ASU
جامعة العلوم التطبيقية
APPLIED SCIENCE UNIVERSITY

UNIVERSITY
PROSPECTUS
2021 - 2023

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ASU in Brief

Applied Science University (ASU) is a leading private university in the Kingdom of Bahrain since its establishment in 2004. The University has established a prominent reputation among the academic and scientific institutions in the Kingdom and the region. The past few years had been fruitful for ASU's journey towards raising the quality of education in the Kingdom and accomplishing local and global achievements, making it a distinguished higher education institution adopting national and international standards and developing its academic plans and curricula for quality education that meets the evolving needs of local, regional and international communities.

Indeed, ASU invested consistently in developing programmes and strategies to keep pace with the rapid and successive changes and developments that the world is witnessing today in all economic, political, social and technological fields. Decidedly, the University directs its focus on preparing the learners academically, psychologically and socially for the challenges of real life by equipping them with the 21st century skills and helping them build strong and long-lasting relationships with their peers and lecturers.

Linking Theory to Practice

ASU consists of four colleges: College of Administrative Sciences, Law, Engineering and Arts and Science. The University offers a wide range of Academic Programmes in the fields of Law, Business Administration, Accounting, Accounting and Finance, Political Science, Management Information Systems, Computer Science, Graphic Design and Interior Design at the Bachelor level, and in the fields of Law, Commercial Law, Business Administration, Human Resources Management and Accounting and Finance at the Master level. It also offers the British Bachelor's Degree of Engineering from London South Bank University (LSBU) in Civil Engineering and Architectural Engineering.

ASU adopts applied teaching methodologies and delivers practical knowledge and education that focus on communication skills, leadership skills and management skills to engage learners in an effective learning journey and possess the must-have skills and entrepreneurial spirit necessary for today's labour market.

Achievements and Distinction

ASU achieved many accomplishments at various academic and administrative levels; one of the most significant achievements is achieving Institutional Accreditation from the Higher Education Council (HEC) and fulfilling the Institutional Review by the Education and Training Quality Authority (BQA). The University ranked among the best 600 in the QS World University Rankings 2022. It also ranked amongst the QS 150 top universities under 50 years old, making it one of the top 17 Arab universities in that ranking. Furthermore, ASU ranked 29 in the QS World University

Rankings: Arab Region 2021, and it is also the first university in Bahrain to receive 4 Stars in the QS Stars University Ratings. Moreover, ASU ranked 484 globally in the GreenMetric World University Rankings and listed in the range of 401+ by the Times Higher Education Impact Rankings against the Sustainable Development Goals (SDGs). In addition, ASU is the first private University in the Kingdom of Bahrain to be accredited by the British Higher Education Academy (Advance HE) as a training centre to train ASU faculty members and qualify them for Fellowships from Advance HE. Many of ASU academic staff achieved Associate Fellowship, Fellowship, Senior Fellowship, and Principal Fellowship from the Academy.
ASU is the first University in the Kingdom and one of the first Arab universities to obtain the ISO 21001:2018 Certification for Management Systems for Educational Organizations, on top of achieving the ISO 9001:2015 Certification for Quality Management Systems for its administrative services and students support activities for three consecutive years.

International Partnerships

In 2017, ASU took bold internationalization steps to distinguish itself from its competitors by building strategic relationships with international partners. In this context, ASU launched in partnership with London South Bank University (LSBU) two hosted programmes within the College of Engineering: Bachelor of Engineering in Architectural Engineering and the Bachelor of Engineering in Civil Engineering. ASU plans to expand its academic partnership with LSBU to include a number of new academic programmes in the near future.

Vision:

"A leading university promoting excellence in applied education and research in Bahrain and the region".

Mission:

"ASU is dedicated to offering students and staff the opportunity to contribute to the sustainable development of society & community. In addition, ASU strives to be recognized nationally and internationally for its reputation in applied teaching and learning, research and community engagement. Furthermore, ASU is committed to enhancing graduates' employability through innovative approaches and entrepreneurial practices in order to help them compete in international markets".

Values and Principles:

- **Integrity**
- **Collaboration and Team Spirit**
- **Loyalty**
- **Social Responsiveness and Community Engagement**
- **Quality**
- **Innovation and Creativity**

Colleges and Departments

The University consists of the following colleges and departments:

College of Administrative Sciences

1. Department of Business Administration
2. Department of Accounting and Finance
3. Department of Management Information Systems
4. Department of Political Science

College of Arts and Science

1. Department of Design and Arts
2. Department of Computer Science
3.Department of General Studies

College of Law

1. Department of Private Law
2.Department of Public Law

College of Engineering

1. Department of Civil and Architectural Engineering
2. Department of Electro-Mechanical and Telecommunication Engineering

Academic Programmes

The University's colleges and departments offer both undergraduate and graduate programmes leading to Bachelor Degrees and Master Degrees in a number of specializations, which are:

Undergraduate Programmes

1. Bachelor Degree in Business Administration
2. Bachelor Degree in Accounting
3. Bachelor Degree in Accounting and Finance
4. Bachelor Degree in Political Science
5. Bachelor Degree in Management Information Systems
6. Bachelor Degree in Graphic Design
7. Bachelor Degree in Interior Design
8. Bachelor Degree in Computer Science
9. Bachelor Degree in Law
10. Bachelor of Engineering in Architectural Engineering (In partnership with London South Bank University).
11. Bachelor of Engineering in Civil Engineering (In partnership with London South Bank University).

Postgraduate Programmes

1. Master Degree in Accounting and Finance
2. Master Degree in Business Administration
3. Master Degree in Human Resources Management
4. Master Degree in Law
5. Master Degree in Commercial Law

University Compulsory Courses

(The Programme delivers in Arabic Language)

Course Code	Course Title	Credit Hours	Prerequisite
ARB101	Arabic Language	3	-
ENG101	English Language I	3	-
ENG102	English Language II	3	ENG101
CS104	Computer Skills	3	-
BA161	Introduction to Entrepreneurship	3	-
HBH105	Bahrain Civilization & History	3	-
HR106	Human Rights	3	-

The Programme delivers in English Language

Course Code	Course Title	Credit Hours	Prerequisite
ARB101	Arabic Language	3	-
Eng111	Upper-Intermediate English	3	-
Eng112	Advanced English	3	ENG111
CS104	Computer Skills	3	-
BA161	Introduction to Entrepreneurship	3	-
HBH105	Bahrain Civilization & History	3	-
HR106	Human Rights	3	-

University Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
Group1 (3 Credit Hours)			
ISL101	Islamic Culture	3	-
ISL102	Islamic Ethics	3	-
ISL103	Islam & Contemporary Issues	3	-
Group2 (3 Credit Hours)			
LIB101	Introduction to Library Science	3	-
MAN101	Man and Environment	3	-
SOC101	Introduction to Sociology	3	-
SPT101	Special Topics	3	-
CS205	Computer Applications	3	CS104
LFS102	Thinking and communication skills development	3	-

Courses Description

University Compulsory Courses

ARB 101 Arabic Language - (Prerequisite - None)

This course deals with issues related to Arabic grammar and literature. It studies some basic linguistic issues in the vocabulary, morphology, syntax, and semantics of Arabic. It also studies stylistic and literary features through analyzing and discussing some selected texts from the Holy Quran and other literary masterpieces.

ENG 101 English Language (I) - (Prerequisite - None)

ENG101 is a credit course that runs for one semester of 15 weeks for 3 hours per week or 6 hours per week during the summer semester. It is required for students of Law, Political Science, Business Administration, and Art and Design Bachelor Programmes delivered in Arabic. This course is for learners whose achievement in the Oxford Online Placement Test (OOPT) is 41 or higher.

The course provides practice in reading, writing, and note taking at Intermediate level. It includes academic English and study skills and a variety of reading texts and text types. The course is intended to improve students' skills in English language in order to undertake a further English credit course, ENG102, and to use English in their studies as needed.

ENG 102 English Language (II) - (Prerequisite - ENG 101)

ENG102 is a credit course that runs for one semester of 15 weeks for 3 hours per week or 6 hours per week during the summer semester. It is required for students of Law, Political Science, Business Administration, and Art and Design Bachelor Programmes delivered in Arabic. This course is for learners who have successfully completed ENG101.

The course provides practice in reading, writing, and note taking at Upper Intermediate level. It includes academic English and study skills and a variety of reading texts and text types. The course is intended to improve students' skills in English language in order to undertake a range of credit courses and to use English in their studies as needed.

CS 104 Computer Skills - (Prerequisite - None)

This course covers the following topics: basic concepts of information technology, using the computer to manage files, word processing, spreadsheets, presentation and database.

BA 161 Introduction to Entrepreneurship - (Prerequisite - None)

This course aims to study the concept of entrepreneurship, to explain the implications and importance of entrepreneurship, and to provide students with knowledge and skills necessary to transform ideas into applied entrepreneurial projects in accordance with the rules of founding entrepreneurial projects. Moreover, the course aims to provide students with the core skills of an entrepreneur, starting from establishing the project, choosing the legal formula for it, planning, organizing, marketing, and financing until the whole process is fully managed while enabling students to submit proposals to establish a commercial project and to discuss it at the end of the semester. Finally, the course aims to study practical cases for pioneering projects in the Kingdom of Bahrain.

HBH 105 Bahrain Civilization & History - (Prerequisite - None)

This course deals with the history of Bahrain from 1500-1800. It studies the stages of the Portuguese invasion of this part of the world and the international power struggle that erupted after the invasion. It also deals with the ruling of Al-Utuub Tribe of Bahrain and the reign of Al Khalifa thereafter.

HR 106 Human Rights - (Prerequisite - None)

This course discusses the basic principles of human rights. It acquaints the students with the nature of human rights; their realms and sources, paying special attention to the international legal provisions concerning human rights included in the following documents: United Nations Charter, International Declaration of Human Rights, International Accord on Civil & Political Rights, International Accord on Social & Economic Rights, International agreement against torture and inhumane, disrespectful punishment, and Protection mechanisms and constitutional organization of public rights and freedoms in the Kingdom of Bahrain.

University Elective Courses

ISL 101 Islamic Culture - (Prerequisite - None)

The course deals with the concept of "Culture" in general and the concept of "Islamic Culture" in particular and other related concepts. Thus, the course studies the characteristics of the Islamic culture, its sources, fields of study, and its role in the creation of the "Islamic character". It also deals with the so-called "cultural invasion", its types, its methodologies, and other related issues.

ISL 103 Islam & Contemporary Issues - (Prerequisite - None)

This course deals with the way Islam deals with contemporary issues such as the phenomenon of fanaticism, determination of the Islamic calendar, alms tax (Zakat) 0n money and jewelry, democracy and government system, and other scientific and cultural developments.

ISL 102 Islamic Ethics - (Prerequisite - None)

This course is an elective university requirement. It stresses the importance of ethics in Islam and the value Islam gives to ethics in general and work ethics in particular. The course draws general comparisons of the treatment of ethics throughout different ages in the history of Islam and offers insights to the possible tools to enhance work ethics according to Islam.

SPT 101 Special Topics - (Prerequisite - None)

This course is an optional University requirement. It deals with special contemporary topics that are of import to university students. The topics dealt with may be economic, social, historical, or political.

LFS 102 Thinking and communications skills development - (Prerequisite - None)

This is a university requirement course. It introduces students to the concept of thinking, its characteristics, its forms and its importance in the educational process. The course deals also with the application of modern strategies and theories interpreted for different kinds of thinking.

The course deals in detail with aspects of communication skills with the aim of improving the students' skills overcoming communicative barriers when communicating in various situations and for various purposes.

SOC 101 Introduction to Sociology - (Prerequisite - None)

The course introduces the students to Sociology; the scientific study of society. Thus, the course emphasizes social interaction processes and their impact on the members of any society. The course provides students with the knowledge of the main social phenomena and the components of social structure.

MAN 101 Man and Environment - (Prerequisite - None)

This course deals with issues related to the relationship between human beings and the environment they live in with special attention to the environment of the students of the University. The course draws student's attention to the importance of environment and the necessity to regulate our behavior so that not to harm it.

LIB 101 Introduction to Library Science - (Prerequisite - None)

This course introduces students to the library sciences. It gives a general historical review of the development of libraries throughout various ages and sheds light on the importance of libraries in the development of knowledge and sciences. The course reviews the services that library introduce to those who may want to benefit from.

CS 205 Computer Applications - (Prerequisite - CS104)

This course includes the following topics: using a word processing program to write reports, using a spreadsheet software program to create an elementary accounting program, using a database software program to design an elementary information system.

College of

Administrative Sciences

Dear students,

I am pleased to welcome you to the College of Administrative Sciences at the Applied Science University.

The College of Administrative Sciences provides distinctive undergraduate and postgraduate programmes well suited to meet the evolving needs of the local and overseas market. The College has highly qualified teaching staff from various disciplines and state-of-the-art facilities that meet the standards of the quality and accreditation bodies.

We pride ourselves in following the latest developments and innovations in education, research, training, and in our community outreach. Such focus enables us to equip our students with the skills and knowledge which we strongly believe are the foundation of a prosperous and modern society. So, the message to our students is to gain as much as possible from our well established programmes which will help lead you towards a successful career path.

Dean of the College of Administrative Sciences

College Compulsory Courses

(The programme delivered in Arabic Language)

Course Code	Course Title	Credit Hours	Prerequisite
ACC101	Principles of Accounting I	3	-
BA101	Principles of Management I	3	-
ECO104	Principles of Microeconomics	3	-
ECO105	Principles of Macroeconomics	3	104 ECO
MATH101	Business Mathematics	3	-
POL101	Introduction to Political Sciences	3	-
STA101	Principles of Statistics	3	MATH101
BA211	Principles of Marketing	3	BA 101
BA303	Methods of Scientific Research	3	-

(The programme delivered in English Language)

Course Code	Course Title	Credit Hours	Prerequisite
ACF101	Principles of Accounting I	3	-
BA108	Principles of Management 1	3	-
ECO102	Principles of Microeconomics	3	-
ECO103	Principles of Macroeconomics	3	ECO102
MATH102	Business Mathematics	3	-
POL110	Introduction to Political Science	3	-
STA101	Principles of Statistics	3	MATH102
BA218	Principles of Marketing	3	BA108
BA307	Methods of Scientific Research	3	STA101

Courses Description

College Compulsory Courses

ACC101 - Principles of Accounting I - (Prerequisite: None)

This course is designed to cover the general knowledge in financial accounting. It deals with accounting assumptions, principles and constraints, the accounting equation and cycle for service and merchandising companies including end of year

adjustments and the preparation of financial statements. Also, the course includes inventory valuation methods, bank reconciliation, petty cash fund, and accounts and notes receivable.

ACF101 - Principles of Accounting I - (Prerequisite: None)

This course concentrates on basic accounting concepts, principles and assumptions, basic accounting equations, the accounting cycle (journalizing, posting, preparation of a trial balance, financial statement), adjusting entries, the accounting cycle for a merchandising company, computing inventory cost under periodic & perpetual inventory systems.

BA 101 - Principles of Management 1- (Prerequisite: None)

This is an introductory course for the study of management and the role it plays in organizations. It introduces students to the ideas of managerial levels, skills and management concepts. It develops their understanding about how successful employees and managers operate. The course begins with a historical overview of the management field and evolution of management thoughts. Additionally, the course focuses on the management process/ managerial functions such as planning, organizing, leading, and controlling.

BA108 - Principles of Management 1 - (Prerequisite: None)

This is an introductory course for the study of management and the role it plays in organizations. It introduces students to the ideas of managerial levels, skills and management 'concepts. It develops their understanding about how successful employees and managers operate. The course begins with a historical overview of the management field and evolution of management thought. Additionally, the course focuses on the management process/ managerial functions such as planning, organizing, leading, and controlling.

ECO102 - Principles of Microeconomics - (Prerequisite: None)

This course is designed to provide students with detailed knowledge and basic practical skills to apply economic concepts and theories at the consumer and producer levels. The course includes the following topics: market systems, demand and supply, market equilibrium, elasticities, consumer behavior, public goods and externalities, market structures: pure competition, monopoly, and oligopoly, marginal cost and marginal revenue.

ECO104 - Principles of Microeconomics - (Prerequisite: None)

This course is designed to cover the knowledge in microeconomics. It sheds the light on individuals and enterprises' behavior, economic decision making at the individual and business levels, the factors that affect the decisions of individuals and enterprises from the demand and supply perspectives and the interaction of these decisions in the market until reaching the economic equilibrium. Also, the course covers the different types of markets and their characteristics, the economic problem and how it is solved under the three economic systems, and the pricing policy.

ECO103 - Principles of Macroeconomics - (Prerequisite: ECO102)
This course is designed to provide students with advanced knowledge and practical skills to apply economic concepts and theories to real-world problems. The course includes the following topics: economic growth, inflation and unemployment, money and banking, fiscal and monetary policy, and national trade, aggregate demand and aggregate supply, and the market system.

ECO105 - Principles of Macroeconomics - (Prerequisite: ECO 104)
This course is designed to provide the student with the advanced knowledge in macroeconomics. Course contents include an analysis of national income and its components, economic indicators, inflation and unemployment, money and banking, stabilization policies, fiscal and monetary policy, and economic growth and world trade. Upon completion of the course, students will be able to generate, interpret, and analyze graphs, charts, and data in order to describe and explain economic concepts.

MATH101 - Business Mathematics - (Prerequisite: None)
This course focuses on business mathematics topics such as set theory, distance formula, line equations, matrices, integration and derivation. During this course, the student will learn the various types of functions and be able to solve and sketch functions. The course will also increase the student's ability and skills in mathematics more generally.

MATH102 - Business Mathematics - (Prerequisite: None)
This course focuses on business mathematics topics such as set theory, distance formula, line equations, matrices, integration and derivation. During this course, the student will learn the various types of functions and be able to solve and sketch functions. The course will also increase the student's ability and skills in mathematics more generally.

POL101 - Introduction to Political Sciences - (Prerequisite: None)
The course aims to identify basic concepts and terminology, such as the concept of politics, political science, the relationship between political science and other humanities, methods of research in political science, key concepts of political science, such as the state, its concept, origin and functions, types of states, forms of government, political parties, lobby and interest groups, public opinion, and issues of international relations, such as foreign policy, the international system, and international organizations.

POL110 - Introduction to Political Science - (Prerequisite: None)
The course introduces students to the basic concepts and ideas in the field of Political Science. It teaches students the relationship between political science and other disciplines and develops their understandings of key concepts such as 'the state', 'government', 'political parties' and 'interest and pressure groups'. The course stress important topics such as the political system, political socialization, and public opinion, as well as international relations. It introduces students to the evolution of the international system and foreign policy and international organizations.

STA101 - Principles of Statistics - (Prerequisite: MATH 101/MATH102)

Principle of Statistics (STAT 101) is the capstone, integrative course for all students for two colleges (Administrative and Arts & Science). This exciting, challenging course focuses on how present, describe of statistical data that related with practical life of students. As well as Principle of Statistics taught inferential statistics as correlation and regression to employ it practically. Students use all the knowledge acquired from prior business courses together with this course.

BA211 - Principles of Marketing - (Prerequisite: BA101)

This course provides a broad background to the concept of marketing, the role of marketing in an organization and the external environment. It also introduces students to basic, and some advanced, marketing tools. During the course the student will learn to think like a marketer and will understand how marketing managers' use marketing elements to enable their business organization to gain a competitive advantage.

BA218 - Principles of Marketing - (Prerequisite: BA108)

This course focuses on the essentials of marketing, its nature and scope that are crucially important to the organization' success in a dynamic environment. The course provides a broad background on the marketing concept, the role of marketing both within the organization and within the external environment, the marketing mix, (product, place, promotion and price), market segmentation, targeting and positioning, consumer and business behavior. During this course the student will learn to think like a marketer and will understand how marketing mangers use marketing elements to enable their business organization to gain a competitive advantage.

BA303 - Methods of Scientific Research - (Prerequisite: None)

This course studies the scope and significance of business research. It introduces students to the various aspects of business research, its types, tools and methods. Students will learn how to apply business research techniques into real world situations. The course covers topics such as the identification of a topic by the student, proposition of hypothesis, formulation of research inquiries, development of literature review, selection of research design and methodologies. Additionally, students will learn data collection techniques; primary and secondary data with application to specific problems, scaling and research instrument design and sampling design.

BA307 - Methods of Scientific Research - (Prerequisite: STA101)

The course studies the scope and significance of business research. It introduces students to the various aspects of business research types, methods, tools. Students will learn how to apply business research techniques into real world situations. The course covers topics such as the identification of a topic by the student, proposition of hypothesis, formulation of research inquiries, development of literature review, select research design and methodologies. Additionally, students will learn data collection techniques; primary and secondary data with application to specific problems, scaling and research instrument design and sampling design.

Bachelor in Business Administration

Programme Coordinator: Dr. Ahlam Alethawi

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Programme Details

Programme Title	**Bachelor in Business Administration**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

- The graduate will gain a coherent understanding of the concepts and models of business management theory and practice in an ever changing competitive business world.
- The graduate will be able to generate business solutions to complex problems.
- The graduate will be prepared for a professional career through acquisition of independent learning skill and creative approaches to tasks that lead to further personal development and lifelong learning.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	45

Study Plan

First Year - First Semester (12 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA101	Principles of Management I	3	-
MATH101	Business Mathematics	3	-
ENG101	English Language I	3	-
POL101	Introduction To Political Sciences	3	-

First Year – Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
CS104	Computer Skills	3	
ENG102	English Language II	3	ENG101
ACC101	Principles of Accounting I	3	-
HR106	Human Rights	3	-
-	University Elective (1)	3	-

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA102	Principles of Management II	3	BA101
BA161	Introduction to Entrepreneurship	3	-
ARB101	Arabic Language	3	-
HBH105	Bahrain Civilization & History	3	-
STA101	Principles of Statistics	3	MATH101
ECO104	Principles of Microeconomics	3	-

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA211	Principles of Marketing	3	BA101
FIN251	Financial Management	3	ACC101
LAW021	Principles of Commercial Law	3	-
MIS211	Management Information Systems	3	BA101 + CS104 + ENG102
ACC221	Cost Accounting	3	ACC101
-	University Elective (2)	3	-

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	
BA241	Quantitative Methods in Management E	3	STA101 + ENG102
ECO105	Principles of Macroeconomics	3	ECO104
BA251	Organizational Behavior	3	BA102
BA303	Methods of Scientific Research	3	-
BA231	Human Resources Management	3	BA102
BA332	Business Communication	3	BA102 + ENG102

Third Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA415	Sales Management	3	BA102 + BA211
BA342	Operations Management	3	BA102 + BA241
BA252	Organization Theory	3	BA251
BA362	International Business	3	BA211 + BA231 + FIN251
ACC324	Managerial Accounting	3	ACC221
-	Programme Elective (1)	3	-

Fourth Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA353	Business Ethics	3	BA102
BA392	Field Training	3	90 Credit Hours + BA361
BA361	Entrepreneurship	3	BA211 + BA231 + FIN251
BA355	Organizational Change and Development	3	BA252
BA443	Business Decision Making	3	BA241
BA344	Supply Chain Management	3	BA342

Fourth Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA454	Leadership and Group Dynamics	3	BA355
BA463	Innovation Management	3	BA361
BA421	Feasibility Studies	3	BA361
BA499	Applied Research in Business	3	BA392
BA464	Strategic Management E	3	BA102+114 Credit Hours
-	Programme Elective (2)	3	-

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
LAW021	Principles of Commercial Law	3	-
BA102	Principles of Management II	3	BA101
MIS211	Management Information Systems	3	ENG102 +BA101+CS104
ACC221	Cost Accounting	3	ACC101
BA231	Human Resources Management	3	BA102

Course Code	Course Title	Credit Hours	Prerequisite
BA241	Quantitative Methods in Management E	3	STA101 + ENG102
BA251	Organizational Behavior	3	BA102
FIN251	Financial Management	3	ACC101
BA252	Organization Theory	3	BA251
ACC324	Managerial Accounting	3	ACC221
BA332	Business Communication	3	BA102 + ENG102
BA342	Operations Management	3	BA102 + BA241
BA344	Supply Chain Management	3	BA342
BA353	Business Ethics	3	BA102
BA355	Organizational Change and Development	3	BA252
BA361	Entrepreneurship	3	BA211 + BA231 + FIN251
BA362	International Business	3	BA211 + BA231 + FIN251
BA392	Field Training	3	BA361 + 90 Credit Hours
BA415	Sales Management	3	BA102 + BA211
BA421	Feasibility Studies	3	BA361
BA443	Business Decision Making	3	BA241
BA454	Leadership and Group Dynamics	3	BA355
BA463	Innovation Management	3	BA361
BA464	Strategic Management E	3	BA102 + 114 Credit Hours
BA499	Applied Research in Business	3	BA392

Programme Elective Courses

Course Code	Course Title	ASU Credit Hours	Prerequisite
BA204	Knowledge Management	3	BA102
BA246	Managerial Economic	3	BA101 +ECO104
BA313	Public Relations	3	BA102 + BA211
BA314	Commercial Promotion	3	BA102 + BA211
BA333	Planning and Selecting Human Resource	3	BA231
BA445	Total Quality Management	3	BA342
BA465	E-Business	3	BA362 +ENG102
BA491	Contemporary Topics in Management	3	BA252

Courses Description

Programme Compulsory Courses

BA 102 – Principles of Management II - (Prerequisite: BA 101)

The course deals with the concepts of the organization, its characteristics and legal forms. This course focuses on the provision of a comprehensive understanding of the organization functions (production, marketing, finance, human resource, knowledge & information and management). Additionally, it covers the organization's relationship with the surrounding environment.

LAW 021 – Principles of Commercial Law - (Prerequisite: None)

This course deals with the study of the principles of commercial law through a preliminary section about the appearance of commercial law and the development of its sources. The first section deals with the commercial business with its different types. In the second section, the subject of the trader and the trading shop was discussed. Finally, the commercial contracts were discussed in terms of general provisions and types through the third section.

MIS 211 – Management Information Systems - (Prerequisite: ENG 102 + BA 101 + CS 104)

This course presents computer-based solutions to problems encountered in the business environment. It focuses on systems, information systems concepts and

technologies. Students will learn the most effective ways to use information systems to achieve competitive advantages for the business. Topics include: information systems types, computer and IT applications, information systems key resources, integrating collaborating environments, supply chain management, databases and data warehouses.

ACC 221 - Cost Accounting - (Prerequisite: ACC 101)

This course aims at equipping students with detailed knowledge and advanced skills in cost accounting. The main topics covered during this course are: introduction to cost accounting, cost terms and purposes, job order costing, process costing, and activity-based costing systems, activity-based management, allocation of support department cost, and joint products and byproducts.

BA 231 – Human Resources Management - (Prerequisite: BA 102)

This course introductory course in the field of Human Resource Management (HRM) is designed to introduce students to detailed knowledge and understandings associated with the field. The course covers the main theories, principles and concepts associated with HMR. The course also exposes students to the major challenges and problems encountered in the HRM environment and introduces them to the tools, techniques and practices used by HRM professionals to deal with problems and issues encountered in the workplace, some of which may be undefined.

BA 241 – Quantitative Methods in Management E - (Prerequisite: STA 101 + ENG 102)

This course provides an introduction to the concept, theories and principles associated with and application of quantitative methods in Management. It develops the mathematical and statistical competence necessary to facilitate progression in areas such as Operation Management necessary for decision making. The course builds on concepts and analytical techniques taught in (STA 101) Principles of Statistics, developing more advanced quantitative methods, such as, Linear Programming and Sensitivity and Duality Theory, Transportation, Assignment Problems, and Network. Quantitative methods are used throughout business, government and non-profit sector of the economy. Effective participation in decision-making will enable students to, at a minimum, understand and interpret statistical reports.

BA 251 – Organizational Behavior - (Prerequisite: BA 102)

The course deals with a comprehensive analysis of human behavior at both individual and organizational levels. Topics include personality and attitudes, perception and attribution, motivation, communication, work stress, group and team dynamics, leadership, decision making, quality, ethics, job and organization design, conflict management, organizational culture and politics, and organizational change.

FIN 251 – Financial Management - (Prerequisite: ACC 101)

This course will introduce students to the concepts and tools of financial management. The focus of the course is decision making in a financial context. It therefore examines the techniques that are used in businesses to make decisions that are consistent with the efforts to increase the wealth of the owners of the business in a corporate environment. The topics covered include but are not limited to financial analysis, the time value of money, capital budgeting, risk and return, valuation of future cash flows, valuation of stocks and bonds, and long term financing.

BA 252 – Organization Theory - (Prerequisite: BA 251)

The course provides students with the advanced knowledge related to organizational theory that helps the student in understanding and analyzing organizations. This course examines what an organization is and how it functions, why organizations exist, and what objectives they pursue. It also review issues related to the life cycle of organizations: how do they grow and survive. The environment in which the organization operates is another important topic. Additionally, the course includes theories and practical information about different types of organizational structures, organizational change, organizational culture and innovation within organizations.

ACC 324 - Managerial Accounting - (Prerequisite: AC221)

This course aims at equipping students with specific competencies in decision-making and control enabling them to evaluate, select and apply various management accounting techniques - displaying integrated knowledge. The main topics covered during this course are: advanced behavioral aspects of cost; cost-volume-profit analysis; advanced concepts in integrated planning and budgeting; performance management in decentralized organizations; relevant decision making in various scenarios; price setting for internal and external purposes.

BA 332 – Business Communication E - (Prerequisite: BA 102 + ENG 102)

The course introduces students to the basic concepts of written and oral business communications. This course focuses on the importance of the communication process, its objectives and types. It enables students to achieve competencies in business writing, including good and bad news business letters, memoranda, electronic mail, persuasive messages and formal reports. The course promotes student capacity to use electronic communication and technology appropriate to contemporary business functions. Additionally, it paves the way for students' own personal development as professionals in the business world..

BA 342 – Operations Management - (Prerequisite: BA 102 + BA 241)

The course provides students with the advanced knowledge and skills necessary to transform inputs (materials, labor, capital and management) into outputs (products or services) in a manner that explores a firm's value propositions and complies with its business strategy. Topics include: location, product selection and design,

capacity planning, process selection, facilities location and design, Scheduling, Aggregate Production Planning, Material Requirements Planning (MRP), and Modern Manufacturing Systems and Future Plant. The course contributes to students' development as autonomous and responsible professionals in the business environment.

BA 344 – Supply Chain Management - (Prerequisite: BA 342)

The course explores the process involved in the flows of materials and information amongst firms in the manufacturing/service provision process. The flow of materials and information begins with the sourcing of raw materials and ends with the delivery of a product to end customers. This course exposes students to the efficient integration of all parties: suppliers, factories, warehouses and stores to assure the distribution of products to customers at the right time and in the right quantity. Topics include: supplier evaluation/selection, logistics; partnering; technology; modeling; just in-time purchasing and managing risk.

BA 353 - Business Ethics - (Prerequisite: BA 102)

This course deals with the importance of ethics and its role in the business arena. Ethical dilemmas and decision-making approaches confronting all Business Organization' Stakeholders such as leaders, managers, employees, customers and the public are explored at the societal, organizational and personal levels. The major responsibility of students in this course is to make objective ethical decisions and to justify them through oral and written communication.

BA 355 – Organizational Change and Development - (Prerequisite: BA 252)

The course expose students to critical knowledge and understandings associated with organizational change and development in a dynamic and ever changing business environment. In this course, students will learn about change – its meanings – and will explore drivers for change, causes for changes related to business success or failure, and legal and regulatory issues related to change. The course provides insights to both historical and contemporary theories and methods of introducing change in organizations. Students will be exposed to how planning, managing and assessing change develops the organization. Additionally, the course focuses on organizational development as a process to promote organization problem solving capacity, potential competitiveness and overall effectiveness.

BA 361 – Entrepreneurship - (Prerequisite: BA 211 + BA 231 + FIN 251)

The course is designed to provide students with practical insights into entrepreneurship and entrepreneurs. Students will learn the stages that an entrepreneur might pursue through in taking the seed of an idea and growing it into a successful business. Additionally, students will be acquainted with the challenges of owning and running a business. The course focuses on how to start and manage a new business/venture and, more specifically, on questions such as whether this new business should be part of an existing family-business, what appropriate form of ownership the business might take, the sourcing of funds, the selection of a location and other operational requirements.

BA 362 – International Business - (Prerequisite: BA 211+BA 231+FIN 251)

The course prepares students to conduct and manage business across borders by introducing them to the differences between domestic and international business. Both opportunities and risks are assessed in international markets. Topics covered international business entry modes, cultural effects on both organizational and individual behavior, economic integration schemes, firm specific and country specific elements and their impact on creating competitive advantages. In addition, the course explores the legal, business, social and political forces in the business environment along with relevant governmental regulations, labor force consideration and issues related to competition in the international environment.

BA 392 - Field Training - (Prerequisite: 90 Credit Hours + BA361)

The internship is a pre-arranged, credit-bearing work experience, which allows a student to achieve personal goals that are aligned with the goals of a supervising professional, or agency. Internships provide opportunities to explore career options, test career choices, and encourage the development of skills within a chosen field. An internship allows students to relate theory with practical job experience as well as develop new skills that will be transferable to future employers.

BA 415 – Sales Management - (Prerequisite: BA 102 + BA 211)

The course is practice-oriented and designed to be hands-on introduction to selling and sales management, it focuses on the management of a sales programme, on what it takes to be successful in managing sales function in a personal direct sales environment by engaging students in practical sales management situations similar to real world experiences by putting him or her in the position of being a prospective sales manager. The course focuses on providing a systematic framework for understanding sales processes, how sales is distinguished from marketing and its impact in achieving the organization' overarching objectives. Additionally, this course focuses on the sales strategies, sales budgeting, forecasting and evaluating sales performance, personal selling skills and finally issues related to recruiting, compensating and retaining salespeople.

BA 421 – Feasibility Studies - (Prerequisite: BA 361)

This course exposes students to the area of Feasibility Studies by asking and answering questions such as 'How can the feasibility of a new idea be explored?' and 'How can dominant market trends be identified?' Students are introduced to the core theories and concepts of Feasibility Studies and are required to develop advanced knowledge and understandings of this area of practice. The investigative methods associated with Feasibility Studies are explored and students are exposed to teaching which allows them to apply advanced knowledge to a range of issues and problems and to identify and practice specialist skills to complete advanced level tasks in the area. The course contributes to the development of generic problem solving skills as well as to communication, ICT and numeracy skills.

BA 443 – Business Decision Making - (Prerequisite: BA 241)

The course exposes the students to a wide variety of problem descriptions and methods of analysis. It equips students with quantitative tools commonly used in business setting. For example, decision theory models and decision trees will prove useful for business situation with numerous alternative decisions, each having a probability and monetary value associated with the outcome. Using break-even analysis students will be able to determine the marginal level of products to know when the company is going to profit from its operations and help the manager to control the cost. Game theory will assist students to choose the best competitive strategy.

BA 454 – Leadership and Group Dynamics - (Prerequisite: BA 355)

The course studies leadership roles in the managerial hierarchy, leadership styles and leadership techniques in business organizations. During the course, theories and concepts are used to explore team and organizational problems in order to understand the complexity of the business environment in which groups operate. In addition, this course focuses on building team spirit, creating group interactions and dynamics, ethical and legal issues related to both leadership and group interventions.

BA 463 – Innovation Management - (Prerequisite: BA 361)

The course introduces students to the core concepts and theories related to innovation. Throughout the course, students will learn how innovation is crucial for both individuals and organizations. Students will be provided with various tools and methods to promote innovation capacity within themselves and others. The course will equip students with the knowledge of how to contribute as innovative team, how innovation is managed in real work situations, and how to spread an innovation culture within a business organization. The course itself draws upon real-world examples and experiences of leading organizations from around the world.

BA 464 – Strategic Management E - (Prerequisite: BA 102 + 114 Credit Hours)

This course is capstone, integrative course for graduating business administration students. This exciting, challenging course focuses on how firms formulate, implement, and evaluate strategies. Strategic management concepts and techniques are studied. Students use all the knowledge acquired from prior business courses, coupled with new strategic-management techniques learned, to chart the future direction of different organizations. The major responsibility of students in this course is to make objective strategic decisions and to justify them through oral and written communication.

BA 499 – Applied Research in Business - (Prerequisite: BA 392)

This course is designed to develop and sustain students' readiness to work on real business problems related to their work or areas of interest. The course

gives students the opportunity to conduct research and gather data to which theoretical knowledge can be applied in order to diagnose and solve the problems encountered in business organisations. The research could involve a study about new market opportunities, a comparative study of the best practices in the field, or a study of the perceptions of employees or clients of a certain business problem or service.

Programme Elective Courses: (6 Credit hours/2 courses to be chosen from this group)

BA 204 – Knowledge Management - (Prerequisite: BA 102)

This course is designed to give students an introductory exposure to the ways in which organizations create, identify, confine, and disseminate knowledge, i.e., knowledge management (KM). Topics include knowledge management principles; new organizations and intellectual capital; integration of human resources, training and development, information systems, business units implementing knowledge management strategies; and new roles and responsibilities for knowledge workers.

BA 246 – Managerial Economic - (Prerequisite: BA 101 + ECO 104)

This course aims at equipping students with detailed knowledge and advanced skills in managerial economics. The main topics covered during this course are: introduction to managerial economics, key measures and relations, demand and pricing, cost and production, economics of organization, market equilibrium and the perfect competition, firm competition and market structure, and market regulation.

BA 313 – Public Relations - (Prerequisite: BA 102 + BA 211)

This course deals with the public relations profession by teaching students how to think like a public relations practitioner. The course guides students into recognizing the importance of research, the need to identify a targeted audience and the need to direct messages at specific audiences as well as the importance of planning and evaluation in building a public relations campaign. This course will enable students to deal with public relations problems and to contribute to the provision of multi-angled solutions. In doing this, it underpins the value of public relations in decision-making. In addition, the course focuses on the public relations activities and functions within organizations.

