contract and multiple ways of transferring.

(607113) E- Commerce Law in Depth

The syllabus of this subject contains a "general" program and a "special" one. The general law contains studying the rules for Bahrain Electronic Commerce law it also studying the legal rules in general rules which related with E- Commerce. The special program contains a detailed and analytical study, a comparison, with a topic which concerns the general program such as application area of the Bahrain Electronic Commerce law, defining E- Contracts, specification, legal evidence for electronic documents and digital signature, Electronic agency roles in Electronic Commerce, protected Electronic consumer and the law must be using on E- Contracts.

(607212) Economic and Electronic Crimes in Depth

The syllabus of this subject has two programs. A "general" program and a "special" one. The general program is a study of economic crimes such as money laundering, loan notes forgone, damaging national economy. The special program chooses one of the general programs' topics to make a comparison such as money laundering, it also studying electronic crimes, kinds, natural legal and types of these crimes which related with economic crimes.

(607213) Public Finance Taxation in Depth

This subject has a "general" program and a "special" one. The general program deals with the states expenses and its income, general budget, general effects, taxes, state income in terms of its private ownerships, taxes, fees, general loans, the budget of the state. The special program is a sort of a deep and analytical study and comparing one of the pre mentioned topics in the general section such as conflicts concerning incomes and customs.

(607115) Criminal Procedures in Depth

This subject has a "general" program and a "special" one. The general program contains different kinds of accusation system, Bahrain legislative preview in this field, public case, when the crime began thought release the final judgment and also the ways to object it. The special program is a sort of a deep and analytical study and comparing one of the pre mentioned topics in the general section such as invalidity criminal theory, Bahrain legislative preview from invalidity procedures, invalidity public reasons, kinds, effectives, procedures of criminal investigation (inspection, experience, witnesses) criminal proving, criminal judgment and kinds.

(607114) Crimes Against Persons in Depth

This subject has a "general" program and a "special" one. The general program contains crimes related to the individual's right of life such as crimes of different types of killing, circumstances and also the safety of his body (injury), different types of annoyance. This study is also about moral crimes, principle, values such as adultery, rape, indecently. The special program is a sort of a deep and analytical study and comparing one of the pre mentioned topics in the general section such as indecently crimes, defining of the sexual freedom and action sexual penalty in the penal law.

(607223) Evidence Law in Depth

This subject has "general" program and a "special" one. The general program is aim to defining the student important basics, rules, procedures which is basics of the evidence from the jurisprudence preview, in addition that legal texts. The special program is a sort of a deep and analytical study and comparing one of the pre mentioned topics in the general section such as study one evidence kind which is defining in the Evidence law in kingdom of Bahrain.

(607229) Commercial Papers and Banking Operations in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program contains a study of commercial papers in terms of its definition and unifying banking law, its specifications, types (promissory notes, cheques, order notes) and also studying electronic promissory notes, smart card second, the special program, it deals with commercial banks operations this study is detailed and analytical for one of the special program topics due to the importance of banks in the economic life and its commercial operations such as deposits, banking accounts, current accounts, a guarantee letter, a documentary authorization and this is according to the decision of international commercial chamber (ICC) in Paris in its publications number (500 for the year 1993- 600 for the year 2006)

(601131) Estates Legislation in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program contain an introduction of estate ownership law in terms of ownership right and the estates which can be owned by both local citizens and foreigners owning building units still under construction special guarantees given to the residential units purchaser, defining estate financing accord and its specifications, partners involved in the financing estate contract, ways to protect the investor and the decided guarantees to protect the financial sponsor in order to return back the financing value.

(6072232) Constitutional Jurisdiction in Depth

This subject has a "general" program and a "special" one. The general program is containing studying to the constitutional jurisdiction in the forerunner states, in the each of United States of American and Europe Union. This by knowing the starting of the constitutional jurisdiction in this states, history stages for it, ways of choosing the judges in the constitutional courts. Advantage and impunities which judges had, specialists of the constitutional courts in this states, such as check the laws and the tariffs. It also explains an abstruse legal text. This subject contains judgment procedures of the constitutional lawsuits, the sentence, the sentence



powerful, comparing with the constitutional jurisdiction in GCC countries especially in kingdom of Bahrain, Kuwait. This subject aims to feeding the students by the important legal information in the jurisdiction fields which they need to know this kind of specialist jurisdiction.

(607116) International Commercial Arbitration in Depth

The syllabus which is supposed to be studied is in two programs. A "general" program and a "special" program. The general program is to study the arbitration system in terms of defining it and the knowledge of its types, practical procedures which have to be followed to put an end to conflicts through arbitration. The special program contains a detailed study for legal bases which have to be followed to put on and for the conflict to be arbitrated and mentioning the means for the execution (national and foreigner).

(607214) Human International Law in Depth

It has two programs. A "general" program and a "special" one. The general program is about studying general theories in human international law and executing some special rules which concern international law, as where the special program contains a detailed and analytical study comparing one of the general programs' topics.





Master's Degree in Commercial Law

The College of Law at the Applied Sciences University in the Kingdom of Bahrain administers a Master's program in Commercial Law; this program has the following objectives:

- 1. Broadening knowledge in the domain of Commercial Law
- 2. Specialization oriented enhancement
- 3. Developing research in the field of legislation studies

In order to realize these goals, the students enrolled in this program are expected to acquire advanced legal skills. Meanwhile, the graduates may become specialists in the legal fields and then materialize the University's mission; also they would gain eligibility to assume higher scientific positions, at all levels, the national and international levels, and take part in developing the society in Bahrain and GCC countries.

Objectives

The objectives of the Master's Program in Commercial Law are evident in the following points:

- 1. Developing the abilities of the enrolled students through initiation scientific research.
- 2. Developing scientific research skills in various legal fields and developing the ability to contribute to solving the legal problems in the Kingdom of Bahrain and other GCC countries.
- 3. Meeting the demands and needs of the society in the Kingdom of Bahrain and the GCC countries by creating a talent pool of graduate researchers specialized groups in different legal fields.
- 4. Offering prestigious opportunities for outstanding students holding a Bachelor's Degree in Law, and in other specialties related to Business Management and Commercial Fields whereby providing them with the opportunity to pursur their higher studies in Bahrain.
- 5. Providing universities, scientific centers, ministries, the public and private sectors in the Kingdom of Bahrain and in the other GCC countries with law specialists.

Admission

To be admitted to the Master's Program in Commercial Law, students must meet the following conditions:

- 1. The applicant must have a Bachelor's Degree in Law or in any other specialty related to Commercial Fields, with the average of 70% and above.
- 2. In case the total average of the applicant is below 70%, the student can also join the program providing his/her average must be no less than 70% in the first 24 hours in the course work of the Master's Program.



How to Apply

All applicants must fill out the application form of the Master's Program, which is issued by the Office of

Admission and Registration at the University during the announced date, in addition to presenting all other required documents.

Requirements of the Master's Degree in Commercial Law

First: All candidates must complete (36 credit hours) before earning the Master's Degree.

Second: The required coursework to be completed by the postgraduate students includes two types of courses:

a- Compulsory courses : (24 credit hours)

b- Elective courses: (12 credit hours)

Third: The minimum duration for the completion of the Master's Program in Commercial Law is three semesters and the maximum is six semesters.

Fourth: The duration of postponement and absence must not exceed two consecutive semesters, taking into consideration the following:

a. The duration of authorized postponement or leave is not considered within the maximum duration of the program.

- b. The duration of unauthorized absence is included within the maximum duration of study.
- c. The time spent for the remedial courses is not included within the maximum duration of study.

Exams and Grades:

The grade of a course is the total of the following exams and other in and out-of-class assignment:

Mid-Term exam: 30% Attendance, participation, researches: 20% Finile exam: 50%



All the students who join the Master's Program in Law or Commercial Law must complete (36 credit hours), classified as follows:

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- A. Compulsory Requirements: (24 credit hours).
- B. Elective Requirements: (12 credit hours).

Postgraduate Program Options

There are two options available for postgraduate students to choose from. The student may choose either Option (1) or Option (2) to complete the requirements of the Master's Program.

Track One: The Comprehensive Exam:

- a. Upon choosing this track, the student must complete all the compulsory requirements: (24 credit hours), plus (12 credit hours) chosen from the elective requirements.
- b. The Comprehensive Exam: After the completion of the (30 credit hours), the student must sit for a comprehensive exam administered by the postgraduate committee at the College.

Track Two: Thesis Exam:

- a. The student must complete the compulsory requirements (24 credit hours).
- b. The student must complete (6 credit hours) from the elective list, plus.
- c. The student must write a thesis which is worth (6 credit hours).



A. Department's Compulsory Requirements - Course Descriptions

(607116) Commercial Companies in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program contains a study of commercial companies according to companies law and their types including foreign companies, recipient companies and common investment companies in terms its foundation, management and integration, bankruptcy its judgments, its rules, the way bankruptcy property is managed, bankruptcy board and finally the protective compromise against bankruptcy, but, the special program contains a detailed and analytical study, as a comparison to one of the general; program topics such as company contract, solidarity company, personal company, limited company and the stock companies.

(607229) Commercial Papers and Banking Operations in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program contains a study of commercial papers in terms of its definition and unifying banking law, its specifications, types (promissory notes, cheques, order notes) and also studying electronic promissory notes, smart card second, the special program, it deals with commercial banks operations this study is detailed and analytical for one of the special program topics due to the importance of banks in the economic life and its commercial operations such as deposits, banking accounts, current accounts, a guarantee letter, a documentary authorization and this is according to the decision of international commercial chamber(ICC) in Paris in its publications number (500 for the year 1993- 600 for the year 2006)

(607119) International Commercial Arbitration in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program deals with the arbitration system in terms of its definition, knowing its types and the practical procedures which should be followed to stop conflicts through arbitration, introducing the international commercial arbitration and the international conventions related to international arbitration such as Uncitral law, International commercial chamber (ICC) in Paris, American Arbitration Association (AAA), G.C.C commercial Arbitration and other specialization centers in the International arbitration. it deals also with the basics of the arbitration contract, arbitrators conditions and the arbitration procedures. Where as the special program contains a detailed and analytical study of legal rules which must be followed to treat the present conflict and the instruments to execute the national and foreign arbitration judgment. In addition to dealing some arbitration types, especially in the field of engineering conflicts (Establishing Contracts, Contracting contracts) and International Administrative Contracts (Franchises Contracts) (BOT).

(607215) Investment and Financing Notes Laws in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program deals with foreign investments and the country hosting the investment, the multinational company's specifications, samples of investment companies' contracts, types of foreign investments. Direct (co- owned with a local citizen- totally owned by a foreigner) or it is indirect (in the manufacturing and producing field-permission and international privilege) the parts which provided the investment, conditions and procedures

of investment projects. What are the privileges given to the investment projects, mainly under the convention of free trade (International trade and absence of taxation, fees) ways to stop the conflicts caused by foreign investments- introducing the World Bank agreement related to new buildings so that investment conflicts between countries and the citizens of other countries 1965 can be stopped? Where as the special program deals with a detailed and analytical study of one topic which is longs t the general program such as direct anole indirect foreign investment in addition to the ways to make compromises for the investment conflicts or finance notes market(stock market), the way the rights of shares holders are protected

(607113) E-Commerce Law in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program contains an in introduction of E- commerce and Electronic contract and the way electronic contracts are made and how these contracts are protected in addition to the electronic registrations and how they can prove their evidence. It also deals with laws and the relation ship with E- commerce such as the sample of Uncitral law which concerns E- commerce, the unified Uncitral laws concerning Electronic signatures. But, the special program deals with a detailed and analytical study of electronic operations law in Bahrain in the year of 2002.

(607217) Financing Law, Tradition and Islamic Banks in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general syllabus contains a study of defining banks and their laws, how they are founded, loans, current accounts, documentary deposits, guarantee letters, banking establishment allowed to deal with foreign currencies, whether it is a present or delayed operation, It also gives a general idea about Islamic banks and its financing sources, which banking operations are done such as loans, credits, contribution in founding companies, participation in financing sale of benefits, its role in gather sing savings, investment of economic development. The special program deals with a detailed and analytical study of a topic which are longs to the general program such as the house of finance notes in Bahrain, shares Such as taking part in financing, sale of benefits, showing some experiences which belongs to Islamic banks, or Bahrain Islamic bank, AL Karaka Islamic bank, Kuwait financing house, branches of Egyptian bank of Islamic operations.

(607218) International Commercial Contracts

The syllabus of this subject contains a "general" program and a "special" one. The general program studies the commercial contract Judgments in terms of general Judgments and types (brokerage, agency by commission, commercial representation, commercial mortgage contract, transfer contract) The special program contains a detailed and an analytical study, as a comparison with one of the general program topics such as international commercial contracts, namely through explaining what is meant by international commercial contract internationalism.

(607000) Basics of Scientific Research

(a) Supervising and advising students on how to put a plan for research and how to go back to scientific references, Arabic and foreign, and how to get benefits from the internet, for instance, then how to analyses and prepare the results.

- (b) Under the supervision of the subject's teacher, the subject is chosen and the research topic is chosen from the list of topic which is suggested by a high studies committee in the college.
- (c) The research evaluation is through an open discussion in front of students. The deserved grade is put by the subject's teacher at the end of each term.

B. Department's Elective Requirements

(607220) Estates Legislation in Depth

The study syllabus of this subject contains a "general" program and a "special" one. The general program contain an introduction of estate ownership law in terms of ownership right and the estates which can be owned by both local citizens and foreigners owning building units still under construction special guarantees given to the residential units purchaser, defining estate financing accord and its specifications, partners involved in the financing estate contract, ways to protect the investor and the decided guarantees to protect the financial sponsor in order to return back the financing value.

(607221) Industrial and Commercial Property

The syllabus of this subject contains a "general" program and a "special" one. The general program contains a study for the protection which should be provided for merchants namely in terms of defining commercial secrets and the types of secrets which must be protected, the way they are protected and the punishment for those who offend them. But, the special program is a detailed and analytical study for one of the topics which are long to the general program such as commercial secrets law, inventions innocence's and industrial samples in Bahrain.

(607219) Tourism Laws in Depth

The study syllabus contains a "general" program and a "special" one. The general program contains a definition of hostel establishments and tourism, in term a of the staff working there and organizing the relationship between the staff and the establishment owners, fixing prices, classifying establishments, ways they are protected, conditions and procedures before giving permission to hotels, tourism companies so that they can be allowed to start their activities for both local citizen and foreigners and how these establishment are managed, the type of tourism activity which is expected to be done by the company asking for permission, the minimum of transport means, manufacture date and its specification. But, the special program deals with a detailed and analytical of a topic which is longs to the general program such as Tourism companies and hostel establishment working in Bahrain.

(607222) Legal Competition Law in Depth

The syllabus of this subject contains a "general" program and a "special" one. The general program is a study of the decided protection for merchants against legal and illegal commercial competition this is done through clarifying the meaning of competition and when it is considered illegal, plus the legal protection decided for this purpose and practice of this competition (invention innocence's,...) but, the special program is a detailed and analytical study for one of the topics which belong to the general program such commercial competition law.

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(607118) Maritime Law in Depth

The syllabus of this subject contains a "general" program and a "special" one. The general law contains the legal law of the ship and all other related points such as privileges, mortgages, marine confiscation, and studying navigation pertain, accidents, and marine insurance. The special program contains a detailed and analytical study, a comparison, with a topic which concerns the general program such as marine navigation crew, marine accident, free on board (F.O.B), cost insurance freight (C.I.F) contracts, maritime mortgage contract and multiple ways of transferring.

(607224) Aviation Law

The syllabus of this subject contains a "general" program and a "special" one. The general program deals with the legal system of the plane in terms of its definition, the staff of our navigation, (air crew- downstairs) air transport for people, merchandise accordingly with Chicago convention 1944, the responsibility of air transporter for death, damages, delaying the transportation of people and goods according to war so and Montréal convention. But, the special program has a detailed and analytical study for a topic of the general program once such as responsibility of our transporter in civil aviation law of Bahrain and Montréal convention 1999.

(607212) Economic and Electronic Crimes in Depth

The syllabus of this subject has two programs. A "general" program and a "special" one. The general program is a study of economic crimes such as money laundering, loan notes forgone, damaging national economy. The special program chooses one of the general programs' topics to make a comparison such as money laundering, it also studying electronic crimes, kinds, natural legal and types of these crimes which related with economic crimes.

(607226) Insurance Law in Depth

The syllabus of this subject contains a "general" program and a "special" one. The general program deals with defining insurance and its legal specification plus types of insurance. Showing the difference between insurance on people and insurance on damage, whether it is insurance on goods, responsibility for damaging other as well as partners of insurance contract and the obligations of both parts, the type of danger insured against. Where as the special program is a sort of a detailed and analytical study for one of the topics which belong to the general program such as marine insurance and air insurance with a practical show for some world companies in the field of marine and air insurance.

(607227) Conflict of Commercial Law in Depth

The syllabus of this subject contains a "general" program and a "special" program. The general program is about a study which concerns international commerce contract and the problem of laws conflict, the question of the internationalism of the contract, disconnecting commerce contracts from internal laws. But, the special program is dealing with a detailed and analytical study for one topic belongs the general programs ones such as the law which must be practiced on the international commercial law, and to what extent those who signed the contract are free in choosing the law to be followed to sign the international commercial contract. (607228) Special Subjects in Commercial Law



The syllabus of this subject contains a updating specialization for one of commercial law subjects. C. Preparatory Courses (12 credit hours)

(601111) Introductions to Law

This subject is considered to be a general and obligatory introduction that studies the science of law. The first section deals with the general theory of law, namely defining law, its gradual development, specifications, basics, sections, resources, interpretation and its practice. The second section deals with the general theory of the right in terms of defining the right, its people, locations, usage and the protection decided for it.

(601112) Sources of Obligation

It is about what is called in the Bahraini civil law "Resources of personal rights" in a general introduction, this subject deals with defining cavil law and its different topics in addition to the basics of its general directions. After that, it studies the resources of commitment and willingness. So, it deals with the study connected to the contract and its definition, its details, conditions, effects, interpretation, its truthfulness, disappearance, and then it studies the individual willingness as a general resource for commitment, the promise for a reward as the most remarkable practice for the theory of individual willingness. After that, it studies the non volunteer resources which are: harmful deeds (illegal actions), namely the responsibility of the individual for his owns actions and others actions too, studying efficient deeds. (Wealth without reason) as a general basis, studying preferences and paying what is not required which is considered as a practice for the theory of being wealthy without reason. And finally, studying law as a direct resource for commitment.

(601121) Principles of Commercial Law

The objective of this subject is to study:

- 1. The general principles in commercial law and to what extent it is influenced by globalization in addition to its importance for other specialties such accounting, business management and others.
- 2. The theory of commercial process and the practical results due to its practice in reality.
- 3. Commercial contracts concerning road transport, commercial mediation (brokerage, commercial representation, commission).
- 4. The merchant: conditions and professional commitments.
- 5. Commercial shop

(601341) Law of Civil Procedures

This subject defines the law of the origins related to civil procedures, its development, resources and its relation with other laws. Studying the judiciary system in terms of forming courts and the degrees of judges, bases of specialty, studying the complaint theory, procedures of the dispute, then studying the Judiciary judgment and how to object (veto).







Deanship of Scientific Research and Higher Studies

Vision

The vision of the Deanship of Scientific Research and Higher Studies at the Applied Science University is pertinent to the vision of the University. The Deanship strives to be a leading center in the field of scientific research which invests the energies, abilities and the capabilities available at the University to effectively contribute to the achievement of community development and to consolidate the bonds of co-operation with regional and world communities. Moreover, the Deanship strives to be a distinctive center to foster and encourage research work and whereby contributing to the social development of the whole region.

Mission

The Deanship of Scientific Research and Higher Studies at the Applied Science University focuses upon the practice of scientific research by its faculty members and students at the university, as well as the development of their skills and the provision of all the demands and capabilities required to create an environment conducive for scientific research and the effective utilization of the prevailing synergies between both human resources and facilities of the environment created, where by generating further opportunities for the continuation of the higher studies by students who are willing to pursue their higher education and to direct them to utilize these opportunities.

Objectives

The Deanship of the Scientific Research and Higher Studies endeavors to realize the following objectives:

- 1. To consider the scientific research as an axiom of a great academic value for the university's affiliates: the faculty members, staff and students.
- 2. To facilitate the scientific research of faculty members and students at the University and to provide all the means required to do so.
- 3. To improve the faculty members and students skills of scientific research.

- 4. To secure publication opportunities for the product of the faculty members in well-referred scientific journals and periodicals.
- 5. To unify the efforts of scientific research through the establishment of deanship for scientific research.
- 6. To create a kind of partnership and co-operation in the domain of scientific research between the Deanship of Scientific Research and the local private and public institutions.
- 7. To make the Deanship of Scientific Research a pioneer center for the provisions of consultations.
- 8. To give interested students opportunities to pursue their higher education.
- 9. To assist in the training and rehabilitation of national cadres.