BA 314 – Commercial Promotion - (Prerequisite: BA 102 + BA 211)

In today's market, consumers are bombarded with thousands of messages, that might be interesting or not, on a daily basis. Nowadays, successful marketers are those who are capable of recognizing their audiences and on the other hand they know how these audiences perceive their companies. Therefore, the course enables the students to choose amongst the different promotional mix elements, to create the appropriate message and select the most effective mediums to reach the targeted audiences. As students go through this course, he/she will gain a

broad appreciation of the "ubiquity" of advertising and promotion and will realize that they constitute a critical element of any business endeavor. The emphasis in this course is on the role the promotional mix; advertising, personal selling, sales promotion, publicity, and public relations play in business organizations. Other topics, such as Business Communication Models and managing advertising campaigns, are covered throughout the course. As a result thestudent will gain competencies in the decision making regarding the promotion of commercial products and services.

BA 333 – Planning and Selecting Human Resource - (Prerequisite: BA 231)

This course provides students with the advanced knowledge and understanding of core principles, theories and concepts necessary to plan and select human resources. It also covers the issues, processes and practices involved in planning and selecting human resources. Students will gain the knowledge and tools to analyse and assess human resource requirements using both qualitative and quantitative approaches and techniques. Additionally, the course will examine social, cultural and organizational factors that might affect planning and selecting human resource in that challenging Business context.

BA 445 – Total Quality Management - (Prerequisite: BA 342)

The course introduces students to the concepts, principles, techniques and practices of total quality management (TQM) .It provides a historical background; a review to the most important pioneers and scientists such as Deming, Juran, Crosby and Ishikawa. Additionally it explores philosophies and ideas of the leading thinkers in quality management and change management. Students will learn the significant importance of TQM in reducing costs, meeting and exceeding customers and other stakeholders' expectations of business organizations, and TQM awards and ISO. This course focuses on the service quality, client satisfaction, process control and capability, inspection, efficiency improvement, Six Sigma Quality Concepts and the use of statistics control tools to measure the quality of manufacturing and service related processes.

BA465 – E-Business - (Prerequisite: BA 362 + ENG 102)

Electronic business or e-business causes a paradigm shift in the way today's businesses operate and compete in the global marketplace. The course focuses on how organizations of all types and sizes are rethinking their strategies and how they realized that e-business might be used effectively in implementing traditional business. This course is not a programming course. It introduces students to the fundamentals of e-Business systems found in today's dynamic, rapidly changing business environment, and how these fundamentals support improved e-business processes and decision making. The course focuses on using the evolved technology in E-Business concepts, models such as (B2B), (B2C), (G2B), (C2C), E-Commerce, E-Business market place, and information security issues, E-procurement, E-government and E-learning.

BA 491 – Contemporary Topics in Management - (Prerequisite: BA 252)
The course explores current and emerging issues/problems that affect business organizations. The course format and content will vary from a semester to another permitting studying a wide range of topics and new business trends derived from the ever changing business environment. Among the addressed issues, problems related to people management, human resource, culture, economy, technology, work process design and management practices will be tackled conforming to the era of globalization and changing firm boundaries.

Bachelor in Accounting

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Programme Details

Programme Title	**Bachelor in Accounting**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. To provide the graduate with critical and detailed knowledge and understanding of accounting and related fields.
2. To prepare the graduate to be capable of using specialist level skills in accounting and related fields to deal with advanced and some complex situations in the business environment that have an element of unpredictability.
3. Develop the graduate's skills in implementing critical analysis and evaluation for the information, concepts, skills, and practices in accounting and related fields to plan and undertake a scientific research, and to identify complex problems in the business environment and recommend relevant solutions.
4. Develop the graduate's professional skills to communicate with peers and specialist, and to deliver formal presentations on accounting topics related to the business environment.
5. Prepare the graduate to operate at a specialist level and lead teams in a variable and unpredictable business environment while having responsibility for related decision-making and the work of others.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	45

Study Plan

First Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACC101	Principles of Accounting I	3	-
CS104	Computer Skills	3	-
ENG101	English Language I	3	-
MATH101	Business Mathematics	3	-
	University Elective (1)	3	-

First Year – Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA101	Principles of Management I	3	-
POL101	Introduction to Political Sciences	3	-
ENG102	English Language II	3	ENG101
HR106	Human Rights	3	-
ACC102	Principles of Accounting II	3	ACC101

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ARB101	Arabic Language	3	-
BA161	Introduction to Entrepreneurship	3	-
ECO104	Principles of Microeconomics	3	-
HBH105	Bahrain Civilization & History	3	-
STA101	Principles of Statistics	3	MATH101
ACC201	Intermediate Accounting I	3	ACC102

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA211	Principles of Marketing	3	BA101
ACC221	Cost Accounting	3	ACC101
FIN251	Financial Management	3	ACC101
LAW021	Principles of Commercial Law	3	-
ACC202	Intermediate Accounting II	3	ACC201
	University Elective (2)	3	-

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACC231	Taxation Accounting	3	ACC102
FIN352	Markets and Financial Institutions	3	FIN251
ACC302	Advanced Accounting	3	ACC102
ACC324	Managerial Accounting	3	ACC221
ACC343	Government Accounting	3	ACC102
ECO105	Principles of Macroeconomics	3	ECO104

Third Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACC360	Auditing	3	ACC102
FIN354	Islamic Finance and Banking	3	FIN251
BA241	Quantitative Methods in Management E	3	STA101 + ENG102
BA303	Methods of Scientific Research	3	-
ACC371	Digital Accounting (E)	3	ACC102 +CS104 +ENG102

Fourth Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
FIN453	Investment	3	FIN251
ACC410	Accounting for Islamic Financial Institutions	3	FIN354
ACC466	Governance and Profession Ethics	3	ACC102
ACC491	Internship (Accounting)	3	90 Credit Hours
ACC460	Digital Auditing (E)	3	ACC360
-	Programme Elective (1)	3	-

Fourth Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACC403	Corporate Reporting	3	ACC201
FIN458	Risk Management	3	FIN251
ACC471	Accounting Information Systems	3	ACC371
ACC499	Applied Research in Accounting	3	ACC491 +BA303
ACC404	Financial Analysis E	3	ACC201 +FIN251 +ENG102
-	Programme Elective (2)	3	

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
LAW021	Principles of Commercial Law	3	-
ACC102	Principles of Accounting II	3	ACC101
ACC201	Intermediate Accounting I	3	ACC102
ACC202	Intermediate Accounting II	3	ACC201
ACC221	Cost Accounting	3	ACC101
ACC231	Taxation Accounting	3	ACC102
BA241	Quantitative Methods in Management E	3	STA101 +ENG102
FIN251	Financial Management	3	ACC101

Course Code	Course Title	Credit Hours	Prerequisite
ACC302	Advanced Accounting	3	ACC102
ACC324	Managerial Accounting	3	ACC221
ACC343	Government Accounting	3	ACC102
FIN352	Markets and Financial Institutions	3	FIN251
FIN354	Islamic Finance and Banking	3	FIN251
ACC360	Auditing	3	ACC102
ACC371	Digital Accounting (E)	3	ACC102 +CS104 +ENG102
ACC403	Corporate Reporting	3	ACC201
ACC404	Financial Analysis E	3	ACC201 +FIN251 +ENG102
ACC410	Accounting for Islamic Financial Institutions	3	FIN354
FIN453	Investment	3	FIN251
FIN458	Risk Management	3	FIN251
ACC460	Digital Auditing	3	ACC360
ACC466	Governance and Profession Ethics	3	ACC102
ACC471	Accounting Information Systems	3	ACC371
ACC491	Internship (Accounting)	3	90 Credit Hours
ACC499	Applied Research in Accounting	3	ACC491 +BA303

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
ACC480	Accounting Theory	3	ACC201
ACC481	Contemporary Issues in Accounting	3	ACC201
ACC482	International Accounting	3	ACC201
FIN456	Insurance and Takaful	3	FIN251
FIN457	Financial Planning and Personal Finance	3	FIN251
FIN459	Technology and Financial Innovation	3	FIN251

Courses Description

Programme Compulsory Courses

LAW021 principles of Commercial Law - (Prerequisite: None)

This course deals with the study of the principles of commercial law through a preliminary section about the appearance of commercial law and the development of its sources. The first section deals with the commercial business with its different types. In the second section, the subject of the trader and the trading shop was discussed. Finally, the commercial contracts were discussed in terms of general provisions and types through the third section.

ACC102- Principles of Accounting II - (Prerequisite: ACC101)

This course is considered as an extension to Accounting Principles (1) and designed to cover basic skills and detailed knowledge of measurement and disclosure of cash, accounts receivables and notes receivables, tangible fixed assets, natural resources, intangible assets, current and non-current liabilities, partnership and corporations, capital formation, and dividends and retained earnings.

ACC201- Intermediate Accounting I - (Prerequisite: ACC102)

This course is designed to cover advanced skills and knowledge of the conceptual framework of financial accounting and its relevance to the modern business environment. The course covers the following topics: The application of the international Accounting Standards to the elements of financial statements, the presentation of financial statements transactions related to cash and receivables accounts, inventory valuation, prepaid expenses and accrued revenues, in addition to non-current assets of property, plant and equipment, Intangible assets, and other assets.

ACC202- Intermediate Accounting II - (Prerequisite: ACC201)

This course is considered as an extension to intermediate accounting (1) in the application of the International Accounting Standards to the elements of the financial statements. It is designed to cover advanced skills and knowledge in the following topics: transactions related to current liabilities and contingent liabilities, accrued expenses and unearned revenues, long-term liabilities, stockholders equity, investments, revenue recognition, accounting for lease, accounting changes and error analysis, statement of cash flows.

ACC 221- Cost Accounting - (Prerequisite: ACC101)

This course is designed to provide the student with the detailed knowledge and advanced skills in the following cost accounting topics: cost terms and purposes, job order costing, process costing, and activity- based costing systems, activity-based management, allocation of support department cost, and joint products and byproducts.

ACC231- Taxation Accounting - (Prerequisite: ACC102)

This course aims to provide the student with detailed knowledge and basic skills in tax accounting. The course covers the following topics: introduction to tax, income tax, exemptions, acceptable and unacceptable deductions, calculation and payment of income tax due, taxation objections, tax assessment. Sales tax and value added tax and their calculation and accounting treatment, taxation in Bahrain and in the GCC countries.

BA241 Quantitative Methods in Management E - (Prerequisite: STA 101 + ENG 102)

This course provides an introduction to the concept, theories and principles associated with and application of quantitative methods in Management. It develops the mathematical and statistical competence necessary to facilitate progression in areas such as Operation Management necessary for decision making. The course builds on concepts and analytical techniques taught in (STA 101) Principles of Statistics, developing more advanced quantitative methods, such as, Linear Programming and Sensitivity and Duality Theory, Transportation, Assignment Problems, and Network. Quantitative methods are used throughout business, government and non-profit sector of the economy. Effective participation in decision-making will enable students to, at a minimum, understand and interpret statistical reports.

FIN251- Financial Management - (Prerequisite: ACC101)

This course introduces students to financial management concepts and tools. It focuses on decision-making in a financial context. The course therefore examines the techniques and methods used in business organizations to make decisions consistent with efforts to increase the owner's wealth in the corporate environment. Topics covered include, but are not limited to, financial analysis, time value of money, capital budgeting, risk and return, valuation of future cash flows, valuation of stocks and bonds, and long-term financing.

ACC302- Advanced Accounting - (Prerequisite: ACC102)

The course is designed to cover the topics of advanced accounting such as: accounting treatment for merger, consolidation and acquisition using the purchase method and the consolidation of interests method, the consolidated financial statements at the date of consolidation and after the date of consolidation, the procedures for preparing them under the purchase method and the consolidation of interests method, accounting for investment in securities, mutual transactions related to inventory, fixed assets and bonds, foreign exchange and reserves for the risks of transfers, translation of financial statements of foreign currencies.

ACC324- Managerial Accounting - (Prerequisite: ACC221)

This course aims at equipping the student with specific competencies in decision-making and control enabling them to evaluate, select and apply

various management accounting techniques. The main topics covered during this course are: cost behavior, cost-volume-profit analysis, advanced concepts in integrated planning and budgeting, performance management in decentralized organizations, relevant decision making in various scenarios, price setting for internal and external purposes.

ACC341- Government Accounting - (Prerequisite: ACC102)

This course is designed to cover a number of topics related to government accounting. It includes the accounting principles for government accounting, the general state budget, its rules, classifications and development, the accounting measurement basis used in government accounting, the government accounting system in the Kingdom of Bahrain, samples of state budget and final accounts for the kingdom

FIN352- Markets and Financial Institutions - (Prerequisite: FIN251)

This course is designed to cover advanced skills and knowledge in the following topics: the nature of financial markets and institutions, their characteristics, functions and types including the capital market, the money market, the mortgage market, the derivatives market and the foreign exchange market, the financial instruments traded in these markets, how they are traded and priced, the participants in these markets, the problems faced by the financial markets and how to develop these markets and raise their efficiency, the nature of financial institutions, their objectives and their role in economic development and money management.

FIN354- Islamic Finance and Banking - (Prerequisite: FIN251)

This course is designed to cover advanced skills and knowledge in the following topics: principles of Islamic economic and banking system, foundations and characteristics of finance in Islamic banks, institutions supporting and organizing the operation of Islamic banks and financial institutions in Bahrain and the world, the functions and objectives of Islamic banks, types of deposits and investment instruments in Islamic banks, Mudharaba, Musharaka, Ijara, Salam, Istisna'a, and various modern financial products in Islamic banks. Islamic banking services such as credit cards, governance and Sharia auditing.

ACC360- Auditing - (Prerequisite: ACC102)

This course is designed to cover advanced knowledge and skills in topics related to the theoretical framework and standards governing the auditing process. The course covers the philosophy and concepts of auditing, the demand for auditing and other assurance services, auditing programs, auditor working papers, audit planning auditing, generally accepted auditing standards, materiality and risk, the auditor's responsibility for detecting errors and fraud, evaluating and testing internal control systems, auditor reports, audit evidence, risk-based auditing and audit of purchases and sales cycles.

ACC371- Digital Accounting (E) - (Prerequisites: ACC102 + CS104 + ENG101)

This course is designed to provide the student with advanced knowledge and practical skills in utilizing information technology in accounting. The course includes the following topics: The role of information technology in the development of accounting information systems and accounting profession, The use of information technology in the design of an accounting information system for business enterprises and the accounting treatments related to the business cycles such as: sales & customers, purchases & vendors, employees & payroll, and the general ledger cycle.

ACC403- Corporate Reporting - (Prerequisite: ACC201)

This course is designed to cover specialized skills and critical knowledge in the following topics of corporate reporting: the importance of corporate reporting, the general framework of corporate reporting, international accounting standards, international financial reporting standards, mandatory and voluntary disclosure, disclosure of non-financial information and financial performance, intellectual capital, firm value, social and environmental performance, and other types of disclosure.

ACC404- Financial Analysis E - (Prerequisites: ACC201 + FIN251 + ENG102)

This course is designed to provide students with critical and detailed knowledge that enables them to conduct in-depth financial analysis. The course includes the following topics: objectives and importance of financial analysis, focus on financial statements (balance sheet, income statement and statement of cash flows) in analyzing the firm's current financial performance, in order to predict its future performance, using techniques such as "cash flows analysis" and "financial ratios" to understand the threats and opportunities inherent in the investment and financing decisions.

ACC410- Accounting for Islamic Financial Institutions - (Pre- requisites: FIN354)

This course is designed to provide the student with detailed knowledge and specialized skills of topics related to Islamic Accounting and their usage in the Islamic Financial Institutions, in addition to the accounting treatment for a range of financing tools implemented by Islamic institutions, and developing the student's skills in preparing the financial statements for Islamic Financial Institutions.

FIN453- Investment - (Prerequisite: FIN251)

This course is designed to cover specialized skills and critical knowledge in the following topics: investment concepts, basis of the investment decision, the measurement of investment risk and return, portfolio management, investment companies, investment funds, investment analysis, technical analysis and fundamental analysis. The course concludes with contemporary topics in investment, such as; personal investment and investment advice, investment and information technology, behavioral finance and investment psychology.

FIN458- Risk Management - (Prerequisite: FIN251)

This course is designed to provide the student with detailed knowledge and specialized skills in risk management. The course covers the following topics: introduction to risk management (concept, types, sources), liquidity risk, market risk (interest rates and foreign exchange rates), credit risk, Liability risk, operational risk, capital and fixed asset risk, risk of default and bankruptcy, as well as external risks.

ACC460- Digital Auditing (E) - (Pre- requisite: ACC360)

This course is designed to provide the student with critical and knowledge and specialized skills in digital auditing. It includes the following topics: digital accounting information system environment, control objectives for information and related technology (COBIT) framework, Threats and risks of digital accounting information systems, evaluating and testing internal control systems for digital accounting systems, auditing digital accounting information systems and business cycles using block chain, and other related issues.

ACC466- Governance and Profession Ethics - (Prerequisite: ACC102)

This course is designed to cover a range of advanced topics related to governance and professional ethics. The course deals with the principles of corporate governance, economic theories in corporate governance, Corporate Governance Charter in Bahrain, board of directors and committees, corporate social responsibility, the importance of ethics in the accounting profession, principles and codes of ethical conduct in practice, ethical conduct and its relation to corporate governance.

ACC471- Accounting Information Systems - (Prerequisite: ACC371)

This course is designed to cover a range of advanced knowledge and specialized skills in accounting information systems, including: accounting system and its components, development and documentation of accounting information systems, relational databases, and analysis of the relationship between business cycles in accounting information systems, computer fraud and abuse, and accounting information systems security and control.

ACC491- Internship (Accounting) - (Prerequisite: 90 Credit Hours)

The course is designed to provide the accounting student with the opportunity to gain experience in workplace settings and to translate classroom learning into practice. It focuses on reinforcing students' practical and transferable skills necessary for professional success and career advancement. This course enables the student to communicate with his colleagues and adapt quickly in the workplace environment.

ACC499- Applied research in Accounting - (Prerequisites: ACC491 + BA303)

This course is designed to provide the student with specialized skills to investigate problems and conduct a scienific research to solve them. This course covers the

following topics: Introduction to applied research, research methods, selecting the resesrch topic, reviewing related literature, defining the research problem, articulating the research questions and objectives, developing hypotheses and choosing the methodology, preparing and discussing the research proposal, collecting and analyzing data, testing hypotheses, conclusions and recommendations, writing up the final draft of the research and the self-evaluation report.

Programme Elective Courses: (6 Credit hours/2 courses to be chosen from this group)

ACC480- Accounting Theory - (Prerequisite: ACC201)

This course is designed to cover specialized skills and critical knowledge in the following topics: the evolution of accounting theory, the objectives, concepts, assumptions and principles of accounting, the income concept, income statement and related assumptions and principles, statement of financial position and related principles, cash flow statement and related principles, problems related to working capital, and the information content of accounting reports.

ACC481- Contemporary Issues in Accounting - (Prerequisite: ACC201)

This course is designed to cover critical knowledge and specialized skills in the following topics: The intellectual framework of creative accounting, social responsibility accounting, and green accounting. The course also covers the philosophical framework for the intellectual capital and the accounting treatment of human resources, forensic accounting, value added accounting in the light of electronic commerce, accounting treatments for lease contracts and inflation and any other emerging issues in accounting.

ACC482- International Accounting - (Prerequisite: ACC201)

This course is designed to cover critical knowledge and specialized skills in the following topics: general framework of international accounting, foreign currency accounting, hedging of foreign currency fluctuations, preparation and analysis of consolidated financial statements in foreign currencies, accounting of foreign affiliates, analysis of International financial statements, tax accounting from international perspective.

FIN456- Insurance and Takaful - (Prerequisite: FIN251)

This course is designed to cover critical knowledge and specialized skills in insurance and takaful in the following topics: introduction to insurance and takaful, types of insurance, applications of probability theory in insurance, insurance procedures and insurance policy, rules and principles of law governing insurance contract, insurance and reinsurance, the calculation of insurance premiums (Life Insurance, Property Insurance, Motor Insurance). Islamic insurance and takaful, sources and uses of funds in takaful, takaful applications, risk management, insurance and takaful sector in the Kingdom of Bahrain.

FIN457- Financial Planning and Personal Finance - (Prerequisite: FIN251)

This course is designed to provide the student with critical knowledge and specialized skills to enable them to operate at a specialist level in financial planning and personal finance. The course covers the following topics: introduction to financial planning and personal finance, financial planning and personal financial planning sector, principles of personal finance, personal finance management, personal financial decisions, personal investment decisions, planning for financial future, and the course concludes with case studies of financial planning and personal finance.

FIN459 Technology and Financial Innovation - (Prerequisite: FIN251)

This course is designed to cover specialized skills and critical knowledge in the following topics in the field of technology and financial innovation: digital finance and alternative finance, electronic payments, remittances, portfolio and digital currency, group finance and mutual lending, digital banking, big data, confidentiality, privacy, technology and financial innovations in the field of insurance, investment, financial markets, financial inclusion, and small and medium-sized enterprises, the role central banks, laws and regulations, modern trends and the future of technology and financial innovation in the Kingdom of Bahrain.

Bachelor in Accounting and Finance

Programme Coordinator: Dr. Hafnida Hasan

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Programme Details

Programme Title	**Bachelor in Accounting and Finance**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**English**
Mode of Study	**Full Time**

Aims of the Programme

1. Provide the graduate with critical and detailed knowledge and understanding of accounting, finance and related fields.
2. Prepare the graduate to be capable to applying specialist level skills in accounting, finance and related fields to deal with business problems in both well-defined and loosely defined contexts.
3. Develop the graduate's skills to critically analyze and evaluate accounting and finance information, concepts, and practices to plan and undertake a scientific research to identify complex business problems and recommend relevant solutions.
4. Develop the graduate's professional skills to communicate with peers and specialist using appropriate ICT.
5. Prepare the graduate to operate at a specialist level autonomously or within a team in a in both well-defined and loosely defined contexts, while having responsibility for related decision-making and the work of others.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 credit hours
Number of Courses	45 courses

Study Plan

First Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACF101	Principles of Accounting I	3	-
CS104	Computer Skills	3	-
BA108	Principles of Management 1	3	-
MATH 102	Business Mathematics	3	-
ENG111	Upper-Intermediate English	3	-
-	University Elective (1)	3	-

First Year – Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ENG112	Advanced English	3	ENG111
HR106	Human Rights	3	-
POL110	Introduction to Political Sciences	3	-
ACF151	Financial Management I	3	ACF101
ACF102	Principles of Accounting (II) E	3	ACF101
ECO102	Principles of Microeconomics	3	-

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ARB101	Arabic Language	3	-
STA101	Principles of Statistics	3	MATH102
HBH105	Bahrain Civilization & History	3	-
ACF252	Financial Management (2) E	3	ACF151
ACF203	Intermediate Accounting 1	3	ACF102
-	University Elective (2)	3	-

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA218	Principles of Marketing	3	BA108
BA161	Introduction to Entrepreneurship	3	-
ACF280	Corporate & Business Law	3	ACF151
ACF231	Taxation Accounting	3	ACF102
ACF221	Cost Accounting E	3	ACF101
ACF204	Intermediate Accounting 2	3	ACF203

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ECO103	Principles of Macroeconomics	3	ECO102
ACF310	Islamic Banking & Finance	3	ACF252
ACF322	Managerial Accounting E	3	ACF221
BA307	Methods of Scientific Research	3	STA101
ACF305	Advanced Financial Accounting E	3	ACF204
ACF351	Financial Markets & Institutions	3	ACF252

Third Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACF353	Investment Management	3	ACF351
ACF360	Auditing & Assurance Services	3	ACF204
ACF370	Data Analytics for Accounting & Finance	3	ACF221 & ACF252
ACF411	Financial Accounting & Reporting for Islamic Institutions	3	ACF310
ACF450	Entrepreneurial Finance	3	BA161 & ACF351

Fourth Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACF401	Financial Reporting	3	ACF305
ACF457	Financial Risk Management	3	ACF353
ACF464	Corporate Governance & Professional Ethics	3	ACF360
ACF491	Internship	3	90 Credit Hours
-	Program Elective (1)	3	-

Fourth Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACF471	Accounting Information Systems	3	ACF370
ACF499	Applied Research in Accounting & Finance Science	3	BA307
ACF456	Financial Analysis & Valuation	3	ACF305 & ACF353
ACF453	Portfolio Management	3	ACF353
-	Program Elective (2)	3	-

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
ACF102	Principles of Accounting (II) E	3	ACF101
ACF151	Financial Management I	3	ACF101
ACF203	Intermediate Accounting 1	3	ACF102
ACF204	Intermediate Accounting 2	3	ACF203
ACF221	Cost Accounting E	3	ACF101
ACF231	Taxation Accounting	3	ACF102
ACF252	Financial Management (2) E	3	ACF151
ACF280	Corporate & Business Law	3	ACF151
ACF305	Advanced Financial Accounting E	3	ACF204
ACF310	Islamic Banking & Finance	3	ACF252
ACF322	Managerial Accounting E	3	ACF221

Course Code	Course Title	Credit Hours	Prerequisite
ACF351	Financial Markets & Institutions	3	ACF252
ACF353	Investment Management	3	ACF351
ACF360	Auditing & Assurance Services	3	ACF204
ACF370	Data Analytics for Accounting & Finance	3	ACF221 & ACF252
ACF401	Financial Reporting	3	ACF305
ACF411	Financial Accounting & Reporting for Islamic Institutions	3	ACF310
ACF450	Entrepreneurial Finance	3	BA161 & ACF351
ACF453	Portfolio Management	3	ACF353
ACF456	Financial Analysis & Valuation	3	ACF305 & ACF353
ACF457	Financial Risk Management	3	ACF353
ACF464	Corporate Governance & Professional Ethics	3	ACF360
ACF471	Accounting Information Systems	3	ACF370
ACF491	Internship	3	90 Credit Hours
ACF499	Applied Research in Accounting & Finance Science	3	BA307

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
ACF431	Advanced Taxation	3	ACF231 & 100 Credit Hours
ACF440	Public Sector Accounting	3	ACF305
ACF470	Quantitative Analysis in Accounting & Finance	3	ACF370
ACF473	Artificial Intelligence Applications in Accounting & Finance	3	ACF370
ACF458	Insurance & Takaful	3	ACF310
ACF465	Internal Audit	3	ACF360
ACF460	Advanced Auditing	3	ACF360
ACF485	Contemporary Issues in Accounting & Finance	3	ACF305 & ACF353
ACF459	International Finance	3	ACF351

Courses Description

Programme Compulsory Courses

ACF102 – Principles of Accounting (II) E – (Prerequisite: ACF101)

This course is designed to provide students with general knowledge and basic practical skills in financial accounting. The course includes the following topics: measurement and disclosure of cash, receivables, deferrals and accruals, tangible assets, current liabilities, partnership and corporations, capital formation, and dividends and retained earnings.

ACF151 – Financial Management I – (Prerequisite: ACF101)

This course is designed to provide students with detailed knowledge and basic practical skills to apply the decision making in a financial context. The course includes introduction to financial management, financial statement interpretations, time value of money, risk and return, capital budgeting, valuing stocks and bonds, and long term financing.

ACF203 – Intermediate Accounting 1 – (Prerequisite: ACF102)

This course is designed to provide students with advanced knowledge & practical skills to apply the International Accounting & Financial Reporting Standards. The course covers the following topics: international accounting standards, international financial reporting standards, conceptual framework for financial reporting, financial statements, receivables, inventory valuation, property, plant & equipment, natural resources, & intangible assets.

ACF204 – Intermediate Accounting 2 – (Prerequisite: ACF203)

This course is designed to provide students with advanced knowledge and practical skills to apply the conceptual framework of financial accounting and its relevance to the modern business environment. The course covers the following topics: contingent liabilities, non-current liabilities, stockholder's equity, investments, revenue recognition, accounting for lease, accounting changes and errors, and statement of cash flows.

ACF221 – Cost Accounting E – (Prerequisite: ACF101)

This course aims at equipping students with detailed knowledge and understanding in cost accounting. The main topics covered are: nature, source & purpose of management information, job costing, activity-based costing, process costing, variable & absorption costing, master budget and responsibility accounting, flexible budgets, & standard costing & variance analysis.

ACF231 – Taxation Accounting – (Prerequisite: ACF102)

This course is designed to provide students with detailed knowledge and understanding and basic practical skills in taxation accounting. This Course Includes the Following Topics: function and purpose of taxation, the scope of income tax, income from employment and self-employment, property and investment income,

computation of taxable income and income tax liability, taxation on capital gains, compliance checks, appeals, disputes, & penalties, value added tax (VAT) in Bahrain and GCC Region.

ACF252 – Financial Management (2) E – (Prerequisite: ACF151)

The course is designed to provide students with advanced knowledge and skills in financial management. The course includes the following topics: cost of equity, debt and capital, capital structure theories, leverage, dividend policy, working capital management, & long-term financing decision.

ACF280 – Corporate & Business Law – (Prerequisite: ACF151)

This course is designed to provide students with detailed knowledge and understanding of the general legal framework and specific legal areas relating to business. Topics include: Elements of the legal system, contract formation, content, breach, remedies, & professional negligence, employment law, companies' formation, types, capital financing & maintenance, dividends, management & administration, insolvency & liquidation, corporate fraudulent and criminal behavior.

ACF305 – Advanced Financial Accounting E – (Prerequisite: ACF204)

This course is designed to provide students with advanced knowledge & understanding related to the accounting of intra-entity & enter-entity transactions. The course covers the following topics: the equity method of accounting for investments, consolidation of financial information, subsequent to the date of acquisition, outside ownership, intra-entity asset transactions, variable interest entities, intra-entity debt, consolidated cash flows, and other issues, foreign currency transactions and financial statements, partnership operations.

ACF310 – Islamic Banking & Finance – (Prerequisite: ACF252)

This course is designed to provide students with advanced knowledge & understanding in Islamic Banking & finance. Topics covered include: Islamic finance and banking system foundations, functions, & objectives, regulatory and institutional frameworks, Principles of Islamic Financial Transactions, Types of deposits and investment tools in Islamic banks, Murabaha, Mudaraba, Musharakha, Ijara, Salam, and Istisna'a, Islamic banking services, Governance in Islamic Banks and Finance Institutions.

ACF322 – Managerial Accounting E – (Prerequisite: ACF221)

This course is designed to provide students with advanced knowledge & skills in applying management accounting techniques for planning, decision making, performance evaluation, and control. The course covers the following topics: cost–volume–profit analysis & sales mix, cost estimation and cost behavior, measuring relevant costs &revenues for decision-making, decision-making under conditions of risk and uncertainty, pricing decision & profitability analysis, pricing decision & profitability analysis, divisional financial performance measures, transfer pricing in divisionalized companies, strategic performance management, strategic cost management and value creation, capital budgeting.

ACF351 – Financial Markets & Institutions – (Prerequisite: ACF252)

This course is designed to provide students with advanced knowledge and advanced-level skills in the field of financial markets and institutions. The course includes the following topics: introduction to financial markets, money market, stock market, bond market, mortgage market, and foreign market, exchange rate in the short run and long run, valuation of securities and derivatives markets.

ACF353 – Investment Management – (Prerequisite: ACF351)

This course is designed to provide students with Advance knowledge and advanced-level skills in Investment Management. This course covers the following topics: Introduction to investment management and history of financial markets, Securities markets and financial Instruments, Portfolio theory, asset allocation, and portfolio optimization, Market efficiency hypotheses, Diversification and investment strategies, Principles of asset valuation, Stock valuation, Bond valuation, Convertibles and warrants valuation, Risk management and performance evaluation, Mutual funds and hedge funds, and finally Contemporary issues in investment management.

ACF360 – Auditing & Assurance Services – (Prerequisite: ACF204)

This course is designed to provide students with advanced knowledge, skills, and professional values in auditing and assurance services. The course covers the following topics: audit framework and regulation, audit planning and risk assessment, internal control system, audit evidence, procedures, and sampling, auditing revenue and collection cycle auditing acquisition and expenditure cycle, auditing production, finance, and investment cycle, subsequent events and going concern, written representation and audit finalization the auditor's report.

ACF370 – Data Analytics for Accounting & Finance – (Prerequisite: ACF221 & ACF252)

This course is designed to provide students with advanced knowledge & practical skills in the aspects of data analytics for accounting & finance. The course includes the following topics: data preparation, cleaning, modeling, evaluation, & visualization, audit data analytics, managerial accounting analytics, financial statement analytics, & tax analytics.

ACF401 – Financial Reporting – (Prerequisite: ACF305)

This course is designed to provide students with critical knowledge and specialized skills to applying international accounting & reporting standards. Topics covered include: first time adoption of international financial reporting standards, events after the reporting period, borrowing costs, earnings per share, interim financial reporting, impairment of assets, share-based payment, non-current assets held for sale & discontinued operations, operating segments, revenue from contracts with customers, accounting for government grants and disclosure of government assistance, employee benefits, biological assets.

ACF411 – Financial Accounting & Reporting for Islamic Institutions – (Prerequisite: ACF310)

This course is designed to provide the student with Critical knowledge and understanding and specialized skills related with financial accounting and reporting Islamic Institutions. This course includes the following topics: Conceptual framework for financial reporting in Islamic financial institutions, latest issues of Islamic Accounting Standards such as: Murabaha, Mudarabah, Musharakah, Salam, Istisnaa, Ijarah, Zakah, Investments and General presentation and disclosure in the financial statements of Islamic banks and financial institutions, and Foreign Operations Reporting in Islamic Institutions.

ACF450 – Entrepreneurial Finance – (Prerequisite: BA161 & ACF351)

This course is designed to provide students with critical knowledge and understanding and specialized-level skills in entrepreneurial finance. The course includes the following topics: Introduction to entrepreneurial finance, valuation of entrepreneurial ventures, financing strategies, capitalization tables, financing decisions, innovate business models using blockchain, analysis of blockchain technologies, and future of entrepreneurial finance in the kingdom of Bahrain.

ACF453 – Portfolio Management – (Prerequisite: ACF353)

This course is designed to provide students with critical and detailed knowledge that enables them to formation, analyze and manage a portfolio. The course contains the following topics: introduction to portfolio management, equity portfolio management strategies, portfolio risk & return measures, Markowitz portfolio theory, models of capital market: capital asset pricing model (CAPM), arbitrage pricing model (APT), evaluation of portfolio performance, constructing own Portfolio, portfolio management & derivatives, portfolio monitoring & rebalancing professional asset management, and bond portfolio management strategies.

ACF456 – Financial Analysis & Valuation – (Prerequisite: ACF305& ACF353)

This course is designed to provide students with critical and detailed knowledge that enables them to conduct in-depth financial analysis. The course includes the following topics: introduction to financial analysis, financial statements, operating activities, investing activities, financing activities, financial ratios, cash flow analysis, profitability analysis, credit analysis and equity analysis and valuation.

ACF457 – Financial Risk Management – (Prerequisite: ACF353)

This course is designed to provide students with critical knowledge and understanding in financial risk management. The course includes the following topics: types of financial risk, managing assets risk, credit portfolio, interest rate, exchange rate, credit, derivative, operational, cash flow, and budget exposures risks, hedging, the interrelationship between risk and return, managing risks in capital investment decisions, the value of common stock and debt in the capital structure risks, CAPM & WACC, and international financial risk management.

ACF464 – Corporate Governance & Professional Ethics – (Prerequisite: ACF360)

This course is designed to cover a range of advanced topics related to governance and professional ethics. Corporate governance objectives, relevance & importance, OECD principles corporate governance, theories underlying corporate governance, corporate governance code of the Kingdom of Bahrain, board of directors: structure, roles and responsibility, board of director's committees, corporate social responsibility, accounting ethics and professional conduct: principles, rules, and threats, ethics applied to accounting firms, and ethics applied to tax and managerial accounting.

ACF471 – Accounting Information Systems – (Prerequisite: ACF370)

This course is designed to cover a group of specialized knowledge and skills in accounting information systems. Topics cover include: accounting information system components, development, & documentation, relational databases, fraud, computer misuse and cybercrime, systems security and protection, business cycles.

ACF491 – Internship – (Prerequisite: 90 Credit Hours)

The internship is a pre-arranged, credit-bearing work experience, which allows a student to achieve personal goals that are aligned with the goals of a supervising professional organisation or agency. Internships provide opportunities to explore career options, test career choices, and encourage the development of skills within a chosen field. An internship allows students to relate theory with practical job experience as well as develop new skills that will be transferable to future employers.

ACF499 – Applied Research in Accounting & Finance Science – (Prerequisite: BA307)

In this course, students critically apply appropriate research methodologies to conduct an applied research with a comprehensive research report. Typically, the research undertaken will be oriented to real life business problems or situations selected by the student and validated by the tutor. This gives the opportunity for individual student, to take the responsibility of executing applied research with guidance from a supervisor. Student will use knowledge and skills gained in earlier studied courses and implement them in the research. Students will be required to plan their work and meet deadlines; they also need to demonstrate the outcome of the investigation and write a comprehensive report.

Programme Elective Courses

ACF431 – Advanced Taxation – (Prerequisite ACF231 & 100 Credit Hours)

This course is designed to provide students with critical knowledge & understanding in advanced taxation. This course covers the following topics: comparative tax systems internationally, national insurance contribution of taxable income and

income tax liability, taxation for group corporate structure, effect of tax at business level, advanced taxation issues in capital gains & inheritance, tax planning, avoidance & minimisation, tax fraud & penalties for non-compliance, tax havens, double taxation, and sustainability.

ACF440 – Public Sector Accounting – (Prerequisite: ACF305)

This course is designed to provide students with critical knowledge and understanding of public sector accounting with particular reference to the Kingdom of Bahrain. Topics covered include public sector accounting: Nature & characteristics, budgeting: accounting and reporting, state budget and final accounts: Kingdom of Bahrain, accounting for governmental operating activities, capital assets and capital projects, general long-term liabilities and debt service, business-type activities, fiduciary activities - agency and trust funds Analysis of Governmental Financial, performance budgeting and performance measurement and international public sector accounting standards (IPSAS).