Services Provided by the Deanship of Scientific Research and Higher Studies

The services provided by the Deanship of Scientific Research and Higher Studies can be summarized in the following points:

- 1. To consolidate the scientific research carried out by the Faculty members.
- 2. To consolidate the scientific research worked out by the University students particularly the postgraduate students.
- 3. To consolidate a scientific research partnership with the local public and private institutions or even international ones.
- 4. To consolidate scientific journals for publishing the accomplished research thesis carried out by staff members of the University or even other affiliates.
- 5. To consolidate the academic studies to support community development.
- 6. To administer and supervise the programs of higher studies and take part in their admission and registration.
- 7. To provide all the required means and services required to support higher studies at the University.
- 8. To optimally and effectively invest and direct the available funds towards scientific research and development.



Study Plan

First of all, the applicants must know that there are two options to complete the requirements of the Master's Degree in Commercial Law. These two options will be illustrated after the lists of the compulsory and elective courses. However, all the postgraduate students enrolled in the program must complete (36 credit hours), regardless of the option they choose. Here are lists of the compulsory and elective courses:

A. Compulsory Requirements: (24 Credit Hours)

Course No.	Course Title	Credit Hours
601123	Commercial Companies and Bankruptcy In Depth	3
601124	Commercial Papers and Banking Operations In Depth	3
601126	International Commercial Arbitration In Depth	3
601125	Investment and Securities Laws In Depth	3
607216	E- Commerce In Depth	3
607217	Financial Law, Traditional and Islamic Banking In Depth	3
607218	International Commercial Contracts	3
607000	Basics of Scientific Research	3

B. Elective Requirements: (6 Credit Hours)

Course No.	Course Title	Credit Hours
607219	Real Estates Legislation In Depth	3
607222	Industrial and Commercial Property	3
607221	Tourism Laws In Depth	3
607222	Legal Competition Law In Depth	3
607118	Maritime Law In Depth	3
601138	Aviation Law	3
607212	Economic and Electronic Crimes In Depth	3
601136	Insurance In Depth	3
607227	Conflict of Commercial Law In Depth	3
607228	Special Topics In Commercial Law	3

Course No.	Course Title	Credit Hours
	Thesis	6

Admission and Registration Office

Main Tasks of the Office

The Admission and Registration Office has entrusted upon it, key tasks and duties thus making it the most important offices at the University, not only for students but also for College members and staff as well. The main tasks of the Office can be summarized in the following:

- To welcome prospective students, help them to fill out the application forms for joining the university, and to screen applications for admission purposes.
- To announce the names of admitted students to the university's faculties and to maintain records of certified documents and credentials of students.
- To administer and announce the weekly lecturing schedule prior the commencement of each academic semester.
- To prepare and announce the final examination schedule to the students and College members.
- To administer the registration process of the university students at the beginning of each semester and to administer the process of add and drop-of the courses within the designated dates.
- To compute and compile critical statistical data for use both internal and external use.
- To designate the student grades and to extract their final averages.
- To review the academic plans of the students.
- To provide the embassies, ministries and the institutions with the performance reports for sponsored students.
- To issue transcripts and various other documents as requested by students.
- To make all necessary preparations for the annual graduation ceremony and participate in it.
- To supply the IT Department with the data required for the admission, registration, examinations and plans.
- To initiate and streamline the academic process required to the granting of the undergraduate and postgraduate degrees at the university.



Admission Requirements

1. New Students

Students must submit a recognized and officially certified secondary school certificate or its equivalent when they apply to join the University. However, under special conditions and circumstances the application and admissions procedure may require the candidate to undertake additional academic specializations; these conditions and circumstances are stated on the College's special page.

2. Transfer Students

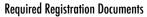
Students can transfer to the University, when vacancies are available. The following terms and items applicable:

- a. The fulfillment of the admission conditions at the university.
- b. The student must transfer from an accredited university, acknowledged by the educational Institutions and recognized by the National Committee of the Certificate Equivalence at the Ministry of Education, in the Kingdom of Bahrain.
- c. The transfer student must successfully complete at the Applied Science University after transferring no less than 34% of the hours of the study plan of the target academic department.
- d. The university shall exempt the courses studied at his original university in the event of the availing of the terms and conditions of the equation supported therein.

University Tuition Fees:

- BD.90/- Fees per each credit hour for the morning period
- BD.100/- Non-refundable Fees of the registration for one time only.
- BD.100/- FeesforusingthelaboratoriesatthedepartmentsofComputerSciences, and Internal and GraphicDesign
- BD.100/- Semester fees (BD.50/- for the summer term)
- BD.5/- Fees of testing the skill level
- BD.5/- Examination fees of the English language proficiency test
- BD.5/- Extraction of the official accumulative transcript or graduation notification
- BD.1/- Extraction fees of any original copy of the official transcript
- BD.1/- Fees of student identification card
- BD.20/- Fees of undertaking equivalence for the courses and grades
- BD.10/- Fees for the application of the revision of marks

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When applying to join the University, a student must submit the following documents:

1. A recognized and officially certified Secondary School Certificate or its equivalent, and the original statement of grades

- 2. A copy of the passport and a copy of the Residence Visa for the non-citizens of the G.C.C. States
- 3. A certificate of good conduct from the school of graduation.
- 4. A medical certificate.
- 5. Five recent personal photos of 4×6 with white background.
- 6. Submission of the completed form of the application to the Admission and Registration Office.





Regulations of Awarding the Bachelor's Degree

Article(1):

These Regulations are called the Internal Regulations for Conferring the Bachelor's Degree at The Applied Science University.

Article (2) :

The following words and phrases will have the following meanings wherever they appear in these regulations, unless otherwise is indicated.

2/1: The President: The President of Applied Science University.

2/2: The Dean of College: The dean of the college which the student is enrolled in.

2/3: The Credit Hour System:

The system is based upon the determination of the credit hours to be completed by the student, and his success at the level approved by the university as a provision for graduation in any academic department. It also enhances the determination of the academic fields of which such credit hours are divided as per the provisions of such instructions along with granting the liberty for the student to choose the required courses.

2/4 : The Credit Hour

This is known as the practical unit registered for the student upon the successful completion of the course, and it is to be computed as an academic weekly theoretical lecture or of two practical hours at least. It is also the measure of determining the academic load carried out by the student in each semester.

2/5: The Student Number

It is the number which indicates the university year in which the student enrolled.

2/6: The Academic Year

The academic year consists of two mandatory academic semesters and one optional summer semester.

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2/7: The Academic Semester

The duration of the academic semester is fourteen weeks including the time of the final examinations, and the summer session is of fourteen weeks including the time of the final examinations. The University retains the right to make any changes in the mechanisms of such work due to compelling matters, or the public interest, and whenever seen as appropriate by the University Board.

2/8: The University Requirements

The total compulsory and elective courses which provide necessary background for all students at the University

2/9: The College Requirements

This comprises the compulsory courses as well as the elective courses that the College students must successfully complete. The number of these courses and the credit hours assigned to each course is determined by the Council of College.

2/10: The Department Requirements

This comprises the compulsory, the elective, the free elective, and the ancillary courses that students must complete to meet the requirements of their department.

2/11: The Academic Level

The academic level for the student is to be determined by the number of the credit hours he/she successfully completes in the designated study plan.

2/12: The Free Electives

The total courses freely selected by the student from the study plans at his/her College or from any other study plan at the university.

2/13: The Elective Courses

Besides the department compulsory courses, there are also courses named electives, and the student is



given the right to choose from a list of these courses, certainly under the supervision of his/her academic advisor.

2/14: The Compulsory Courses:

These are the main specialized courses that students are expected to complete. The number of these courses and their credit hours are determined by the specialized department.

2/15: The Prerequisites

This is an academic course which must be successfully completed by the student prior to the enrollment in another required course.

2/16: The Academic load

This is the total number of credit hours registered by the student during an academic semester.

2/17: The Study Plan

It is the plan prepared by the Department and approved by the College Council. This plan specifies the courses and the number of the credit hours required for obtaining the Bachelor's Degree.

2/18: The Duration of Study

This is the period which extends from the very beginning of the student's enrollment at the University to the time of graduation.

2/19: The University Degree

This is the graduation certificate awarded by the university after the fulfillment of the graduation requirements.

2/20: Attendance & Participation

The students enrolled at the University must attend the lectures, to participate in the discussions, and to actively join in all the in-class or out-of-class activities required by the course instructor.

2/21: The Academic Advisor

He or she is the staff member who assists the student in selecting the courses required, depending upon the performance of the student and his/her progress in the Department's study plan.

2/22: The Final Grade of the Student

The final grade for any course is the total of the final exam grade plus the grades earned for the semester's coursework

2/23: The Semester Average

The semester average is the grade average of the courses completed by the student, successfully or otherwise, during the semester, within his/her designated study plan.

2/24: The Accumulative Average

This is the average of all the courses completed by the student, successfully or otherwise, within the designated study plan.

2/25: Add and Drop

Drop: The deletion of the course or the courses (course) in the academic semester after enrollment.

Add: The adding of the course or the courses after enrollment.

2/26: The Academic Schedule

It is the timetable of the weekly academic lectures offered by the departments and faculties.

2/27: The Final Grade of a Course:

This is the accumulative grade of the Mid-Term & Final Exams plus the other coursework required by the instructor. The minimum passing grade is 50%, and the minimum failing grade is 35%.



2/28:The Grade Report

This is the official report of the student's performance during a certain semester which clarifies the number of the credit hours, and the student's accumulative average.

2/29: Withdrawal

a. The withdrawal from the course (W): This is meant to be the withdrawal of the student from the academic course within the period specified therefore.

b. The formal withdrawal (The deferment of the course): the withdrawal of the student from all academic courses registered therein in pursuant the terms and conditions determined by the university.

c. The informal withdrawal: This is meant to be the withdrawal of the student from all the academic courses without a formal consent.

2/30: Academic Warning:

This is a formal notification to the students sent by the Admission office when the academic average drops below %60.

Study Plans & Loads

Article (3):

These instructions are applicable to all faculties of the university and its provision is valid to all students registered in the undergraduate programs, to earn their Bachelor's Degrees.

Article (4):

Upon the suggestions of the Academic Departments and the Councils of Faculties, the Board of the University approved the academic undergraduate plans which lead to the acquisition of the Bachelor's Degree in the specializations administered by those departments at the University. The following charts show the required credit hours that students are expected to successfully complete before they earn the Bachelor's Degree in each specialization:

4/1: College of Administrative Sciences 4/1/1. Accounting – (132 credit hours). 4/1/2. Business Administration - (132 credit hours).

4/1/3. Finance Sciences - (132 credit hours).

4/1/4. Marketing -(132 credit hours).

4/1/5. Management Information Systems - (132 credit hours).

4/1/6. Political Sciences - (132 credit hours).

4/2: College of Law

Bachelor of Law - (132 credit hours).

4/2: College of Arts and & Sciences

4/3/1 Computer Science - (133 credit hours).

4/3/2 Graphic Design - (139 credit hours).

4/3/3 Interior Design - (145 credit hours).

Article (5):

The academic undergraduate plans in all specializations comprise the following courses:

5/1: The University Requirements

The total number of credit hours of the University requirements is (21 credit hours), classified as (12 compulsory credit hours) and (9 elective credit hours), as illustrated in the following tables:

Course No.	Course Title	Credit Hours
101101	Arabic Language	3
102101	English Language (1)	3
102102	English Language (2)	3
1301100	Computer Skills (1)	3
501105	History & Civilization of Bahrain	3

5/1/A: The Compulsory Requirements: (15 credit hours).



5/1/B: The University Elective Requirements: (9 credit hours) to be chosen from the following two groups:

- 1. One course from the Group One (3 credit hours).
- 2. Two courses from the Group Two (3 credit hours).

Group	Course No.	Course Title	Credit Hours
Group One	701101	Islamic Culture	3
	702101	Islamic and Current Issue	3
	702102	Ethics in Islam	3
	602143	Human Rights	3
	106107	Man and Environment	3
	106101	Introduction to Social Science	3
Group Tow	111111	Introduction to Library Science	3
	301100	Introduction to Economic Science	3
	1000100	Special Topics	3
	100101	Life Skills	3

5/1/2: Upon the consent of the University Board, the said courses may be partially replaced by others provided a certain committee makes available the detailed plans and contents of the suggested courses at the same time to present a reasonable justification for the proposed change.

English Placement Test

5/1/3 With the consent of College Council, the students at the university must sit for a placement test in English language at the beginning of their first semester at the University. Based on the participants' performance in the Exam, the candidates will be segregated into three groups as follows:

5/1/4: The below average group must take a remedial course, English language (099), and the success in this course is a prerequisite for both English Language courses (101, 102).

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5/1/5: The average groups are advised to take English Language (101) and then English (102).

- 5/1/6: The above-average students are exempted from taking the English Language course (101) and receive the credit hours for English (101), and enroll directly in (102).
- 5/1/7: The examination of the English placement test is usually conducted within the first week from the first and second academic semesters of each academic year.

5/1/8: Participation in the placement test is recommended for students during the first year of enrollment at the University.

Computer Literacy Test

5/1/9: The students who possess the certificate of International Computer Driving License (ICDL), shall be exempted from taking Computer Skills (1) No.(1301100).

5/1/10: The Computer Literacy Test is usually administered during the first week of the academic semesters each university year.

5/1/11: The sitting for CLT is recommended during the first university year for all enrolled students

5/2: College Requirements

Upon the recommendation of the Colleges Councils and the consent of the University Board, the College Requirements are decided as follows:

College of Arts and Sciences	24 Credit Hours
College of Administrative Sciences	21 credit hours
College of Law	21 credit hours



5/3: Department Requirements

The Department Requirements include the compulsory, the elective, and the ancillary courses that the students of the department are expected to complete before they obtain their Bachelor's Degree. The following table shows the Department Requirements at each college:

5/3/1	College of Arts and Sciences	84 credit hours
5/3/2	College of Administrative Sciences	84 credit hours
5/3/3	College of Law	84 credit hours

5/4: Free Electives

The number of theses courses together with the credit hours attached to them are determined by the specific department; the minimum is (3) credit hours, and the maximum is (6) credit hours.

Article (6): Credit Hours

6/1: Three credit hours are given to each academic course. In some cases, depending upon the nature of the course, the credit hours may be decreased or increased by the decision of the Council of the Deans.

6/2: The credit hours for each course are assigned on the basis that one weekly lecture equals one credit hour. In the case of the laboratory or practical hour, the assessment is made separately for each course, but in some circumstances one credit hour constitutes not less than two practical hours or two laboratory hours.

Article (7): Levels of Study:

7/1: The courses offered by each specialization are classified into four levels, and the prerequisite of each course, if any, must be clearly stated. Moreover, the given number of the course must signify its level, beside the theoretical and practical hours.

7/2: The registered students are classified into four levels depending on the number of the credit hours completed by the student. The following chart shows the levels of students and the required credit hours of each level:

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College	Second year	Third year	Fourth year	Graduation Required hours
The Administrative Sciences	33	66	99	129
Law	33	64	96	129
Arts and Science	33	67	101	130 - 142

Article (8): Prerequisites:

8/1: Students are not allowed to register in a course before the completion of its prerequisite, if there is any. The violation of this item would result into the cancellation of the registration and grades in that course.

8/2: Upon the consent of the Dean of the College, a student may enroll in a course and in its prerequisite concurrently when his/her graduation depends upon such act, provided such action is not to be requested by the same student more than once.

8/3: The expression "studied the prerequisite" indicated in the paragraph (1,2) of this article, shows that the student has enrolled in the prerequisite and has taken part in the examinations without success or otherwise, provided that his marks are not less than 36%.

Article (9): Duration of Study:

9/1: The duration of the study to obtain the Bachelor's Degree with a regular load is four academic years.

9/2: The student is not allowed to obtain the Bachelor's Degree in less than three academic years in all specializations.

9/3: The duration which a registered student spends at the University to fulfill the requirements of the Bachelor's Degree is not to exceed eight academic years in all specializations.



Article (10): The Academic Load

10/1: The minimum number of the credit hours a registered student may enroll in is (12) credit hours per semester, and the maximum number is (18) credit hours. Three extra hours may be taken by the student in the following cases only:

- The average of the student in the academic semester is 84% and above.
- That the graduation of the student depends upon the addition of those three extra hours or less.
- The academic load of the student may become (21) credit hours during the graduation semester, provided the extra hour belongs to an internship or a laboratory hour.

10/2: Upon the consent of the College Dean and recommendation of the Head of Department, The student may be permitted to take only (12) credit hours in an academic semester.

10/3: The student is allowed to pursue his/her study when his academic load goes below the minimum load as a result of dropping some courses, certainly with the approval of the Dean.

Article (11): Attendance

All the registered students must attend regularly all the lectures and participate actively in all the classroom discussions. Further, the course instructor keeps record of absence and attendance of students and delivers in writing that record to the Head of Department to take any necessary action.

Article (12): Absences and Excuses

12/1: The student is not permitted to miss more than 25% of the classroom hours of the course.

12/2: The course instructor forwards the names of each student whose absences exceed 15% of the total course hours to the Head of Department in order to take the relevant decision in this respect.

12/3: If the student misses more than 25% of the total classroom hours of the course without presenting a satisfactory or compelling excuse approved by the Dean, he/she will not be allowed to sit for the final exam, and will be given the minimum grade: (35%), and the course must be retaken by the student if it is compulsory, or replaced by another course if it is elective.

12/4: The Head of Department is to notify both the Dean of the College and the Office of Admission and Registration of the names of students who are prohibited from taking the final examinations due to their absences.

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Article (13):

13/1: If the student misses more than 25% of the total hours in any course due to sickness or any compelling excuse approved by the College Dean, he/she is considered as withdrawing from the course and the rules of withdrawal would apply here. The student who represents the Kingdom or the University in social activities shall be permitted to be absent no more than 20% of the total classroom hours.

13/2: It is stipulated with respect to the sickness excuse to be certified via a certificate issued by an accredited medical authority, and such certificate must be submitted to the Dean of College within a period no later than two weeks from the date of the dissociation from the diligence. However, in some other compelling cases the student must submit the document of his excuse within a week from the date of the first absence.

13/3: The deans of faculties, heads of departments, the faculty members and the lecturers as well as the director of admission and registration shall be responsible for enforcing these attendance regulations.

Article (14):

14/1: Anyone who misses the final examination without any excuse approved by the College dean, will be given the minimum failing grade, 35%.

14/2: The maximum sickness leave of out-patient student is five days approved within two working days, whereas the in-patient approved within four working days from the lapse of the excuse.

14/3: A student who is absent at the final declared examination for a compelling excuse approved by the Dean of the College, will be allowed to take a make-up exam within a period of time determined by the head of department and the course instructor, in a period no later than the end of the next coming semester. 14/4: It is possible to consider the student who misses the final examination with an approved excuse as withdrawing from the course provided that he/she has successfully passed the Mid-Term, and has not sit for the complementary exam during the period determined in Paragraph (3) above.

Article (15): The Course Contents:

The course instructor is expected to prepare the detailed contents of the course, a syllabus, that must include the nature, objectives, the schedule of the lectures, its examination, methods of the assessment, as well as the list of the required references and the textbooks.



Article (16): Grades and Marks:

16/1: The final grade of each course is the total of the final examination and the grades acquired for the semester coursework.

16/2: The semester coursework includes the following:

16/2/1: The quizzes, oral tests, the reports, and the research projects.

16/2/2: The Mid-Term exam is worth 35% of the total grade; this exam must be announced to all students two weeks before the date of the exam, or as established in the University Calendar. 10% of the total grade will be given to other semester coursework.

16/2/3: The final exam of each course is conducted at the end of the semester, and it must be written and comprehensive considering the course contents. Based on the recommendation of the specialized department, the College Board determines the percentage of the final exam grade, which is to be announced to the students at the beginning of the semester.

16/3: The distribution of the grades of the practical courses or those which have a practical part is determined by the Board of College based upon the recommendation of the specialized department.

Article (17):

The course instructor should preserve the confidentiality necessary for his questions, in co-ordination with the head of his/her department and the dean of College, and the instructor is accountable for the supervision, typing, copying, binding and preservation as follows:

17/1: The questions should be typed depending on the facilities availing at the College or at the University. 17/2: The copying of the questions is made within the available facilities in the College or at the available facilities in the University.

17/3: All the copies of the questions and are preserved in a sealed envelope and kept in a safe place.

17/4: The instructor is to carry out in person all the related matters that must not be entrusted to other person except by the approval of the Head of department if necessary.

Article (18):



The course instructor is responsible for administering his/her examination and carry out the correction of the exam papers.

Article (19):

19/1: The Mid-Term Exam:

19/1/1: The exam papers must be given to the students after correction in a date no later than one week from the time of the exam (and within three days during the summer session).

19/1/2: The student's revisions shall be accepted once the test papers are given to them.