ACF470 – Quantitative Analysis in Accounting & Finance – (Prerequisite: ACF370)

This course is designed to provide students with critical knowledge and specialized skills in utilizing statistical and quantitative analyses of issues in finance and accounting. The students will get exposure to a number of quantitative models proven to be, effectively, applicable to problems in accounting & financial management including: decision tree, linear programming, forecasting, inventory control, transportation, assignment, & networking models.

ACF473 – Artificial Intelligence Applications in Accounting & Finance – (Prerequisite: ACF370)

This course is designed to provide students with critical knowledge and practical skills to utilize Artificial Intelligence (AI) approaches & applications to accounting & finance data. Topics covered include: introduction to AI in business and finance, big data analysis & infrastructure, extracting intelligence from big data, artificial intelligence & machine learning, business applications of machine learning, machine learning applications in accounting & finance, artificial intelligence simulation, risk & governance, and driven business.

ACF458 – Insurance & Takaful – (Prerequisite: ACF310)

This course is designed to provide students with critical knowledge and understanding of insurance and takaful. The course includes the following topics: risk types, causes, & elements, conventional insurance: pillars, types of contracts, their effects and expiration, technical and legal principles of insurance, the concept of takaful, the differences between takaful and commercial insurance, takaful companies, takaful and conventional reinsurance, Sharia standard related to insurance.

ACF465 – Internal Audit – (Prerequisite: ACF360)

This course is designed to cover a range of advanced topics related to internal audit. The course covered: the introduction to internal audit, the international professional practices framework, risk Management, business process and risks, internal control, Information technology risks and control, risk of fraud and illegal acts, audit evidence and working papers, audit planning and engagement, and communicating outcomes and follow up procedures.

ACF460 – Advanced Auditing – (Prerequisite: ACF360)

This course is designed to provide students with critical knowledge to analyse, evaluate and conclude on the audit and assurance engagements and issues in the context of best practice and current developments. Topics covered include: money laundering, laws and regulations compliance: the responsibilities of management and auditors, code of ethics and control, fraud and error, professional liability, quality control and practice management, Auditing historical financial statements, analytical procedures, group audit, audit related and assurance services, specifics assignments, social, environmental, and integrated reporting.

ACF485 – Contemporary Issues in Accounting & Finance – (Prerequisite: ACF305 & ACF353)

This course is designed to provide students with specialized level skills, detailed knowledge complex problems, critical analyze and communicate with peers in some complex area of work to apply different relevant contemporary issues in accounting and finance. This course will cover various current, up-to-date, and future trends in accounting and finance and will focus on other disciplines. Demonstrating a level of competence that is appropriate for a professional and in all areas of competence.

ACF459 – International Finance – (Prerequisite: ACF351)

This course is designed to provide students with critical knowledge & understanding and specialised-level skills in international finance. this course covers the following subjects: understanding of finance in the international context, the historical perspectives and foundations of international finance, opportunities and risks associated with international finance, international financial markets, financial operations of the multinational corporations (MNC) within the international environment, management of currency risk within the foreign exchange markets and exchange rate determination, political risk of multinational companies, financial globalization and international financial crises transmission, developments in the world of finance and their implications for business strategies, and finally contemporary issues in international finance.

Bachelor in Management Information Systems

Programme Coordinator: Dr. Ahmad Salah Shatat

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Programme Details

Programme Title	**Bachelor in Management Information Systems**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**English**
Mode of Study	**Full Time**

Aims of the Programme

1. To provide students with advanced knowledge in the field of management information systems and the implementation and management of information systems within the modern digital business setting.
2. To develop students› digital skills to critically analyze business process and situations and to implement relevant IS solutions that required for a professional career of the management information systems.
3. To perform a comprehensive review of information systems, and to understand how to use and implement enterprise systems as a platform for digital business.
4. To extend students› knowledge of the digital business environment by introducing students to know how to manage various information systems resources.
5. To equip students with, technical, analytical, interpersonal, communication, business, ethical and other personal development and lifelong learning skills to enable them to contribute ethically and in a socially responsible manner both in their professional role and to society at large.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	45 Courses

Study Plan

First Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
CS104	Computer Skills	3	-
BA108	Principles of Management I	3	-
MATH102	Business Mathematics	3	-
ACF101	Principles of Accounting I	3	-
POL110	Introduction to Political Science	3	-
ENG111	Upper-Intermediate English	3	-

First Year – Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ENG112	Advanced English	3	ENG111
HR106	Human Rights	3	-
-	University Elective (1)	3	-
MIS211	Management Information Systems	3	BA108+CS104
ARB101	Arabic Language	3	-
ECO102	Principles of Microeconomics	3	-

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA109	Principles of Management II E	3	BA108
STA101	Principles of Statistics	3	MATH102
HBH105	Bahrain Civilization & History	3	-
BA218	Principles of Marketing	3	BA108
MIS231	Programming and Data Structures	3	MIS211
MIS240	Information Systems Infrastructure	3	MIS211

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
-	University Elective (2)	3	-
BA161	Introduction To Entrepreneurship	3	-
ACF151	Financial Management I	3	ACF101
MIS251	Information Resources Management	3	MIS240
MIS321	Information Systems Analysis	3	MIS240
ECO103	Principles of Macroeconomics	3	ECO102

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA238	Human Resources Management (E)	3	BA109
MIS312	E-Decision Support Systems	3	MIS251
BA307	Methods of Scientific Research	3	STA101
MIS344	Introduction to Database Systems	3	MIS321
MIS436	Web Application Development	3	MIS231
-	Programme Elective (1)	3	-

Third Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
-	Programmer Elective (2)	3	-
BA349	Operations Management (E)	3	BA109
MIS255	Knowledge Base Management	3	MIS312
MIS332	Visual Programming	3	MIS231
MIS465	Business Intelligence	3	MIS312
MIS314	Integrated Information Systems	3	MIS251

Fourth Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MIS343	Information Systems Security	3	MIS314
MIS361	E-Business	3	MIS255
MIS456	Information Systems Project Management	3	MIS314
MIS445	Mobile Computing	3	MIS436
MIS462	Internship	3	90 Credit Hours

Fourth Year - Second Semester (12 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MIS422	Information Systems Design and Implementation	3	MIS321+MIS344
MIS464	Applied Research in MIS	3	BA307+MIS462
MIS363	Special Topics in Information Systems	3	MIS465
MIS454	MIS Ethics	3	MIS343

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
MIS 211	Management Information Systems	3	BA 108 + CS 104
MIS 312	E - Decision Support Systems	3	MIS 251
MIS 255	Knowledge Base Management	3	MIS 312
MIS 422	Information Systems Design & Implementation	3	MIS 321+MIS 344
MIS 445	Mobile Computing	3	MIS 436
MIS 454	MIS Ethics	3	MIS 343
MIS 465	Business Intelligence	3	MIS 312
MIS 344	Introduction to Database Systems	3	MIS 321
BA 109	Principles of Management 2 E	3	BA 108
BA 238	Human Resources Management E	3	BA 109
MIS 240	Information Systems Infrastructure	3	MIS 211
BA 349	Operations Management E	3	BA 109
MIS 321	Information Systems Analysis	3	MIS 240
MIS 436	Web Application Development	3	MIS 231
MIS 456	Information Systems Project Management	3	MIS 314
MIS 231	Programming & Data Structure	3	MIS 211
MIS 314	Integrated Information Systems	3	MIS 251
MIS 361	E-Business	3	MIS 255
MIS 332	Visual Programming	3	MIS 231
MIS 343	Information System Security	3	MIS 314
MIS 363	Special Topics in Information Systems	3	MIS 465
MIS 251	Information Resources Management	3	MIS 240
MIS 464	Applied Research in MIS	3	BA 307+MIS 462
MIS 462	Internship	3	90 Credit Hours
ACF 151	Financial Management I	3	ACF 101

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
MIS356	Information System Auditing	3	MIS251
MIS210	Financial Information Systems	3	ACF151+MIS211
BA241	Quantitative Methods in Management E	3	STA101
BA332	Business Communication	3	BA109+ENG111

Course Descriptions

Programme Compulsory Courses

BA 109 – Principles of Management (2) E - (Prerequisite: BA 108)

The course exposes students to the basic concepts of the organization, its characteristics and legal forms. It focuses on the provision of a comprehensive understanding of the organization functions (production, marketing, finance, human resource, knowledge & information and management). Additionally, it covers the organization's relationship with the surrounding environment.

ACF 151 – Financial Management I - (Prerequisite: ACF 101)

This course will introduce students to the concepts and tools of financial management. The focus of the course is decision making in a financial context. It therefore examines the techniques that are used in businesses to make decisions that are consistent with the efforts to increase the wealth of the owners of the business in a corporate environment. The topics covered include but are not limited to financial analysis, the time value of money, capital budgeting, risk and return, valuation of future cash flows, valuation of stocks and bonds, and long term financing.

MIS 211 – Management Information Systems - (Prerequisite: BA 108 + CS 104)

This course presents computer-based solutions to problems encountered in the business environment. It focuses on systems, information systems concepts and technologies. Students will learn the most effective ways to use information systems to achieve competitive advantages for the business. Topics include: information systems types, computer and IT applications, gaining competitive advantage with IT information systems key resources, integrating collaborating environments, E-Commerce, Decision Support Systems, enterprise resource planning, customer relationship management, supply chain management, databases and data warehouses.

MIS 231 – Programming and Data Structure - (Prerequisite: MIS 211)

This course introduces the students to the concepts of structured programming together with programming tools. It also introduces them to Data Structures types, the primitive operations associated with each type, and C++ implementation for some of the primitive operations. Topics to be covered in this course are: Algorithms, C++ Programing language tools (Input Output, Selection, Repetition, Methods and Matrices), Data structures types (Linked list, Stacks, Queues and trees).

MIS 332 – Visual Programming - (Prerequisite: MIS 231)

This course introduces to the students the concepts of Visual Basic (VB) Programming, its tools, its elements and its usage in problem solving. The student will learn how to design, write and implement program with VB programming language. The topics covered in this course are the user interface with its tools (dialog boxes, text boxes, buttons, list boxes, combo boxes, radio buttons, check boxes, etc.) loops, selections statement, and timers. The student also will learn how to us VB tools to do animation, create a web browser, and connect a visual basic programme with a database.

BA 238 – Human Resources Management (E) - (Prerequisite: BA 109)

This course introductory course in the field of Human Resource Management (HRM) is designed to introduce students to detailed knowledge and understandings associated with the field. The course covers the main theories, principles and concepts associated with HMR. The course also exposes students to the major challenges and problems encountered in the HRM environment and introduces them to the tools, techniques and practices used by HRM professionals to deal with problems and issues encountered in the workplace, some of which may be undefined.

MIS 240 – Information Systems Infrastructures - (Prerequisite: MIS 211)

This course engages students in an advanced study of the Information technology infrastructure required to build and implement information systems. Topics related to operating systems (structure, functionality, types, & security), Computer Networks (Component, Protocols, and Applications), the key features of Cloud computing, and Data centers are covered in this course.

MIS 251 – Information Resources Management - (Prerequisite: MIS 240)

The course aims to extend students' detailed knowledge of the business environment by introducing students to how information resources are managed in business environment. The material covered in this course includes the impact of IT on business, T strategy, IT governance, IT processes, IT planning, and the role of the CIO within the organization.

MIS 312 – E- Decision Support Systems - (Prerequisite: MIS 251)

This course explores the core concepts of decision support systems and investigates the fundamental techniques associated with them to ensure that they can effectively

support the decision- making process. It also develops an understanding of the methodologies, technologies, and modeling used in Decision Support Systems and Business Intelligence.

MIS 314 – Integrated Information Systems - (Prerequisite: MIS 251)

The course provides a comprehensive review of enterprise systems, with a particular focus on integrated business processes with enterprise resource planning (ERP) systems. It provides detailed coverage of enterprise systems architecture, data in enterprise systems, and ERP application platforms. This course also covers the key business processes supported by modern ERP systems.

MIS 321 – Information Systems Analysis - (Prerequisite: MIS 240)

This course provides students with an advanced knowledge and understanding of the concepts and practice of information systems analysis. The students will gain skills in Information Systems requirements analysis and logical system specifications. The student will also learn several systematic approaches and tools for the analysis process management and techniques that will enable them to analyze systems in a team environment.

MIS 344– Introduction to Database Systems - (Prerequisite: MIS 321)

This course develops students' knowledge and understanding of database systems. It extends students understanding of approaches to maintenance and manipulation of files by introducing and explaining database systems concepts, database systems evolution, and database types. Entity, attributes, relational database, and database architecture, database modeling methods, data definition, and database manipulation languages such as SQL are comprehensively explained.

MIS 343 – Information Systems Security - (Prerequisite: MIS 314)

This course covers the key principles and practices related to the security of information systems. The course comprehensively covers information security concepts, attacking techniques, security policies, cryptographic tools, authentication systems, access control, and types of malicious software. In addition, the course examines legal and ethical issues related to information systems security.

BA 349 – Operations Management E - (Prerequisite: BA 109)

The course provides students with the advanced knowledge and skills necessary to transform inputs (materials, labor, capital and management (into outputs (products or services (in a manner that explores a firm's value propositions and complies with its business strategy. Topics include: location, product selection and design, capacity planning, process selection, facilities location and design, Scheduling, Aggregate Production Planning, and Material Requirements Planning (MRP), and Modern Manufacturing Systems and Future Plant. The course contributes to students' development as autonomous and responsible professionals in the business environment.

MIS 255 – Knowledge Based Management - (Prerequisite: MIS 312)

This course Introduces students to the concepts of Knowledge management and forces driving knowledge management Systems. Students will learn about the issues in knowledge management, knowledge types, knowledge generation, knowledge transfer, knowledge management solutions, knowledge management technologies and the infrastructure of knowledge management systems. Also, this course will acquaint students with the applications of knowledge management systems.

MIS 361– E-Business - (Prerequisite: MIS 255)

This course provides students with advanced knowledge of technological concepts, economic effects, and structural constitution for electronic business systems such as B2B, B2C, C2C, G2B and any other emerging technology. Enterprise systems solutions, paying techniques, information security issues, clients' relations, social and legal issues will also be covered. The course focuses on how business is carried out electronically through a range of digital platforms.

MIS 363–Special Topics in Information Systems - (Prerequisite: MIS 465)

This course aims to provide students with detailed knowledge of selected topics in information systems that reflect emerging trends or areas of interest in information systems which are not covered in depth in other courses in the Bachelor degree of Management Information Systems (MIS). The course currently examines developments and research in the following topics - Social Media, Internet of Thing, Cloud Computing and Big Data. The course thus gives students knowledge of new and emerging topics related to the use of new and innovative information system technologies, management approaches, integration issues, and relevant contemporary issues which impact on MIS. The course covers areas of knowledge which are of professional interest for information systems practitioners and managers. The contents of the course will be revised periodically (subject to relevant approvals from the College and the University) to incorporate other topics or research which is having or is likely to have a significant impact on information systems development and use.

MIS 422 – Information Systems Design & Implementation - (Prerequisite: MIS 321 + MIS 344)

This course provides students with advanced knowledge and understanding of Information Systems development review, converting new system specification to design, designing effective output, designing effective input, database design, designing effective user interface, designing accurate data entry procedures, design documentation, coding, testing, and getting user approval, user training and system implementation.

MIS 464 – Applied Research in MIS - (Prerequisite: BA 307 + MIS 462)

In this course, students critically apply appropriate research methodologies to develop either a software application with an accompanying research report or a comprehensive research report based on another valid research project selected by

the student and validated by the tutor. Typically, the research project undertaken will be oriented to real life business problems or situations. This gives the opportunity for individual student, to take the responsibility of executing applied research with guidance from a supervisor. Student will use knowledge and skills gained in earlier studied courses and implement them in the research. Students will be required to plan their work and meet deadlines, they also need to demonstrate the outcome of the investigation and write a comprehensive report.

MIS 445 – Mobile Computing - (Prerequisite: MIS 436)

This course comprehensively covers all aspects of mobile computing; mobile computing platforms; wireless networks; architectures; security and management; mobile computing applications such as mobile messaging, mobile agents, and sensor applications. It deals with the fundamentals of mobile technology and progressively builds on these to consider more complex topics, including network and wireless communication, mobile computing applications, platforms and middleware, wireless LANs and PANs, wireless security, wireless positioning, and wireless management and support.

MIS 454 – MIS Ethics - (Prerequisite: MIS 343)

This course aims to provide students with a solid grounding on the principles and concepts which underpin a study of ethics and to give them in depth knowledge of how ethical concepts and actions impact on the field of information systems management. The course focuses on the fundamental concepts of ethics, ethical standards of information systems, professionals and users of information systems, ethical issues related to privacy and digital crimes.

MIS 456 – Information Systems Project Management - (Prerequisite: MIS 314)

This course discusses the processes, methods, techniques and tools that organizations use to manage their information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This course assumes that project management in the modern organization is a complex team based activity, where various types of technologies including project management software as well as software to support group collaboration are an inherent part of the project management process. This course also acknowledges that project management involves both the use of resources within the organization as well as others acquired from outside the organization.

MIS 462 – Internship - (Prerequisite: 90 Credit Hours)

The internship is a pre-arranged, credit-bearing work experience, which allows a student to achieve personal goals that are aligned with the goals of a supervising professional organisation or agency. Internships provide opportunities to explore career options, test career choices, and encourage the development of skills within a chosen field. An internship allows students to relate theory with practical job experience as well as develop new skills that will be transferable to future employers.

MIS 436 – Web Applications Development - (Prerequisite: MIS 231)

This course covers the concepts in required to demonstrate critical knowledge of programming web application servers. The student will gain advanced knowledge of the fundamental architectural elements of programming web sites that produce content dynamically. The primary development tools which will be introduced will be HTML, JavaScript and PHP but the course will also cover related topics dealing with content development as necessary so that students may build significant applications.

MIS 465 – Business Intelligence - (Prerequisite: MIS 312)

This course introduces the concepts of Business Intelligence (BI) together with its capabilities which include organizational memory capabilities, integration capabilities, presentation capabilities and Business Intelligence tools and techniques. The material in this course covers the various aspects of BI, including the business impacts, technologies, management and development of BI.

Programme Elective Courses: (6 Credit hours/2 courses to be chosen from this group)

MIS 356–Information Systems Auditing - (Prerequisite: MIS 251)

This course introduces the fundamental concepts of the information systems audit and control function. The main focus of this course is to understand audit controls, the types of controls and their impact on the organization performance. The concepts and techniques used in information technology and information systems audits will be presented. Students will learn audit management; dealing with best practices, standards, regulatory requirements, governing information and controls is addressed.

MIS 210– Financial Information Systems - (Prerequisite: ACF 151 + MIS 211)

Financial Information Systems is concerned with how computerized information systems impact financial data capturing, processing, and communicating. This course introduces students to the components of financial information systems i.e. people, technology, procedures, and controls that are necessary to conduct internal and external e-business, with an emphasis on the internal controls over such systems. This course presents problems in the financial environment with their computer-based solution. It focuses on the concepts of information systems and technology applied in a business context and also examines the importance of financial information systems in the detection and prevention of fraud. Students will learn the most effective ways to use information systems in the financial environment. Students will gain advanced understanding of the importance of implementing effective financial information systems in a business context.

BA 241 – Quantitative Methods in Management E - (Prerequisite: STA 101)

This course provides an introduction to the concept, theories and principles associated with and application of quantitative methods in Management. It develops the mathematical and statistical competence necessary to facilitate

progression in areas such as Operation Management necessary for decision making. The course builds on concepts and analytical techniques taught in STA 101 Principles of Statistics, developing more advanced quantitative methods, such as, Linear Programming and Sensitivity and Duality Theory. Quantitative methods are used throughout business, government and the non-profit sector of the economy. Effective participation in decision-making must be able to, at a minimum, understand and interpret statistical reports.

BA 332 – Business Communication - (Prerequisite: BA 109 + ENG 111)

The course introduces students to the concepts of written and oral business communications. This course focuses on the importance of the communication process, its objectives and types. It enables students to achieve competencies in business writing, including good and bad news business letters, memoranda, electronic mail, persuasive messages, formal letters, and formal reports. The course promotes students' capacity to use electronic communication and technology appropriate to contemporary business functions. Additionally, it paves the way for students' own personal development as professionals in the business world.

Bachelor in Political Science

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Programme Details

Programme Title	**Bachelor in Political Science**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. Meet the needs of the community in the Kingdom of Bahrain and the region by graduating cadres of qualified specialists in the field of political science who are capable of solving problems to work in the diplomatic field, international and regional organizations, civil society organizations, ministries, public and private institutions, media and public opinion industry.
2. Prepare a graduate familiar with basic and advanced knowledge in the various branches of political science, and possesses a sufficient number of skills: mental and practical and communication skills and critical thinking qualify him to enter the labor market and contribute to community service.
3. Prepare a graduate capable of collective and individual scientific research in various fields of political science.
4. Prepare students for postgraduate studies in the field of political science and related fields.
5. Contribute to the political socialization and deepen the values of good citizenship and consolidate the behavioral and national values based on objective dialogue, tolerance and respect for the other.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	45 Courses

Study Plan

First Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
POL101	Introduction To Political Sciences	3	-
CS101	Computer Skills	3	-
ENG101	English Language I	3	-
MATH101	Business Mathematics	3	-
-	University Elective (1)	3	-

First Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA101	Principles of Management I	3	-
ACC101	Principles of Accounting I	3	-
ENG102	English Language II	3	ENG101
HR106	Human Rights	3	-
POL131	Principles of International Relations	3	-

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ARB101	Arabic Language	3	-
BA161	Introduction to Entrepreneurship	3	-
ECO104	Principles of Microeconomics	3	-
HBH105	Bahrain Civilization & History	3	-
STA101	Principles of Statistics	3	MATH101
POL124	Principles of Law	3	-

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA211	Principles of Marketing	3	BA101
POL 121	Comparative political systems	3	POL 101
POL125	Constitutional Law	3	POL124
POL211	Ancient & Medieval Systems	3	POL101
-	University Elective (2)	3	-
POL 268	Readings in Politics E	3	ENG102+ POL 101

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
POL234	International Organizations	3	POL131
POL251	Political Sociology	3	POL101
POL233	Geopolitics	3	POL131
POL 322	Bahrain's Political System	3	POL 121
POL312	Modern & Contemporary Political Thought	3	POL211
ECO105	Principles of Macroeconomics	3	ECO104

Third Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
POL325	Arab Political Systems	3	POL121
POL313	Political Theory	3	POL312
POL342	Comparative Foreign Policy	3	POL233
BA303	Methods of Scientific Research	3	-
POL327	Public Administration	3	POL121

Fourth Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
POL361	Methodology of Political Science	3	BA303
POL 354	Public Opinion and Media	3	POL251
POL343	Diplomacy in Theory & Practice	3	POL234
POL362	Internship	3	90 Credit Hours
-	Program Elective (1)	3	-
POL433	International Economic System E	3	POL131+POL268

Fourth Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
POL439	Contemporary International Issues E	3	POL131 + POL268
-	Program Elective (2)	3	-
POL451	Political Development	3	POL 251
POL465	Ethics in Politics	3	POL313
POL434	The Theories of International Relations	3	POL433
POL464	Applied Research in Political Science	3	POL361 + POL362

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
POL 465	Ethics in Politics	3	POL 313
POL 327	Public Administration	3	POL 121
POL 362	Internship	3	90 Credit Hours
POL 451	Political Development	3	POL 251
POL 233	Geopolitics	3	POL 131
POL 343	Diplomacy in Theory & Practice	3	POL234
POL 354	Public Opinion and Media	3	POL 251
POL 342	Comparative Foreign Policy	3	POL 233

Course Code	Course Title	Credit Hours	Prerequisite
POL 312	Modern & Contemporary Political Thought	3	POL 211
POL 211	Ancient & Medieval Systems	3	POL 101
POL 125	Constitutional Law	3	POL 124
POL 234	International Organizations	3	POL 131
POL 433	International Economic System E	3	POL131 + POL268
POL 322	Bahrain's Political System	3	POL 121
POL 313	Political Theory	3	POL 312
POL 325	Arab Political Systems	3	POL 121
POL 121	Comparative political systems	3	POL 101
POL 464	Applied Research in Political Science	3	POL361 + POL362
POL 251	Political Sociology	3	POL 101
POL 268	Readings in Politics E	3	ENG102 + POL101
POL 439	Contemporary International Issues E	3	POL131 + POL268
POL 131	Principles of International Relations	3	-
POL124	Principles of Law	3	-
POL 361	Methodology of Political Science	3	BA 303
POL 434	The Theories of International Relations	3	POL 433

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
POL 366	Special Topics in Political Science	3	POL 251
POL432	Arab's Neighboring Countries	3	POL 233
POL 414	Contemporary Political Ideology	3	POL 312
POL 353	Political Parties	3	POL251
POL467	Strategic Studies	3	POL 233
POL326	Electoral systems	3	POL 121
POL 436	International Crises Management	3	POL 234
POL 431	Negotiation Skills	3	POL 343

Courses Description

Programme Compulsory Courses

POL 101 – Introduction to Political Sciences – (Prerequisite: None)

The course aims to identify basic concepts and terminology, such as the concept of politics, political science, the relationship between political science and other humanities, methods of research in political science, key concepts of political science, such as the state, its concept, origin and functions, types of states, forms of government, political parties, lobby and interest groups, public opinion, and issues of international relations, such as foreign policy, the international system, and international organizations.

POL 131 – Principles of International Relations – (Prerequisite: None)

This course is designed to receive detailed knowledge of the theories, concepts and core principles in the field of international relations and to familiarise with the most significant transformations and interactions related to the international arena through the study of: the concept of international relations and related concepts, and access to the methods of studying international relations. The course also deals with the stages of development of the international political system and its characteristics and the most important factors affecting it, besides the study of foreign policy, its objectives and mechanisms of implementation, and the study of national power in international relations, the research into the phenomenon of international conflict, and stand on the power balance system and collective security system in international relations, as well as identifying of military alliances and the main images of international wars.

POL 124 – Principles of Law – (Prerequisite: None)

This course is designed to provide the student with detailed knowledge and understanding of the concept of law and its characteristics, the concept of legal regulation and its types, the relationship of law to social sciences, and the general law and its various categories. The course includes the definition of the right, its types and individuals as well as the legal protection of the right, the concept of legislation and types of legislation as well as ways of enacting such legislation, and involves the concept of legal personality where it is addressed in terms of characteristics and types.

POL 121 – Comparative political systems – (Prerequisite: POL101)

This course deals with detailed knowledge and understanding of comparative political systems from a comparative analytical perspective, based on many approaches to the study of the comparative political system with a focus on studying the characteristics of different political systems of government, such as presidential, parliamentary, mixed and parliamentary systems. The study includes applied models, such as the American system, the British system, the Swiss system and the French system, and other models of developing countries' systems, in addition to the future of political systems under globalisation.

POL 125 – Constitutional Law – (Prerequisite: POL124)

This course is designed to provide the student with detailed knowledge and understanding of the concept of Constitution and Constitutional Law, the origins of constitutions, the methods and types of constitutions, the information use and systematising to analyse the relationship between the Constitution and the political system and the reasons for the supremacy of constitutional rules. The course provides information and ideas to compare the ways of amending constitutions, monitoring the constitutionality and the different ways of terminating constitutions, and analysing the development of the Bahraini constitutional system.

POL 211 – Ancient & Medieval Systems – (Prerequisite: POL101)

This course is designed to cover detailed knowledge, understanding, basic skills and some advanced skills in the following topics: the environment generating political ideas in the civilisations of the ancient East, Western and Islamic civilisations in ancient and medieval times, with the study of models for the great thinkers of Western civilisation (Greek, Roman and Christian culture), and Islamic Al –Farabi, Al –Mawardi, Al –Ghazali, and Ibn Khaldun, to combine old and contemporary ideas. This requires focusing on understanding political phenomena and examining the main issues that have preoccupied political opinion in ancient and medieval times.

POL 268 – Readings in Politics E – (Prerequisite: ENG102+ POL 101)

This course is designed to provide students with advanced knowledge and understanding of about the rentier state; economic interdependence; the politics of oil; food and water security in the Middle East. As well, this course is structured to enable students to use advanced level skills to deal with advanced and some complex topics such as refugees. Use a range of approaches to critically analyse several political topics like public policy –making; climate change; stability; governance; expatriates and Arab integration.

POL 234 – International Organizations – (Prerequisite: POL131)

This course is designed to provide advanced knowledge and skills in international organisations and deals with the following topics: Study of international organisations as active units in the international system as well as other units, where their concept, historical origin, objectives, membership conditions, and institutional structure are addressed. It also studies its personality both legally and functionally at the international and regional level. It also discusses the study of international and regional organisations and the criteria of discrimination between them. It also assesses the functions and work of international organisations, their effectiveness in the international system, and analyses the impact of globalisation and international variables on the effectiveness of international regulation. It focuses as models on the United Nations, its branches and specialised agencies, the League of Arab States, and the Gulf Cooperation Council.

POL 251 – Political Sociology – (Prerequisite: POL101)

This course is designed to provide students with advanced knowledge on some topics of political sociology, a wide range of assessment and critical methods,

and some advanced skills in communication, presentation of ideas and working in changing contexts, throughout the main topics of political sociology such as the relationship of the state with society and the concept of modern civil society, political elites and their sources of power, public opinion and its significance and methods of measurement, bureaucracy, political culture, political upbringing, ideology, political participation, political parties, lobby and interest groups, and theories of development in developing countries.

POL 233 – Geopolitics – (Prerequisite: POL131)

This course is designed to provide advanced knowledge and skills in geopolitics. It deals with the following topics: basic concepts and elements of geopolitics, Methods of scientific research in this specialization, natural, human and economic elements of the state, its impact on its domestic political behaviour, and on their regional and international role, and the relationship between international relations and geopolitics, theories of power and its impact on international politics and developments in this matter, the impact of technological progress on geopolitics and its modern concepts, the introduction of models for some regional disputes over water and borders with a focus on the geopolitical characteristics of the Arab world, including the Gulf region and particularly the Kingdom of Bahrain.

POL 322 – Bahrain's Political System – (Prerequisite: POL121)

This course is designed to cover advanced skills and knowledge in the following topics: characteristics and environment of the Bahraini political system, the constitutional and legal framework of the Bahraini regime including the organisation of public authorities and their relationship, in addition to studying the internal and external operations of the Bahraini political system in which the dynamic nature of the system is shown.

POL312 – Modern & Contemporary Political Thought – (Prerequisite: POL211)

This course is designed to cover advanced knowledge and skills and some specialised skills in the following topics: the environment that generates political ideas in modern and contemporary times, with the study of models for the great thinkers of Western civilisation (Martin Luther, Jean Calvin, Machiavelli, Thomas Hobbes, John Locke and Jean –Jacques Rousseau) , Karl Marx, etc.), and Arab and Islamic (such as Mohammed Abdo, Abdul Rahman al –Kawakibi, Malik bin Nabi, Ismail Faruqi, and Muhammad Abed al –Jabri), to link reformist ideas with the current reality, which entails focusing on understanding political phenomena, and studying the main issues that have occupied political thinking in modern and contemporary times.

POL 325 – Arab Political Systems – (Prerequisite: POL121)

This course is designed to cover advanced skills and knowledge in the following topics: characteristics of Arab political systems, classification criteria, their environment and decision –making mechanisms, and the constitutional and legal

framework, as well as ideologies prevailing in the Arab world as well as institutions of Arab civil society. The course includes a description of the Arab regional system and sub –regional systems throughout the study of their internal and external environment and some models of Arab political systems and their general features and the most important issues in addition to models for some Arab political systems.

POL 313 – Political Theory – (Prerequisite: POL312)

This course is designed to cover advanced knowledge and skills and some specialised skills in the following topics: political theory and its relationship with other branches of political science, topics at the heart of political phenomena, theoretical methods used in the past, the tools of analysis used recently, scientific method empirical, behavioural school, post –behavioural school, the set of models used in the framework of the analysis of the national policy world (structural, functional, systematic and cultural), and the set of theories used in the framework of the analysis of the international policy world (communication theory, theories of automatic equilibrium, and theories of equilibrium).

POL 342 – Comparative Foreign Policy – (Prerequisite: POL233)

This course is designed to cover advanced knowledge and skills in the following topics: the concept of foreign policy and the most important concepts associated with it, its tools, research methods in the field of study and analysis, and internal and external factors affecting the foreign policy –making of States, while the applied side includes a comparative study of models of foreign policies of countries in particular, the big countries, such as the foreign policy of the United States of America and Russia, as well as the unified foreign policy of the European Union countries, and the foreign policy of developing countries, are compared at two levels: in particular topics, such as objectives and determinants, and the level of study of foreign policy of these countries through their attitudes towards the Arab region.

POL 327 – Public Administration – (Prerequisite: POL121)

This course deals with the study of advanced knowledge and understanding of public administration from an analytical perspective, based on many approaches to management study, with a focus on studying the four functions of public administration such as planning, organisation, leadership and control. The course includes the bureaucratic issues in the administrative apparatus of the state as well as centralisation and decentralisation, in addition to linking decentralisation to local development. Finally, there is a practical part on the administrative system of the Kingdom of Bahrain.

POL 361 – Methodology of Political Science – (Prerequisite: BA303)

This course is designed to provide the student with critical knowledge and specialised skills in the curricula of political science research. This course deals with the following topics: detailed concepts in political science research, the study of political phenomenon and analysis, ethics of scientific research and intellectual property. It examines the research strategies included in quantitative, qualitative and mixed research methods. The course is also exposed practically throughout

many methods, such as workshops to prepare a plan and research report. It also includes training students to work in a research team, collecting and organising data and information, and using them and presenting scientific works.

POL 354 – Public Opinion and Media – (Prerequisite: POL251)

The course deals with the definition of public opinion and the media and their origin and development, as well as their relationship with some other social sciences. The course deals with the factors of formation and change of public opinion and its features, characteristics, types and behavioural aspects in public opinion and the role of the media in its formation. It also examines the relationship between the media and public opinion on the one hand and the political authority on the other, as well as the leadership role of society and political authority over the media. The course examines the differences between opinion, direction, behaviour and the distinction between public opinion and rumours. It also examines the impact of modern media on political life in society.

POL 343 – Diplomacy in Theory & Practice – (Prerequisite: P0L234)

This course is designed to provide the student with detailed and critical knowledge and specialised skills in diplomatic work, starting with the role of international diplomatic work, particularly in the light of globalisation and the communications revolution, as well as the concept of the diplomatic corps and its functions, throughout the study of the preparation of diplomatic cadres, such as organisations and specialised institutions, and the function of diplomatic language, and conduct critical analysis of the central and subsidiary organs of the Department of External Relations, the impact of public opinion on diplomatic decision –making, the forms of diplomatic work, the permanent bilateral diplomatic exchange system, the sources of its rules and the conditions of its practice. In order to identify the problems of contemporary diplomacy and identify and implement solutions related to them, and then evaluate some types of diplomacy, such as preventive diplomacy and coercive diplomacy and secret diplomacy, and public diplomacy and popular diplomacy.

POL 439 – Contemporary International Issues E – (Prerequisite POL131 + POL268)

This course is designed to provide students with critical knowledge about several contemporary issues that will continue to influence international politics for many years, such as terrorism and nuclear proliferation. This course is framed to enable students to use specialist level skills to deal with advanced issues such as an international terrorism and efforts to combat it, refugees and human rights issues, racial discrimination, environmental issues and climate change.

POL 362 – Internship – (Prerequisite: 90 Credit Hours)

This course is designed to equip students of political science with experience, bridge the gap between scientific theories, concepts and practical practices, and apply the specialised skills studied, which increases the chances of professional success and career advancement in the workplace. This course also helps the student to communicate in a specialised manner with his colleagues and blend in the work environment smoothly.

POL 433 – International Economic System E – (Prerequisite: POL131 + POL268)
This course is designed to provide students with critical knowledge about the international economic system such as the concept of the international economic system and the development of the international economy. This course is framed to enable students to use specialist skills to deal with advanced issues such as the development of the international economic system, policies of international trade, international finance and economics development issues. This course also deals with international economic crises such as the international monetary system crisis, technology transfer crisis, external debt, energy crisis, and the global financial crises.

POL 451 – Political Development – (Prerequisite: POL251)
This course is designed to provide students with critical knowledge and specialised skills in political development, political backwardness and related concepts. The course also examines the causes, consequences and effects of political underdevelopment, theories, trends, proposals, approaches and details of political development, and the emergence and development of the study of political development and its tools. The student studies various crises of political development and its relationship with nation –building and development of the capabilities of the political system and the building of state institutions and good governance. The student concludes with a study of case studies in the field of political development.

POL 465 – Ethics in Politics – (Prerequisite: POL313)
This course is designed to provide a critical knowledge of the ethics concept, and the concepts associated with it, as well as to have detailed knowledge in the various approaches to the study of ethics in politics, as well as to conduct a critical analysis of the study of ethics in Western and Islamic political thought, and addresses models of political ethical value, such as justice, equality and integrity, and respect for human rights, as well as accountability and the rule of law, environmental issues, rules of war, humanitarian intervention in times of war and disaster, and the efforts of the international community in these various aspects.

POL434 – The Theories of International Relations – (Prerequisite: POL433)
This course is designed to provide a critical knowledge of the theoretical frameworks and concepts related to international relations, and to have detailed knowledge of traditional and contemporary theories, the British and Chinese theorists of international relations, then deal with critical theory, post –structuralism, structuralism theory, feminist theory, green theory, and peaceful evolution theory.

POL 464 – Applied Research in Political Science – (Prerequisite: POL361+POL362)
This course is designed to provide students with specialised skills to investigate problems and carry out scientific research to address them. This course deals with the following topics: introduction to applied research, research methods, selection of research topic, reviews of previous studies, identification of research problem, questions and methodology, discussion of the research plan, data collection and analysis, writing the final report of the research and self –assessment report.

Programme Elective Courses: (6 Credit hours/2 courses to be chosen from this group)

POL 366 – Special Topics in Political Science – (Prerequisite: POL251)

This course is designed to provide critical knowledge of selected and influential political events in today's international life which are separatist, populist and cyber movements where countries in the world in general and the Arab world, in particular are affected by separatist movements of varying motives. The phenomenon of populism also affects public life in countries with international influence, such as the United States, Germany and some Western European countries. The course took care of the cyberspace from the point of view as a phenomenon that reflects the impact of tremendous technological progress on the dimensions of a security and political nature. Therefore, besides providing in –depth knowledge of these topics, the Rapporteur concerns about conducting a critical analysis of the study and its discussion.

POL 432 – Arab's Neighboring Countries – (Prerequisite: POL233)

This course is designed to provide the student with a critical and detailed knowledge of the definition of the neighbouring countries and the external orientations of these countries towards the Arab countries due to the geographical locations of the different parties throughout addressing the policies adopted by the neighbouring countries towards the Arab countries, and how to address some of the key issues that matter to these countries, such as national security, border problems, water crisis and minorities.

POL 414 – Contemporary Political Ideology – (Prerequisite: POL312)

This course is designed to cover critical knowledge, skills and specialised methods in the following topics: the concept of ideology, its characteristics and functions, what is the state, criteria for classifying ideologies, opinions and their political role in societies, and assessing the political use of ideology. The course also addresses a number of contemporary ideologies: liberalism, socialism, communism, fascism, Islamic movements, Arab nationalism, feminism, etc.) and its main thinkers.

POL 353 – Political Parties – (Prerequisite: POL251)

The course aims to provide students with specialised concepts in relation to the study of partisan phenomenon and in terms of concept, pillars, origins and roles. It also provides students with critical knowledge about building political parties and criticism and their relationship to the political system, as well as theoretical trends related to political parties. The course explains political and ideological parties and indicators to measure the effectiveness of parties and political parties, communication, political marketing and public opinion. The course also teaches students about the parties and party practices in Western Europe, the United States, the Arab world and other developing countries.

POL 467 – Strategic Studies – (Prerequisite: POL233)

This course is designed to address critical knowledge and understanding of theories in the conceptual framework of the strategy and related terminology,

strategy attributes, the nature of the strategic environment, as well as the effects of the strategic environment, and strategic thinking, as well as the relationship between policymaker and strategist. This course is designed to understand contemporary issues and the use of specialised skills to deal with sophisticated situations in the strategy industry and its effects on the levels of strategy, and the international environment of the strategy. This course also concerns strategic assessment, strategy formulation and study of American strategy.

POL 326 – Electoral systems – (Prerequisite: POL121)

This course deals with an analytical and comparative study of the electoral system, throughout the study of the concepts and terms associated with the voting systems, its legal adaptation, the basics and methods of elections, the preparatory procedures for the elections, the objectives, types and formats of different voting systems. The course stands on the most important electoral system and their characteristics and features, and highlights the importance of the relationship between the electoral system and democracy. The study also includes practical models of modern and contemporary electoral systems.

POL 436 – International Crises Management – (Prerequisite: POL234)

This course is designed to address critical knowledge of international crisis management and its associated concepts, understand contemporary issues arising from international crises, and utilise specialised skills to deal with sophisticated situations to apply and analyse knowledge or practices in international crisis management, their causes, their characteristics, their types and methods of management. The course also deals with the crises containment and management, as well as the steps of restoring the situation, balancing after the end of the crisis and overcoming the consequences of the crisis. The course also concerns studying the relationship of mutual impact between the management of international crises and the structure of the international system, the role of information and communication technologies in crisis management, and models of international crisis management.

POL 431 – Negotiation Skills – (Prerequisite: POL343)

This course is designed to provide the student with detailed and critical knowledge and specialised skills in the art of negotiation. The course deals with the concept of negotiation, its objectives, and its historical development. It also deals with negotiating methods, elements of the negotiation process and principles of negotiation science in social, economic, political and military issues. The course focuses on the human element in the negotiation process and on the skills and rules of negotiation and psychological and moral aspects. It also deals with studying the negotiation controls of various kinds, negotiation strategies, in addition to studying the stages of the negotiation process, throughout practical models in the issues of negotiations, and tactics used in the bargaining.

Master in Business Administration

Programme Coordinator: Dr. Ahmed Kh. Muttar Al-Muhamadi

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Programme Details

Programme Title	**Master in Business Administration**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Master Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. Developing students' systematic understanding and critical knowledge in business specialties and organizations' management under the variables of the external environment they operate in.
2. Preparing students for professional development in business and management through sustaining a variety of professional skills that expose them to independent planning and missions execution on the professional level or equivalent.
3. Developing students' original and innovative responses in knowledge application to deal with complex situations and solve problems in a way that contributes to the business and the community in general.
4. Developing students' abilities of critical analysis and adoption of an innovative thinking approach in dealing with complicated issues and the ability to understand and assess the ethical and social consequences alike.
5. Enabling students to communicate with concerned parties and contribute in managing the organizations they work for in a way that enhances work and management practices.
6. Developing students' abilities, through theoretical and practical approaches, to conduct applied researches that are related directly to the challenges encountered by work systems.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	1 Year
Maximum Study Period	8 Semesters
Total Credit Hours	36 Credit Hours
Number of Courses	10 Courses + Thesis

Study Plan

First Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA601	Scientific Research and Statistical Analysis	3	-
BA611	Advanced Marketing Management	3	-
BA621	Corporate Finance	3	-

First Year – Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA631	Human Resources Management	3	-
BA641	Operations Management & Decisions	3	-
MIS611	Management Information Systems	3	-

Second Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ACF611	Advanced Managerial Accounting	3	-
-	Programme Elective (1)	3	-
BA664	Strategic Management	3	-

Second Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
-	Programme Elective (2)	3	-
BA699	Thesis	6	24 Credit Hours

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
BA 601	Scientific Research and Statistical Analysis	3	-
BA611	Advanced Marketing Management	3	-
BA621	Corporate Finance	3	-
BA631	Human Resources Management	3	-
BA641	Operations Management & Decisions	3	-
MIS611	Management Information Systems	3	-
ACF611	Advanced Managerial Accounting	3	-
BA 664	Strategic Management	3	-
BA699	Thesis	6	24 Credit Hours

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
BA645	Total Quality Management	3	-
ECO601	Managerial Economics	3	-
BA652	Organizational Design and Behavior	3	-
BA653	Business Ethics	3	-
BA655	Organizational Change	3	-
BA662	International Business	3	-
BA663	Innovation and Entrepreneurship	3	-
BA691	Special Topics in Management E	3	-

Courses Description

Programme Compulsory Courses

ACF611 - Advanced Managerial Accounting – (Prerequisite: None)

This course covers a number of specialized concepts and contemporary techniques in management accounting that assist management in making decisions relevant to planning, controlling and evaluating the performance of the firm's operations

and activities in modern business environment, such as: the sales mix, theory of constraints, target costing and pricing products and services, evaluating capital budgeting projects, responsibility accounting and performance evaluation, product life cycle costing, customer profitability analysis, quality costing, balance scorecard, in addition to any emerging issues in management accounting field.

BA601 - Scientific Research and Statistical Analysis – (Prerequisite: None)

Business research is crucial in building the graduate capabilities in conducting sound and reliable research. This course addresses particular topics such as research philosophies, problem definition identification, how to establish research objectives, hypotheses in a sound research's proposal. Additionally, the course covers data collection tools, i.e. how to design a questionnaire, how to conduct an interview and observation. Finally, analytical techniques are addressed appropriately, i.e. simple regression and multiple regression via statistical packages using SPSS.

BA611 – Advanced Marketing Management – (Prerequisite: None)

This course provides an in-depth study of the marketing environment, key drivers and forces that are changing the marketing landscape. The course explores and analyzes how marketing activities impact on organizational operations in a competitive and complex environment. The course is concerned with the provision of marketing frameworks and in-depth analysis of a variety of concepts, theories, and models that are used to identify, analyze, and solve marketing problems. This course will emphasize strategic issues such as: How can a firm choose its own industrial activity? What is the marketing competitive advantages of the firm, and how to sustain them? How can the firm distribute its products and services/ how will the company allocate marketing resources? What are the marketing threats facing companies and what are the opportunities that firms enjoy? What are the strategic marketing alternatives?

BA621 – Corporate Finance – (Prerequisite: None)

The main purpose of this course is to provide a framework, concepts, and tools for analyzing financial decisions based on fundamental principles of contemporary financial theory. Topics covered include cash flow techniques; corporate capital budgeting and valuation; investment decisions under uncertainty; capital asset pricing for companies, along with the financial structure, cost of capital, profit distribution policy and related issues. As well as any emerging issues in corporate finance.

BA631 – Human Resources Management – (Prerequisite: None)

The course provides an in-depth study of human capital as a critical source of competitive advantage to business and organizational success. This course will address the development and implementation of human resource practices that align human resource activities with the strategic objectives of the organization. Furthermore, students will be acquainted with the critical role of human resource

management which plays a key component of the competitiveness and sustainability of business organization. By focusing on both strategic and operational aspect of workforce management, students will be acquired a critical knowledge on the complexity of managing individuals, organizational staffing, employees training and development, employees' appraisal and compensation.

BA641 - Operations Management & Decisions – (Prerequisite: None)

This Operations Management course encompasses an in-depth study of methods and practices used to systematically plan, design and execute the processes necessary to deliver services or produce goods. This course focuses on a range of procedures and ancillary systems required to manufacture materials or deliver services. The course covers the topics of operations management from manufacturing and service delivery perspectives.

BA664 - Strategic Management – (Prerequisite: None)

Strategic management course designed for MBA students, it aims to provide students with thinking skills, strategic analysis, industry, strategic decision-making and procedures to maintain and sustain the companies' competitive advantage .As well as covering the topics of strategic leadership, competitive analysis, effective strategy formulation and implementation in a multi-business companies.

MIS611 - Management Information Systems – (Prerequisite: None)

This course is designed to provide postgraduate students with an in-depth, hands-on understanding of Management Information Systems and presents problems faced by the business environment and how solutions can be found through the use of computer-based systems. It also focuses on information systems concepts and technologies, information systems evolution, the most effective methods to use information systems, and how to utilize appropriate ICT applications. This course includes topics: information systems types, resources, computers and their applications, the competitive advantage of using ICT, integration and coordination between environments and database technologies. It also emphasizes on: Information Technology, software and hardware components, e-commerce and e-business, Enterprise Resource Planning (ERP), Decision Support Systems (DSS), Expert Systems (ES), Artificial Intelligence (AI) and Modern ICT Technologies.

BA 699 – Thesis – (Prerequisite: 24 Credit Hours)

This course is a supervised research work based on approved topic in the business administration field. It provides opportunity for the students to conduct independent learning and research work based on structured methodology. The thesis focuses on senior level skills to be addressed in terms of progressive intellectual discourse including research problem identification, research methodology, literature review, data analysis, research conclusion and recommendations. The final production of the manuscript is subject to public defense and evaluated based on written and oral presentation.

Programme Elective Courses

BA645 - Total Quality Management – (Prerequisite: None)

This course is designed for MBA students to provide an in-depth study of the philosophies and methodologies of Total Quality Management (TQM) used in organizations to add value to their products and thereby achieve competitive advantage. In addition, the course covers topics related to the historical development of TQM, the achievements of its most significant pioneers and scientists, and the organization of TQM. It focuses on satisfying customer needs, effective leadership by the standards of TQM, quality strategies, continuous improvement and the application of TQM, tools, awards, systems and Six Sigma.

ECO601 - Managerial Economics – (Prerequisite: None)

This course is designed to provide the student with critical knowledge of specialized theories and fundamental concepts related to managerial economics. The course covers the following topics: costs, demand, pricing, market structure in economic systems, strategic planning, market equilibrium under different competition conditions, and analysis of economic forecasts.

BA652 - Organizational Design and Behavior – (Prerequisite: None)

The course is designed to provide students with theoretical and practical overviews covering the organizational design, behavior of individuals and groups in organizations. The course addresses many topics related to processes and methods that enable managers and their teams to organizational design, organizational structures, job stacking and design alternatives. Furthermore, it enhances the students' critical and creative thinking on topics of the influence of organizational culture on attitudes toward organizational values, attitudes and behaviors. The course deals with the organizational environment, organizational adaptation, technology and strategy, size and life cycle of the organization. In addition to topics of motivation, trends, individual differences, leadership, team development, decision-making, conflict management, negotiation and stress.

BA653 - Business Ethics – (Prerequisite: None)

This course is designed for MBA students to provide a comprehensive presentation of theories underlying the issues and problems related to business ethics. It gives insights to sources of ethics in business organization, ethical philosophies of business practices, ethical framework of decision-making in business, ethical workplace dilemmas, code of ethical conduct, business ethics and its relation to culture, organizational social responsibility, the impact of globalization on business ethics, and how to create an ethical organization. Additionally, the course addresses how can ethics be applied in day-to-day business, governance, business ethics, investors rights, privileges, ethics of consumer protection, environmental ethics and the role of various agencies to ensure that ethical frameworks are activated within organizations.

BA655 - Organizational Change – (Prerequisite: None)

This course is designed for MBA students to provide an in-depth examination of organizational change theories, concepts of change and its relation to the organizational development process, organization reengineering and empowerment. Additionally, the course addresses the organizational change process and its relation to strategic management for change, causes, types, and implementation. It also addresses the techniques for overcoming the resistance to change, its sources, and the contexts of the planning of the change process and related factors.

BA662 - International Business – (Prerequisite: None)

This course provides in-depth knowledge of international business in today's competitive global environment. The course focuses on the international business arena and its complexity based on the interplay of firms, nations and international institutions. This involves exposure of students to macro-perspectives issues where cultural, legal, political, financial and economic environments affecting international business are covered. On the other hand, micro-perspectives issues are enabling the student to identify, analyze, and execute strategies of firms that operate in the international business environment. Students of this course will develop a sound understanding of the phenomenon of globalization in relation to international business.

BA663 - Innovation and Entrepreneurship – (Prerequisite: None)

The course aims to provide an in-depth study of innovation and entrepreneurship through systematic understanding and critical knowledge of innovation and entrepreneurship as well as small and medium enterprises (SMEs) management. The course includes analysis and practical problem solving related to both the entrepreneurial and the innovation. The course focuses on management models, decision-making and innovative design of the new project. The course also tackles success in the development of new projects, technology and ideas as well as information and risks in entrepreneurship and small businesses.

BA691 - Special Topics in Management E – (Prerequisite: None)

This course is designed to provide an in-depth analysis and critical thinking of current and emerging issues/problems that affect business organizations. The course format and content will vary from a semester to another permitting studying a wide range of topics and new business trends derived from the ever-changing business environment. Among the addressed issues, problems related to people management, human resource, culture, economy, technology, work process design and management practices will be tackled conforming to the era of globalization and changing firm boundaries.

Master in Human Resources Management

Programme Coordinator: Adel Alzyoud

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Programme Details

Programme Title	**Master in Human Resources Management**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Master Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. Provide graduates with critical knowledge and understanding as human resources professionals who work in various local and international organizations through studying human resources strategies and leadership development, to prepare highly qualified cadres that contribute to achieving the requirements of sustainable development in the Kingdom of Bahrain.
2. Prepare a graduate capable of conducting scientific research, employing his standard and specialized methodologies and designing and implementing a study of advanced topics in human resources management field. The graduate will utilize software and information systems to develop their abilities, update their knowledge and promote the values of initiative and innovation through research, experimentation and innovation in the formulation and implementation of modern human resource management strategies.
3. Enable graduates to develop critical thinking, critical analysis, interpretation, creative assessment and problem-solving skills that emerge in the context of human resources management applications in business organizations.
4. Enable the graduate to practice professional skills to communicate with a range of audiences with varying levels of experience, and to take a role in decision-making at the strategic level

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	1 Year
Maximum Study Period	8 Semesters
Total Credit Hours	36 Credit Hours
Number of Courses	10 Courses + Thesis

Study Plan

First Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA601	Scientific Research and Statistical Analysis	3	-
HR639	Human Resource Training & Development	3	-
HR631	Labor Laws and Legislations in Bahrain	3	-

First Year – Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
HR633	Human Resource Planning and Staffing	3	-
HR635	Employment Relations and Practices	3	-
HR638	Motivations & Compensations Management	3	-

Second Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
HR637	International Human Resource Management	3	-
-	Programme Elective 1	3	-
HR644	Strategic Human Resource Management	3	-

Second Year - Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
-	Programme Elective 2	3	-
HR699	Thesis	6	24 Credit Hours

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
BA601	Scientific Research and Statistical Analysis	3	
HR639	Human Resource Training & Development	3	
HR631	Labor Laws and Legislations in Bahrain	3	
HR633	Human Resource Planning and Staffing	3	-
HR635	Employment Relations and Practices	3	-
HR638	Motivations & Compensations Management	3	-
HR637	International Human Resource Management	3	-
HR644	Strategic Human Resource Management	3	-
HR699	Thesis	6	24 Credit Hours

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
BA654	Leadership and Organizational	3	-
BA661	Entrepreneurship	3	-
HR640	Civil Service Management	3	-
HR641	Performance Management	3	-
HR642	Career Planning	3	-
HR643	Negotiation Management	3	-
HR691	Special Topics in Human Resource Management	3	-

Courses Description

Programme Compulsory Courses

BA601 - Scientific Research and Statistical Analysis – (Prerequisite: None)

Business research is crucial in building the graduate capabilities in conducting sound and reliable research. This course addresses particular topics such as research philosophies, problem definition identification, how to establish research objectives, hypotheses in a sound research's proposal. Additionally, the course covers data collection tools, i.e. how to design a questionnaire, how to conduct an interview and observation. Finally, analytical techniques are addressed appropriately, i.e. simple regression and multiple regression via statistical packages using SPSS.

HR631 - Labor Laws and Legislations in Bahrain – (Prerequisite: None)

This course is designed to introduce students to a comprehensive knowledge of the Kingdom of Bahrain Labor law. It focuses on the legislations aimed to protect labor within Bahrain community. In this context the course will cover two main areas: first, Bahrain labor law which give insights to the application of law for women and teenagers employment and organizing expatriates workers, work load, vacations, work contract for individuals and groups, employer and employee commitment, indemnity and penalties in case of violation of labor law. Secondly, the course covers Bahrain social insurance law in terms of compensations, labor accidents, and other related issues.

HR633 - Human Resource Planning and Staffing - (Prerequisite: None)

This course is designed to introduce students to concepts of human resource planning, and provides them with an understanding of the wide range of staffing activities within organizations. This course develops students' abilities to analyze and integrate the complex social, cultural and organizational factors influencing human resource planning and staffing. The course will examine the process of human resource planning, its relation to strategic planning. Additionally, the course focuses on job design, recruitment, selection of employees, orientation, placement and ethical issues such as discrimination and equal opportunities.

HR635 - Employment Relations and Practices – (Prerequisite: None)

The course introduces students to the main topics of Employment Relations (ER) in organizations. It is designed to present the issues and concerns of the major actors in the employment relation: the employer, the employee, the government and unions. The course will examine topics such as organizational environment, culture & stakeholders and their role in ER, the legal side of ER, employee, group and industrial relations, aligning individuals and organizations through motivation, rewards, and team building.

HR637 - International Human Resource Management – (Prerequisite: None)
The course is designed to expose master students to a comprehensive examination to the set of challenges confronting Human Resource Management in a global context in terms of attraction, recruitment, retention and exit. The course focuses on the variations in human resource management systems across countries and nations such as unfamiliarity of the social context the organization will be brought in, difference between employee's cultural background and movement of employees to social environment that they are unfamiliar with. The following topics will be covered in this course in the context of international human resources management: international organization strategy and structure, international human resource management and culture, international employment law, international workforce planning and staffing, international compensation and benefit and comparative international human resource management.

HR638 – Motivations & Compensations Management – (Prerequisite: None)
The course is designed to promote understanding of concepts related to compensating and rewarding human resources within organizations. It also focuses on enhancing students' practical skills in designing and analyzing rewards systems, policies, and strategies. The course will examine topics related to compensation management, different components of compensation packages, job analysis and its relation to compensations and rewards, designing wages structure, employee benefits and

HR639 - Human Resource Training & Development- (Prerequisite: None)
This course is designed to offer students the knowledge as well as the practical skills to assess, design and implement training and development programs within organizations. The course begins with a conceptual framework of training and development function within business organizations. The course progresses towards exploring a variety of topics as identifying training needs, organizational learning, planning and designing training programs, the use of technology in training and the process of organizational development. Additionally, the course focuses on analyzing the relationship between training and development and employee performance, career planning and total quality management.

HR644 - Strategic Human Resource Management- (Prerequisite: None)
The course is designed to provide an examination of human resources management from a strategic perspective. This course focuses on implementing long term programmes including strategic, operational, and tactical planning of human resources. The course focuses on the formulation and implementation of human resource strategy to enable business organizations to gain and sustain competitive advantage. The topics covered focused on trends affecting strategic HRM, human resources as a source of competitive advantage, the changing role of human resources management, strategic HR planning and linking strategy to human capital needs.

HR699 – Thesis – (Prerequisite: 24 Credit Hours)

A research supervised work based on approved topic in Human Resources Management field. This course is considered a capstone in the MHR programme. It provides an opportunity to the students to conduct an independent learning and research work based on structured methodology. The dissertation focuses on senior level skills to be addressed in terms of progressive intellectual discourse including research problem identification, research methodology, literature review, data analysis, research conclusion and recommendations. The final production of manuscript is subject to public defense and evaluated based on written and oral presentation.

Programme Elective Courses

BA654 - Leadership and Organizational Behavior – (Prerequisite: None)

This course is designed to expose HRM Master Students to theoretical and practical perspectives of leadership and organizational behavior. The course is intended to provide students with critical thinking in a variety of leadership styles and human behavioral patterns. This encompasses micro level (interpersonal and small group) and macro level (inter-organizational) interactions. This Master level course examines the advanced topics, models, and contemporary research on leadership and organizational behavior such as: leaders and innovation, group and team dynamics, organization culture and organizational diversity.

BA661 - Entrepreneurship – (Prerequisite: None)

The course provides the students with a comprehensive examination of the key features of entrepreneurship. This course guides master student to better apply, synthesis and evaluate the entrepreneurship process. Topics include exploration and screening new business opportunities, assessing entrepreneurial team competencies and capabilities, product/service launch, funding possibilities and appropriate exit strategies. The course provides a combination of theoretical and hands-on learning through case studies from real business situations around the globe generally and Middle East and North Africa Countries (MENA) particularly.

HR640 - Civil Service Management – (Prerequisite: None)

This course is designed to provide students with the knowledge and skills needed to manage and lead civil services organizations. Formulating strategies and policies, diagnosing and solving problems, building teams, changing organizational culture, restructuring operations and services and controlling and evaluating civil services organizations, are all topics that are reviewed and analyzed throughout the course. Most of the reviewed topics will be directly applied to the Civil services organizations in the kingdom of Bahrain.

HR641 - Performance Management – (Prerequisite: None)

This course offers a contemporary view of Performance Management (PM); it focuses on both conceptual understanding and practical application of how to manage the performance of people within organizations. The course familiarize students with topics as, the importance and objectives of PM, the relation between job analysis and PM, strategic planning as a preliminary step for designing an effective PM process, different steps of PM process. Additionally, the course views the performance appraisal process, its different methods, problems and offer solutions to performance problems. Finally, the course views the link between PM process and reward system within the organization.

HR642 - Career Planning – (Prerequisite: None)

The course is designed to provide master students with a comprehensive learning of the issues related to build and develop their career path in Business organizations. Through a process of a self-exploration, the student will discover his/her interests, competencies, potential capabilities, and past experiences to build on his/her professional future career. The course topics focus on career decision making, Informational Interviewing & Job Shadowing, Job Search Strategies, Researching Companies, Resume Writing, interviewing, and making plans.

HR643 - Negotiation Management – (Prerequisite: None)

This course introduces students to fundamental concepts relevant to effective negotiation in different business and professional settings. Emphasis is placed on understanding and improving communication, conflict and negotiation management skills. The course will start with a conceptual framework of negotiation: concepts, processes, strategies, and ethical issues related to negotiation within organizations. The course progresses towards exploring a variety of topics as theories related to conflict and negotiation, managing conflict effectively, different types of negotiation techniques and skills designed to help maintain healthy business relationships.

HR691 - Special Topics in Human Resource Management – (Prerequisite: None)

This course is designed to explore contemporary topics in Human resources management. The course will help students in understanding and analyzing the role that Human resource management play in implementing a number of contemporary concepts successfully within an organization. The course will focus on topics as achieving competitive advantage, total quality management, empowerment, and intellectual capital. Other topics such as career planning, learning organizations and the effect of globalization on human resources strategy will be viewed and analyzed.

Master in Accounting and Finance

Programme Coordinator: Dr. Mohammed Qeshta

Fifth Floor, Room No. 522

Office: 16036506

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Programme Details

Programme Title	**Master in Accounting and Finance**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Master Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. Provide the graduate with critical knowledge and understanding of specialized theories and contemporary issues and methods in accounting, finance and scientific research to contribute effectively to the achievement of qualitative development at the professional and community levels in an environment characterized by rapid changes and uncertainty.
2. Prepare a graduate capable of applying contemporary theories, techniques and specialized scientific research methodologies, carrying out advanced studies to investigate the complex problems in the business environment relevant to accounting and finance and developing creative solutions for them.
3. Develop the graduate's skills in critical thinking and analysis of financial and non-financial information, interpretation and creative assessment of new issues and problems to help the businesses enterprises formulate and implement their strategies.
4. Enable the graduates to use skills at a professional level in an unpredictable and unclearly defined work environment to communicate effectively with others and to work in groups while sustaining responsibility towards others.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	1 Year
Maximum Study Period	8 Semesters
Total Credit Hours	36 Credit Hours
Number of Courses	10 Courses + Thesis

Study Plan

First Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MAF624	Advanced Management Accounting	3	-
MAF650	Advanced Financial Management	3	-
MAF691	Scientific Research Methods and Applied Statistics for Accounting and Finance	3	-

First Year – Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MAF603	Advanced Corporate Reporting	3	-
MAF653	Investment Portfolio Management	3	-
-	Program Elective (1)	3	-

Second Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MAF658	Financial Risk Analysis and Management	3	-
MAF631	Advanced Tax Accounting	3	-
MAF604	Advanced Financial Analysis	3	-

Second Year - Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
-	Program Elective (2)	3	-
MAF699	Thesis	6	MAF 691 + 24 Credit Hours

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
MAF624	Advanced Management Accounting	3	
MAF650	Advanced Financial Management	3	
MAF691	Scientific Research Methods and Applied Statistics for Accounting and Finance	3	
MAF603	Advanced Corporate Reporting	3	-
MAF653	Investment Portfolio Management	3	-
MAF658	Financial Risk Analysis and Management	3	-
MAF631	Advanced Tax Accounting	3	-
MAF604	Advanced Financial Analysis	3	-
MAF699	Thesis	6	MAF 691 + 24 Credit Hours

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
MAF651	Entrepreneurial Finance	3	-
MAF654	Islamic Finance	3	-
ECO601	Managerial Economics	3	-
MAF660	Advanced Audit	3	-
MAF671	Advanced Accounting Information Systems	3	-

Courses Description

Programme Compulsory Courses

MAF624 – Advanced Management Accounting – (Prerequisite: None)

This course is designed to provide the student with the critical knowledge and professional skills necessary to evaluate and apply the specialized concepts and contemporary techniques in management accounting in various business contexts to enable the management to make decisions related to planning, monitoring and evaluation of the organization's performance and strategic development. The course covers the following topics: sales mix and limited resources, decision making under risk and uncertainty, target cost and pricing of goods and services, capital budgeting, Responsibility accounting and performance evaluation, customer profitability analysis, quality costing, balanced scorecard, inventory management, and product life cycle costing.

MAF650 – Advanced Financial Management – (Prerequisite: None)

This course is designed to provide the student with critical knowledge and understanding of the specialized concepts and theories in financial management. The course covers the following main topics: capital markets and market efficiency, short-term financing and working capital management: cash management, Inventory management and trade receivables management, long-term financing: equity and debt financing, advanced cases in valuing investments: capital structure theories, cost of capital, dividend theories and policies, mergers and acquisitions.

MAF691 – Methods of Scientific Research and Applied Statistics for Accounting and Finance – (Prerequisite: None)

This course is designed to provide the student with critical knowledge and understanding of investigative methods and professional skills necessary to apply scientific research methods and applied statistics to carry out discreet scientific research to address complex accounting and financial problems in the business environment. This course deals with a number of topics including: philosophy and ethics of scientific research; Identifying the research problem and developing the objectives. The course also covers the methodology of scientific research, data collection tools and applied statistical methods suitable for data analysis using modern statistical packages.

MAF603 – Advanced Corporate Reporting – (Prerequisite: None)

This course is designed to provide the student with critical knowledge and core concepts in advanced corporate reporting. The course covers: the conceptual framework for financial reporting, disclosure of equity-based payments, disclosure of insurance contracts, disclosure of non-current assets held for sale and discontinued operations, disclosure of mineral resources prospecting and submission, fair value disclosure, financial reporting fraud: earnings management, risk disclosure, sustainability disclosure, graphical and photographic reporting, corporate reporting in the Kingdom of Bahrain.

MAF653 - Investment Portfolio Management – (Prerequisite: None)
This course is designed to provide the student with critical knowledge and specialized understanding of investment analysis and portfolio management. The course covers the following topics: portfolio return and risk, diversification and portfolio risk, efficient portfolio selection models, capital asset pricing model, weighted pricing theory, multi-factor model, management of stocks portfolio, bonds portfolio, and investment funds, valuation portfolio performance, financial derivatives, foreign investment portfolio.

MAF631 – Advanced Tax Accounting – (Prerequisite: None)
This course is designed to provide students with critical knowledge and fundamental concepts in tax accounting. The course covers: taxable and non-taxable income, taxable and unacceptable expenses, income tax on salaries, wages and similar incomes, income tax on taxpayers with regular accounts, methods of payment of tax and fines, general sales tax, value added and tax evasion.

MAF658 - Financial Risk Analysis and Management – (Prerequisite: None)
This course is designed to provide students with critical knowledge and specialized understanding of financial risk analysis and management. The course covers a range of topics including: introduction to probabilities and descriptive statistics, types of financial risk, analysis and management of credit risk, liquidity risk, interest rate risk, currency exchange risk, ownership risk, money laundering risk, financial engineering and its role in risk management, capital adequacy risk in conventional and Islamic banks.

MAF604 - Advanced Financial Analysis – (Prerequisite: None)
This course is designed to provide the student with critical knowledge and professional skills in financial analysis. This course covers the following topics: financial statement analysis, financial analysis tools and methods, statement of financial position analysis, income statement analysis, cash flow statement analysis, credit analysis for short and long term lending purposes, profitability analysis, corporate valuation, and financial forecasting.

MAF699 – Thesis – (Prerequisite: MAF691 + 24 Credit Hours)
This course is designed to prepare the student for planning and carrying out a supervisory-based master thesis in accounting and /or finance. The thesis is prepared following the specialized steps of scientific research. The student is expected to use higher-level skills to critically evaluate information to investigate a complex problem and devise innovative solutions. This is done through a structured methodology, literature review and analysis of relevant data, to arrive at appropriate research conclusions and recommendations that will hopefully contribute to qualitative development at both: the professional and community levels. The final version of the thesis is subject to public defense and its assessment is based on the written and oral presentation, which is prepared in accordance with the Thesis Guide at Applied Sciences University.

Programme Elective Courses

MAF651 - Entrepreneurial Finance – (Prerequisite: None)

This course aims to provide the student with critical knowledge and specialized understanding of entrepreneurial finance. The course covers the following topics: characteristics and importance of entrepreneurial projects, sources of finance, revenue forecasting, financial needs assessment, methods of determining financial value, risk and reward sharing, exit strategies, and financing of entrepreneurial projects in the Kingdom of Bahrain.

MAF654 - Islamic Finance – (Prerequisite: None)

This course is designed to provide the student with critical knowledge and fundamental concepts in Islamic finance. The course covers: the concept and characteristics of Islamic finance, sources and uses of funds, Islamic financing modes and associated risk: Murabaha, Ejara, Musharakah, Mudarabah, Salam and Istisna'a. It also discusses the regulatory and legislative framework of the Islamic financial industry, and the governance, Shari'a supervision and social responsibility in Islamic banks.

ECO601 - Managerial Economics – (Prerequisite: None)

This course is designed to provide the student with critical knowledge of specialized theories and fundamental concepts related to managerial economics. The course covers the following topics: costs, demand, pricing, market structure in economic systems, strategic planning, market equilibrium under different competition conditions, and analysis of economic forecasts.

MAF660 - Advanced Audit – (Prerequisite: None)

This course is designed to provide the student with critical knowledge and understanding of contemporary issues and specialized concepts in auditing. The course covers the following topics: community need for audit, auditor independence, professional skepticism, financial statements fraud and auditor's responsibility, audit quality and earnings management, quality control of audit using artificial intelligence techniques and Sigma 6 approach, designing and testing internal control systems, analytical audit procedures, and completion of audit process, audit reports, environmental and social audits.

MAF671 - Advanced Accounting Information Systems – (Prerequisite: None)

This course aims to provide the student with critical knowledge in accounting information systems. The course covers the following topics: The strategic role of accounting information systems in adding value to the organization, documenting accounting information systems: document flow chart, control and accounting information systems, control objectives of information and technology framework (COBIT), audit of computerized accounting information systems, databases using the entity and relationship model (REA), systems design and implementation, development and analysis of accounting information systems, strategies for the development of accounting information systems.

College of

Law

Dear students,

Applied Science University established the College of Law as a part of its contribution to the advancement of University Education and Scientific Research in our beloved Kingdom of Bahrain. The University acknowledges that a knowledge society is a society that nurtured by its Legal Knowledge. Legal Knowledge seeks to educate individuals on how the law intersects with everyday life and how they confront the cases and disputes that may be raised against them before the judiciary and enlightens them of their rights and duties. College of Law provides its alumni with all the Legal Science Elements through Legal Courses that combine theory and practice. The College graduates every 4 years a new batch to hold the torch of Legal Enlightenment.

The College gained the confidence and quality in the Bachelor in Law by the Education and Training Quality Authority (BQA) in 2012 and 2015. The Degree Programme was placed on the National Framework of Qualifications (NFQ) in 2018. Afterwards, the College extended the Legal Bridges to expand its role in advancing society when it started to teach Master in Law in 2005 and the Master in Commercial Law in 2007. The College contributes to the Advancement of Education and Scientific Research in the Kingdom and works to deliver new Programmes in cooperation with prestigious regional and international universities. I hope that God may grant me the success to contribute to these college endeavours actively.

Dean of the College of Law

College Compulsory Courses:

Course Code	Course Title	Credit Hours	Prerequisite
LAW 111	Introduction to Law	3	-
LAW 201	Methods of Scientific & Legal Research	3	30 Credit Hours
NLAW 221	Principles of Commercial Law	3	LAW 111
NLAW 251	Constitutional Law I	3	LAW 111
NLAW 261	Public International Law	3	LAW 111
NLAW 341	Administrative Law I	3	NLAW 252
LAW 131	Criminology and Punishment	3	LAW 111

Courses Description

College Compulsory Courses

LAW 111 - Introduction to Law - (Prerequisite: None)

The course consists of two main sections: the first section is the theory of law, its concept, objectives, sections, divisions, sources and scope of application, the second section is the theory of the right, its definition, its types, its elements, and its sources and the place of the right and its protection.

LAW 131 - Criminology and Punishment - (Prerequisite: LAW 111)

This course deals with the study of criminology, crime and criminal, and the most important factors and methods of research in criminology to reach the causes of criminal phenomenon and the most important modern trends in the interpretation of the criminal phenomenon, as well as the concept of study of the science of punishment, sanctions and their characteristics types and precautionary measures and the most important types of penal institutions.

LAW 201 - Methods of Scientific and Legal Research - (Prerequisite: 30 Credit Hours)

This course includes the following:

The course includes an overview of legal research, its concept and methods, starting from the stage of preparation and selection of the research topic, the stage of collecting sources and references, the stage of reading and contemplation, the stage of legal writing, and finally the stage of printing and discussion.

NLAW 221 - Principles of Commercial Law - (Prerequisite: LAW 111)

This introductory course in Commercial Law addresses a wide range of topics and issues which are essential for understanding the way the law is used to regulate

business and commerce. Topics include: the principles of Commercial Law, their emergence and development, and the definition and scope of Commercial Law.

The course also focuses on searches of the commercial register and titles and encompasses the need to avoid illegal competition. Students also learn about various kinds of commercial contracts with reference to their provisions and types.

NLAW 261 - Public International Law - (Prerequisite: LAW 111)

The course deals with the main concepts, theories and principles of Public International Law. It defines Public International Law and explores its emergence, nature, basis, sources, and its relation with internal laws, by focusing the light on the essential elements of State. The course deals also with international recognition, international treaties and the Law of the Sea.

NLAW 341 - Administrative Law I - (Prerequisite - NLAW 252)

The course deals with the definition of administrative law, its description, its origin, its characteristics, its sources, the basis of administrative organization, its methods, the administrative activity, the administrative control and public utilities.

NLAW 251 - Constitutional Law I - (Prerequisite: LAW 111)

The course deals with the study of the state, its pillars, characteristics, origin, and types of states. It also includes a study of the principle of the legal state and its applications in the Bahraini constitution. In addition to studying the government, its types, the electoral systems, and the position of the Bahraini legislator on it. As well as studying the principle of separation of powers and contemporary political systems, and the Bahraini political system. Then study the general principles of constitutional law in terms of their essence, methods of establishing constitutions and their types, ways to achieve the supremacy of the constitution, and the cases that lead to its cancellation and amendment.