19/1/3: The course instructor forwards the grade report to the head of the department within two weeks at least prior to the date of the final examination.

19/1/4: The grade is considered final, one week after the announcement of the grades to the students.

19/2/1: The regulation of the final examination does not permit the student to join the final examination after half an hour, except in very few compelling circumstances approved course instructor and the head of the department.

19/2/2: The papers of the final examination are to be secured with the concerned College deanship for the duration of one academic semester in order to refer to them when necessary, and then they shall be destroyed under the supervision of a certain committee.

19/2/3: The supervision of the examination is to be made by the specialized department itself, and in some compelling cases the head the department may ask for assistance from other departments, by the consultation with the dean of the College. Article(20):

20/1: The calculation of the marks and the registration of each course in percentages along with the statement of the number of the credit hours are to be done shortly after the correction of the exam.

20/2: The final mark shall be calculated for each course as from one hundred to the closest integer number.

20/3: The semester average and accumulated average shall be calculated to the closest decimal rank. Article (21):



21/1: The course instructor is responsible for conducting his/her grade report.

21/2: The course instructor delivers to the Head of Department the final grade report within no more than (72) hours from the date of the final examinations in order to be assessed by the board of the department within (24) hours of the delivery date.

21/3: The Head of Department forwards the grade reports to the Dean of College in order to be approved and sent to the Admission and Registration Office within (24) hours after being delivered by the Head of Department.

21/4: The Office of Admission and Registration announces the final grades within (18) hours, after receiving the grade reports from the Faculties.





Article (22):

22/1: Grade Classification is as follows:

Numerical grade	Assessment	Letter grade
90 - 100	Distinction	А
80 - 89	Very good	В
70 -79	Good	С
60 -69	Satisfactory	D
50 - 59	Poor	E
Below 50	Fail	F

22/2: The accumulative averages are classified as follows:

Numerical Grade	Assessment
92 - 100	Distinction with honor rank
84 - 91	Distinction
76 - 83	Very good
68 - 75	Good
60 - 68	Satisfactory

Article (23):

23/1: The calculation of the semester accumulative average is made via the multiplication of the percentages of each course into the number of the credit hours of each course included into the average and the divisions of the multiplication products by the total hours.

23/2: In the event of failure, above 35% would remain the same, if it is below 35%, it would be converted to 35%.

23/3: All courses completed by the student are documented in his/her academic record.



Article (24): Appeal

24/1: The student has the right to ask for the revision of his/her final examination grade within (30) thirty days after the date of the grade announcement. The Dean of College is to form an appeal committee to see into all the appeal petitions; the Head of Department and the course instructor is to study each case and decide whether to change the final grade or not, depending upon the performance of the students.

24/2: All appeal petitions must be forwarded to the Dean of College within thirty days from the date of the grade announcement. After that period, no petition would be accepted.

24/3: The student has to pay a fee of BD.10/- for the petition of verifying the final grade.

Article(25): Add & Drop:

25/1: The student is permitted to drop any registered course and to add another within five working days of the beginning of classes in the first and second semesters, and within three working days from the beginning of classes of the summer session.

25/2: With the observance of Paragraph (1) of Article 26, the student is permitted to drop any course within eight weeks from the beginning of either the first and second semester, and within the first four weeks from the beginning of the summer semester, provided that the student has not exceeded the percentage of the permitted number of unexcused absences. The dropped course would remain in his record with a note of (withdrawal) and such a course is not included in the total credit hours he/she enrolls in. Further, the withdrawal must not affect the total number of the required registered credit hours, as indicated earlier in these instructions. In all the cases, the withdrawal is not permitted if the student's load would go below the minimum except in some compelling circumstances stipulated in these instructions.

Article (26): Withdrawal from courses and their completion:

26/1: In the event of the student's withdrawal from a course, the note of (withdrawn) appears in his/her record.

26/2: The note of (incomplete) shall be registered against the course whose prerequisite is not completed, or the student misses the final exam with a compelling excuse.

26/3: Taking into consideration Article (15) of such instructions, the student must complete all the exams and coursework, if any, within the coming semester, except the summer session.

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26/4: The accumulative average of student is redeemed upon the completion of the coursework.

Article (27): The Honor list:

27/1: The President issues at the end of each semester, an honor list which includes the names of students who score 90% and above among the registered students. The faculties are to express deference and appreciation to the honor students in the way they deem appropriate.

27/2: The students who score at 85% are included in the honor list of the College, and their performance would be documented in their academic records provided that his/her academic load is no less than (12) credit hours in the semester of commemoration.

Article (28): The Academic Warning and Dismissal

28/1: The students who score below (60%), at the end of any academic semester with exception of the first academic semester are put on probation. The Office of Admission and Registration is to notify the students in this respect.

28/2: The students on probation list must remove the reasons behind this disciplinary measure in a period that does not exceed three academic semesters after the date of that measure.

28/3: In the case of failure to improve the poor accumulative grade, the student will be dismissed from his/ her specialization.

28/4: Any student who has completed (75%) of the major credit hours will not be subject to dismissal from the major department. Moreover, the student who obtains an accumulative average of (59.5%, 59.9%) will not be dismissed, yet put on probation for one more additional academic semester, which would be the fourth.

Article (29):

29/1: The student will be dismissed from specialization if he/she makes an accumulative average of less than 50% in any academic semester except in the first semester at the university. This measure becomes applicable after the completion of more than 12 credit hours.

29/2: Any student who is dismissed from his/her specialization and rejected by all other departments at the university will be dismissed from the University.

29/3: The student is not permitted to register for the study in the specialization he has been previously dismissed from.

Article (30): Course Retaking



30/1: The student must retake the same compulsory course he/she fails. However, in the event of the failure in any elective course, the student may retake the same course or replace it by another course from the academic plan. Moreover, the student may retake any course in which he/she scores below 60% in order to improve his/her accumulative average. In all indicated cases, the new grade is calculated in favor of the student and thus replaces the lower grade if it is higher than the previous one.

30/2: In the event of retaking a course due to a failure or due to any other reason, then the credit hours of each course shall be recorded in the calculation of the number of the required hours for graduation for one time only.

30/2: If the student completes more elective and free elective courses than it is required in the academic plan, the extra hours will be considered void and thus removed from the record.

Article (31):

Postponement of Study and Withdrawal from the University

31/1: The student may apply for postponement of his/her studies prior to the commencement of the academic semester provided he/she presents a compelling excuse to do so. The Committee in charge may make its decision considering the following items:

The Dean of the College can give consent to the student petition for postponement for one semester at a time, provided that request for postponement must not exceed four consecutive, or not, academic semesters.

The Board of College can give consent to postponement for a period of four semesters, yet it must not exceed six consecutive, or inconsecutive, academic semesters.

31/2: Taking into consideration of the stipulation indicated in Paragraph (a) of Article (14) the postponement of study of the new or transferred student is not allowed except after one academic semester of the first enrollment at the University.

31/3: The student who is registered in any academic semester and does not apply for postponement will be subject to regulations stated in Paragraph (33/1. a).

31/4: The time of postponement does not count in the maximum time specified for obtaining the Bachelor's Degree. Article (32):



33/1: In the event of skipping one academic semester or more without having a written approval of postponement from the Dean, the student will lose his/her seat at the University. However, the Board of the University may reinstate his/her right for registration if a compelling excuse is presented and approved by the Board. After approval, the student can pursue his/her study plan and retain all his/her previous academic record and the period of previous study shall be considered within the maximum duration allowed for graduation.

33/2: The students whose absences exceed (25%) of the weekly hours is considered withdrawn from the semester and this case must appear in his/her academic record.

33/3: The student is allowed to apply for withdrawal from all the courses registered in a semester at least four weeks before the close of semester; as the Dean of College gives consent, the study will be considered postponed.

Article (33):

Transfer from one department to another

33/1: The student can transfer from one specialization to another if there is a vacancy in the target specialization and provided that his grades in the secondary school certificate qualify him for admission in the target specialization in the year of obtaining the secondary school certificate.

33/2: Upon the transfer of the student to another specialization, he/she shall be entitled to the calculation of any course chosen by him/her from the courses he completed within the specialization he is transferred to, and shall be included within the student's semester and accumulative average.

33/3: The transfer application is to be forwarded to the Office of Admission and Registration.

33/4: The Transfer Committee is formed by the Dean of College and the Head of Department; such committee is in charge of screening the transfer applications.

33/5: The transfer student is considered a new student for the purposes of deferment, warning and dismissal from the specialization.

33/6: Visiting student

The visiting student must be a regular student at an accredited university. Visiting students are allowed to join ASU, provided that there is a vacant seat at the University, and his/her petition wins the approval of the original University.

Article (34): Transfer Students to ASU



The University may consider student transfer applications in the event of available vacancies. The transfer students are subject to the following terms and conditions:

34/1: To fulfill the terms and conditions of the admission and registration at the University; the grade average of the transfer student in the secondary school must be equivalent to that accepted at the target specialization.

34/2: Only students who have joined an accredited university, college, or a higher education institute approved by the Equivalence Committee at the Ministry of Education in the Kingdom of Bahrain can transfer to the Applied Science University. The courses completed by the transfer student will be considered for the fulfillment of the requirements of the degree he/she targets at the Applied Science University.

34/3: Students who have been dismissed from their original universities are not allowed to transfer to the Applied Science University. The prospective transfer student must provide formal evidence to clarify his/her case in this respect.

34/4: The student is not to be dismissed due to a disciplinary measure at the original university prior to the application of transfer.

34/5: Going by Article (9) of these instructions, each (15) credit hours completed by the transfer student count as one academic semester whether the transfer is from inside or outside the University.

Article (35):

For graduation purposes, the student's transferred coursework to the Applied Science University is subject to the following regulations:

35/1: The transfer student must complete at the Applied Science University no less than (66%) of the required credit hours and he must spend the last two semesters prior graduation at ASU.

35/2: The grades of the courses which the student has already completed at the original university will count in the calculation of the accumulative average at the Applied Science University. Article (36):



The transfer application must be submitted to the Office of Admission and Registration during the dates declared by the same office in every academic semester.

Article (37):

Bachelor's Degree Requirements

The first university degree (the bachelor's degree) is awarded to the student upon the completion of the following requirements:

37/1: To successfully complete all the courses required for graduation in his/her academic study plan.

37/2: To obtain an accumulative average of (60%) and above.

37/3: To spend the minimum duration required for the Degree, and must not exceed the maximum duration of study as stipulated in Article (9) of these instructions.

37/4: To observe Paragraph (a) of Article (36), of these instructions with respect to the transfer student.