Bachelor in Law

Programme Coordinator: Dr. Samer Alduros
College of Law, Room No. A110
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Programme Details

Programme Title	**Bachelor in Law**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

The Bachelor in Law Programme aims to achieve the following:

1. Preparing a profound alumnus to succeed professionally in the legal field.
2. Preparing an alumnus who is well-informed of the law fields and specialised mental, practical and transformative skills that qualify him to enter the labour market and contribute to society's service and development.
3. Preparing a qualified alumnus in applying legal research methods, continuous education and dealing with modern technologies, and pursuing higher studies.
4. Preparing a responsible and committed alumnus to the ethics of the legal profession and respectful to justice and religious, ethical and patriotic values.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 Years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	45 Courses

Study Plan

First Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ENG 101	English Language I	3	-
ARB101	Arabic Language	3	-
HR 106	Human Rights	3	-
LAW 181	Introduction to Islamic Law	3	-
LAW 111	Introduction to Law	3	-

First Year – Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
CS 104	Computer Skills	3	-
HBH 105	Bahrain Civilization & History	3	-
-	University Elective Courses	3	-
ENG 102	English Language II	3	ENG 101
BA 161	Introduction to Entrepreneurship	3	-
LAW 131	Criminology and Punishment	3	LAW 111

Second Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
NLAW 221	Principles of Commercial Law	3	LAW 111
NLAW 251	Constitutional Law I	3	LAW 111
NLAW 211	Sources of Obligation	3	LAW 111
NLAW 231	Public Penal Law	3	LAW 131
NLAW 281	The Provisions of Marriage and Separation in Islam	3	LAW 181

Second Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
LAW 201	Methods of Scientific & Legal Research	3	30 Credit Hours
NLAW 232	Private Penal Law - Part I	3	NLAW 231
NLAW 212	Rules of Obligation	3	NLAW 211
NLAW 261	Public International Law	3	LAW 111
NLAW 252	Constitutional Law II	3	NLAW 251

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
NLAW 331	Private Penal Law - Part II	3	NLAW 232
NLAW 311	Nominated Contracts (Sale and Rent)	3	NLAW 212
NLAW 381	Inheritance, Wills & Waquf	3	NLAW 281
NLAW 341	Administrative Law I	3	NLAW 252
NLAW 312	Labor Law and Social Securities	3	NLAW 212
-	Programme Elective – Group 1	3	-

Third Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
NLAW 342	Administrative Law II	3	NLAW 341
NLAW 332	Procedure of Criminal Law	3	NLAW 331
NLAW 382	Fundamentals of Islamic Jurisprudence	3	NLAW 381
NLAW 314	Insurance Contracts and Guarantee	3	NLAW 311
LAW 371	Public Finance and Taxation	3	NLAW 341
-	Programme Elective – Group 1	3	-

Fourth Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
NLAW 411	Private International Law	3	NLAW 311
NLAW 432	Practical Applications in the Criminal Litigation	3	NLAW 332
NLAW 413	Real & Subordinate Rights	3	NLAW 311
NLAW 412	Civil and Commercial Code of Procedure	3	NLAW 311
NLAW 421	Commercial Companies and Bankruptcy Law	3	NLAW 221
-	Programme Elective – Group 2	3	-

Fourth Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
NLAW 441	Administrative Judicial System	3	NLAW 342
NLAW 414	Compulsory Execution & Evidence	3	NLAW 412
LAW 401	Internship	3	NLAW 332 & 90 Credit Hours or & NLAW 412 Credit Hours 90
NLAW 416	Practical Applications in Civil and Commercial Litigation	3	NLAW 412
NLAW 422	Commercial papers	3	NLAW 221
-	Programme Elective – Group 2	3	-

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
NLAW 211	Sources of Obligation	3	LAW 111
NLAW 212	Rules of Obligation	3	NLAW 211
NLAW 311	Nominated Contracts (Sale and Rent)	3	NLAW 212

Course Code	Course Title	Credit Hours	Prerequisite
NLAW 421	Commercial Companies and Bankruptcy Law	3	NLAW 221
NLAW 312	Labor Law and Social Securities	3	NLAW 212
NLAW 422	Commercial papers	3	NLAW 221
NLAW 412	Civil and Commercial Code of Procedure	3	NLAW 311
NLAW 413	Real & Subordinate Rights	3	NLAW 311
NLAW 411	Private International Law	3	NLAW 311
NLAW 314	Insurance Contracts and Guarantee	3	NLAW 311
NLAW 432	Practical Applications in the Criminal Litigation	3	NLAW 332
NLAW 416	Practical Applications in Civil and Commercial Litigation	3	NLAW 412
NLAW 231	Public Penal Law	3	LAW 131
NLAW 232	Private Penal Law - Part I	3	NLAW 231
NLAW 331	Private Penal Law - Part II	3	NLAW 232
NLAW 342	Administrative Law II	3	NLAW 341
LAW 371	Public Finance and Taxation	3	NLAW 341
NLAW 252	Constitutional Law II	3	NLAW 251
NLAW 414	Compulsory Execution & Evidence	3	NLAW 412
NLAW 441	Administrative Judicial System	3	NLAW 342
NLAW 332	Procedure of Criminal Law	3	NLAW 331
LAW 401	Internship	3	NLAW 332 & 90 Credit Hours or & NLAW 412 Credit Hours 90
LAW 181	Introduction to Islamic Law	3	-
NLAW 382	Fundamentals of Islamic Jurisprudence	3	NLAW 381
NLAW 281	The Provisions of Marriage and Separation in Islam	3	LAW 181
NLAW 381	Inheritance, Wills & Waquf	3	NLAW 281

Programme Elective Courses

(12 Credit Hours / 6 Credit Hours Group1 - 6 Credit Hours Group2)

GROUP (1)

Course Code	Course Title	Credit Hours	Prerequisite
NLAW 313	History of Law	3	LAW 111
NLAW 362	Humanitarian International Law	3	NLAW 261
NLAW 333	National Security Crimes	3	NLAW 231
NLAW 334	Economic & Electronic Crimes	3	NLAW 331
NLAW 372	Principles of Economics	3	LAW 111
NLAW 301	Professional Ethics and Occupational Liability	3	NLAW 212

GROUP (2)

Course Code	Course Title	Credit Hours	Prerequisite
NLAW 425	Maritime Law	3	NLAW 221
NLAW 451	Judicial Constitution	3	NLAW 252
NLAW 427	Arbitration in Civil and Trade Cases	3	NLAW 412
NLAW 417	Law of Nationality and Aliens Status	3	NLAW 411
NLAW 415	Intellectual Ownership	3	NLAW 212
LAW 424	Commercial Electronic Law	3	NLAW 311

Courses Description

Programme Compulsory Courses

LAW 181 - Introduction to the Islamic Law - (Prerequisite: None)

This course includes the legal status of the Arabs prior to Islam and its comparison with Islamic law, then the definition of Islamic jurisprudence and its characteristics, the study of the total and partial rules of jurisprudence, and the time-frames of Islamic legislation and sources of Islamic law and origin and dependency, the ownership of the complete and partial property and the contract and its types.

NLAW 211 - Sources of Obligation - (Prerequisite: LAW 111)

This course deals with what is called in Bahraini civil law "resources of personal rights". It tackles, in a general introduction, the definition of Civil Law, its different topics and the basics of its general directions. Also, it covers some of the voluntary sources of obligation, such as the contract, its definition, elements, conditions, validity, interpretation, effects and termination; the individual will as a general

source of obligation; and the promise of a reward as the most significant practice of the theory of individual will. Moreover, it comprises non-volunteer sources, the most important of which is the harmful deed (illegal action) in terms of the responsibility of the individual for his/her own actions and/or others' actions; efficient deeds (wealth without reason) on a general basis, including preferences and paying what is not required, which is considered to be a practice of the theory of being wealthy without reason; and, finally, law as a direct resource for commitment.

NLAW 212 - Rules of Obligation - (Prerequisite: NLAW 211)

This course includes the following:

1. Execution of the obligation: the in-kind implementation of the obligation (optional, compulsory) and enforcement in return or through compensation (judicial compensation, contractual compensation, legal compensation).
2. Modified descriptions of the effects of obligation (condition and term, multiple obligation, the multiplicity of parties to the obligation).
3. The transition of obligation (transfer of rights, transfer of debt).
4. The expiration of the obligation (by fulfilment, equivalent to fulfilment, concurrent consideration, renewal, substitution, clearing, debt union, non-fulfilment: discharge, the impossibility of execution, obsolescence).

NLAW 231 - Public Penal Law - (Prerequisite: LAW 131)

This course includes the description of the Penal Code, its objectives and its development, the definition of the crime, its types, the study of its elements, the participation in the crime and the reasons for its permissibility. The study of criminal penalty theory sanctions and precautionary measures.

NLAW 232 - Private Penal Law – Part I - (Prerequisite: NLAW 231)

This course is considered to be a detailed study of some of the offences against the right of humans to life, namely murders, their different kinds, aggravating and mitigating circumstances. Also, it covers offences against the right of humans to the safety of their bodies, including the crimes of abuse, and their aggravating and mitigating circumstances. This course also deals with the most critical crimes against ethics and morals, including the crimes of adultery, rape, and indecent assault, and crimes against dignity and reputation.

NLAW 252 - Constitutional Law II - (Prerequisite: NLAW 251)

This course deals with the study of the constitutional system in the Kingdom of Bahrain through its historical development, in addition to the composition of the executive authority, the legislative authority, the judiciary, its functions and basic constituents, as well as the rights, freedoms and public duties contained in the Bahraini constitution, as well as studying the principle of separation of powers, its reality and relationship Between the legislative and executive powers in the Bahraini constitutional system, and overseeing the constitutionality of laws and regulations in the Kingdom of Bahrain.

NLAW 281 - Provisions of Marriage and Separation in Islam - (Prerequisite: LAW 181)

This course includes the definition of the marriage contract, its enactments, its legitimacy, its ruling, its types, and its rights - and the distinction between the spouses and its sections and provisions.

NLAW 311 - Nominated Contracts (Sale and Rent) - (Prerequisite: NLAW 212)

This course consists of two sections:

The first section: The Sales Contract; it includes the definition of the sales contract and its characteristics, the distinction between this type of contract and the other contracts, how to hold it, its elements and the implications thereof in terms of the rights and obligations of both the seller and the buyer, and finally it covers some types of sales such as selling in in the event of death or sickness, selling of choses in action, selling the legacy and selling in case of illness or death.

The second section: The lease contract; includes its description, how to conclude it, its evidence and the implications thereof in terms of the rights and responsibilities of both the lessor and the lessee, and finally, it involves some types of rent, such as rent of agricultural lands and waquf.

NLAW 312 - Labor Law and Social Securities - (Prerequisite: NLAW 212)

This course deals with the general principles of labour law in terms of its definition, significance, development, its international organization, the sources of its independence and the scope of its

application. It also includes the personal labour contract, its elements, how to hold it, its duration and its effects. Furthermore, it also handles the legal organization of group work relationships, especially collective work agreements, labour unions, the settlement of collective work disputes and social insurance law, focusing on the rules related to the types of insurances applicable in the Bahrain (e.g.elderly people, incapacity, death, work injury) and sources of financing these types of insurance.

NLAW 314 - Insurance Contracts and Guarantee - (Prerequisite: NLAW311)

1. Insurance Contract: This course clarifies the meaning of insurance and its definition, clarifying its legal characteristics and types, distinguishing between insurance from damages and insurance from individuals, then the definition of insurance on items and civil liability insurance, then studying of the methods of concluding the insurance contract from the legal and practical point of view, and the insurance policy, its history and interpretation, the appendix and effects of the insurance policy and the study of the parties to the insurance contract (insured, beneficiary and grantee).

Their respective obligations and the insured risk thereof, the amount of insurance and the expiry of the insurance contract and its obsolescence.

2. The guarantee contract: is one of the personal insurance contracts. We approach the study of this contract by introducing it, explaining its characteristics, and comparing it with some other contracts.

NLAW 331 - Private Penal Law – Part II - (Prerequisite: NLAW 232)

This course is an advanced study of crimes against the duties of public office which include the crime of bribery and related offenses, the crime of embezzlement and damage to public money, as well as crimes against public trust, which include crimes of counterfeiting the currency and the crime of forging papers, as well as crimes against the funds, which include crimes of theft and fraud and breach of trust and crimes associated with them.

NLAW 332 - Procedure of Criminal Law - (Prerequisite: NLAW 331)

This course deals with the definition of the procedure of criminal law and its relationship with other areas of law and procedural regulations, and the public lawsuit in terms of its parties, its action, conditions and causes of expiry. As well as the rules of jurisdiction, nullity and evidence. And finally, the study of criminal provisions during the stages of the investigation, inference, preliminary investigation and trial, the study of criminal provisions and the methods of appealing.

NLAW 342 - Administrative Law II - (Prerequisite: NLAW 341)

This course encompasses administrative decisions in terms of their definition, elements, the criteria upon which they are distinguished from other businesses, elements, types, validity, implementation and expiry. Also, it covers the administrative contract in terms of its definition, elements, methods of its conclusion, types, management authorities towards the contracted and the obligations of the contracted towards the administration, the rights of the contractor with respect to the administration and the expiry of the administrative contract. Furthermore, it includes the general situation in terms of the concept and the definition of the public employee in Bahrain, in terms of its components, the nature of the relationship between the employee and the state, the conditions of appointment to a public job, the duties of the employee, his/her rights, conditions of employment and termination of employment. Finally, it deals with public funds in terms of their identity, characteristics, uses and protection.

LAW 371 - Public Finance and Taxation - (Prerequisite: NLAW 341)

The course deals with the financial activity of the country by showing how the country obtains its financial resources and how these resources are spent, within the framework of Bahraini legislation and comparative legislation. The course also includes the definition of public finance in terms of its concept, origin, development and its relation to other sciences, and the study of public expenditure in terms of its definition, elements, and its various divisions, and the phenomenon of increasing public expenditure, and public expenditure control, and to determine the economic effects of public expenditures, and the role of public expenditure in achieving the

objectives of economic policy. It explains the main sources of public revenues, which are the public property of the country, country's expenses, taxes and public loans and the new cash issuance. The course also deals with the general budget of the country in terms of definition, principles and various stages (preparation stage - accreditation stage - implementation phase), as well as supervision of budget implementation.

NLAW 381 - Inheritances, Wills and Waquf - (Prerequisite: NLAW 281)

This course includes the definition of the provisions of inheritances, wills and waquf, its causes, conditions and sections, and how to distribute the legacy and the validity of the commandment waquf.

NLAW 382 - Fundamentals of Islamic Jurisprudence - (Prerequisite: NLAW 381)

This course includes the definition of the fundamentals of jurisprudence as a compound and legal science, and the study of Islamic jurisprudence in the sections of the mandate and positivism, and the grammar and originality, copying and jurisprudence.

LAW 401 – Internship - (Prerequisite: 90 Credit Hours + NLAW412 OR NLAW332)

This course focuses on training the students in one of the legal communities, to enable students to translate the theoretical ideas, they have learnt through the study of some of the courses in the college into practice, reflecting the mechanisms of dealing with and handling lawsuits, whether civil, commercial or criminal. This leads to achieving the desired objectives of the internship, which are represented by the student's ability to deal with the legal text in terms of practical application, and providing the students with the skills to deal with the client, the suit, the court and the opponent.

This enables the student to move from the purely theoretical material of the course to the practical side, in terms of application. This course requires the student to prepare a special report on their internship, in which the student explains the work that he/she has been trained in, the outcomes of the training and to what extent he/she has benefited from it.

NLAW 411 - Private International Law - (Prerequisite: NLAW 311)

This course defines private international law, its sources, the conflict of laws (the law related to the judgment of relations containing a foreign element), adaptation, obstacles to implementing foreign law, attribution rules in personal status, property rights status, contractual obligations, tort liability, the conflict among the international judiciary (showing the international judiciary connected to the courts of Bahrain), the issue of implementing foreign sentences and the decisions issued by the foreign arbitral institutions.

NLAW 412 - Civil and Commercial Code of Procedure - (Prerequisite: NLAW 311)

This course includes a definition of the Law of Civil Procedure, its development, sources, and its connection with other laws. It also includes the study of the judicial organization in terms of the formation of the courts, the levels of litigation, the judiciary, and the rules of jurisdiction. It also addresses the case theory, the study of litigation, and the study of judicial awards and methods of appealing.

NLAW413 – Real and Subordinate Rights - (Prerequisite: NLAW 311)

This course includes the following:

Section 1: This section includes the study of the rights in kind, the property rights, the equitable ownership, usufruct rights, uses rights, residence rights and easement rights in terms of the concept and characteristics of each right and how to acquire, protect and terminate it.

Section 2: This section includes the in-kind dependency, the insurance mortgage, the possessory mortgage and the franchising in terms of the concept of each right, how it has been created, its effects and its termination.

NLAW 414 – Compulsory Execution and Evidence - (Prerequisite: NLAW 412)

This course includes the general provisions of the theory of evidence (data) through the statement of the essence of evidence, its importance and its different doctrines, then the general rules in the independence and impartiality of the judiciary and the right of evidence and the burden of evidence and the place of evidence, then the methods of proof starting with reporting and then the certificate, evidence and the authoritative command ordered and the acknowledgement and questioning of opponents, take the oath and finally the review and proficiency. The second part of this course includes the general provisions in forced implementation and its definition, the implementing authority, the elements of the substantive and procedural implementation process, and then how to implement the movable and immovable property of the debtor and how to distribute the implementation proceeds.

it demonstrates the implications and finally it studies the manner of expiration of the bail contract.

NLAW416 - Practical Applications in Civil and Commercial Cases - (Prerequisite: NLAW 412)

This course deals with the retrieval of theoretical principles in the civil law of evidence and pleadings, which paves the way for practical applications in the field of the above-mentioned laws, and then the introduction to judicial judgments in terms of introducing their analysis and how to review and refute them and the legal principles that it has adopted, and how to prepare the regulations of the case whoever may properly be sued therein In different stages of the judiciary, primary,

appellate and discriminatory as well as the art of pleading before the courts and the proceedings in various aspects and then offer judicial applications on certain contracts such as sale, rent, insurance and acquisition.

As well as determining the legal status of the foreigner and presenting the judicial applications that clarify the international jurisdiction of the Kingdom of Bahrain, and the acquisition of the foreign judgment in the executive version.

NLAW 421 - Commercial Companies and Bankruptcy Law - (Prerequisite: NLAW 22)

The study methodology of this course includes the following: Definition of commercial companies and their importance and characteristics, and research in the general provisions of the companies in terms of the general and special general elements as well as the formal structure of the company contract, and how the company is dissolved and liquidated and the provisions relating to the Solidarity Company, Limited Liability Company, Joint Venture Company, Public Shareholding Company, Joint stock Company and Limited Liability Company in terms of establishment, management and termination.

The course also deals with the definition of the bankruptcy system, its concept and characteristics, the basis of bankruptcy, bankruptcy conditions and the effects of bankruptcy and termination.

NLAW 422 - Commercial Papers - (Prerequisite: NLAW 221)

The study methodology of this course includes the following: Definition of commercial papers in terms of characteristics, functions, differentiation between commercial papers and securities, transferrable values and banknotes. The course also includes the types of commercial papers: how to create them, how to accept them, how to fulfil them, how to trade them and refrain from fulfilling.

As well as the promissory note: how to create it, how to accept it and how to trade it, how to fulfil, how to decline, and how not to fulfil it. And finally, the check, its creation, its types, its distinction, the bill of exchange and the promissory note, concurrent consideration, how to fulfil the check, how to trade it and distinguish it from other papers.

NLAW 432 -Practical Applications in Criminal Cases - (Prerequisite: NLAW 332)

The course deals with the fundamentals and art of legislative drafting, as well as the legal writing, judicial work, judicial control and legal principles, and practical applications in criminal judicial work through training trials and preparation of various legal documents.

NLAW 441 - Administrative Judicial System - (Prerequisite: NLAW 342)

This course includes a study of the principle of legitimacy, how to apply it, and the subjection of the public administration to the law. It also deals with the written and non-written sources of legitimacy, and also deals with balancing the principle of

legitimacy by studying the theory of discretionary authority, the theory of exceptional circumstances, the theory of acts of sovereignty, as well as introducing the systems of judicial oversight over the work of the public administration and the lawsuit of annulment and its characteristics and the effects of the ruling for cancellation in Bahraini law, in addition to the conditions. The formality of the cancellation lawsuit known as the conditions for accepting the case, the substantive conditions known as the reasons for the cancellation, the study of the compensation lawsuit, the basis for state responsibility and its applications in Bahrain, and the procedures for filing a cancellation lawsuit and ruling thereon.

Programme Elective Courses

Group 1

NLAW 301 - Professional ethics and occupational liability - (Prerequisite: NLAW 212)

This course consists of two parts:

The first section: ethics of legal professions: deals with the ethics of legal professions such as the profession of judge, lawyer and public prosecution and the importance of these ethics, and the ethical controls associated with each legal profession, and models of professional ethics and morals.

The second section: professional liability: deals with the legal responsibility of the legal profession for professional errors, such as the legal liability of the lawyer, the judge and the judicial aides such as the record, the expert and the notary, and the copies of this responsibility and its legal provisions.

NLAW 313 - History of Law - (Prerequisite: LAW 111)

This course is for those interested in studying the origin of the legal basis, the justifications of its rise, and the systems that prevailed in primitive societies, such as the patriarchal system, the rule of force and other systems that were prevalent at the time. It also tackles the most important of the old laws 31 that have had a clear impact on contemporary ordinances. Perhaps the most notable of these old laws in this regard are the laws that existed in Mesopotamia, such as the Code of Ishtar, the law of Aishnohna and the Code of Hammurabi. In addition, this course includes the study of Roman law in terms of its origins, development, the stages it underwent, the sources upon which it had relied and the most important provisions of that law.

NLAW 334 - Commercial and Electronic Crimes - (Prerequisite: NLAW 331)

This course is an advanced study of the legal texts of cybercrime, their legal nature, their powers and their penalties, which focuses on electronic crimes and illegal exploitation of credit cards and forgery in information, illegal electronic transfer of funds and crime of money laundering the crime of terrorism financing.

NLAW 333 - National Security Crimes - (Prerequisite: NLAW 231)

This course deals with an advanced study of the most serious crimes against internal and external security, including: the offense of violating the sovereignty, the crime of revealing the secret to the public, the crime of hostile acts against a foreign country, the crime of committing deals with the enemy country, the crime of assaulting the Constitution, the crime of attacking social peace, the crime of assaulting power, and the crime of disobeying government orders.

NLAW 362 - Humanitarian International Law - (Prerequisite: NLAW 261)

This course deals with the concept of international humanitarian law, its origin, its historical development and its Islamic perspective. It also deals with the study of its principles, its legal nature, its sources, its basic props underlying it, and its relationship with international human rights law.

This course also examines the physical scope of international humanitarian law in terms of the study of international and internal conflicts, as well as the personal scope of this law, focusing on victims of armed conflicts, persons and civilian populations, as well as its scope in kind.

This course also examines the mechanisms for putting the international humanitarian law into practice and the role of the International Committee of the Red Cross in this regard, the international responsibility of breaching its rules and the mechanisms of sanctions, and the role of the International Criminal Court "ICC" in this framework. This course also aims to introduce the student to the efforts exerted by the Kingdom of Bahrain to implement the provisions of international humanitarian law.

NLAW 372 - Principles of Economics - (Prerequisite: LAW 111)

The course tackles the definition of the basic concepts of microeconomics and macroeconomics, in terms of the economic problem, its elements, the theory of supply and demand, the factors influencing them, consumer balance, the theory of production, the theory of markets, the economic activity of the national economy as a whole, and relationships linking the overall variables in the economy, such as the gross national product (GNP), national income, total consumption, total savings and total investment. As well as the description of the concept of money and banks and their development and functions, and also addresses the most important economic and monetary problems, namely

inflation, the problem of economic recession and the problem of inflationary inflation.

Group 2

NLAW 415 - Intellectual Ownership - (Prerequisite: NLAW 212)

This course includes the following topics:

1. Study the issue of intellectual property in terms of the origin, concept and scope of intellectual rights and then study the importance of intellectual rights and jurisprudential differences on its definition.

2. Copyright: its concept, the conditions of acquisition of the author's description, the description of copyright, the moral right and financial right of the author.
3. Rights related to Copyright: its concept, its relationship to copyright, the most important types are the rights of performance artists and producers of phonograms and the rights of broadcasting organizations.
4. Patent: its concept, acquisition, property rights within its framework and protection.
5. Industrial Designs: their definition, conditions, registration, ownership and protection.
6. Computer Programmes: the extent to which they can be protected within the framework of industrial property or within the protection of copyright.
7. Brand: Its meaning, nature, conditions, ownership system and legal protection.
8. Commercial address: definition, function and protection.

NLAW 417 - Law of Nationality and Aliens Status - (Prerequisite: NLAW 411)

The course deals with the general theory of nationality in terms of its definition, its types, how to acquire, lose and recover nationality in comparative laws, and study the provisions of the Bahraini Nationality Law of 1963 and its amendments.

The second topic of study is the status of foreigners, in terms of determining the rights enjoyed by foreigners in the Kingdom of Bahrain, their obligations before them, how to enter the Kingdom and the required papers, documents and procedures.

LAW 424 - Commercial Electronic Law - (Prerequisite: NAW 311)

This course deals with the definition of electronic commerce and its growing importance and distinguishing it from the traditional form of the trade. It also deals with How to hold an electronic contract, electronic signature and electronic evidence, electronic payment method and consumer protection in e-contracts.

NLAW 425 - Maritime Law - (Prerequisite: NLAW 221)

This course deals with the issue of maritime law, in terms of its emergence, its subject matter and skills. It also studies the ship as a tool of navigation, identifies important persons in navigational history, identifies ways of making full use of and investing in a ship, discusses maritime accidents suffered by a ship, and, finally, covers marine insurance.

NLAW 427 - Arbitration in Civil and Trade Cases - (Prerequisite: NLAW 412)

This course includes the following:

The arbitration as a means of settling disputes, the form and forms of the dispute, the details of the arbitration agreement and the conditions of its validity, the manner of opening the arbitration dispute and the continuation of its procedures, and the arbitral award in terms of form, content and effects, and finally the implementation of an arbitration.

NLAW 451 - Judicial Constitution - (Prerequisite: NLAW 252)

This course deals with overseeing the constitutionality of laws, regulations, and types of censorship, political and judicial, as well as ways to initiate lawsuits before the judiciary, aspects of oversight over the law in conflict with the constitution, oversight over the constitutionality of laws and regulations in comparative constitutional systems. The Constitutional Court in the Kingdom of Bahrain, the formation of the court and the guarantees of its members, the terms of reference of the Bahraini Constitutional Court, and then the litigation procedures before the court and the effects of the ruling of unconstitutionality.

Master in Commercial Law

Programme Coordinator: Dr. Nasiem Al-Shawawreh
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Programme Details

Programme Title	**Master in Commercial Law**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Master Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. Meeting the needs of the local society and providing alumni with critical knowledge and specialised and innovation skills in the Commercial Law Field to serve the society professionally.
2. Preparing alumni to carry out interpretation, critical analysis, probabilistic reasoning in the Commercial Law Field and relevant emerging legal topics.
3. Encouraging scientific research and innovation in the commercial law field and developing its skills, scientific research methods, methodology and ethics.
4. Refining the scientific capabilities and establishing an innovative climate in Commercial Law in line with professional ethics and social responsibility.
5. Developing communication skills to impart information and complex ideas in Commercial Law Field and working independently in changing contexts.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	1 Year
Maximum Study Period	8 Semesters
Total Credit Hours	36 Credit Hours
Number of Courses	9 Courses + Thesis

Study Plan

First Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ML 601	Legal Research Methodology - In-Depth Studies	3	-
MCL 620	Law of Commerce - In-Depth Studies	3	-
MCL 621	Commercial Companies - in Depth Studies	3	-

First Year – Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MCL 622	Commercial Arbitration - in Depth Studies	3	-
MCL 623	Industrial and Commercial Property Laws - in Depth Studies	3	-
-	Programme Elective 1	3	-

Second Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MCL 624	International Trade Contracts – in Depth Studies	3	-
-	Programme Elective 2	3	-
-	Programme Elective 3	3	-

Second Year - Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MCL 600	Thesis	9	(21) Credit Hours

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
ML 601	Legal Research Methodology - In-Depth Studies	3	-
MCL 620	Law of Commerce - In-Depth Studies	3	-
MCL 621	Commercial Companies - in Depth Studies	3	-
MCL 622	Commercial Arbitration - in Depth Studies	3	-
MCL 623	Industrial and Commercial Property Laws - in Depth Studies	3	-
MCL 624	International Trade Contracts – in Depth Studies	3	-

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
MCL 625	Commercial Papers - In-Depth Studies	3	-
MCL 626	Banking Operations - In-Depth Studies	3	-
MCL 627	Stock Market and Securities Laws - In-Depth Studies E	3	-
MCL 628	Law to Encourage and Protect Competition- In-Depth Studies E	3	-
MCL 629	Maritime Law - In-Depth Studies	3	-
ML 611	Civil Law - In-Depth Studies	3	-
ML 615	Electronic Communications and Transactions Law – in Depth Studies	3	-

Thesis

Course Code	Course Title	Credit Hours	Prerequisite
MCL 600	Thesis	9	(21) Credit Hours

Courses Description

Programme Compulsory Courses

ML 601- Legal Research Methodology - In-Depth Studies - (Prerequisite: None)

The course includes an in-depth study of the conceptual framework of legal research approaches and their categories in the field of legal studies (Theoretical Aspect) by examining the essence of scientific and legal research methods, their categories, march and development, and the distinction between research methods in the social and natural sciences, as well as the curricula application in the field of legal studies and the research mechanisms preparation (Practical Aspect) by examining how to choose the research topic and its case, formulate the research design, use legal scientific research tools and means, and document and synthesise information.

MCL 620 - Law of Commerce - In-Depth Studies - (Prerequisite: None)

The course includes an in-depth legal study of commercial law topics. The course deals with the Bahraini Trade Law in terms of its sources, its scope of application, its relation with other law fields, the legal system for business, and the commercial profession's obligations (General Curriculum). The specific curriculum deals with an in-depth study of a general curriculum topic, such as commercial contracts and transport contract and its meaning and how it is formed and its implications, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

MCL 621 - Commercial Companies - In - Depth Studies - (Prerequisite: None)

This course deals with an in-depth legal study of commercial companies. The course deals with the commercial companies' study in terms of the definition of the company's contract, its forms and its formal and substantive pillars (General Curriculum). The specific curriculum includes choosing a topic for commercial companies and studying it in an in-depth analytical study, such as studying a contract for one of the commercial companies (such as a joint-stock company) in terms of formation, and the effects resulting from the company contract, such as the emergence of a moral person, its management, dismissal and termination, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

MCL 622 - Commercial Arbitration - In - Depth Studies - (Prerequisite: None)

The course includes a general curriculum of a general theory of arbitration study in terms of its nature, types, stages, and its relation to the ordinary judiciary in light of Bahraini law and international and regional agreements and comparative laws. The specific curriculum deals with an in-depth study of a selected topic of the general curriculum, such as appealing methods of the decision and arbitration decision annulment, in terms of the arbitration decision implication, the distinction

between the attribution decision and the judicial decision, and the reasons for annulment stated in the Bahraini Arbitration Law and the UNCITRAL Model Law, and in comparative laws and international agreements, or any topic that the course lecturer deems appropriate and endorses by the concerned department.

MCL 623 - Industrial and Commercial Property Laws - In- Depth Studies - (Prerequisite: None)

The course deals with an in-depth study of industrial and commercial property elements as it is part of intellectual property. The course deals with the study of the industrial and commercial property in terms of its concept, the legal nature of the rights and types, and the historical development of the legal regulation of industrial and commercial property at the level of national legislation or agreements International (General Curriculum). The course also explains and analyses the trademark (Specific Curriculum). The specific curriculum deals with the concept and system of ownership of the trademark and its protection, and its relation to the electronic address and acts of unfair competition, or dealing with any topic within the elements of industrial and commercial property that the course lecturer deems appropriate and approved by the concerned department.

MCL 624 - International Trade Contracts - In - Depth Studies - (Prerequisite: None)

The course includes a general curriculum that deals with an in-depth legal study of the legal system for international trade in terms of its essence, scope and the most important international commercial contracts. The specific curriculum deals with an in-depth analytical study of the United Nations Convention on Contracts for the International Sale of Goods in terms of the scope of application of the agreement, excluded sales, the obligations of the parties, or studying any of the issues of international trade contracts after being approved by the concerned department.

MCL 600 – Thesis (Prerequisite: 21 Credit Hours including the Legal Research Methodology - In-Depth Studies (ML 601). In accordance with the postgraduate regulations in the ASU)

According to the specialized scientific research steps, this course is designed to prepare students to plan and implement an independent Master's Thesis in Commercial Law. The student is expected to use the skills of higher levels to conduct a critical evaluation of information to investigate a complex case and create creative solutions by adopting a structured methodology, reviewing the literature and analysing the relevant data, in order to reach research conclusions and appropriate recommendations that it shall contribute to achieving qualitative development at the professional and community levels. In the final version, the Thesis is subject to public defence, and its evaluation is based on the written and oral presentation, which are prepared according to the Thesis Handbook at Applied Science University.

Programme Elective Courses (9) Credit Hours

MCL 625 - Commercial Papers - In-Depth Studies - (Prerequisite: None)
The course deals with an in-depth study of commercial papers, their definition, characteristics, types and conditions (draft, check, and promissory note), (General Curriculum). The Course also deals with an in-depth analytical study of a general curriculum topic such as trading in commercial papers (endorsement), the methods by which commercial papers are traded, types of endorsement, conditions and effects of each type, guarantees, the parties' legal status to the endorsement (Specific Curriculum), or any topic of commercial papers that the course lecturer deems appropriate and approved by the concerned department.

MCL 626 - Banking Operations - In-Depth Studies - (Prerequisite: None)
The course deals with an in-depth study of banking operations and how banks are based on carrying out various financing activities at the national and international levels. The course also deals with the study of the legal rules regulating banking work and bank accounts and their types (General Curriculum), as well as an in-depth study of the most important banking operations and indirect facilities submitted by the banks, which are concentrated in the documentary credit in terms of its definition, nature, characteristics, types, provisions for document auditing, conformity standards, and the bank's responsibility to accept and implement documents (Specific Curriculum) or to deal with any topic of banking operations in an accurate and detailed manner as the course lecturer deems appropriate and approved by the concerned department.

MCL 627 - Stock Market and Securities Laws - In-Depth Studies E- (Prerequisite: None)
This course contain "general" and a "specific" programme, The "general" programme concern with the study of the provisions related to the concept of the stock market and the objectives of the market and its growth, and the market of the moral personality, as well as the management of the market and the Board of Directors of the market, and its specialties system, and the market manager and staff, and specialized organs, and the disciplinary and arbitration committee, and members of the market, , Control and listing and trading securities in the market. "Specific programme" contains market finance, such as mechanisms used by the market, the filing and clearing system, the definition of the financial intermediary, the presentation of its most important obligations, In detail the provisions adopted by Law No. (57) of 2009 Regarding Bahrain Stock Exchange, the establishment and organization of Bahrain Stock Exchange and its internal or any other topic which can be related to the subject as proved by concern department.

MCL 628 - Law to Encourage and Protect Competition- In-Depth Studies E - (Prerequisite: None)
The curriculum of this course includes a "general" and a "specific" programme. The general progamme aims to provide the learners with critical knowledge and understanding related to promotion and Protection of Competition Law which

affecting the wealth of a country; as well as the concept of competition and its nature, the scope of investment and its Mechanisms to encourage it, at the level of national and Regional. The "specific" programme contains a detailed and analytical comparative study of one of the topics of the "general" programme, as abuse of dominant position and the exceptions it or what is approved by the concerned department.

MCL 629 - Maritime Law - In-Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum includes the study of maritime navigation in terms of its definition, its characteristics and types, and the related contracts. The specific curriculum includes the selection of one of the maritime law subjects and an in-depth analytical study, such as the maritime transport contract and the legal liability of the maritime carrier under the contract, where the related provisions to this contract are studied in terms of stating the necessary conditions for the contract to be concluded, its parties, how the contract is concluded and its implications, studying the bill of lading and the responsibility that falls on the maritime carrier, or any topic of the specific curriculum that the course lecturer deems appropriate and approved by the concerned department.