Article (38): Course Equivalence:

a. It is stipulated that the student must obtain the satisfactory average required, namely 70% or C. b. The total number of the required credit hours must not be less than the number of the transferred

hours.

c. The course is equivalent to only one course.

d. An official proof is required to verify the completion of the transferred hours.

e. An official course description must accompany the application for any course equivalence.

General Regulations

Article (39):

The graduation degree is awarded upon the completion of its requirements at the end of each semester.

Article (40):



40/1: In case the student's graduation is dependant on one compulsory course which is not listed in the semester schedule or its timing crosses with another compulsory course, or the student has failed the same course twice, the Dean of College, after a formal consultation with the Head of Department, may allow the student to enroll in an alternative course equivalent to the original one; the Office of Admission and Registration should be notified accordingly.

40/2: If the student's graduation is dependant on one elective course and the student is unable to enroll in that course for a compelling reason, the Dean of College, after a formal consultation with the Head of Department, may allow the student to enroll in an alternative course equivalent to the original course, and the Office of Admission and Registration is to be notified accordingly.

40/3: The Board of University is entitled to give consent to a student to take a second substitute course, provided that the substitute is equivalent to the original course in terms of level and number of its credit hours; also the Office of Admission and Registration is to be notified accordingly.

Article (41):

In case the student is in need to take only for less than (9) credit hours for graduation purposes, he can do so, regardless of the permitted minimum load.

Article (42):

42/1: The department of specialization is responsible for the pursuance of the academic stance of the students via the co-ordination with the Office of Admission and Registration and to examine their fulfillment of the terms and conditions of graduation.

42/2: All the fourth year students who are expected to graduate must fill out the graduation form at their department a semester before graduation, so as to leave enough time for screening their record and to avoid any unexpected mistake in time, via collaboration with the Office of Admission and Registration.

Article (43):

A Bachelor's Degree holder can apply to join another Bachelor's Degree program at the university with the consent of both the Dean of College and the Office of Admissions and Registration. The applicant will be subject to all the regulations of the new major. After approval, the specialized department shall specify the required courses and give the student the right to count some similar courses completed before. One academic semester will be equivalent to each (12) credit hours, in relation to the minimum time required for

the completion of the new Bachelor's degree.

Article (44):

The student must obtain a debit-remission certificate from the University before the completion of the graduation procedures.

Article (45):

Ignorance of these instructions and failure to comply with the University's regulations will give the student no right to complain about any mistake or miscalculation.

Article (46):

The Bachelor's Degree must bear the date of its issuance.

Article (47):

The board of the University shall resolve the cases that have no specific reference in these instructions and find the proper mechanism to do so.

Article (48):

The President, the Deans, and the Registrar are authorized to implement the provisions of such instructions and to apply them to the University's students.





Tuition Fees

The student must pay the tuition fees and any required deposit at the time of registration in any semester. Further, the registration of the student will not be finalized till the payment of all the fees and deposit, as indicates below:

Bahraini Dinars	Fees Details		
BD.90	Fees per each credit hour		
BD.10	Non-refundable Fees of the application for joining the University		
BD.100	Non-refundable Registration fees for one time only		
BD.100	Fees of semester laboratories for the student of Computer Science and Internal Design and Graphic Design (BD.50/- registration fees for summer semester)		
BD.100	Fees for academic semester		
BD.5	Fees for computer literacy test		
BD.5	Fees for English language placement test		

Financial Instructions

- In the event of permitting the student to register after the period of add and drop, the student has no right to ask for refund after a partial or total withdrawal of the courses.
- The student is entitled to ask for refund only if he/she withdraws from a course during the announced period of add and drop.
- With the observance of all the articless tipulated by the instructions of the awarding Bachelor's Degree, the student has the right to make any of the coming actions even after the announced time of add and drop, usually a week after registration during the academic semester, provided he/she obtains the approval of the Office of Admission and Registration and the Dean of College. After the limited time of Add and Drop, all or any of the following actions are non-refundable, i.e. the student has no right to ask for refund if he/she does one of these moves:

- 1. Total or partial academic withdrawal
- 2. Withdrawal from a course taken by the student before the completion of its prerequisite.
- 3. Withdrawal from a course/ courses already completed by the same student.
- 4. Withdrawal from course/courses whose equivalent is already counted in the student's record.
- 5. Withdrawal from course/courses when the student willingly transfers to another specialization.
- 6. Withdrawal from course/courses when the student load exceeds the maximum load.
- 7. Withdrawal from unneeded course/courses wrongly registered by the student.

Student Disciplinary Regulations at ASU

Article(1):

These regulations are known as "Student Disciplinary Regulations" at the Applied Science University.

Article(2):

The following words and expressions, wherever they occur in these instructions, have the meanings defined below unless otherwise indicated:

- The University : The Applied Science University.
- The President : The President of Applied Science University.
- The Board : The Student Disciplinary Board
- The Committee: The investigating Committee.

Article (3):

All the students enrolled in the University are subject to these regulations and the measures indicated in these instructions.



Article (4):

The following acts are considered violations that make the convict subject to a relevant disciplinary measure:

- a. Deliberate failure to attend classes or any other activity or inciting other students to do the same.
- b. Cheating in exams, being party to such action, or violating the exam regulations.
- c. Any violation of the general code of morality or principles of conduct, or any action that may bring disrepute to the University or its personnel, whether the violation is committed out-of Campus or on-Campus at any activity the University takes part in.
- d. Taking part in any unauthorized organization or participating in any activity prohibited by the University Regulations, or initiating such activity.
- e. Using the University's facilities for any unauthorized activity.
- f. Circulating flyers, issuing pamphlets or newsletters, or soliciting signatures or donations that breach the peace of University Campus or harming the national unity.
- g. Disturbing the peace of classrooms, seminars, or any other activity held on the University premise.
- i. Any verbal or physical injury committed against the faculty members and staff or against other University personnel or students.
- j. Damaging movable or immovable University property.
- j. Violating any of the University regulations and bylaws.
- k. Forging University documents or using forged documents for any official purpose.
- I. Allowing a second party unauthorized use of the University transcripts or identity cards.
- m. Plundering any of the University property.
- n. Inciting other students or non-students, or joining them, to commit violent acts against other students or University personnel.

Article (5): Disciplinary measures, constituted in Article 4, apply in the following fashion:

- 1. First written warning.
- 2. Dismissal of student from the classroom by the instructors, and by the security personnel if necessary.
- 3. Prohibition for a limited period from the use of facilities where the violation has taken place.
- 4. Prohibition, for a limited period, from participating in one activity or more in which the violation has taken place.
- 5. First degree, second degree, and third degree warnings.
- 6. A fine not to exceed the value of damaged University property.
- 7. Termination of registration in one or more courses of the courses where the violation has taken place.
- 8. The temporary discharge from the University for one academic semester or more.
- 9. Dismissal from university.
- 10. Withholding degree awarding in the event of using forged documents.

Article (6):

1. The University or the College special Disciplinary Committee decides the appropriate disciplinary measure to be taken against the student who commits one of the violations listed in Article 4.





COLLEGE OF ARTS & SCIENCE FACULTY MEMBERS

1. Al-Bayatti, Hilal Mohammed Yousif (President Assistant)

PhD Computer Security, Computer Studies Department, Loughborogh University of Technology, UK, 1986; MSc Computer Science, University of London, UK, 1978; BSc Mathematic, Baghdad University, Iraq.1969.

2. Alsultan, Jamal Makki (Dean of Arts and Science College)

PhD, Information Hiding, Institute of Postgraduate Studies for Information, Iraq, 2002; Mphil, Database, Computer Studies Department, Loughborough University of Technology, UK,1981; B.Sc., Physics, Physics Department, Baghdad University Iraq, 1971,

3. Mahdi, Manaf Jafer (Head of Design and Arts Department)

PhD Interior Design, Baghdad University, Iraq, 1999; MA Interior Design, Baghdad University, Iraq, 1989; BA Interior Design, Baghdad University, Iraq 1981.

4. Jamil, Adil (Head of General Studies Department)

Post Doctorate, Creative Writing, North Carolina State University, USA, 2000; PhD English Literature & Rhetoric, Middle Tennessee State University, USA, 1984, MA English Literature and Rhetoric, Marshall University, USA, 1981, BA English Language & Literature, Basra University, Iraq, 1977.

5. Al-Juboori, Nihad Ahmed Salman,

PhD, Computer Engineering, Al-Nahrain University, Iraq, 2005; MSc, Computer Engineering, AL-Nahrain, University, Iraq, 2000; BSc Computer, Engineering, Al-Nahrain, University, Iraq, 1997.

6. Al-Juborri, Oday Ali

PhD, Architecture Engineering, College of Engineering, University of Baghdad, Iraq, 2005; MSc, Architecture Engineering, College of Engineering, University of Mosul, Iraq, 2000, BSc, Architecture Engineering, College of Engineering, University of Mosul, Iraq, 1994.

7. Al-Shaawi, Kaiss B.

Assist. Prof. PhD Packing Design, College Of Fine arts, Baghdad University, Iraq, 1997, MA Graphic Design, College Of Fine arts, Baghdad University, Iraq, 1987, BA Graphic Design, College Of Fine arts, Baghdad University, Iraq, 1979.

8. Athallah, Ahmed Abdullah

PhD, Arabic Language, American University in London, 2005; MA, Arabic, University of Punjab, Pakistan, 1996; MA, Arab and Islamic Studies, Lahore, 1985; BA, Arabic Literature, University of Alexandria, Eygpt, 1969.

9. Abukabeer, Ameera

Lecturer, MA English Literature, University of Jordan, Jordan, 2004; BA English Literature, University of Jordan, Jordan, 2002.

10. Ahmed, Suheir Khader

Lecturer, MA Interior Design, College Of Fine arts, Baghdad University , Iraq, 1990, BA Interior Design, College Of Fine arts, Baghdad University, Iraq, 1983.

11. Aswad, Musaab Zeiad

Lecturer, MSc Computer Information Systems, Arab Academy for Banking and Finance Science, Jordan, 2007, BSc Computer Science, Baghdad University, Iraq, 2003.

12. Maryan, Shaker Ali Salim

Lecturer, Higher Diploma in Computer Science. Arab Amman University for Postgraduate Studies. Jordan. 2005. BSc Computer Science, Babylon University, Iraq, 2001.

13. Hassan, Sara Shaddoud

Lecturer, Higher Diploma in Visual Communicate, University of Damascus, Syria, 2004, BA Visual Communication, Faculty of Fine Arts, Damascus University University, Syria, 2002.