ML 611 - Civil Law - In-Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the general theory of the contract and civil liability, in terms of its nature, scope, and development of contractual liability. The specific curriculum deals with an in-depth analytical study of a selected topic of the general curriculum, such as contractual and default liability, examples of liability and execution in kind, or medical liability study, and a statement of the patient's right to accept or reject medical work and the problems arising from that, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

ML 615 - Electronic Communications and Transactions Law - In - Depth studies - (Prerequisite: None)

The course includes a "general" curriculum, which deals with an in-depth legal study of the Electronic Communications and Transactions Law - in depth studies in terms of concluding an electronic contract, the applicable law to electronic contracts, and finding potential solutions to those difficulties. The specific curriculum deals with an in-depth analytical study of a topic such as electronic signatures, admissibility of electronic evidence, electronic agents, the virtual records, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

Master in Law

Programme Coordinator: Dr. Ayman Hammouri

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Programme Details

Programme Title	**Master in Law**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Master Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1. Meeting the needs of the local society and providing alumni with critical knowledge and specialised and innovation skills in the Commercial Law Field to serve the society professionally.
2. Preparing alumni to practice the interpretation methods, critical analysis, probabilistic reasoning in Commercial Law, and relevant emerging legal topics.
3. Promoting scientific research and innovation in Commercial Law and developing the student's skills to use scientific research methodology and ethics.
4. Refining the scientific capabilities and establishing an innovative climate in Commercial Law in line with professional ethics and social responsibility.
5. Developing communication skills to communicate complex information and ideas in Commercial Law and work independently in a changing context.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	1 Year
Maximum Study Period	8 Semesters
Total Credit Hours	36 Credit Hours
Number of Courses	9 Courses + Thesis

Study Plan

First Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ML 601	Legal Research Methodology - In-Depth Studies	3	-
ML 611	Civil Law - In-Depth Studies	3	-
ML 631	Criminal Law - In-Depth Studies	3	-

First Year – Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
MCL 620	Law of Commerce - In-Depth Studies	3	-
-	Elective Courses	3	-
-	Elective Courses	3	-

Second Year - First Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ML 641	Administrative Law - In-Depth Studies	3	-
-	Elective Courses	3	-
-	Elective Courses	3	-

Second Year - Second Semester (9 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ML 600	Thesis	9	21 credit Hours

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
ML 601	Legal Research Methodology - In-Depth Studies	3	-
ML 611	Civil Law - In-Depth Studies	3	-
ML 631	Criminal Law - In-Depth Studies	3	-
ML 641	Administrative Law - In-Depth Studies	3	-
MCL 620	Law of Commerce - In-Depth Studies	3	-

Programme Elective Courses

Elective Group 1 (Private Law)

Course Code	Course Title	Credit Hours	Prerequisite
ML 612	Private International Law - In- Depth Studies	3	-
ML 613	Labour Law - In-Depth	3	-
ML 614	Law of Civil and Commercial Procedures - In-Depth Studies	3	-
ML 615	Electronic Communications and Transactions Law – in Depth Studies	3	-
ML 681	Jurisprudence of Islamic Transactions	3	-
MCL 622	Commercial Arbitration – in Depth Studies	3	-
MCL 629	Maritime Law - In-Depth Studies	3	-

Elective Group 2 (Public Law)

Course Code	Course Title	Credit Hours	Prerequisite
ML 632	Law of Criminal Procedures - In-Depth Studies	3	-
ML 633	Cyber Crimes	3	-
ML 634	Economic Crimes	3	-
ML 642	Administrative Judiciary	3	-

Course Code	Course Title	Credit Hours	Prerequisite
ML 651	Political Systems and Constitutional Law - In- Depth Studies	3	-
ML 661	Public International Law - In-Depth Studies	3	-
ML 671	Financial and Tax legislation - In-Depth	3	-

(21) Credit Hours) including the Legal Research Methodology - In- Depth Studies (ML 601). In accordance with the postgraduate regulations in the ASU.

Thesis

Course Code	Course Title	Credit Hours	Prerequisite
ML 600	Thesis	9	21 Credit Hours

Course Description

Programme Compulsory Courses

ML611 - Civil Law – In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the general theory of the contract and civil liability, in terms of its nature, scope, and development of contractual liability. The specific curriculum deals with an in-depth analytical study of a selected topic of the general curriculum, such as contractual and default liability, examples of liability and execution in kind, or medical liability study, and a statement of the patient's right to accept or reject medical work and the problems arising from that, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

ML 601 - Legal Research Methodology – In - Depth Studies - (Prerequisite: None)

The course includes an in-depth study of the conceptual framework of legal research approaches and their categories in the field of legal studies (Theoretical Aspect) by examining the essence of scientific and legal research methods, their categories, march and development, and the distinction between research methods in the social and natural sciences, as well as the curricula application in the field of legal studies and the research mechanisms preparation (Practical Aspect) by examining how to choose the research topic and its case, formulate the research design, use legal scientific research tools and means, and document and synthesise information.

MCL 620 - Law of Commerce - In - Depth Studies - (Prerequisite: None)

The course includes an in-depth legal study of commercial law topics. The course deals with the study of Bahraini Trade Law in terms of its sources, its scope of application, its relation with other fields of law, the legal system for business, and the obligations of the commercial profession (General Curriculum). The specific curriculum deals with an in-depth study of a selected topic of the general curriculum, such as commercial contracts, like the transport contract, in terms of the statement intended and how it is formed and its implications, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

ML 631 - Criminal Law - In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum that deals with a detailed study of the general theory of crime and criminal penalty (Objective Legality Rules). The specific curriculum deals with one of the criminal law topics and its in-depth studies that the course lecturer deems appropriate and approved by the concerned department, such as studying criminal contribution or alternative penalties.

ML 641 - Administrative Law – In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the administrative legal rules in terms of the fundamentals of administrative law, organisation and administrative activity. The specific curriculum deals include one of the administrative law topics and its in-depth and, analytical study, such as administrative decisions in terms of their definition, characteristics and distinction, its pillars, types, enforcement, implementation and finality of administrative decisions, supervision of administration work, lawsuits annulment, lawsuits decisions, and its enforcement, or any subject chosen by the course lecturer and approved by the relevant department.

ML 600 – Thesis)Prerequisite - 21 Credit Hours including the Legal Research Methodology – In - Depth Studies (ML 601). In accordance with the postgraduate regulations in the ASU.

According to the specialised scientific research steps, this course is designed to prepare students to plan and implement an independent Master's Thesis in Law. The student is expected to use the skills of higher levels to conduct a critical evaluation of information to investigate a complex case and create creative solutions by adopting a structured methodology, reviewing the literature and analysing the relevant data, in order to reach research conclusions and appropriate recommendations that it shall contribute to achieving qualitative development at the professional and community levels. In the final version, the Thesis is subject to public defence, and its evaluation is based on the written and oral presentation, which are prepared according to the Thesis Handbook at Applied Science University.

Programme Elective Courses

Four optional courses must be selected (12 Credit Hours) from the two elective groups

Elective group No. 1 (Private Law route)

ML 612 - Private International Law – In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the framework of private international law in terms of its nature, sources, and private international law topics. The specific curriculum deals with an in-depth study of one of the topics selected from the general curriculum, such as the obstacles to applying foreign law in the conflict of laws, recognition and implementation of foreign judgments, the conditions to be met in the enforcement of foreign judgments, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

ML 614 - Law of Civil and Commercial Procedures - In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum: the general curriculum deals with an in-depth study of general rules of jurisdiction, case theory, its procedures, the theory of judicial decisions, appeal methods, and enforcement procedures. The specific curriculum deals with an in-depth analytical study of one of the selected topics from the general curriculum, such as the lawsuit interest, in terms of defences such as defending the force of the adjudicated case, or the lawsuit, in terms of its status, nature, conditions and judicial applications, or the topic of third-party interference, in terms of its nature and when it can be raised and its effect on the course of the case's procedures and its judicial.

ML 615 - Electronic Communications and Transactions Law - in - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum, which deals with an in-depth legal study of the Promulgating the Electronic Communications and Transactions Law No. 54 of 2018 in terms of concluding an electronic contract, the applicable law to electronic contracts, and finding potential solutions to those difficulties. The specific curriculum deals with an in-depth analytical study of a topic such as electronic signatures, admissibility of electronic evidence, electronic agents, the virtual records, or any topic of the general curriculum that the course lecturer deems appropriate and approved by the concerned department.

ML 613 - Labour Law - In-Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the individual employment contract. The specific curriculum deals with an in-depth study of one of the selected topics from the general curriculum, such as the flexible employment contract or any general curriculum topic that the course lecturer deems appropriate and approved by the concerned department.

ML 681 - Jurisprudence of Islamic Transactions - (Prerequisite: None)

This course deals with the study of the provisions of transactions within Islamic jurisprudence and its rules. The Course deals in an in-depth study of the theory of money and ownership within Islamic law provisions compared to the positive law and legislation (General Curriculum).As well as in-depth study of one of the topics of Islamic transactional jurisprudence, such as contemporary transactions, sales or companies (Specific Curriculum), or dealing with any topic within the framework of the jurisprudence of Islamic transactions in a precise and detailed manner, according to what the course lecturer deems appropriate and approved by the concerned department.

MCL 622 - Commercial Arbitration – In - Depth Studies - (Prerequisite: None)

The course includes a general curriculum of a general theory of arbitration study in terms of its nature, types, stages, and its relation to the ordinary judiciary in light of Bahraini law and international and regional agreements and comparative laws. The specific curriculum deals with an in-depth study of a selected topic of the general curriculum, such as methods to appeal the arbitration award and the arbitration decision annulment, in terms of the arbitration decision intended meaning, and what distinguishes it from the judicial decision, and the reasons for annulment mentioned in the Bahraini Arbitration Law and the UNCITRAL Model Law that it may be exposed to and in comparative laws and international agreements, or any topic that the course lecturer deems appropriate and endorses by the concerned department.

MCL 629 - Maritime Law - In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum includes the study of maritime navigation in terms of its definition, its characteristics and types, and the related contracts. The specific curriculum includes the selection of one of the maritime law subjects and an in-depth analytical study, such as the maritime transport contract and the legal liability of the maritime carrier under the contract, where the related provisions to this contract are studied in terms of stating the necessary conditions for the contract to be concluded, its parties, how the contract is concluded and its implications, studying the bill of lading and the responsibility that falls on the maritime carrier, or any topic of the specific curriculum that the course lecturer deems appropriate and approved by the concerned department.

Elective group No. 2 (Public Law route)

ML 632 - Law of Criminal Procedures - In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the procedural rules that govern the progress of the common right lawsuit (Criminal Case) in its various stages, since the occurrence of the crime until the issuance of a criminal case and the authorities competent to take action and its relation to a fair trial. The specific

curriculum deals with an in-depth study of topics related to procedural legality rules such as the theory of criminal annulment and criminal evidence in light of the discretionary power of the criminal judge within the framework of Bahraini legislation, comparative legislation, jurisprudence and judicial jurisprudence, or any other topic that the course lecturer deems appropriate and approved by the concerned department

ML 633 - Cyber Crimes - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with a detailed study of cybercrime's general framework and what distinguishes them from traditional crimes, in terms of nature, elements, and national and international efforts to combat cybercrime. The specific curriculum deals with an in-depth, analytical study of one of the selected topics, such as cybercrime, the related crimes, and the special procedural rules for cybercrime in terms of judicial competence and the agencies specialized in combating cybercrime, or any topic that the course lecturer deems appropriate and approved by the concerned department.

ML 634 - Economic Crimes - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with a detailed study of the general framework of economic crimes in terms of the nature, risks, characteristics and types of economic crimes, the scope of criminal responsibility, and the various legislative approaches in facing economic crimes. The specific curriculum deals with an in-depth analytical study of one of the selected topics, such as money laundering crimes, tax evasion crimes, or commercial fraud crimes, or any topic that the course lecturer deems appropriate and approved by the concerned department.

ML 642 - Administrative Judiciary - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with a detailed study of the legal rules governing the principle of legality, its application method, the subjection of public administration to the law, and its written and non-written sources, and balancing this principle by studying the theory of discretionary authority, the theory of exceptional circumstances, and the theory of acts of sovereignty, as well as introducing the methods of judicial control over the administration work. The specific curriculum includes one of the administrative judiciary topics and its in-depth analytical study, such as the lawsuit annulment, in terms of its definition, its characteristics, the acceptance conditions, the appeal aspects, the procedures for raising it, its judgment and enforcement, and prevent the Management from implementation, or any topic that the course lecturer deems appropriate and approved by the concerned department.

ML 651 - Political Systems and Constitutional Law – In- Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with a detailed study of political systems that are based on the country and government, and constitutional law rules that are based on the form of the system of government and the organization of public authorities in the country. The specific curriculum includes an in-depth analytical study of one of the topics of political systems and constitutional law, such as overseeing the constitutionality of laws, which includes the types of control, its applications and the mechanism of undertaking, or any topic that the course lecturer deems appropriate and approved by the concerned department.

ML 661 - Public International Law – In- Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with a detailed study of general international law in terms of international disputes and methods to solve them by peaceful means in accordance with the rules of public international law and the Charter of the United Nations, and the role of treaties in organising international relations The specific curriculum deals with an in-depth analytical study of one of the topics of the general curriculum, such as the peaceful settlement of international disputes and examining examples of international issues over which the dispute has been resolved by peaceful means, such as the International Court of Justice or international arbitration, the jurisdiction of the International Court of Justice, diplomacy and the exchange of diplomatic relations, or any topic related to public international law that the course lecturer deems appropriate and approved by the concerned department.

ML 671 - Financial and Tax legislation – In - Depth Studies - (Prerequisite: None)

The course includes a "general" curriculum and a "specific" curriculum. The general curriculum deals with an in-depth study of the essence of public finance and tax legislation, which is based on the science of public finance, tax and its legal nature, objectives and technical organisation. The specific curriculum includes one of the topics of finance and tax legislation and its in-depth analytical study, such as types of taxes, new taxes, mechanisms to reduce public debt, mechanisms to bridge the public budget deficit, or any other topic that the course lecturer deems appropriate and approved by the concerned department.

College of

Arts & Science

Dear Students,

Welcome to the College of Arts and Science.

The College of Arts and Science was established at the Applied Science University in the first semester of the academic year 2006/2005. The College has three departments:

- Department of Computer Science with Computer Science programme.
- Department of Design and Art with Interior Design and Graphic Design programmes.
- Department of General Studies, which serves all university departments by delivering general interdisciplinary courses.

According to the University's mission, the college seeks to provide students with the necessary knowledge and practical skills to meet their educational goals and with valuable graduate attributes for successful employment. Our dedicated staff continuously evaluate, update, and enhance our courses and introduce new courses towards this goal.

The College also strives to keep abreast of market requirements and developments in the Kingdom of Bahrain and the countries of the Gulf Cooperation Council (GCC) in order to be outstanding in the fields of Computer Science, Interior Design, and Graphic Design.

Due to the increasing demand graduates in Computer Science and design who are capable of linking theory to practical situations, the College focuses on connecting information and concepts to real life contexts, through projects and practical applications. Accordingly, our students develop professional hands-on skills so they to meet the needs of labour markets and compete locally, regionally and internationally.

The College implements an academic education plan by selecting experienced college members to engage with and advise students regarding their courses and responsibilities.

The College offers first class facilities, including state-of-the-art design classrooms and a suite of sophisticated computer labs connected to the university network to support e-learning. Ongoing research is conducted to ensure computer science, interior design, and graphic design courses meet the latest international standards.

Final to say, my best wishes to you for a brilliant future…

All the best,

Dean of the College of Arts and Science

College Compulsory Courses

Design and Arts Department

Course Code	Course Title	Credit Hours	Prerequisite
ADE1091	Introduction to Drawing	3	-
ADE1110	Design Fundamentals	3	-
ADE1101	History and Theory of Art and Design 1	3	-
ADE2102	History and Theory of Art and Design 2	3	ADE1101

Computer Science Department

Course Code	Course Title	Credit Hours	Prerequisite
CSC101	Mathematics 1	3	-
CSC102	Discrete Mathematics	3	CSC101
CSC103	Probability and Statistics	3	-
CSC111	Structured Programming	3	-
CSC141	Communication Skills	3	-
CSC142	Computer Ethics and Social Responsibility	3	ENG111
CSC241	Scientific Research Methods	3	CSC103

Courses Description

College Compulsory Courses

Design and Arts Department

ADE1091 - Introduction to Drawing - (Prerequisite - None)

The course introduces students to various freehand drawing tools and materials, their uses, and applying the principles of freehand drawing, perspective, shade, light and its gradation on different objects and materials.

ADE 2102 - History and Theory of Art and Design 2 - (Prerequisite - ADE1101)

The course teaches art, architecture, graphic and interior design, and how they develop from modernity to the present day. It covers also contemporary analysis of cultural conditions and the manner in which designers respond to those conditions.

ADE1101 - History and Theory of Art and Design 1 - (Prerequisite - None)

The course teaches art, architecture, graphic, and interior design, and how they develop from antiquity to the late nineteenth century. It covers also the contemporary analysis of the cultural conditions and the manner in which designers respond to those conditions.

ADE1110 - Design Fundamentals - (Prerequisite - None)

The course includes a study of the principles and elements of design, the formation of two-dimensional (2D) and three-dimensional (3D), and introduction of color theory, and its practical applications and projects which contribute to the develop students' ability in the sensory perception of visual formations and stereotypes.

Computer Science Department

CSC 101- Mathematics 1 - (Prerequisite - None)

This is the first course in calculus for computer science students. The course is intended to develop skills of the students in functions, differential and integral calculus. As well as it is intended to illustrate various applications of calculus to technical various problems. The rules of differentiation will introduce, and methods of differentiating various algebraic and transcendental functions will be developed. Methods of algebraic integration will be introduced, with both definite and indefinite integrals being determined for a variety functions. Also, topics include: function, limits, and continuity will be covered by the course.

CSC 102- Discrete Mathematics - (Prerequisite - None)

The course provides the student with a generalized knowledge of discrete structures fundamental to computer science, focusing on providing theoretical foundation of further work. Topics include: logic of compound statements, sets and binary operations, operations on sets, functions, relations, introduction to graph theory, diagraph and trees, sequence and series, simple proof techniques and mathematical induction.

CSC 103- Probability and Statistics - (Prerequisite-None)

This course introduces students to the detailed of Statistics and Probabilities. Topics include: introduction to concepts, tools, techniques and methods of probability and statistics. Presenting and describing of statistical data. Measures of central tendency and dispersion. Introduction to probabilities and their laws, sets, methods of counting. Random variables, probability distributions and sampling distributions. Correlation and Regression.

CSC 111- Structured Programming - (Prerequisite- None)

This course will enable students to gain programming skills. It introduces computer programming methods and emphasis in problem solving on the fundamentals of structured design using the principles of top down problem solving strategy.

The topics include: an introduction to computer programming, problem solving steps, program design modeling using pseudocode, algorithms, and flowcharts, also structured programming methods, constructs, and implementation using C++ programming language.

CSC 141- Communication Skills - (Prerequisite: None)

The course covers issues related to effective technical communication, how to communicate with potential higher administrators, fellow, colleagues, and non-technical customers including: procedural (performing tasks), technical (using technology), personal (expressing identity), cooperative (interacting in groups), systems (interacting with organizations) and public (interacting with the wider community).

CSC 142- Computer Ethics and Social Responsibility - (Prerequisite: ENG 111)

This course aims to provide students with a detailed knowledge and understanding of the principles and concepts which underpin a study of ethics and to give them in depth knowledge of how ethical concepts and actions impact on the field of information and communication technologies (ICT). The course focuses on the fundamental concepts of ethics, ethics theories, ethical standards of ICT, professionals and users of ICT, and ethical issues related to privacy and digital crimes.

CSC 241- Scientific Research Methods - (Prerequisite: CSC 103)

The course introduces students to advanced knowledge and understanding of the research and develops the concepts, organizational structure and deliverables of a research project using qualitative and quantitative methods including: problem statement definition, research scope, research objectives, methodologies, results and discussion.

Bachelor in Interior Design

Programme Coordinator: Dr. Nader Sonpol

Second Floor, Room No.218

Office: 16036351

Email: nader.sonpol@asu.edu.bh

Programme Details

Programme Title	**Bachelor in Interior Design**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1- Develop professional graduates in graphic design capable of meeting market needs of both local and regional levels.

2- Develop expert graduates in applying their specializations, particularly in innovative applications of modern technology, to open broader future opportunities for learning and developing thinking process.

3- Develop graduates capable of visioning broader environmental and human contexts while achieving the responsibilities of their specializations.

4- Prepare interactive and open-minded graduates capable of following curricular methods, innovative thinking, and responding to cultural and environmental changes

5- Carry a humanitarian vision towards society respecting diversity in cultural and employment related requirements, in addition to being mature enough towards the future to achieve sustainability.

Programme Structure - Overall Structure of the Programme

Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	132 Credit Hours
Number of Courses	44 Courses

Study Plan

First Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ADE1091	Introduction to Drawing	3	-
IND1092	Principles of Architectural Drawing	3	-
ADE1110	Design Fundamentals	3	-
CS 104	Computer Skills	3	-
ENG 101	English Language (I)	3	-

First Year – Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND1071	Design and Environment Behavior	3	ADE1110
IND1093	Presentation Techniques	3	IND1092
IND1094	Computer-Aided Design (CAD) I	3	IND1092
ADE1101	History and Theory of Art and Design 1	3	-
ENG 102	English Language (II)	3	ENG 101
HR 106	Human Rights	3	-

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND2081	Interior Design Studio 1	3	IND1071
IND2131	Interior Materials & Finishes	3	IND1094
ADE2102	History and Theory of Art and Design 2	3	ADE1101
ARB 101	Arabic Language	3	-
HBH 105	Bahrain Civilization & History	3	-
-	University Requirement	3	-

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND2112	Interior Design Studio 2	3	IND2081
IND2151	Interior Structures & Constructions	3	IND2131
IND2121	Light & Color in Interior Environments	3	IND2081
IND2095	Computer-Aided Design (CAD) II	3	IND1094
BA 161	Introduction to Entrepreneurship	3	-
-	University Requirement	3	-

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND3113	Interior Design Studio 3	3	IND2112
IND3141	Building Systems and Codes	3	IND2151
IND3117	Furniture Design	3	IND2112
IND3103	History of Interior Design	3	ADE2102
-	Major Elective	3	-
-	Major Elective	3	-

Third Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND3114	Interior Design Studio 4	3	IND3113
IND3142	Sustainability in Design	3	IND3113
IND3051	Building Information Modeling (BIM) I	3	IND2151
IND3061	Ethics & Practice of the Profession	3	IND3141
IND4040	Internship (BID)	3	90 Credit Hours + IND3113

Fourth Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND4115	Interior Design Studio 5	6	ID3114 +IND2151
IND4071	Programming and Research	3	IND3114
IND4062	Specification and Estimation	3	IND3051
-	Major Elective	3	-

Fourth Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
IND4116	Graduation Project	6	IND4115 +IND4071
IND4053	Design Collaboration	3	IND3114
-	Major Elective	3	-
-	Major Elective	3	-

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
IND1071	Design and Environment Behavior	3	ADE1110
IND1092	Principles of Architectural Drawing	3	-
IND1093	Presentation Techniques	3	IND1092
IND1094	Computer-Aided Design (CAD) I	3	IND1092
IND2081	Interior Design Studio 1	3	IND1071
IND2112	Interior Design Studio 2	3	IND2081
IND2131	Interior Materials & Finishes	3	IND1094
IND2095	Computer-Aided Design (CAD) II	3	IND1094
IND2121	Light & Color in Interior Environments	3	IND2081
IND2151	Interior Structures & Constructions	3	IND2131
IND3051	Building Information Modeling (BIM) I	3	IND2151

Course Code	Course Title	Credit Hours	Prerequisite
IND3103	History of Interior Design	3	ADE2102
IND3113	Interior Design Studio 3	3	IND2112
IND3114	Interior Design Studio 4	3	IND3113
IND3117	Furniture Design	3	IND2112
IND3141	Building Systems and Codes	3	IND2151
IND3142	Sustainability in Design	3	IND3113
IND3061	Ethics & Practice of the Profession	3	IND3141
IND4040	Internship (BID)	3	90 Credit Hours + IND3113
IND4053	Design Collaboration	3	IND3114
IND4062	Specification and Estimation	3	IND3051
IND4071	Programming and Research	3	IND3114
IND4115	Interior Design Studio 5	6	IND3114 +IND2151
IND4116	Graduation Project	6	IND4115 +IND4071

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
Group 1 (6 Credit Hours)			
IND1099	Advanced Perspective	3	IND1092
IND2098	Digital Rendering of Architectural Drawings	3	IND1094
IND2103	Islamic Built Environment	3	ADE2102
IND3116	Kitchen and Bath Design	3	IND3141
IND3118	Interior Plantations & Courtyard Design	3	IND3113
IND3152	Interior Structures & Constructions 2	3	IND2151
IND4162	Psychology & Sociology Design	3	IND2081

Course Code	Course Title	Credit Hours	Prerequisite
Group 2 (9 Credit Hours)			
IND 2096	Computer-Aided Design (CAD) III	3	IND 2095
IND 2097	3D Printing & 3D Scanner	3	IND 2095
IND3000	Special Topics in Design	3	-
IND 3098	Interior Design Animation	3	IND 2095
IND 3115	Exhibition Design	3	IND 3113
IND 3122	Lighting Design	3	IND 2121
IND 3132	Smart Material	3	IND 2151
IND 3154	Rehabilitation of Historic Buildings	3	IND 3142
IND 4111	Hospitality Design	3	IND 3113
IND 4041	Interior Design Advanced Internship "On-Site"	3	IND 4040
IND 4042	Interior Design Study Tour	3	IND 3103
IND 4043	Bahrain's Experience in Interior Design	3	IND 3103
IND 4052	Building Information Modeling (BIM) II	3	IND 3051
IND 4104	Critical Issues in Design	3	IND 3103

Course Description

Programme Compulsory Courses

IND1092 - Principles of Architectural Drawing - (Prerequisite-None)

This course builds on the familiarity between the students and architectural drawing methods and applications. The student will be taught and trained to use the engineering tools, symbols and engineering lines, and drawing of geometric projections of objects and forms (orthographic and paraline projections) based on a common architectural language that communicates with other relevant specializations.

IND1071 - Design and Environment Behavior - (Prerequisite - ADE1110)

The course deals with the relationships between the body, the objects, the culture, the events and the environment in a habitable world within the built environment, and it is composed of both aesthetic and practical requirements (user needs and their behavior, human factors, context, building systems, etc.).

IND1093 - Presentation Techniques - (Prerequisite - IND1092)
The course focuses on principles of perspective drawing, and representation of interior spaces with the help of perspective techniques (perspective at a one vanishing point/ two vanishing points). As well as the conceptual drawings and rendering techniques, and professional graphics for professional presentations.

IND1094 - Computer-Aided Design (CAD) I - (Prerequisite - IND1092)
This course explores the architectural language and the graphic standards of 2D designs as the basis of three-dimensional (3D) drawings, conducting to the development of drawing skills that lead to understanding the relationship between two dimensional (2D) and three dimensional design (3D), design schemes, as well as enhancing the ability to communicate visually and graphically.

IND 2081 - Interior Design Studio 1 - (Prerequisite - IND1071)
This course represents the introduction to basic interior design principles and an introduction to research as a tool for understanding programming and design. Lectures, applications and case study methodology will be used to investigate different design strategies and to show the relationship of history and human behavior in the context of the habitable environment. This course provides students with methodologies, design processes, use of color, anthropometric and ergonomics and design elements related to interior design.

IND 2131 - Interior Materials & Finishes - (Prerequisite - IND1094)
This course explores the features, characteristics and applications of textiles and other materials used in construction, furnishings, surfaces and finishes in the built environment. The course also provides students with an opportunity to learn how to choose the right materials to meet specific criteria.

IND2095 - Computer-Aided Design (CAD) II - (Prerequisite - IND1094)
This course promotes the building of student skills in the creation and study of computer aided 3D drawings after completing "Computer-Aided Design (CAD) I" course. So that the student can form and manipulate three-dimensional (3D) shapes and succeed in producing environments that emulate reality to a large extent.

IND2112 - Interior Design Studio 2 - (Prerequisite - IND2081)
This course deals with the organization, planning and design of the internal spaces of the residential activities, including (space and functional analysis requirements, movement and spatial organization requirements, motor regulation, internal surface treatment and human dimensions), with a focus on the space and privacy concepts, in order to provide students with an internal design project for residential space and produce it in an appropriate manner.

IND2151 - Interior Structures & Constructions - (Prerequisite - IND2131)
The course deals with the relationship between the structural system of the building with internal constructions and the effects thereof, and the methods of construction and internal structures, while enabling students to understand the regulations, components and accepted standards to create an integrated and comprehensive set of internal construction documents.

IND2121 - Light & Color in Interior Environments - (Prerequisite - IND2081)
The course deals with the basics of interior lighting design and its relationship to color and its impact in supporting health, safety, comfort and human performance, and identify light sources and systems, measurement and calculation of lighting. Students learn to analyze the spatial requirements of light, identify appropriate systems, calculate the appropriate lighting level, and draw up reflected ceiling plans and identify their symbols and keys.

IND3113 - Interior Design Studio 3 - (Prerequisite - IND2112)
This course discusses and applies the design philosophies, theories and creative design strategies at the intermediate level (targeting shops/ and hospitality). It also focuses on: research, surveying, analysis, design processes, spatial and functional analysis, branding, construction technology, design elements and principles, human factors, creative problem solving, lighting requirements, internal component selection and preparing a presentation.

IND3141 - Building Systems and Codes - (Prerequisite - IND2151)
In this course, students will be introduced to the basic elements of the building systems (COD) and its systems, including mechanical systems (ventilation and air conditioning), health service systems (sanitation, nutrition and health systems), fire safety systems, data / voice systems), supervision and safety.

IND3117 - Furniture Design - (Prerequisite - IND2112)
This course focuses on issues related to furniture design, including construction (composition and production), methods, function, sustainability, technical aspects and costs associated with furniture. The course also allows students to develop and model their designs and transfer them to construction. Those skills will be gained through the study of human structure and search for suitable materials and construction techniques.

IND3103 - History of Interior Design - (Prerequisite - ADE2102)
The course covers the study of the development of internal environments, as well as the most prominent theories and movements related to the interior design which emerged during the twentieth century. It also teaches the study of social, economic, technological and anthropological considerations that influenced the design thought across the different historical stages.

IND3114 - Interior Design Studio 4 - (Prerequisite - IND3113)
This studio focuses on contemporary issues related to business/office and institutional styles, construction technology, and sustainable design. Design and technological issues are addressed through: understanding of office culture, modeling industry, construction systems, solar considerations, internal environmental quality, HVAC systems, space planning, material selection and finishes, lighting design, integration of furniture and equipment, and code requirements. The course emphasizes solutions based on comprehensive and sustainable design thinking, organizing complex spatial responses, and understanding that design is a structure in nature.

IND3142 - Sustainability in Design - (Prerequisite - IND3113)
This course explores the sustainable design and the fundamentals of the Green Building Initiative. It also exposes a review of the concepts, strategies and classification systems adopted by the LEED Leadership Program in the United States. Students will complete this course with a basic understanding of the objectives, concepts and terminology of all LEED categories, as well as green building practices, sustainable products, and the importance of synergies.

IND3051- Building Information Modeling (BIM) I - (Prerequisite - IND2151)
The course is an introduction to BIM (Building Information Modeling), a multi-dimensional integrated database, it covers the drawings, building scenes, calculations, quantities, detection of conflicts before they occur, energy efficiency analysis, structural analysis and construction scheduling which automatically derived from BIM. The course addresses the implications of this advanced technology and covers the basic tools for the implementation of the BIM.

IND3061- Ethics & Practice of the Profession - (Prerequisite - IND3141)
The course includes an introduction to the ethics and responsibilities of the interior designer. It presents topics such as the role of companies, technology transfer, small business management, marketing and promotion, scope of services, job description, contracts, ethics and auditing. The course includes studying project management contract documents from an ethical standpoint.

IND4115 - Interior Design Studio 5 - (Prerequisite - IND3114 + IND2151)
This advanced, comprehensive studio emphasizes the solution of various design issues in a multi-functional building project and in collaboration with a design team. It extends from the initial design to the development stage of the design and then the constructional documents, it is based on the knowledge acquired in previous courses (design, history, theories, and technology). Students gather their research and design ideas and apply their knowledge in a comprehensive final presentation.

IND4071 – Programming and Research - (Prerequisite - IND3114)
This is the preparation of the graduation project report (chosen by the student in coordination with the supervisor and approval of the department council). It includes the collection of all information and data related to the project, including theoretical studies related to the project subject matter, analysis of user characteristics and needs, development of the project program and functional relations, and identification of conceptual trends for design and discussion of spatial characteristics, color, materials and surface treatments suitable for the project. The report is presented for discussion by a jury.

IND4062 - Specification and Estimation - (Prerequisite - IND3051)
This course focuses on studying the basics of technical specifications and estimates the cost of interior design projects, including the quantities of construction materials, wages, supervision and others.

IND4040 - Internship (BID) - (Prerequisite - 90 Credit Hours + IND3113)
This course provides an opportunity for students to gain experience in the workplace and translate what they have learned in the classroom into a practical reality. It focuses on enhancing students' practical and transformational skills, where more knowledge and skills are acquired for professional development and to meet future business requirements. This course allows them to work well in a culturally diverse work environment. In addition, it helps to expose students' skills and benefits gained from the training experience in the fields of study and life.

IND4116 - Graduation Project - (Prerequisite - IND4115 + IND4071)
The course provides an opportunity for the student to express himself and his vision as a designer, and combines theory and skills gained during the program. During this course, the student will submit an integrated internal design based on research, combination and development of a predetermined graduation project within the graduation project course/ programming (IND 4071(. The project will be presented and discussed in front of a specialized academic panel including an external expert.

IND4053 - Design Collaboration - (Prerequisite - IND3114)
This course encourages students to engage in collaborative activities and design, and to engage in different cognitive approaches for analysis and investigation issues that affect the world in which we live. It is designed to deepen students critical and creative understanding of the subject matter by placing it in a broader context.

Programme Electives Courses

IND4041- Interior Design Advanced Internship "On-Site" - (Prerequisite - IND4040)
This is an advanced internship that focuses on advanced issues in internal design practice learned through the working experience with professionals. It requires the student to have completed the "Internship" course (IND4040).

IND4042 - Interior Design Study Tours - (Prerequisite - IND3103)
The course provides an opportunity to introduce students to various cultural and artistic sites through out-of-campus supervision, this will broaden their vision of the design profession. The significant lectures and tours are designed for interior design, architecture, furniture and associated arts.

IND4104 - Critical Issues in Design - (Prerequisite - IND3103)
The course provides students with the opportunity to study a wide range of ideas, cultures and current issues related to the built environment. It also provides an opportunity for in-depth exploration of personal interest, a forum for brainstorming and research. It provides an excellent opportunity to synthesize a number of approaches to deal with the design problem.

IND1099 – Advanced Perspective - (Prerequisite - IND1092)

This course focuses on the applications of perspective drawing, sketch of interior spaces with the help of engineering perspective techniques (perspective at a single vanishing point/ two points/and three points), as well as the study of shade and shadow projections in perspective.

IND3098 - Interior Design Animation - (Prerequisite - IND2095)

The course introduces digital animation techniques for interior spaces, moving cameras. The course revolves around real-world projects, workshops, practical tips and tricks used in 3D animation techniques. The student also learns time saving techniques, testing some tips for production at maximum speed and highest efficiency in the animation processes of interior designs. The student is required to pass the course "IND2096".

IND2097 - 3D Printing & 3D Scanner - (Prerequisite - IND2095)

The course provides the needed knowledge and skill to produce and print 3D objects, as well as generate and prepare data for that. It focuses on the use of two professional technologies; 3D Printing, 3D Scanner and related software which enables students to utilize these technologies in their future projects.

IND2096 - Computer-Aided Design (CAD) III - (Prerequisite - IND2095)

This course enhances student skills in the creation and study of computer aided 3D drawings after completing "Computer-Aided Design (CAD) II" course, allowing students to build complex scenes, work in complex contexts, produce night and day scenes, and benefit from dedicated software for visualization and simulation of reality.

IND4052 - Building Information Modeling (BIM) II - (Prerequisite - IND3051)

The course builds on the principles and implementation principles learned in (BIM I), where the advanced BIM tools and applications are used in various fields such as joint cooperation in the project, lighting simulation, quantities calculation and detection of conflicts or interference.

IND3122 - Lighting Design - (Prerequisite - IND 2121)

This course focuses on the design and analysis of lighting using software, by introducing students to a range of digital lighting simulation techniques. This course will expose students to theoretical aspects of lighting analysis and design, as well as the tools used to enhance the integration of lighting analysis in the architectural or interior design process. Students will apply these guidelines in a design project.

IND 3132 - Smart Material - (Prerequisite - IND2151)

The course deals with in-depth studies in the fields of raw materials and materials used in internal constructions, with a focus on studies and research related to smart and environmentally-friendly materials, and their methods for installation and use.

IND3152 - Interior Structures & Constructions 2 - (Prerequisite - IND2151)
The course deals with studying the existing and new technologies and materials in the interior design world, as well as the study of the effects of construction laws and manufacturing specifications for selecting both structural and nonstructural elements. This reflects students' achievement of drawings and structural details and develops understanding the relationship between drawings and specifications with a focus on residential and commercial projects.

IND4111 - Hospitality Design - (Prerequisite - IND 3113)
This course is concerned with the study of hospitality projects, including analysis of requirements, project programming, space planning, selection of furniture and appropriate finishes, through the anthropometric utilizing, and taking into account relevant regulations and standards.

IND3115 - Exhibition Design - (Prerequisite - IND 3113)
This course deals with the design of the exhibition pavilion at local and international exhibitions, with a focus on the impact of the context in which this type of activity takes place. The student will have to provide an appropriate lighting scheme and specifications along with utilizing the color theories and taking into account the relevant standards.

IND3116 - Kitchen and Bath Design - (Prerequisite - IND3141)
This course focuses on requirements, standards, code, symbols, materials, finishes, and constructions related to bathroom and kitchen designs. In addition to connecting the requirements of plumbing and installation of equipment and electrical equipment with the design of these events.

IND2103 - Islamic Built Environment - (Prerequisite - ADE2102)
This course sheds more light on the study of art, architecture, interior design and its development during the various Islamic eras. It analyzes the cultural and social contexts that have influenced the character of this urbanization and the manner in which the designers respond to those conditions.

IND4043 - Bahrain's Experience in Interior Design - (Prerequisite - IND3103)
This course explores the reality and trends of interior design in the local environment by conducting a field study of the reality of interior design in the region. This study includes collecting and documenting all necessary information and data and analyzing it with a view to extracting the local experience in interior design and exploring the future of interior design.

IND4162 - Psychology & Sociology Design - (Prerequisite - IND2081)
The student explores the psychological and social impact of design and how design can be directed to meet human needs and aspirations, and the role played by the designer in influencing the users' social behavior, and finally its reflection in the development of design solutions.

IND3118 - Interior Plantations & Courtyard Design - (Prerequisite - IND3113)
The objectives of this course are to introduce the most important designs, functional and visual aspects of plants and internal structures. In addition to that, it also introduces the internal plantations (in terms of varieties, species, use and care), and selecting suitable furnishing and finishing materials. Students will have to apply this in a specific project.

IND3154 - Rehabilitation of Historic Buildings - (Prerequisite - IND3142)
This course deals with the theoretical bases and concepts of the rehabilitation and use of historical and heritage buildings. This course provides the student with the suitable ground to choose appropriate rehabilitation policies to bring back the project to its original purpose for which it was developed, or for the purpose of converting it to serve another purpose.