14. Makki, Saif Jamal

Lecturer, Bsc in Computer & IT Engineering, University of Technology, Iraq, 2004.

15. El-Shenawi, Samya Ali

Ph.D., Printing, Publishing & Packaging, Faculty of Applied Arts, Helwan University, Egypt, 1994.
M.Sc., Printing, Publishing & Packaging, Faculty of Applied Arts, Helwan University, Egypt, 1986.
B.Sc., Printing, Publishing & Packaging, Faculty of Applied Arts, Helwan University, Egypt, 1981.

Mahmood, Asma Ali A. Qader
 B.Sc. Graphic Design, College of Art and Science, Applied Science University, Bahrain, 2008.



COLLEGE OF ADMINISTRATIVE SCIENCES FACULTY MEMBERS

1. Younis, Tariq Shareef (Dean of the Administrative Sciences College)

PhD, Business Administration, Mosul University, Iraq, 2000; M.Sc., Public Administration, Liverpool University, U.K 1983; B.Sc., Business Administration, Mosul University, Iraq, 1976;

2. Awamleh, Nail A.H.K

Ph.D. Public Administration, USC. USA 1981; MBA, University of Southern California, USA, 1979; B.Sc. Public Administration & Political Science, University of Jordan 1975.

3. Al-Aryan, Shawki Mohammed Salem (Dean of Student Affairs)

PhD, Applied Production in Spinning and Weaving Industry, Ghazi University, Turkey, 1993, MBA, Tarleton State University, USA, 1982, BSc, Kuwait University, Kuwait 1971.

4. Mahmood, Najdet Y. (Dean Assistant and Head of Finance and accounting Department)

PhD, Insurance, University of Wales 1991, U.K; Postgraduate Diploma, Insurance Management, University of Baghdad, 1979; BSc, Business Administration, University of Baghdad, 1977.

5. Al-Alkawi, Talal Chechan (Head of Accounting Department)

PhD, Financial Accounting, Leningrad Russia Trade Institute, 1991; MSc., Financial Accounting and Financial Reports Analysis, Danetsk, Ukraine, 1987; BSc. Accounting, Al-Mustansria University, 1982.

6. Al-Bourini, Faisal Abdulrahman Mohammed (University President Consultant)

PhD, Human Resources Management, Mosul University, Iraq, 1999. Msc., Political Science, Oklahoma University, USA, 1982. BSc., Commerce, Arab Beirut University, 1977.

7. Al- Katatsheh, Mohamad Hamad (Head of Political Sciences Department)

PhD, Political Sciences, Suez Canal University, Egypt, 1999; MSc., International Relations, University of Jordan, 1994; Postgraduate Diploma, Political and Diplomacy Studies, University of Jordan, 1991; BSc, Political Science and Religion Origins, University of Jordan, 1989.



8. Abu Qalbein, Ahmad Mohammad Dawood (Director of Training and Continuous Learning Unit)

PhD, Accounting, Jaipur University, India, 1999; MSc., Commerce, Aligara University, India, 1991; BSc., Commerce, Aligara University, India, 1989.

9. Alshaikh Abdullah ,Mohammed

PhD, Finance Management, Arab Academy for Banking and Financial Sciences, Jordan, 2007; MSc., Finance Management, Arab Academy For Banking and Financial Sciences, Jordan, 2005; BSc. Accounting, Applied Science University, Amman Jordan 2002.

10. Ali, Salah Abdel-Hafeez Mostafa

PhD, Accounting, Assiut University, Egypt, 2006; MSc, Accounting, Faculty of Commerce, Assiut University, Egypt, 1996; BSc, Accounting Assiut University, Egypt, 1985.

11. Ameen, Atheelah Yaseen Mohammed (Head of Business Administration)

PhD, Business Administration, Baghdad University, Iraq, 1993; MSc., Business Administration, Baghdad University, Iraq, 1982; Bachelor, Business Administration, Baghdad University, Iraq, 1978.

12. Al-Assaf, Bayan Abed Rabbu

PhD, Political Science and International Relations, Algeria, 2005; MSc. Political Science and International Relations, University, Jordan, 1990; BSc. Political Science, Jordanian University, Jordan, 1981,

13. Mohammad, Fahad Abdulkarim

MSc, International Banking & Finance, University of Salford, UK 2007; BSc, Accountancy, University of Basra, Iraq 1994.

14. Al-Manaei, Salah

MBA, Executive Management, Bahrain University, 2003; Postgraduate Diploma, Data Processing and Management, Institute of Management Information Systems College, UK, 1997; Postgraduate Diploma, Meteorological Science, British Royal Meteorological College, 1988.

15. Al-Saadoon, Ghossoon M.Waleed (Head of Management Information Systems Dept.)

Ph.D, Computer Science, ICCI, Iraq, 2006, Msc. Computer Science, University of Technology, Iraq 2002, Hiegher Diploma from University of Technology 1997, Bsc. in Computer Science from Al-Raphedeem College University 1992.



Ph.D., Financial Management, The Arab Academy for Banking and Financial Sciences, Ammam, Jordan. M.Sc., Banking and Financial Sciences (Financial Management), The Arab Academy for Banking and Financial Sciences, Ammam, Jordan.

B.Sc., Economic & Statistics, University of Jordan, Amman, Jordan.

17. Al- Edwan, Khalid

Ph.D., Political Sciences, faculty of Economics and Political Sciences, Cairo University.

M.Sc., Political Sciences, International Relations (IR), The University of Jordan, Jordan 1997.

B.Sc., Political Sciences, Minor Sociology, The University of Jordan, Amman, Jordan 1995.

18. El-Sayed Mohamed, El-Sayed Omer

Ph.D., Philosophy Doctorate in Political Sciences, thesis in: The Political Role of The Islamic Elite in Sadder El Islam (The Early Islamic Era), The Faculty of Economics and Political Sciences, Cairo University, Egypt 1991.

M.Sc., Political Sciences, Faculty of Economics and Political Sciences, Cairo University, Egypt, 1981. Diploma of Banks and Islamic Economy, The International Institute of the Banks and the Islamic Economy, Cyprus, 1984.

B.Sc., Political Sciences, Faculty of Economics and Political Sciences, Cairo University, Egypt 1972.

19. Al-Garaibeh, Khalid Mohammad

Ph.D., MIS, Arab Academy for Banking and Financial Sciences, Jordan 2009.

M.Sc., Public Administration, Mu'tah University, Jordan 2003.

B.Sc., Public Administration, Mu'tah University, Jordan 2000.



COLLEGE OF LAW FACULTY MEMBERS

1. Naeem, Abdul-Monem Ali (Dean of Scientific Research and Postgraduate Studies)

PhD, Public Commercial law, Assuit University (affiliated with Rennes University in France), 1994; Master of Law, Assuit University, 1986; Bachelor of Law, Assuit University, 1983.

2. Al-Tawalbeh, Ali Hassan M. (Dean of Law College)

PhD, Public Criminal Law, Amman Al-Arabia University, Jordan 2003; Master of Law, Criminal Law, Baghdad University, 1995; Bachelor of Law, Baghdad University, 1990.

3. Bani-Issa, Hussein A.M. (Dean Assistant, College of Law)

PhD, Criminal Law, Ukraine Science Academy, 1998: Master in Law, State Odyssey University, 1994, Ukraine; Bachelor of Law, Mu'tah University, 1992.

4. Al-Tamimi ,Mohammed Ibrahim Nahar (Director of Training and Continuous Learning Unit)

PhD,Private Civil law, Institute for Arab Research and Studies, Cairo, Egypt, 2005; Master of Law, Civil Law, Institute for Arab Research and Studies, Cairo, Egypt, 2001; Bachelor of Law, Aleppo University, Syria, 1991.

5. Ghanim, Ramadan Abdullah Sabir

PHD, Civil Law, Cairo University, Egypt, 1997; Postgraduate Diploma, Private Law, Cairo University, 1989; Postgraduate Diploma, Private Law, Cairo University, 1988; Postgraduate Diploma, Public Law, Cairo University, 1990; Bachelor of Law, Cairo University, 1986.

6. Hilat, Ramzi Mahmood Nayef

PHD, Public Law, Amman AL-Arabia University, Amman, Jordan, 2005; Master of Law, Administrative Law, Lebanon University, 1996; Bachelor of Law, Beirut AL-Arabia University, 1981.

7. Al-Shara', Abdul Muhdi Dheifallah

PhD, Private Civil Law, Amman Al-Arabia University, Jordan, 2008; PhD, Comparative Fiqh, Sind University, Pakistan, 1997; Master of Law, Sharia and Law, International Islamic University, Pakistan, 1994; Bachelor of Law, Beirut Al-Arabia University.

8. Ababneh, Ala' Eldin

PhD, Private International Law, Amman AL-Arabia University for Graduate Studies Jordan 2004; Master of Law, Institute of Arab Research and Studies, Cairo, Egypt, 1999; Postgraduate Diploma Institute of Arab Research and Studies, Cairo, Egypt, 1998; Bachelor of Law, Mu'tah University, Jordan, 1996.

9. Mohamed, Keilani Abdulradi

PhD, Commercial Law, Ain Shams University, 1997; Postgraduate Diploma, Private Law, Assiut University, 1990; Postgraduate Diploma, Private Law, Assiut University, 1989; Postgraduate Diploma, Public Law, Assiut University, 1990; Bachelor of Law, Assiut University, 1987.

10. Abdulrahman, Hatem Mohammed

PHD, Commercial Law, Ain Shams University, Egypt, 2003, Master of Law, Commercial Law, Ain Shams, University, Egypt, 1991; Postgraduate Diploma in Commercial Law; Bachelor of Law, Ain Shams University, Egypt, 1990.

11. Al-Hitty ,Mohmood

PhD , Ethics in Islam, Baghdad University, Iraq 2002; MA, Islamic Fiqh, Baghdad University, 1994; BA, Islamic Studies, Baghdad University, 1989.

12. Mohammed, Yousria Abdul-Jalil

PhD, Aviation Law, Alexandria University, Egypt, 2006; Postgraduate Diploma, Private Law, Alexandria University, Egypt, 2000; Postgraduate Diploma, Sharia Law, Alexandria University, Egypt, 1997; Bachelor of Law, Alexandria University, 1994.

13. Mohamed, Moamar Ratib

PhD, International Law, Assiut University, Egypt, 2006. Master in Public Law, (Diploma in Administrative Sciences, 1999, and Diplomat in International Law, 2000, both from Assiut University, Egypt. Bachelor of Law, Assiut University, Egypt, 1995.

14. Al Khaja, Asma Waheeb

Lecturer, Master of Laws (LLM) Bond University, Australia. Bachlor of Law, University of Bahrain, 2007.