IND3000 - Special Topics in Design - (Prerequisite - Dept. Approval)
The course deals in-depth with internal design issues. It may include new issues in the field of interior design, or issues proposed by the faculty members.

IND 2098- Digital Rendering of Architectural Drawings - (Prerequisite: IND1094)
This course helps the student to have the ability to use features of dedicated software using Bitmap technology for the processing of graphics and images and mixing them, and in the operations of displaying and printing various graphics and designs.

Bachelor in Graphic Design

Programme Coordinator: Dr. Mhd Yasser Abbar

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Programme Details

Programme Title	**Bachelor in Graphic Design**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**Arabic**
Mode of Study	**Full Time**

Aims of the Programme

1- Prepare competent graduates in the field of graphic design who possess innovative thinking skills, use research methods, and continuous education to solve problems in the field of graphic design relating to the environment and society.

2- Equip graduates with theoretical knowledge and the ability to implement it practically in a number of physical and digital mediums and skills in various fields of design to keep up with the market needs in Bahrain and the Gulf region.

3- Enabling graduates to communicate and keep up with modern communication techniques to expand their field and technical knowledge, specialize in civil work, and consider copyright matters, to benefit their local society.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	44 Courses

Study Plan

First Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ADE1091	Introduction to Drawing	3	-
ADE1110	Design Fundamentals	3	-
GDE111	Computer Graphics 1	3	-
ARB101	Arabic Language	3	-
HR106	Human Rights	3	-

First Year – Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ADE1101	History & Theory for Art & Design 1	3	-
GDE113	Typography1	3	ADE1110
GDE116	Drawing & Painting	3	ADE1091
GDE131	Principles of Graphic Design	3	ADE1110
ENG101	English language (I)	3	-
CS104	Computer Skills	3	-

Second Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ADE2102	History & Theory for Art & Design 2	3	ADE1101
GDE214	Computer Graphics 2	3	GDE111
GDE232	Branding Design	3	GDE131 +GDE113
GDE211	Photography	3	ADE1110
ENG102	English language II	3	ENG101

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
GDE222	History of Graphic Design	3	GDE131
GDE216	Computer Graphic 3	3	GDE214
GDE233	Advertising Design	3	GDE232
GDE237	Typography 2	3	GDE113
GDE221	Communication Theory	3	GDE131
HBH105	Bahrain Civilization & History	3	-

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
GDE336	Digital Video	3	GDE211
GDE335	Design & Layout of Publications	3	GDE233 +GDE216
GDE334	Illustration 1	3	GDE214 +GDE116
GDE328	Psychology & Sociology Design	3	GDE232
GDE341	Printing Technology & Specifications	3	GDE237
BA 161	Introduction to Entrepreneurship	3	-

Third Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
GDE343	Ethics & Practice of Profession	3	GDE341
GDE339	Design for Multimedia	3	GDE336
GDE315	3D Computer Graphic	3	GDE214
GDE338	Packaging Design	3	GDE341
-	Programme Elective	3	-
-	University Elective	3	-

Fourth Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
GDE431	Graduation Project Studies	3	GDE335
GDE442	Internship	3	90 Credit Hours + GDE335
GDE432	Web Page Design	3	GDE233
GDE434	Outdoor Design & Symbols	3	GDE341
-	Programme Elective	3	-
-	Programme Elective	3	-

Fourth Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
GDE433	Graduation Project	6	GDE431 +GDE328
-	Programme Elective	3	-
-	Programme Elective	3	-
-	University Elective	3	-

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
GDE111	Computer Graphics 1	3	-
GDE113	Typography1	3	ADE1110
GDE116	Drawing & Painting	3	ADE1091
GDE131	Principles of Graphic Design	3	ADE1110
GDE211	Photography	3	ADE1110
GDE214	Computer Graphics 2	3	GDE111
GDE216	Computer Graphic 3	3	GDE214
GDE232	Branding Design	3	GDE131 +GDE113
GDE315	3D Computer Graphic	3	GDE214

Course Code	Course Title	Credit Hours	Prerequisite
GDE221	Communication Theory	3	GDE131
GDE222	History of Graphic Design	3	GDE131
GDE328	Psychology & Sociology Design	3	GDE232
GDE233	Advertising Design	3	GDE232
GDE334	Illustration 1	3	GDE214 +GDE116
GDE335	Design & Layout of Publications	3	GDE233 +GDE216
GDE336	Digital Video	3	GDE211
GDE237	Typography 2	3	GDE113
GDE341	Printing Technology & Specifications	3	GDE237
GDE339	Design for Multimedia	3	GDE336
GDE338	Packaging Design	3	GDE341
GDE343	Ethics & Practice of Profession	3	GDE341
GDE431	Graduation Project Studies	3	GDE335
GDE432	Web Page Design	3	GDE233
GDE433	Graduation Project	6	GDE431 +GDE328
GDE434	Outdoor Design & Symbols	3	GDE341
GDE442	Internship	3	90 Credit Hours + GDE335

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
Group 1 (9 Credit Hours)			
GDE212	Digital Photography	3	GDE211
GDE217	Arabic Calligraphy	3	GDE113
GDE218	Anatomy Art	3	GDE116
GDE219	Geometry in Design	3	GDE131
GDE224	Design in Islamic Arts	3	ADE1101
GDE225	Design Process	3	GDE222
GDE327	Industry & Art	3	GDE222
GDE312	Drawing & Painting 2	3	GDE116
GDE326	Principle of Marketing	3	GDE221

Course Code	Course Title	Credit Hours	Prerequisite
Group 2 (6 Credit Hours)			
IND2097	3D Printing & 3D Scanner	3	GDE315
GDE300	Special Topics in Graphic Design	3	GDE233
GDE421	Critical Issues in Design	3	GDE221
GDE436	Animation Design	3	GDE334
GDE437	Calligraphy & Design	3	GDE237
GDE438	Portfolio Design	3	GDE335
GDE439	Illustration 2	3	GDE334

Course Description

Programme Compulsory Courses

GDE111 - Computer Graphics 1 - (Prerequisite - None)

This course helps students to possess the ability to use the Bitmap characteristics and features in the design and implementation of various visual elements, processing and blending images, using colors, preparing designs for the production process and relying on self-learning to cope with technical development.

GDE113 - Typography1 - (Prerequisite - ADE1110)

The course is an introduction to typography and its history; it teaches the principles of typography through Latin and Arabic characters' segmentation and structure, character formation, and the experience of creating a literal shape as a communication element.

GDE116 - Drawing & Painting - (Prerequisite - ADE1091)

The course focuses on enhancing the student's ability to express different formations and materials using color pencils.

GDE131 - Principles of Graphic Design - (Prerequisite - ADE1110)

The course exposes students to the visual communication concepts, it also introduces them to the formation, simplification, and creation of free and geometric shapes and connecting them with the communication concept.

GDE214 - Computer Graphics 2 - (Prerequisite - GDE111)

This course helps students to possess the ability to utilize the Vector characteristics and features in the design and implementation of various visual elements, processing and blending images, using colors, preparing designs for production process, converting between vector and bitmap technologies, and relying on self-learning to keep abreast of the technical development and production process design.

GDE232 - Branding Design - (Prerequisite - GDE131, GDE113)

The course deals with the trademarks and their role in the communication process, the characteristics and features of the company logo, testing the research process, and preparing the logo and formulating the company's visual identity.

GDE211 – Photography - (Prerequisite - ADE1110)

The course includes studying the camera, its development and techniques, the various imaging equipment, the photographic principles, the light and composition. It also deals with the image as a visual communication element. The student will experiment different modes and techniques of photography in the studio.

GDE222 - History of Graphic Design - (Prerequisite - ADE131)

The course includes the graphic design history and theories, the development role of printing technology, media, communication theory, visual sciences and artistic movements to form the concepts of visual communication. This course also focuses on visual communication concepts, and meeting the most important works and pioneers of design, and the contemporary and professional issues and practices.

GDE216 - Computer Graphic 3 - (Prerequisite - GDE214)

The course introduces the most important principles and basics of professional layout software, the practice on layout software, particularly InDesign, preparing and dividing the page and columns, inserting the titles, texts, images, and editing them with practical projects that deals with modeling and simulations for some newspapers and magazines.

GDE233 - Advertising Design - (Prerequisite - GDE232)

The course focuses on the art of the poster, its history and role in the communication process, the technical and visual foundations of the poster, analyzing the communication process and developing design responses that respect social and cultural rights. This course also includes the differences between design users, critical analysis practice related to functional, utilitarian and environmental aspects of design.

GDE237 - Typography 2 - (Prerequisite - GDE113)

This course is a reinforcement of the previous course "Typography 1", which complements the theoretical concepts of alphabet design, development and production of Arabic and Latin typefaces, and process of research and development of letters and alphabets forms that support the solutions of visual communication problems, and gain the advanced understanding, techniques and skills required in the labor market.

GDE221 - Communication Theory - (Prerequisite - GDE131)

The course explores the most important communication theories related to visual communication, analysis of mass communication problems, psychological factors, critical and semiotics theory. It also introduces the use of appropriate means to determine people's desires, needs, patterns of behavior and propose appropriate communication solutions.

GDE336 - Digital Video - (Prerequisite - GDE211)

The course designed to familiarize students with the practice and processing of video camera, editing software, concepts related to narrative structure and others in the areas of video production.

GDE335 - Design & Layout of Publications - (Prerequisite - GDE233, GDE216)

The course deals with the design and layout of publications, their techniques and role in the communication process, planning the publication design, studying the target audience to reach the appropriate solutions. It also includes the analysis of the results in terms of ease of use, the recipient's appeal, technical relevance, economic feasibility and sustainability.

GDE334 - Illustration 1 - (Prerequisite - GDE214, GDE116)

The course includes the study of the basic principles, concepts and elements of illustrations as one of the means of visual communication, conducting research and development, designing children's story characters, and drawing two-dimensional (2D) scenes, and dialogue scenes.

GDE328 - Psychology & Sociology Design - (Prerequisite - GDE232)

The content of this course is concerned with the study of psychological aspects because of the great impact on the success of various designs and influence on the mood and psyche of the design recipient. This course also covers the role played by the designer in influencing the social behavior and habits of the users.

GDE341 - Printing Technology & Specifications - (Prerequisite - GDE237)

The course includes a theoretical study and practical applications to identify the types of old and modern printing techniques, their applications in arts, design and printing on various materials, advertising materials, and digital printing. The course also includes the study of paper types, its measurements, printing inks, with practical applications on various materials showing design and printing techniques.

GDE343 - Ethics & Practice of Profession - (Prerequisite - GDE341)

The course includes the functional knowledge of professional design practices and processes, professional and ethical behaviors, intellectual property issues such as patents, trademarks and copyrights, management, marketing and economics principles, business, contracts and globalization from a professional perspective.

GDE339– Design for Multimedia - (Prerequisite - GDE336)

The course includes the recognition of multimedia systems, and applications combining the use of text, graphics, sound, animation and video, to utilize them in the field of graphic communication.

GDE315 - 3D Computer Graphic - (Prerequisite - GDE214)

The course includes the construction and development of students' skills in the use of three-dimensional (3D) graphics software so that the student can form, display and handle all three-dimensional graphic designs in line with contemporary trends based on studying the depth and impact of the recipient through the three-dimension and simulation reality.

GDE338 - Packaging Design - (Prerequisite - GDE341)

The course focuses on packaging, its techniques and communication problems, planning and understanding of design at different levels, starting from the components of appropriate packaging systems, and its impact on the target audience. This course also covers the design analysis in a critical way associated with utility and ease of use, the economic and technology feasibility, and sustainability.

GDE431 - Graduation Project Studies - (Prerequisite - GDE335)

This course is characterized by research nature where the student selects a particular subject or problem and carries out the planning process, which involves surveying and critical analysis of the associated communication problems, comparing them with research results and similar professional practices. The student will use the appropriate means to determine the wishes, needs and patterns of behavior of the target audience. This course also addresses strategies for alternative solutions that respect social, cultural and environmental rights.

GDE442 – Internship - (Prerequisite - 90 Credit Hours + GDE335)

The course includes the practice of experience in the application of knowledge, design and skills outside the classroom, and attention to prepare for facing the practical life, and integration into the labor market after graduating through training in official institutions or private or professional offices or advisory specialized and relevant field of specialization, to apply those theoretical and practical courses that have been studied in reality. The student will be followed up by an academic supervisor to evaluate his performance through a specialized committee.

GDE432 - Web Page Design - (Prerequisite - GDE233)

The course aims to introduce the communication mechanisms associated with web pages and their techniques, the designing and layout based on the function and studying the target audience, and finally working effectively in multidisciplinary teams and possessing the cooperative skills to solve complex problems.

GDE434 - Outdoor Design & Symbols - (Prerequisite - GDE341)

This course deals with the problems of communication for graphic and advertisement designs related to advanced advertising and functional purposes of two- and three-dimensional (2D and 3D) graphics, those purposes focus on raw materials and its techniques, specifications, drawing method and presentation of these designs, which includes large three-dimensional advertisements and symbols related to services design.

GDE433 - Graduation Project - (Prerequisite - GDE431, GDE328)

In this course, the student benefits from the results of his study in the graduation project studies. He presents solutions to communication problems based on the previous formulated design strategy and design understanding at different levels, starting from the components of production systems to achieve the objective of the previous research, taking into account the differences between recipients of design, ease of use, economic and technological feasibility, and sustainability.

Programme Electives Courses

GDE436 - Animation Design - (Prerequisite - GDE334)

The course introduces the basic principles of animation art, its beginnings, animation, and basis, developing the animated personality and performance style manually or through computer programs. It also enhances students' skills in graphic design, movement analysis, manual skills and its animation methods, drawing, coloring and digital movement.

GDE437 - Calligraphy & Design - (Prerequisite - GDE237)

The course introduces the use of calligraphy in building the design, enhancing the student's design ability to use handwriting and typography, training in layout the words according to traditional and modern methods, in accordance with the nature and spirit of design, using various artistic and graphic additions to the lettering, and using typefaces as an expressive method in the designing various subjects with different techniques in proportion to their functions and objectives.

GDE439 - Illustration 2 - (Prerequisite - GDE334)

The course includes the development of students' practical performance and deepening their personal style and artistic and expressive vision through the design of illustrations for a variety of subjects such as the children's story design, novels, encyclopedias, storyboard drawings, learning the diagram art and implementing designs and applied works for service or commercial buildings.

GDE438 - Portfolio Design - (Prerequisite - GDE335)

This course helps the student to design the business file for the purpose of applying for a job. This course considers as an advanced course compared to the presentations presented by the student in other courses.

GDE212 - Digital Photography - (Prerequisite - GDE211)

This is an advanced course compared to the "Photography" course, it supports professionally the photography of advertising models within the studio, taking into consideration the differences related to materials, type and image processing.

GDE217 - Arabic Calligraphy - (Prerequisite - GDE113)

The course is concerned with studying the types and methods of Arabic Calligraphy and its historical development. The student will gain the ability to write and form letters and words in accordance with configurations that emanate from the concepts of graphic communication.

GDE218 - Anatomy Art - (Prerequisite - GDE116)

The course introduces the measures and mechanism of human body movement, train the student to sketch the human body in its various situations and movements and recognize the structure of the human body from the skeleton and muscles and their formative and kinetic effect on the shape and movement of the whole body, and finally to identify the physical differences between the body growth stages and the formal differences between the women and men body and benefit from it in the implementation of various design works.

GDE219 - Geometry in Design - (Prerequisite - GDE131)
This course is concerned with the methods of geometric drawing, grades and proportions that help the designer to apply the geometric designs, letters, layout and various dimensions associated with three dimensional (3D) designs.

GDE312 - Drawing & Painting 2 - (Prerequisite - GDE116)
The course includes the expression of the technical configurations using the techniques of colors of all kinds and gain experience and ability to quick sketches with strong lines and quick shadows and experience using pastel colors and colored pens.

IND2097 - 3D Printing & 3D Scanner - (Prerequisite - GDE315)
The course provides the needed knowledge and skill to produce and print 3D objects, as well as to generate and prepare data for that. It focuses on the use of two professional technologies; 3D Printing, 3D Scanner and related software which enables students to utilize these technologies in their future projects.

GDE224 - Design in Islamic Arts - (Prerequisite - ADE1101)
The course focuses on the study and analysis of the most important works in Islamic art, and the variety of styles that arose as a result of the combining Islamic concepts with local and environmental cultures, shapes, constructions, decorative units, their generation mechanisms and structural relationships.

GDE225 - Design Process - (Prerequisite - GDE222)
The course covers the access to design through a series of actions that bring the imaginary leap from a current situation to future possibilities. It focuses mainly on the development of stylistic solutions and logical results of design problems through analytical scientific contexts.

GDE326 - Principle of Marketing - (Prerequisite - GDE221)
The course aims to study the art of marketing, promotion, advertising campaigns, the effects of needs, motives, trends and desires in marketing, organizing the advertising message, identifying the work mechanism in advertising companies. It also teaches the role of the graphic designer in the marketing process and the role of media and technology in deepening the importance of electronic marketing, and studying the impact of advertising on the recipient and surrounding environment.

GDE327 - Industry & Art - (Prerequisite - GDE222)
The course introduces the art role in the industry, as well as the modern theory study in the industrial design, the role of industrial production and various raw materials in the design form and function, and its impact on the development of modern design theories, and to apply practical applications to achieve useful and aesthetic models, such as the lighting structures design, design containers and office equipment design.

GDE300 - Special Topics in Graphic Design - (Prerequisite - GDE233)
This course is an open window to developments and techniques that challenge the designers in their career and require attention to their personal development.

GDE421 - Critical Issues in Design - (Prerequisite - GDE221)
This course focuses on contemporary communication issues related to graphic design, and how to utilize them in a critical, analytical way via a range of contemporary artistic experiences and practices.

Bachelor in Computer Science

Programme Coordinator: Dr. Samer Shorman

Second Floor, Room No.219

Office: 16036168

email : samer.shorman@asu.edu.bh

Programme Details

Programme Title	**Bachelor in Computer Science**
Awarding Institution	**Applied Science University**
Teaching Institution	**Applied Science University**
Programme licensed by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Language of Study	**English**
Mode of Study	**Full Time**

Aims of the Programme

1. Prepare a computer science graduate who is able to meet the needs of the local and regional labor market and help them to compete in the international markets.
2. Prepare a graduate who is able to use knowledge and skills in various computer fields and apply them to solve work problems, and has the ability to generate new ideas, creativity and innovation.
3. Prepare a graduate who has knowledge of scientific research methodologies in the field of computer science and the ability to analyze and interpret results.
4. Prepare a graduate who has the ability to continuously learn through experience, implementation and collaboration.
5. Prepare a graduate who has the ability to communicate effectively, either orally or in writing
6. Prepare a graduate who can cooperate with others and work in a team.
7. Prepare a graduate who carries a human and ethical vision towards his community that respects diversity in occupational and cultural requirements in addition to a sufficient awareness of the future to achieve sustainable development.

Programme Structure - Overall Structure of the Programme	
Minimum Study Period	3 years
Maximum Study Period	8 years
Total Credit Hours	135 Credit Hours
Number of Courses	45 Courses

Study Plan

First Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ENG111	Upper Intermediate English	3	Oxford test score > 50 /ENG098
CS104	Computer Skills	3	-
CSC101	Mathematics 1	3	-
CSC111	Structured Programming	3	-
CSC 103	Probability and Statistics	3	-

First Year – Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
ENG112	Advanced English	3	ENG111
-	University Elective 1	3	-
HR106	Human Rights	3	-
CSC 102	Discrete Mathematics	3	-
CSC141	Communication Skills	3	-
CSC142	Computer Ethics and Social Responsibility	3	ENG111

Second Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
-	University Elective 2	3	-
ARB101	Arabic Language	3	-
CSC202	Digital Logic	3	CSC102
CSC203	Mathematics 2	3	CSC101
CSC212	Object-Oriented Programming I	3	CSC111
CSC222	Software Engineering I	3	CSC141

Second Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
HBH105	Bahrain Civilization and History	3	-
CSC215	Data Structures	3	CSC212
CSC221	Database Systems	3	CSC212
CSC231	Computer Organization and Architecture	3	CSC202
CSC241	Scientific Research Methods	3	CSC103
CSC322	Web Based Software Development I	3	CSC222

Third Year - First Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
CSC304	Artificial Intelligence	3	CSC212
CSC314	Object Oriented Programming II	3	CSC212
CSC321	Systems Analysis and Design	3	CSC221
CSC325	Database Development	3	CSC221
CSC331	Operating Systems	3	CSC231
-	Programme Elective (1)	3	-

Third Year - Second Semester (18 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
BA161	Introduction to Entrepreneurship	3	-
CSC301	Numerical Analysis	3	CSC203
CSC302	Computational Theory	3	CSC102 + CSC 215
CSC323	Visual Programming	3	CSC314 +CSC221
CSC332	Data Communication and Computer Networks	3	CSC331
-	Programme Elective (2)	3	-

Fourth Year - First Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
CSC401	Algorithm Design and Analysis	3	CSC102 + CSC 215
CSC402	Compilers Design	3	CSC302
CSC425	Graduation Project 1	3	CSC241 +90 credit hours
CSC441	Internship	3	CSC321 +90 credit hours
-	Programme Elective (3)	3	-

Fourth Year - Second Semester (15 Credit Hours)			
Course Code	**Course Title**	**Credit Hours**	**Prerequisite**
CSC426	Graduation Project 2	3	CSC425
CSC435	Ciphering and Computer Security	3	CSC332
CSC436	Mobile Computing	3	CSC332
-	Programme Elective (4)	3	-
-	Programme Elective (5)	3	-

Programme Compulsory Courses

Course Code	Course Title	Credit Hours	Prerequisite
CSC202	Digital Logic	3	CSC111
CSC203	Mathematics 2	3	CSC101
CSC212	Object-Oriented Programming I	3	CSC111
CSC222	Software Engineering I	3	CSC141
CSC221	Database Systems	3	CSC212
CSC231	Computer Organization and Architecture	3	CSC202
CSC215	Data Structures	3	CSC212
CSC322	Web Based Software Development I	3	CSC222
CSC301	Numerical Analysis	3	CSC203
CSC302	Computational Theory	3	CSC102 +CSC215
CSC304	Artificial Intelligence	3	CSC212
CSC314	Object Oriented Programming II	3	CSC212
CSC321	Systems Analysis and Design	3	CSC221
CSC325	Database Development	3	CSC221
CSC331	Operating Systems	3	CSC231
CSC323	Visual Programming	3	CSC314 +CSC221
CSC332	Data Communication and Computer Networks	3	CSC331
CSC401	Algorithm Design and Analysis	3	CSC102 +CSC215
CSC402	Compilers Design	3	CSC302
CSC425	Graduation Project 1	3	CSC241+ 90 credit hours
CSC426	Graduation Project 2	3	CSC425
CSC435	Ciphering and Computer Security	3	CSC332
CSC436	Mobile Computing	3	CSC332
CSC441	Internship	3	CSC321+ 90 credit hours

Programme Elective Courses

Course Code	Course Title	Credit Hours	Prerequisite
Group 1 (6 Credit Hours)			
CSC204	Linear Algebra	3	CSC203
CSC305	Operations Research	3	CSC103
CSC326	Mobile Application Development	3	CSC322 +CSC221
CSC327	Web Based Software Development II	3	CSC322 +CSC221
CSC328	Human computer interaction	3	CSC222
CSC329	Multimedia Systems	3	CSC322
CSC421	Software Engineering II	3	CSC222
Group 2 (9 Credit Hours)			
CSC312	Programming Language Concepts	3	CSC314
CSC315	Data Mining	3	CSC304
CSC343	Special Topics in Computer Science	3	DEPT. APPROVAL
CSC403	Image Processing	3	CSC401
CSC411	Computer Graphics	3	CSC401
CSC437	Cloud computing	3	CSC332
CSC438	Parallel and Distributed Computing	3	CSC332

Course Description

Programme Compulsory Courses

CSC 202 – Digital Logic - (Prerequisite - CSC 102)

This course provides students with detailed knowledge of design and implementation of digital circuits. Topics include: combinational and sequential logic circuits. Concepts of Boolean algebra, Karnaugh maps, flip-flops, registers, and counters along with various logic families and comparison of their behavior and characteristics.

CSC 203 – Mathematics 2 - (Prerequisite - CSC 101)

Mathematics II course provides computer science students with detailed knowledge, basic and some advanced skills to deal with defined and some undefined problems in mathematics. The student will study algebraic and transcendental functions with

an emphasis on integral calculus, sequences and series. The course will cover the main topics of definite and indefinite integrals, applications of integrals including areas, volumes and surface areas of solid revolution, arc length. Topics also include indeterminate form and L'Hopital's rule, techniques of integration, sequences, infinite series, power series and their convergence.

CSC 212 – Object Oriented Programming I - (Prerequisite - CSC 111)

The aim of this course is to explain in detailed the principles of the object-oriented paradigm, provide familiarity with approaches to object-oriented modelling and design, syntax, pointers, files, class, inheritance, object-oriented programming concepts, and characteristics, data types, information hiding, constructors, destructors, friend function and friend class, array of objects, manipulating object, and inheritance.

CSC 215 – Data Structures - (Prerequisite - CSC212)

This course covers advanced data Structures concepts, fundamentals and characteristics of Data structures, Array, Linked list, Stack, Queue, Graph, tree. In addition, student will learn and practice the suitable algorithm to manipulate the required data structure.

CSC 221 – Database Systems - (Prerequisite - CSC 212)

This course develops students' detailed knowledge and understanding in database systems. The students will be introduced to traditional files structure problems, database systems concepts, database systems evolution, database types, entity, attributes, relationship, and relationship degree, architecture, modeling methods using ERD, relational algebra, normalization and relational database constraints. SQL data definition and manipulation languages are also covered.

CSC 222 – Software Engineering I - (Prerequisite - CSC 141)

This course provides students with detailed knowledge of the concepts and process models involved in software engineering. Students will learn principles of software engineering, evolving roles of software, software process, software product, process models and advanced models, requirements engineering: gathering, modeling and analysis, architectural design, component-level design, designing class-based components, component-level design for web applications, GUI, user interface design, web applications interface design.

CSC 231 – Computer Organization and Architecture - (Prerequisite - CSC 202)

In this course students will be provided with detailed knowledge and understanding about fundamentals of computer organization, design and architecture as a hierarchy of levels, each one performing some well-defined function: the digital logic level, the microarchitecture level, the instruction set architecture level, and the assembly language level. The topics of the course include: introduction to the basic components of a computer, digital logic level, memory organization, the architecture of the microarchitecture level and its control, ISA level, assembly language and the assembly process and new trends in computer architecture.

CSC 301 – Numerical Analysis - (Prerequisite - CSC 203)
This course provides students with advanced skills of numerical analysis. Topics include, mathematical preliminaries: computer arithmetic, round-off error, source of errors, solution of equations in one variable: bisection method, fixed point method, false position method, secant method, Newton-Raphson method, interpolation and polynomial approximation, introduction to interpolation, direct methods for solving linear systems of equations, iterative methods for solving linear systems, iterative methods for solving nonlinear systems, and curve fitting techniques.

CSC 302 – Computational Theory - (Prerequisite - CSC 215+CSC 102)
This course emphasizes on advanced knowledge and understanding of computational and theoretical models. The topics include: concepts of automata, Finite Automata and Regular Expressions, Deterministic Finite Automata (DFA). Minimization of DFA; Non-Deterministic Finite Automata (NFA), Pumping Lemma, Mealy and Moore Machines, Ambiguity in Grammars and Languages. Standard Forms; Chomsky Normal Forms; Greibach Normal Forms, Pushdown Automata, Turing Machine. Computational Theory have direct bearing on practice, such as Automata on circuit design, verifying systems, compiler design, and search algorithms.

CSC 304 – Artificial Intelligence - (Prerequisite - CSC 212)
This course provides students with advanced skills of Artificial intelligence (AI). Topics include: principles of intelligent systems, approaches used in AI field, problem solving strategies, knowledge representation and reasoning, uncertainty processing, learning and cooperation.

CSC 314 – Object Oriented Programming II - (Prerequisite - CSC 212)
This course provides students with advanced skills of object-oriented programming (OOP). Topics include: programming techniques in designing and implementing an object-oriented program, implementing the characteristics and qualifiers of object-oriented programming to create programs for solving business problems with the application of some data structures using JAVA programming language. Students will gain experience in the application of structured programming in practice and, mirroring professional practice, this will be facilitated largely in a real based environment. Students will learn and practice via teamwork.

CSC 321 – Systems Analysis and Design - (Prerequisite - CSC 221)
This course provides students with an advanced knowledge and understanding of the concepts and practice of information systems analysis. The students will gain skills in Information Systems requirements analysis and logical system specifications. The student will also learn several systematic approaches and tools for the analysis process management and techniques that will enable them to analyze systems in a team environment.

CSC 322 – Web Based Software Development I - (Prerequisite - CSC 222)
This course provides students with advanced knowledge and understanding of the principles of the context of Web based software development. Topics include: creating a web site using HTML, CSS and JavaScript. Other topics such as,

creating tables, page division, inserting animation and multimedia, using/creating templates, managing hosting and its control panel are also covered.

CSC 323 – Visual Programming - (Prerequisite - CSC 314 &CSC 221)

This course provides students with critical knowledge and understanding of visual programming(C#, Visual C++,VB,…) theories and concepts. The course emphasises on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools. In addition to event -driven Windows programming, data types, operators, objects and properties, menus, procedures, control structures, database file processing, using human computer interaction principles to enhance user interface design.

CSC 325 – Database Development - (Prerequisite - CSC 221)

The course provides students with advanced knowledge and understanding of the database development topics: practicing the database PL/SQL (Cursors, Triggers, Functions, Procedures…). Also the student will practice Database development tools such as: APEX, Oracle Developer: Forms, Reports and Graphics.

CSC 331 – Operating Systems - (Prerequisite - CSC 231)

This course presents and discusses advanced topics of operating systems including: virtual machines, real-time and embedded systems, distributed and parallel processing, file systems, fault tolerance, performance evaluation, management functions (memory, device (I/O), Process) and OS security/protection.

CSC 332 – Data Communications and Computer Networks - (Prerequisite - CSC 331)

This course aims at providing students with a critical knowledge and a firm foundation of about data communication and computer networking. A thorough understanding of concepts and mechanisms underlying general telecommunications and networking is essential for students to be able to learn and grasp knowledge about other advanced and specific technologies and architectures.

CSC 401 – Algorithms Design and Analysis - (Prerequisite - CSC 215+CSC 102)

Algorithms play the central role of both in science and practice of computing, It focusing on both the underlying mathematical theory and practice considerations of efficiency. This course introduces critical knowledge and understanding of concepts, theories, techniques to support the analysis and design of algorithms. Topics include analysis of algorithm efficiency, problem-solving: analysis and synthesis, analysis criteria, asymptotic growth rates, brute force and exhaustive search, time complexity, Sorting algorithms, graphs and Graph Traversals, Adjacency Matrix, Traversing Graphs, Breadth-first search and Depth-first search.

CSC 402 – Compilers Design - (Prerequisite - CSC 302)

In this course, students will develop critical knowledge and understanding of specialist theories, principles and concepts of compilers design, major problems in translation of programming languages, compilation steps, difference among

translators, Top-down versus bottom-up grammatical analysis, codes generation, and storage allocation strategies. It includes the building of translators, identifies and explores the main issues of the design of translators, lexical analysis, parsing, symbol tables, declaration, code generation, and optimization techniques.

CSC 425 – Graduation Project 1 - (Prerequisite - CSC241+90 credit hours)

In Graduation Project (1, 2), student critically applies the accurate IT project development methodologies to develop either a software system with accompanying report or a comprehensive IT research report based on the research activity undertaken - oriented to real life problems.

In this course (Graduation Project 1), the student identify specific problem (define the research questions), conducts a literature survey, analysis, and design for the proposed solution (an artifact) to the identified problem utilizing computer algorithms, software packages and/or hardware devices. This gives the opportunity for individual student, to take the responsibility of executing applied research in the CSC426-Graduation Project 2 with guidance from a supervisor. At the end of this course, the student will demonstrate the outcome of the project and will submit part one of graduation project report.

CSC 426 – Graduation Project 2 - (Prerequisite - CSC 425)

In this course, the student has to use the outcomes of CSC425 Graduation Project 1 to implement and test the proposed solution. This will take place with guidance from a supervisor. At the end of the course, the student has to demonstrate the project findings and submit a complete graduation project report. Student will use knowledge and skills gained in earlier studied courses and implement them in this phase. Students will be required to plan their work and meet deadlines, they also need to demonstrate the outcome of their IT research/ software system and write a comprehensive report.

CSC 435 – Ciphering and Computer Security - (Prerequisite - CSC 332)

In this course, students will be provided with a critical knowledge and understanding of algorithms and protocols from modern cryptology, computer security and secure communication, and equip the student to apply this theory to the problems of building secure applications. The topics of the course include: computer security concepts, security attacks, security services, security mechanisms, symmetric and asymmetric ciphers, block ciphers, DES, AES, block cipher operation, message confidentiality, public-key cryptography and message authentication, the RSA algorithm, Diffie-Hellman key exchange, key distribution, hash functions and user authentication.

CSC 436 – Mobile Computing - (Prerequisite - CSC 332)

This course will provide students with both broad and in-depth knowledge, and a critical understanding of mobile computing and mobile communication from different viewpoints: infrastructures, principles and theories, technologies,

and applications in different domains. In this course, the following topics will be discussed: basic issues in mobile computing, mobile communications, wireless networks, cellular network and architectures, communication protocols, mobile computing applications, smart phone technology, the application design and environment and the future of mobile computing.

CSC 441 – Internship - (Prerequisite - CSC321+90 credit hours)

The internship is a pre-arranged, credit-bearing work experience, which allows a student to achieve personal goals that are aligned with the goals of a supervising professional organisation or agency. Internships provide opportunities to explore career options, test career choices, and encourage the development of skills within a chosen field. An internship allows students to relate theory with practical job experience as well as develop new skills that will be transferable to future employers.

Programme Electives Courses

CSC 204 – Linear Algebra - (Prerequisite - CSC 203)

This course provides students with advanced skills of linear algebra to help them develop the ability to solve problems using linear algebra. This course includes: the study of systems of linear equations, matrices, determinants, vectors and vector spaces, linear transformations, eigenvalues and eigenvectors, and their applications. Linear algebra is a core course in many engineering, physics, mathematics, and computer science programs. Computer software will be used to enhance the learning and teaching of topics and techniques covered.

CSC 305 – Operations Research - (Prerequisite - CSC 103)

Operations Research (OR) provides methodological tools which can support business managers in decisions making covering all aspects (internal and external). The purpose of the course is to provide students with advanced knowledge and some specialized tools to help them understand the operations research and mathematical modeling methods. These methods will help the students to solve problems in different environments that needs decisions. The course teach the students specialized methods of operations research and applications for optamisation problems.

The course cover topics that include: OR models, solving the OR model, linear programming applications, the simplex method and sensitivity analysis, duality and post-optimal analysis, Transportation model, and Network model.

CS326 – Mobile Application Development - (Prerequisite - CSC 322 & CSC 221)

The course provides students with critical knowledge and understanding of the mobile application development. This course covers key technologies underlying mobile application development. Topics include mobile platforms, GUI design, mobile programming, web services processing, database access and event-driven programming.

CSC 327 – Web Based Software Development II - (Prerequisite - CSC 322 & CSC 221)
This course provides students with advanced knowledge and understanding of web applications development. Topics include: web applications development, smart devices and Web design programming languages (i.e. PHP, ASP.NET and others), web hosting, file transfer protocol, control panel for local and remote servers, web development tools (i.e. Word Press, Yii frameworks, Dreamweaver and others).

CSC 328 – Human Computer Interaction - (Prerequisite - CSC222)
This course focuses on advanced topics in human computer interaction (HCI) development and use. The topics includes HCI analysis, design, implementation and evaluation of interactive computing system for human use; Ergonomics; Components of an interactive system; The Human; Input - output channels, the eye, hearing, touch, smell, taste, movement, memory; The computer: Interacting with computers, Virtual reality concept, Virtual reality for HW/SW, Virtual reality applications.

CSC 329 – Multimedia Systems - (Prerequisite - CSC 322)
This course provides students with advanced knowledge of multimedia systems. Topics include: multimedia system concepts, Color images and videos, Lossless Compression Algorithms, Lossy Compression Algorithms, Image Compression standards, Basics of digital Audio, Multimedia Network Applications, Internet multimedia content distribution, Multimedia over Wireless and Mobile Networks, Multimedia information sharing and retrieval.

CSC 421 – Software Engineering II - (Prerequisite - CSC 222)
This course is a continuation of the study of software engineering I (CSC222). While Software Engineering I focuses on software production topics such as processes, requirements and architectures, Software Engineering II focuses on a advanced knowledge and understanding of a broad set of principles and practices affecting the success and failure of software development. The topics of the course include: Quality Concepts, Reviews, Quality Assurance, Software Testing (Component Level, Integration Level, Specialized Testing for Mobility), Project Management Concepts and Risk Management. The last part of the course will cover the principles of software maintenance, the different strategies for changing software systems and reengineering.

CSC 312 – Programming Languages Concepts - (Prerequisite - CSC 314)
This course focuses on programming languages' specifications and concepts which gives students critical knowledge that they can argue persuasively why a particular language is appropriate or inappropriate for a particular problem. Topics are: Concepts of programming languages, domains, evaluation, environments, syntax formal methods, attribute grammars, binding, scope, types (data, user-defined, record, tuple, list, union, pointer, and reference), arithmetic expressions, operators, conversions, programming statements, subprograms, parameter-passing methods, design issues for functions, user-defined overloaded operators, dynamic scoping, abstract data types, and object-oriented languages.