Ali, Durid Mahmood
 Ph.D., Commercial Law, The Collage of Law, Baghdad University, Iraq, 2001.
 M.Sc., Commercial Law, The Collage of Law, Baghdad University, Iraq, 1995.
 B.Sc., Law, Saddam Collage of Law, Iraq, 1991.



16. Ali, Raqiya Abdul-Jabbar

Ph.D., Civil Law, The Collage of Law, Baghdad University, Iraq, 2001. M.Sc., Civil Law, The Collage of Law, Baghdad University, Iraq, 1995. B.Sc., Law, Al-Turath University, Iraq, 1991.

17. Alelwwan, Abedalkareem Salem Ali

Ph.D., Civil Law, Amman Arab University for Graduate Studies, Jordan, 2008. M.Sc., Civil Law, The Institute of Arab Reseach and Studies, Cairo, 2002. B.Sc., Law, University of Jordan, Jordan, 1996.



The Library

The Applied Science University Library was established in 2005 and has received constant support and attention ever since. The library boasts of housing over 7000 books, in addition to numerous periodicals and publications of varied nature. The book collection at the ASU library mainly consists of academic and scientific books of interest, both to students and teachers. The ASU library is located at the second floor of building B at ASU Campus.





The Cafeteria

The Cafeteria has been offering world standard services to ASU students, visitors, as well as employees. These services include offering and delivering all kinds of snacks, sandwiches, as well as hot and cold beverages. Students can take comfort in the cafeteria's spacious hall where they can enjoy a wide selection of quick meals while keeping abreast with the latest news or their favorite program on large-screen TVs installed in the cafeteria. In addition, there a number of Computer booths with dedicated high sped access to the World Web readily available at the disposal of students to research information they need.



The University Calendar for 2011/2012

First Academic Semester 2011/2012				
From	То	Day	Activities	
04/09/2011	-	Sunday	First Working Day for Faculty Members	
13/09/2011	17/09/2011	Tue - Sat	Guidance, Registration, Withdrawal and Addition of subjects	
25/09/2011	-	Sunday	The Commencement of Study	
25/09/2011	01/10/2011	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects	
05/11/2011	07/11/2011	Sat - Mon	* Eid Al Adha Al Mubarrak	
10/11/2011	23/11/2011	Thu - Wed	Mid Exams	
16/11/2011	-	Wed	Last Day of Withdrawal & Addition of Subjects	
26/11/2011	-	Saturday	* New Hegiri Year Holiday	
11/12/2011	-	Sun	Early Registration for the Second Semester	
16/12/2011	17/12/2011	Fri - Sat	National Day Holiday	
22/12/2011	07/01/2012	Thu - Sat	Final Exams	
01/01/2012	-	Sunday	New Year Holiday	
08/01/2012	-	Sunday	Student>s Leave.	
		Second Acade	emic Semester 2011/2012	
18/01/2012	21/01/2012	Wed - Sat	Guidance, Registration, Withdrawal and Addition of Subjects	
22/01/2012	-	Sunday	The Commencement of Study	
22/01/2012	28/01/2012	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects	
08/03/2012	20/03/2012	Thu - Tue	Mid Exams	
14/03/2012	-	Wed	Last Day of Withdrawal & Addition of Subjects	
12/04/2012	-	Thursday	Early Registration of Summer Semester	
19/04/2012	02/05/2012	Thu - Wed	Final Exams	
01/05/2012	-	Tuesday	Workers Day Holiday	
03/05/2012	-	Thursday	Student>s Leave	
		Summer Acad	emic Semester 2011/2012	
15/05/2012	19/05/2012	Tue - Sat	Guidance, Registration, Withdrawal and Addition of Subjects	
20/05/2012	-	Sunday	The Commencement of Study	
20/05/2012	22/05/2012	Sun - Tue	Late Registration, Withdrawal & Addition of Subjects	
20/06/2012	-	Wednesday	The last day of Withdrawal & Addition of Subjects	
13/06/2012	18/06/2012	Wed - Mon	Mid Exams	
01/07/2012	-	Sunday	Early Registration of First Academic Semester 2012/2013	
05/07/2012	11/07/2012	Thu - Wed	Final Exams	
12/07/2012	-	Thursday	Student>s Leave	
21/07/2012	-	Saturday	Faculty Member>s Leave	
		First Academ	nic Semester 2012/2013	
01/09/2012	-	Saturday	First Working Day for Faculty Members	
04/09/2012	08/09/2012	Tue - Sat	Guidance, Registration, Withdrawal and Addition of Subjects	
09/09/2012	-	Sunday	The Commencement of Study 2012/2013	

 * In Pursuant to the Hegira Calendar.



First Academic Semester 2012/2013				
From	То	Day	Activities	
01/09/2012	-	Saturday	First Working Day for Faculty Members.	
04/09/2012	08/09/2012	Tue - Sat	Guidance, Registration, Withdrawal and Addition.	
09/09/2012	-	Sunday	The Commencement of Study.	
09/09/2012	15/09/2012	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects.	
25/10/2012	29/10/2012	Thu - Mon	* Eid Al Adha Al Mubarrak.	
01/11/2012	11/11/2012	Thu - Sun	Mid Exams.	
14/11/2012	-	Wednesday	Last Day of Withdrawal & Addition of Subjects.	
15/11/2012	-	Thursday	* New Year Holiday.	
09/12/2012	-	Sun	Early Registration for the Second Semester.	
16/12/2012	17/12/2012	Sun - Mon	National Day Holiday.	
18/12/2012	31/01/2012	Tue - Mon	Final Exams.	
01/01/2013	-	Tuesday	New Year Holiday	
01/01/2013	-	Tuesday	Student>s Leave.	
		Second	Academic Semester 2012/2013	
15/01/2013	19/01/2013	Tue - Sat	Guidance, Registration, Withdrawal & Addition of Subjects.	
20/01/2013	-	Sunday	The Commencement of Study.	
20/01/2013	26/01/2013	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects.	
07/03/2013	17/03/2013	Thu - Sun	Mid Exams.	
17/03/2013	-	Sunday	Early Registration of Summer Semester.	
20/03/2013	-	Wednesday	Last Day of Withdrawal & Addition of Subjects.	
25/04/2013	08/05/2013	Thu - Wed	Final Exams.	
01/05/2013	-	Wednesday	Workers Day Holiday.	
09/05/2013	-	Thursday	Student>s Leave.	
Summer Academic Semester 2012/2013				

Summer Academic Semester 2012/2013			
18/05/2013	Wed - Sat	Guidance, Registration, Withdrawal and Addition of Subjects.	
-	Sunday	The Commencement of Study.	
22/05/2013	Sun - Wed	Late Registration, Withdrawal & Addition of Subjects.	
22/06/2013	Sun - Tue	Mid Exams.	
-	Sunday	The last day of Withdrawal & Addition of Subjects.	
-	Sunday	Early Registration of First Academic Semester 2013/2014.	
10/07/2013	Thu - Wed	Final Exams.	
-	Thursday	Studentys Leave.	
-	Thursday	Faculty Memberss Leave.	
First Academic Semester 2013/2014			
-	Sunday	First Working Day for Faculty Members.	
07/09/2013	Tue - Sat	Guidance, Registration, Withdrawal and Addition of Subjects.	
-	Sunday	The Commencement of Study.	
		18/05/2013 Wed - Sat - Sunday 22/05/2013 Sun - Wed 22/06/2013 Sun - Tue - Sunday - Sunday 10/07/2013 Thu - Wed - Thursday - Sunday - Sunday - Sunday - Sunday - Thursday - Sunday - Sunday - Sunday	

* In Pursuant to the Hegira Calendar.

APPLIED SCIENCE UNIVERSITY

The University Calendar for 2013/2014

First Academic Semester 2013/2014			
From	То	Day	Activities
01/09/2013	-	Sunday	First Working Day for Faculty Members.
07/09/2013	14/09/2013	Sat - Sat	Guidance, Registration, Withdrawal and Addition.
15/09/2013	-	Sunday	The Commencement of Study.
15/09/2013	21/09/2013	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects.
14/10/2013	17/10/2013	Mon - Thu	* Eid Al Adha Al Mubarrak.
04/11/2013	-	Monday	* Hegira New Year Holiday.
07/11/2013	16/11/2013	Thu - Sat	Mid Exams.
26/11/2013	-	Tuesday	Last Day of Withdrawal & Addition of Subjects.
15/12/2013	-	Sun	Early Registration for the Second Semester.
16/12/2013	17/12/2013	Mon - Tue	National Day Holiday.
23/12/2013	05/01/2014	Mon - Sun	Final Exams.
01/01/2014	-	Wednesday	New Year Holiday
06/01/2014	-	Monday	Student's Leave
		Second	Academic Semester 2013/2014
15/01/2014	18/01/2014	Wed - Sat	Guidance, Registration, Withdrawal & Addition of Subjects.
19/01/2014	-	Sunday	The Commencement of Study.
19/01/2014	25/01/2014	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects.
06/03/2014	15/03/2014	Thu - Sat	Mid Exams.
16/03/2014	-	Sunday	Early Registration of Summer Semester.
30/03/2014	-	Sunday	Last Day of Withdrawal & Addition of Subjects.
21/04/2014	04/05/2014	Mon - Sun	Final Exams.
01/05/2014	-	Thursday	Workers Day Holiday.
05/05/2014	-	Monday	Student>s Leave.
		Summe	r Academic Semester 2013/2014
14/05/2014	17/05/2014	Wed - Sat	Guidance, Registration, Withdrawal and Addition of Subjects.
18/05/2014	-	Sunday	The Commencement of Study.
18/05/2014	24/05/2014	Sun - Sat	Late Registration, Withdrawal & Addition of Subjects.
15/06/2014	21/06/2014	Sun - Sat	Mid Exams.
23/06/2014	-	Monday	The last day of Withdrawal & Addition of Subjects.
23/06/2014	-	Monday	Early Registration of First Academic Semester 2014/2015.
04/07/2014	11/07/2014	Fri - Fri	Final Exams.
12/07/2014	-	Saturday	Studentys Leave.
17/07/2014	-	Thursday	Faculty Memberss Leave.
	ı 	,	Academic Semester 2014/2015
01/09/2014	-	Monday	First Working Day for Faculty Members.
06/09/2014	13/09/2014	Sat - Sat	Guidance, Registration, Withdrawal and Addition of Subjects.
14/09/2014		Sunday	The Commencement of Study.
	1		

* In Pursuant to the Hegira Calendar.