CSC 315 – Data Mining - (Prerequisite - CSC 304)
This course provides students with advanced knowledge and understanding of Data Mining algorithms and computational paradigms that allow computers to

find patterns and regularities in databases, perform prediction and forecasting, and generally improve their performance through interaction with data. The Data Mining process includes data selection, cleaning, coding, using different statistical and machine learning techniques, and visualization of the generated structures. The course will cover all these issues and will illustrate the whole process by examples.

CSC 343– Special Topics in Computer Science - (Prerequisite - None)

This course provides students with critical knowledge and understanding of the concepts and practice of the hottest topics and the latest research or technology in the field of Computer Science. The topic might be different from one run to another; an approval from the computer science department is required to select the course content whenever offering the course.

CSC 403 – Image Processing - (Prerequisite - CSC 401)

This course provides students with critical knowledge of concepts and applications image processing. Topics include image processing concepts, intensity transformations and spatial filtering, some basic intensity transformation functions, histogram processing image enhancement, image filtering, image restoration, image deblurring and denoising, color image processing, color models, The RGB Color Model, The CMY and CMYK Color, image compression and watermarking and morphological image processing.

CSC 411 – Computer Graphics - (Prerequisite - CSC 401)

This course provides students critical knowledge of Computer Graphics. Topics include: concepts of computer graphics. It starts with an overview of interactive computer graphics, Rectangles Using Paths to Draw Line, Transformations scale and translate, Methods: Drawing Ellipses, Rotate Method: Creating an two dimensional system and mapping, then it presents drawing algorithm, two-dimensional transformation; Clipping, filling and an introduction to 3-D graphics.

CSC 437 – Cloud Computing - (Prerequisite - CSC 332)

The course provides students with critical knowledge and understanding of the cloud computing technologies. Topics include cloud infrastructure, reference model, resource management, programming models, application models, system characterizations, and implementations, deployment of cloud computing systems, parallel processing in the cloud, distributed storage systems, virtualization, security in the cloud, and multicore operating systems.

CSC 438 – Parallel and Distributed Computing - (Prerequisite - CSC 332)

This course provides students critical knowledge and understanding in theory of parallelism and distributed computing, communication, concurrency, hardware and software features, language features for concurrent and distributed systems, concurrent and distributed algorithms and middleware, coordination, sequential and parallel processing, parallel and scalable architecture, parallel decomposition, multiple simultaneous computations, and parallel computer models.

London South Bank University

EST 1892

College of Engineering

British Programmes in Partnership with London South Bank University

- **Bachelor of Engineering in civil Engineering**
- **Bachelor of Engineering in Architectural Engineering**

Dear students,

Welcome to the College of Engineering at the Applied Science University, a college that is unique in its culture, facilities and environment. Our programmes are distinct as they offer the chance to study an internationally recognised UK degree course here in Bahrain, with work experience and internship opportunities. Upon successfully completing the programme, students will be awarded a degree from London South Bank University in the UK. This will give a competitive advantage in the job market, and will allow to develop lifelong learning skills that are sought after by employers here in Bahrain and internationally.

The College offers two Bachelor degree programmes in Engineering. The programmes started in September 2017 and we welcome applications from outstanding students for:

- Bachelor of Engineering in Architectural Engineering (New Name, AY -2020 2021). Awarded by London South Bank University in the UK and recognised by the Higher Education Council in the Kingdom of Bahrain.

(For continuing students who started prior to the Academic Year 2020-2021, the name of the program is Bachelor of Engineering in Architectural Design Engineering)

- Bachelor of Engineering in Civil Engineering (New Name, AY 2020-2021). Awarded by London South Bank University in the UK and recognised by the Higher Education Council in the Kingdom of Bahrain.

(For continuing students who started prior to the Academic Year 2020-2021, the name of the program is Bachelor of Engineering in Civil and Construction Engineering).

The Bachelor of Engineering in Electrical and Electronic Engineering and the Bachelor of Engineering in Mechanical Engineering will be launched in the near future.

We strongly believe that the future for engineers is incredibly bright and the College of Engineering will provide you with excellent career opportunities. Engineering and technology will continue to fuel the pace of change, offering unimaginable options for those with imaginative, creative and open minds.

Welcome once again to the exciting world of engineering.

Dean of the College of Engineering

General Information

Awarding Institution	**London South Bank University, UK**
Teaching Institution	**Applied Science University, Kingdom of Bahrain**
College	**Engineering**
Department	**Civil and Architectural Engineering**
Offered programmes	**Bachelor of Engineering in Civil Engineering Bachelor of Engineering in Architectural Engineering**
Programmes recognised by	**Ministry of Education, Kingdom of Bahrain**
Final Qualification	**Bachelor Degree**
Academic year	**2021 - 2022**
Language of study	**English**
Mode of study	**Full-Time**
Duration of each programme	**4 Years**

Rationale

The programmes embrace recent industry developments, in particular the ECUK UK Standard for Professional Engineering Competence (UK-SPEC), and give students the opportunity to achieve the professional status of Chartered Engineer. The curriculum emphasizes the development of traditional engineering numerical strengths coupled with an enquiring creative approach as employers require. We hope that by the end of their programmes students will be excited by a blank sheet of paper, an undefined brief and the challenge of developing a rational solution! We seek to educate rather than just train.

Because both civil and architectural engineering are such broad areas, there are many different specialisms for students to consider after graduating and our degrees will give students a solid foundation to enter any of them.

Philosophy of the curriculum the central theme of the programmes is developed around the broad concept of "engineering - design and construction". This is achieved by structuring the programmes around two main strands, namely Engineering Analysis and Engineering Design.

Engineering Analysis Courses This strand of the course develops the fundamental knowledge of engineering, considering the physics of the problems, the theoretical underpinning and problem-solving techniques.

Engineering Design Courses The design capability is developed as a generic capability underpinned by engineering analysis with the objective of developing Civil and Architectural Engineers who approach design problems creatively and who have the technical skills to see ideas through to realization.

Complementary Courses These units further enhance the quality of the Civil and Architectural Engineer by providing general and specialist skills in a range of appropriate computer software and IT packages including CAD and BIM packages. The principles of Building Information Modelling are studied in serval courses and applied in group projects.
Project The final year Project course is an individual submission of an investigation into a specific area of the programme, providing the student with the opportunity to pursue a programme of independent study. The work is expected to be of an investigative nature having an experimental, analytical or fieldwork input.
Laboratory and Studio Work This is a major aspect of the course. Practical work will be contained within this course and will be designed to relate to other courses to provide a holistic approach.

Field Trips and Site Visits

Some modules include field work and site visits, which may be residential or outside the Kingdom of Bahrain. One-day visits to construction sites and other installations are arranged on a regular basis.

Modes of Study

Both programmes are offered on full-time bases requiring the completion of a foundation year in addition to three years of academic study, taught over 8 semesters and a summer semester.

Minimum Study Period	4 years
Maximum Study Period	8 years
No. of Modules	49 Modules

Programmes Management

The two programmes are hosted in the College of Engineering through the Department of Civil and Architectural Engineering. The Department is under the immediate administrative control of a Head of Department.

Academic Advisor

The academic advisor acts as the Personal Tutor providing advice and assistance on a wide range of academic, financial, and personal matters and, if counselling needs arise, will refer students to the University's Student Affairs Unit or other associated services. Students are encouraged to formally see their academic advisors at least once per semester, with a formal appointment.

Module Leader

Each module has a Module Leader who is responsible for:

- The allocation of teaching duties including tutorials, seminars, and practical work within the module.

· Preparing and issuing teaching and coursework schedules.
· Preparing and distributing the module guide.
· Organizing the preparation and checking of examination papers.
· Collating coursework, examination, and module marks.
· Attending modules boards and examination boards in that capacity.
· Revising and updating the module content.

Timetables – Moodle Information

Students are strongly advised to frequently refer to Moodle for class and examination timetables, and room allocation during the academic year.

ASU e-mail address

Electronic communications, between staff and students, will be via the student's ASU e-mail address. Students are strongly advised to check their ASU e-mail regularly.

Assessment Rationale

Throughout the course, assessments will be used to establish that students can understand and apply principles, and the overall aim will be to ensure that the eventual graduates can analyze, synthesize and creatively apply what they have learnt and hence are prepared to become imaginative and thinking individuals.
As the course progresses the assessments will become more intellectually demanding. Students will be encouraged to develop and display strong communication skills in various mediums such as written reports, verbal presentations, videos, drawing, and computer outputs. They will be encouraged to take an academic approach to their work with well-supported arguments, good referencing and relevant bibliographies. Some assignments will demand group work as the ability to work positively as part of a team is essential in the civil and architectural engineering. In some instances assessment will be on the individual's performance as part of a team and in other cases a mark for the group's effort will be shared equally by the members of the team.

Assessment Regulations

Relevant regulations are reproduced from current LSBU academic regulations for taught programmes (and is available on the Moodle link). These may be subject to change. Please refer to the module leader for any changes.

Assessment Methods

A module may be assessed either by a combination of examination, midterm and coursework or by course work only.
In the coursework elements, assessment may be a combination of coursework assignments, individual or group projects, and open book or closed book tests.

Assessment Weighting

Information about assessments weighting is module specific, please refer to the module study guide for more details.

Condonement

The Examination Board has the discretion to condone the failed module(s), only in the case of approved extenuating circumstances, and evidence of having met the learning outcomes for the module. The Module mark remains unchanged and the result is recorded as a Pass after Condonement.

Coursework Deadlines

A student who is unable to submit a completed coursework assignment by the specified deadline must formally notify the Module Leader. The student should then submit the work, completed or incomplete, no more than two weeks later than the deadline date.

The student may make a claim for extenuating circumstances. If this claim is supported, no capping of marks will be applied to a completed assignment. Where the work as submitted is incomplete the Award and Progression Examination Board may grant a deferral and allow the student to submit for an uncapped mark at the next scheduled assessment point.

If the claim for extenuating circumstances is not accepted, the work as submitted will be marked on its merits; if the merited mark is above the pass mark it will be capped). If the merited mark is below the pass mark, the Award and Progression Examination Board may award a compensated pass, if eligible, or allow the student to be referred in the assessment.

If there is no submission of the assignment within two weeks of the deadline, a mark of zero will be recorded. In such a case the Award and Progression Examination Board will not permit the student to be referred in the assignment.

Extenuating Circumstances Claim

A student who believes circumstances outside his/her control have affected his/her performance in the assessment of a Module during the academic year, and he/she wishes this to be taken into account by the Examination Board, then he/she MUST complete the form, together with all the appropriate documentary evidence, for consideration by the Extenuating Circumstances Board. The Extenuating Circumstances Board will then decide whether to support or reject the extenuating circumstances claim. The Extenuating Circumstances Form is available from the College Office. The completed form must be handed in to the College Office by the appropriate deadlines.

Calculators

Only calculators approved by the Department will be allowed in the Examination rooms. These are normally noiseless, cordless, not pre-programmed and cannot receive/transmit data remotely. The recommended model is of the type CASIO fx-85WA, or equivalent.

Academic Misconduct

Where there are suspected cases of academic misconduct, like cheating, plagiarism or other forms of unfair advantage, the details of the incident will be brought to the attention of the College Students' Disciplinary Committee, and the University, for any penalty to be imposed.

Resources

Academic and Staff Support

Academic input to the programmes will come from:

· The permanent staff of the College and Department.
· The part-time staff of the College and Department.
· Visiting specialists.

The course management and the academic input is undertaken from within the College. The staff through research, consultancy, staff development and professional experience are fully up to date and at the forefront of their respective disciplines. This expertise is conveyed to students through the series of lectures, tutorials and seminars. Visiting specialist lecturers who are experts in the various fields of professional practice make regular contributions to the lecture programme of several modules in addition to participating in the assessment of seminars and group project work.

General Facilities

The Department will be using the University and College lecture and seminar rooms for most of the teaching.

Laboratories and Studios

The programmes will make use of laboratory and Studios facilities provided by the College in the areas of structures; concrete; materials; hydraulics; geology, soil mechanics and design. Technician support is provided in each of these areas.

Library

All students will be registered to use the e-library and the library on campus. As student centered learning becomes increasing important it is expected that students will make greater use of the library facilities.

Computer Facilities

Students will have open access to well-equipped computer laboratories and will experience a range of hardware and software as tools to assist effective communication. Each student will be allocated a unique username giving access to the university network and to the Internet.

Equal Opportunities

We are strongly committed to equality of opportunity both as an employer and as an educational institution. In implementing this commitment, the University aims to ensure that no applicant for a job or a course receives less favorable treatment on the grounds of gender, age, race, color, nationality, and ethnic or national origin, marital status, home responsibility, disability, and trade union activity, political or religious belief. The University aims to ensure the promotion of good relations among its staff and students and will create conditions that contribute to the full development and potential of all its members. The university will establish and maintain close links with the local community and will seek to extend employment and educational opportunities for local people with special concern for the needs of women and members of ethnic minority groups. The University seeks to provide a suitable environment for working and studying for people with disabilities.

Student Responsibilities

Please refer to the students' handbook.

Enrolment and Re-enrolment

Students must enroll and/or re-enroll at the beginning of each academic year in accordance with University procedures.

Change of Address

Students who change their permanent or term time address must report the change promptly to the Registration Office, using the relevant form. The University is not liable for any correspondence that is misdirected as result of the student's failure to do so.

Interruption/Withdrawal

Students who wish to interrupt or withdraw from their studies must inform the Deanship of Admission and Registration using the relevant form.

Programme Team-Student Communication

It is the programme team policy that any electronic communication will be via the student's ASU email address, and not their private email accounts. It is the responsibility of the student to check their ASU mails regularly.

The programme team is not liable for any consequences as a result of the student's failure to check their ASU e-mails regularly.

My ASU Web-Link

The ASU website has a very useful My ASU quick link which accesses most of the information, forms and publications, related directly to the student's duration of study at ASU.

Moodle

Via My-ASU, Moodle can be accessed. Programmes and module(s) materials will be uploaded and students must access this site regularly, in order to stay updated with all aspects of programme/module administration, submissions and any other related information.

Bachelor of Engineering in Civil Engineering
Bachelor of Engineering in Architectural Engineering

Aims and objectives

The Bachelor of Engineering in Architectural Engineering aims to:

· Develop students' core, personal and employability skills, to help them adapt to the changing labor market.

· Utilize the variety of construction professions, to expose students to a multitude of aspects of the construction process, and prepare them for work in multidisciplinary teams.

· Give students a blend of architecture and civil engineering courses, exploring the form and appearance of buildings, as well as their analysis, design and construction.

· Produce graduates with knowledge, problem-solving skills and practical know-how of the key aspects of architectural and civil engineering, and the creativity and individuality of architecture.

· Produce graduates aware of the whole design process, including design procedures in codes of practice, architectural engineering procedures, project management, quality issues, finance, ethical conduct, environmental issues and health and safety.

· Produce graduates who can work in multidisciplinary design practices and provide a link between engineering and architecture professionals.

· Provide graduates with the necessary academic qualifications which will provide the full educational base for a successful career in the industry.

Difference between Architecture and Architectural Engineering

	Architecture	Architectural Engineeing
What's it all about?	Design, and how this fits within the broader context Of society.	Engineering aspects of buildings – their Structural systems.
Who is the course for?	Creative people with strong art and design skills who are interested specifically in the building.	Mathematically-minded and scientific People who are interested in building physics, the construction process, and design.
What will I study?	Design and making skills, History of architecture, Architectural theory, Structures, Materials, Sustainability, Ethics and Communication skills	Architectural sustainable building design and technology, Building Information Modelling (BIM), 3D Computer Aided Design and visualization, Structural Building analysis, Calculus, Building physics and Thermodynamics
What careers are open to me?	Architectural Assistant, or Architect	Architectural Engineer
What does the job Involve?	Working with a client to translate their vision into a design. This could be at the principle design stage or produce detailed construction drawings.	Carrying out design, testing, analysis, And implementation of building structures, as well as analysis of what is under a building, to meet regulations and the demands of the de-sign. They use Specialist skills such as building information modelling.

Bachelor of Engineering in Architectural Engineering Study plan

September start

Year	Semester	Credits	Level	Semester	Credits	Level	
1	**Semester 1**			**Semester 2**			
	Mathematics 1	10	S	Engineering Science 2	10	S	Core
	Intermediate English	10	S	Computer Programming for Engineering	10	S	Core
	Principles of Engineering	10	S	Mathematics 2	10	S	Core
	Engineering Science 1	10	S	Constructing the Built Environment	10	S	Core
	Laboratory and Workshop Skills	10	S	Study Skills and Professional Practice	10	S	Core
				Advanced English	10	S	Core
	Human Rights				10	S	Core
	History and Civilization of Bahrain				10	S	HEC requirement
	Arabic Language / Arabic Language for Non-Arabic Speakers				10	S	HEC requirement
2	**Semester 1**			**Semester 2**			
	Engineering Practice and Design 1	10	4	Engineering Practice and Design 2	10	4	Core
	Engineering Mathematics 1	10	4	Engineering Mathematics 2	10	4	Core
	Architectural Engineering Design and Structures 1	10	4	Architectural Engineering Design and Structures 2	10	4	Core
	Principles of Engineering Science 1	10	4	Principles of Engineering Science 2	10	4	Core
	CAD Graphics	10	4	Building Technology	10	4	Core
	Integrated Design and Construction	10	4	Building Environment Simulation and Analysis	10	4	Core

Year	Semester	Credits	Level	Semester	Credits	Level	
3	**Semester 1**			**Semester 2**			
	Structural Design 1	10	5	Structural Design 2	10	5	Core
	Advanced Engineering Mathematics	10	5	Building Information Modelling	10	5	Core
	Geotechnics 1	10	5	Engineering Ethics	10	5	Core
	Design Procedures for Architecture 1	10	5	Design Procedures for Architecture 2	10	5	Core
	AutoCAD-3D	10	5	Architectural Engineering Field Studies	10	5	Core
	Engineering Management and Economics	10	5	Internship	10	5	Core
4	**Semester 1**			**Semester 2**			
	Project 1	10	6	Project 2	10	6	Core
	Structural Design and Analysis 1	10	6	Structural Design and Analysis 2	10	6	Core
	Engineering Research Methods	10	6	Geotechnics 2	10	6	Core
	Energy Conservation in Buildings	10	6	Innovation, Enterprise and Management	10	6	Core
	Thermodynamics for Buildings	10	6	Design project	20	6	Core
	Forensic Engineering and Conservation						

Programme Outcomes

The course outcomes have been developed with reference to the JBM guidelines, UKSPEC, and the benchmark statement for Engineering (E). They are also summarized in the Output Standards Specification provided for the Joint Board of Moderators.

A. Knowledge and Understanding

Students will have knowledge and understanding of:

Bachelor of Engineering in **Architectural Engineering aims to:**

a) Students will have **knowledge and understanding** of:

In year 1:

A1 Subject knowledge underpinning the major disciplines in either the sciences or engineering.

A2 Experimental method and the development and testing of hypotheses.

A3 Methods used in the analysis, evaluation and critical review of evidence in either the sciences or engineering.

A4 Processes and procedures in sampling, data analysis and expressing precision, accuracy and reproducibility.

In years 2/3/4:

A1 Mathematics as a means of communicating results, concepts, and ideas that are relevant to Architectural Design engineering (E).

A2 The fundamental concepts, principles, and theories of civil engineering and architecture (E).

A3 The concepts, principles and theories of structural analysis, soil mechanics, and design to an advanced level (E).

A4 Information and Communications Technology relevant to architectural and civil engineering (E).

A5 The general principles of engineering design and construction and the application of specific design techniques to particular elements and systems (E).

A6 The characteristics and behavior of engineering materials (E).

A7 Management and business practices that are relevant to the construction industry (E).

A8 The role of the engineer in society, including the global and social context of the built environment (E).

A9 Sustainability issues and the importance of architectural engineering to the quality of the environment. (E).

A10 Health and safety issues, risk assessment, quality issues and regulatory frameworks (E).

A11 Context in which engineering knowledge can be applied.

b) Students will develop their **intellectual skills** such that they are able to:

In year 1:

B1 Understand the role of rational argument.

B2 Appreciate the key features of a problem and suggest possible means of investigation.

B3 Be aware of the significance of hypotheses, experimental data and rational arguments.

B4 Apply a theory, concept or subject-specific principle to a new context.

In years 2/3/4:

B1 Use mathematical methods to analyses engineering problems (E).

B2 Analyze and solve engineering problems (E).

B3 Design engineering elements and whole systems to meet a need, critically evaluate, and make improvements (E).
B4 Apply engineering knowledge and understanding in the solution of problems and the development of designs (E).
B5 Undertake research, obtain and evaluate primary and secondary data (E).
B6 Plan, conduct and report on an individual research course.
B7 Be aware of all the relevant frameworks in solving problems and designing systems, taking into account financial aspects, risk analysis and environmental impact (E).
B8 Use creativity and innovation in designing solutions.
c) Students will acquire and develop **practical skills** such that they are able to:
In year 1:
C1 Demonstrate safe practices and advise on safety procedures associated with a particular technique or methodology.
C2 Evaluate alternative methodologies for an investigation or completing a process.
C3 Organize and allocate duties, set targets and evaluate progress in achieving a specific technical goal.
C4 Present data in a seminar or lecture.
C5 Demonstrate competence in a range of basic statistical procedures.
C6 Demonstrate competence in the use of word processors, spreadsheets and data presentation packages.
In years 2/3/4:
C1 Carry out safely a series of planned experiments (E).
C2 Use laboratory and field work equipment to generate data (E).
C3 Analyze experimental results and determine their validity and accuracy (E).
C4 Prepare technical reports.
C5 Give technical presentations using a variety of media.
C6 Prepare technical drawings including the use of CAD and freehand sketching.
C7 Use the library, internet and other sources effectively (E).
C8 Use computer packages (E).
C9 Manage projects efficiently (E).
d) Students will acquire and develop **transferable skills** such that they are able to:
In year 1:
D1 Manage and adapt their work schedule and learning strategy.
D2 Adopt skills and techniques to address a particular problem.
D3 Be aware of the full range of sources of information, citing references properly.
D4 Appreciate the need and begin to communicate ideas, arguments and concepts in a rational and systematic way, using a variety of media.
D5 Assume responsibility for their own learning and work independently.
D6 Manage and monitor their role within a group working to meet specific targets.

In years 2/3/4:
D1 Communicate effectively - oral presentations, report writing, drawing (E).
D2 Apply mathematical skills.
D3 Work independently.
D4 Manage time and work to deadlines (E).
D5 Use Information and Communications Technology (E).
D6 Work constructively as a member of a group (E).
D7 Manage tasks and solve problems, transfer techniques and solutions from one area to another, apply critical analysis and judgement (E).
D8 Learn effectively for the purpose of continuing professional development and in a wider context throughout their career (E).

Teaching and learning strategy
Transferable skills are developed through the teaching and learning programme.
Skill 1 is taught at Level 1 and developed in coursework and presentations.
Skill 2 is taught formally at Level 4 and developed throughout the course.
Skill 3 is supported through the provision of unit guides.
Skill 4 is developed through setting coursework deadlines.
Skill 5 is developed through laboratory experiments, project work, presentations, and individual learning.
Skill 6 is developed in laboratory work, fieldwork, and group project work.
Skill 7 is developed in the technical subject areas of the course.
Although not explicitly taught, other skills are nurtured and developed throughout the course which is structured and delivered in such a way as to promote this.

Assessment
Skill 1 is assessed by coursework exercises, laboratory and field study reports, presentations and oral examinations.
Skill 2 is assessed through unseen written examinations and coursework.
Skill 4 is assessed by applying penalties for failure to meet deadlines.
Skill 5 is formally assessed at Level 4 and further assessed throughout the course where ICT is used.
Skill 6 is assessed in group work projects.
Skill 7 is assessed through unseen written examinations, coursework exercises, design work, and individual and group project work.
The other skills are not formally assessed.

Bachelor of Engineering in Architectural Engineering Modules Brief Descriptions

Mathematics 1

The module is designed to provide students with the mathematical knowledge and skills to support study of engineering and to provide the requirement for entry into the Bachelor of Engineering courses at ASU. It is therefore a preparatory or foundation module building on the knowledge obtained at school.

Intermediate English

The Module provides intensive practice in Upper Intermediate reading, oral presentations, writing, and note-taking. Academic and study skills are embedded in the Module. The Module develops students' English language and analytical skills in order to pursue a more advanced ASU academic English Module and to cope with the literacy demands of specialized Module taught in English.

Principles of Engineering

The Module develops the students' understanding of essential scientific principles for the study of engineering to degree level. It is designed to be accessible to students with a wide range of prior science specialization. The Module comprises two blocks of study. These blocks are common to all engineering disciplines and introduce the principles of measurement systems and units, thermal physics, mechanical and electrical principles, and engineering materials and their properties.

Engineering Science 1

This module covers scientific principles of physics and chemistry at a level between secondary school level and Advanced Level. It serves as a preparatory module for students intending to undertake engineering undergraduate degree Module in the University and introduces students to a range of skills required for the study of engineering.

Laboratory and Workshop Skills

This module is a mixture of workshop exercises and practical experiments and projects. Students work in small groups of 2-5 people depending on the task. The module also provides students with introduction to design skills and basic engineering drawing.

Engineering Science 2

This module is aimed at extending the science knowledge of engineering students in preparation for continuing on their respective engineering degree. It covers general applied physical principles, including dynamics, statics, fluids, heat and energy.

Computer Programming for Engineering

This Module introduces students with concepts of programming. This includes conditional, iterations and block structure. Structure programming and data-types will also be introduced and illustrated on typical and simple engineering problems.

Mathematics 2

The module is designed to provide students with the mathematical knowledge and skills necessary for transition to level 4 study of engineering subjects. Students will attend lectures and tutorial where worked exercises are under taken. Where possible, the statistical content will introduce the use of statistical packages and the presentation of real-life data sets. All students will keep a logbook of the problems tackled.

Beside the 36 contact hours, students are encouraged to spend some time on their own to practice the mathematical concepts they learn during the lectures and solve extra problems.

Constructing the Built Environment

This module introduces students to design principles and processes specific to constructing the built environment. It will explore traditional and modern construction methods and understand how new methods and material can sustain the built environment.

Study Skills and Professional Practice

This module provides an introduction to both Study and professional Skills and practice. The module introduces study skills considering both individual and team-working skills, it covers exam preparation, revision and question answering techniques. It introduces It also enables students to develop and use appropriate safe working practices as will be expected in an engineering and industrial environment

Advanced English

The Module provides intensive practice in Advanced level reading, oral presentations, writing, and listening. Academic and study skills are embedded in the Module. This Module aims to enhance students' English and analytical skills as a prerequisite for academic and professional success.

Human Rights

This Module deals with the basic principles of human rights in terms of the definition of human rights and its scope and source, focusing on the provisions of the international law of human rights, which include the following international documents:

a- Charter of the United Nations
b- The Universal Declaration of Human Rights
c- The International Covenant on Civil and Political Rights
d- The International Covenant on Economic, Social and Cultural Rights
e- Convention against Torture and Cruel, Inhumane Punishments.
f- Protection Mechanisms and Constitutional Organization of Public Rights and
g- Freedom in the Kingdom of Bahrain

History and Civilization of Bahrain

The aim of the module is to highlights the role of the Kingdom of Bahrain in its local, regional and international levels, through various historical eras, beginning with the Old Ages through the Islamic era, to the modern era. The module demonstrates the Arab and Islamic identity of the Kingdom of Bahrain, and the vital role played by the politically and culturally.

Arabic Language

The module runs for one semester of 15 weeks for three hours per week. The module provides intensive practice in reading, oral presentations, writing, and note-taking.

Arabic Language for Non-Arabic Speakers

The module runs for one semester of 15 weeks for three hours per week. This Arabic Module is required to take by ASU undergraduate Engineering programme. The module provides intensive practice for beginners in reading, oral presentations, writing, and note-taking.

Engineering Practice and Design 1

This module provides an introduction to engineering practice and design. Design activities, sustainable design principles, and transferable skills will be considered.

Engineering Mathematics 1

This module consolidates the mathematical skills that underpin the Bachelor of Engineering degrees. Module Moodle Site LSBU Library and Online Learning Resources ASU Library and Online Learning Resources

Architectural Engineering Design and Structures 1

This module focuses on the principles and elements of Design. The module explains the fundamentals of the design process as an introduction to Architectural Design Engineering. Students are introduced to the principles and elements of design through a series of individual and group design activities through which they experience the implementation of different design elements and learn about different principles of design. This module gives the students a chance to understand and experiment with 2D and 3D compositions with specific design values and simple structures which will be taken forward in the second part of this module which is Architectural Engineering Design and Structures 2.

Principles of Engineering Science 1

This module develops the students' understanding of essential scientific principles for the study of engineering to degree level. It is designed to be accessible to students with a wide range of prior science specialization.

This module develops the students' understanding of methods for quantifying the forces between bodies. Forces that are responsible for maintaining equilibrium. This module is common to all engineering disciplines and introduce the principles of measurement systems, force and moment vector and traditional analysis, and forces in equilibrium.

CAD Graphics

Topics include intermediate CAD operations, editing drawings, constructing Multiview drawings, applying text, font, style commands, dimensioning, hatching, blocks, constructing 3D objects and modifying solid objects.

Integrated Design and Construction

The Module provides insight into the design and construction processes based on integration. It is designed specifically to provide an overview of design and construction management skills, competencies and tasks.

Engineering Practice and Design 2

The module covers practical work, project management, health and safety and risk management, and transferable skills.

Engineering Mathematics 2

This module consolidates the mathematical skills that underpin the Bachelor of engineering degrees.

Architectural Engineering Design and Structures 2

The aims of this module are to understand the relationship between the building architectural form; simple structure types and materials; present the simple environmental issues which should be considered during the design and construction of buildings; and to apply these issues on an architectural design problem; Resolution of structural issues, functional requirements, and form generation in one to two story buildings

Principles of Engineering Science 2

This module develops the students' understanding of essential scientific principles for the study of engineering to degree level. It is designed to be accessible to students with a wide range of prior science specialization. The module comprises two blocks of study.

These blocks are common to all engineering disciplines and introduce mechanical and electrical principles, and engineering materials and their properties.

Building Technology

Building services engineers are responsible for the design, installation, and operation and monitoring of the mechanical, electrical and public health systems required for the safe, comfortable and environmentally friendly operation of modern buildings. This Module covers all of these services and their management.

Building Environment Simulation and Analysis

This Module aims to provide a general understanding of, and practical experience in computer modelling software systems which are used for simulating and predicting the environmental performance of buildings. A theoretical explanation of the processes simulated in the computer models; such as heat transfer, air flow and lighting; is followed by a description of individual software packages and practical workshops using each package.

Structural Design 1

Introduction to stress and deformation of basic structural materials subjected to axial, torsional, and bending and pressure loads.

Plane stress, plane strain, and stress-strain laws. Applications of stress and deformation analysis to members subjected to centric, torsional, flexural, and combined loading. Introduction to theories of failure.

Advanced Engineering Mathematics

This module covers advanced undergraduate engineering mathematics.

Geotechnics 1

This module introduces to the students a number of simple concepts and models which are used to describe soil and its mechanical behavior. Standard laboratory tests carried out and soil properties derived from the results.

Design Procedures for Architecture 1

Personal student architectural design project embracing design studio and technology studio against a defined brief.

AutoCAD-3D

The Module covers key command revision, 3D viewing, viewports and coordinate systems, wire frame modelling, surface modelling and meshing, solid modelling, studio effects, materials and lighting, and Boolean operators.

Engineering management and economics

This module helps to prepare student for their future role as professional engineers in a number of ways. It includes:
detailed study of project planning techniques, including network techniques, with preparation for the students' individual projects
an overview of the business functions which interact with engineering
an introduction to Systems Thinking. A formal method for studying systems will be introduced.
An introduction to recruitment, retention and equal opportunities in employment
the use of published Standards in engineering
use of the BSI website to access national and international standards
an introduction to statistics and their use in managing engineering processes
an introduction to Quality Management, with particular reference to the ISO 9000 series
An introduction to European Directives and harmonized standards
Writing technical business reports, including the importance of acknowledging published sources and the use of formal methods for doing so.

Structural Design 2

This module develops students' practice with structural engineering, provides an introduction to structural concepts, as well as an overview of specific techniques for analyzing determinate structures, trusses, beams, and frames.

Building Information Modelling

This module introduces the concepts of Building Information Modelling (BIM) through the development of architectural 3D models on industry standard parametric CAD systems. It covers the practical competence of architectural modelling and provides exposure on coordinating building information models.

Engineering Ethics

This Module introduces the theory and the practice of engineering ethics using a multi-disciplinary and cross-cultural approach. Theory includes ethics and philosophy of engineering. Historical cases are taken primarily from the scholarly literatures on engineering ethics, and hypothetical cases are written by students. Each student will write a story by selecting an ancestor or mythic hero as a substitute for a character in a historical case. Students will compare these cases and recommend action.

Design Procedures for Architecture 2

Personal student architectural design project embracing design studio and technology studio against a defined brief.

Architectural Engineering Field Studies

This is substantially a project-based learning module. It seeks to bring together construction and materials needed for design, surveying for execution, and some geology. It emphasizes the link between materials and site geological properties and their relationship with design and execution. There will be a block week devoted to a Constructionarium type activity and others including geological and site visits. Multimedia support will feature in the delivery.

Internship

This Module provides the student with an opportunity to experience the industrial world and be part of a team working on real world project. The University assists each students to find the most suitable industry.

Project 1

To plan, execute, review and report upon a piece of project work related to the Bachelor of Engineering Module being followed by the student. A Module Guide for the project is augmented by 4 lectures.

Structural Design and Analysis 1

This module offers the knowledge and skills of reinforced concrete design to Eurocodes, analysis of structural form and ability in design in both qualitative and quantitative directions.

Engineering Research Methods

The module studies the scope and significance of engineering research. It introduces students to the various aspects of engineering research; its types, tools and methods and students will learn how to apply research techniques into real world situations. The module covers topics such as the identification of a topic by the student, proposition of hypothesis, formulation of research inquiries, development of literature review, select research design and methodologies. Additionally, students will learn data collection techniques; primary and secondary data with application to specific problems, scaling and research instrument design and sampling design.

Energy Conservation in Building

This Module will provide students with the ability to quantify the energy available from sun, wind, sea or river, or the earth for a given application at a given site. Students will develop the skills to understand and analyses the potential and limitations of the available energy conversion devices and exercise basic engineering judgment in their application.

Thermodynamics for Buildings

This module provides students with relevant the principles of heat transfer, fluid flow and thermodynamics for application to buildings and their engineering systems.

Forensic Engineering and Conservation

This module uses mainly case studies to develop the principles design by looking at the influence of failures on the evolution of professional practice. It teaches students an understanding of holistic design applications, conservation, and the role of regulations. It teaches, develops and assesses observational, deductive, creative and communications skills.

Project 2

To plan, execute, review and report upon a piece of project work related to the Bachelor of Engineering course being followed by the student. A Module Guide for the project is augmented by 4 lectures.

Structural Design and Analysis 2

This module offers the knowledge and skills of steel design to Eurocodes, analysis of structural form and ability in design in both qualitative and quantitative directions.

Geotechnics 2

This Module is intended to provide an understanding to the application of theory to the analysis and design of geotechnical structures.

Innovation, Enterprise and Management

The module is intended to be practical, with students developing some appropriate ideas of their own in such a way that they become practical, profitable propositions. Students will practice ways of finding ideas, testing those ideas and developing them, and will write their own business strategies, risk assessments and scenario testing so that demonstrate the commercial viability of their ideas.

One of the assignments will require students – working in groups, typically to adopt a concept and develop it such that it could be commercially viable and sustainable. This might be a product or a service (such as consultancy or contract management). Topics students will experience will include intellectual property, market research, market placement, advertising and finance. They will be expected to reflect on what they can contribute towards a group.

Design Project

Main architectural design project embracing design studio and technology studio against a defined brief.

Bachelor of Engineering in Civil Engineering Aims and objectives:

The Bachelor of Engineering in Civil Engineering aims to:

- Produce graduates who are committed to a career in civil engineering industry with a range of employers in a variety of countries.
- Produce graduates equipped for postgraduate study and to take up responsible professional employment in the construction industry and become lifelong learners with an appreciation of the value to society of an education in civil engineering.
- Produce graduates who have a breadth and depth of knowledge and understanding of the key aspects of civil engineering.
- Allow graduates to acquire and develop analytical and problem-solving skills, and subject-specific skills. To acquire and develop the ability to evaluate evidence, arguments and assumptions, to reach sound judgements and communicate effectively.
- Develop graduates who approach design problems creatively and who have the technical skills to see their ideas through to realization.
- Create an educational environment that benefit from practical experience.
- Provide an engineering education, centered within the built environment that recognizes the important roles of other professions in the development of the built environment and cultivates interaction and teamwork with these other professionals.

Provide graduates with the necessary academic qualification which equips them to enter advanced postgraduate study thus satisfying an approved course of further learning comprising the full educational base for a

Chartered Engineer. Source: SARNASH GROUP, URL: http://www.saranshgroup.org/civil, Jan.2018

Bachelor of Engineering in Civil Engineering Study Plan

Year	Semester	Credits	Level	Semester	Credits	Level	
1	**Semester 1**			**Semester 2**			
	Mathematics 1	10	S	Engineering Science 2	10	S	Core
	Intermediate English	10	S	Computer Programming for Engineering	10	S	Core
	Principles of Engineering	10	S	Mathematics 2	10	S	Core
	Engineering Science 1	10	S	Constructing the Built Environment	10	S	Core
	Laboratory and Workshop Skills	10	S	Study Skills and Professional Practice	10	S	Core
				Advanced English	10	S	Core
	Human Rights				10	S	Core
	History and Civilization of Bahrain				10	S	HEC requirement
	Arabic Language / Arabic Language for Non-Arabic Speakers				10	S	HEC requirement
2	**Semester 1**			**Semester 2**			
	Engineering Practice and Design 1	10	4	Engineering Practice and Design 2	10	4	Core
	Engineering Mathematics 1	10	4	Engineering Mathematics 2	10	4	Core
	Principles of Engineering Science 1	10	4	Principles of Engineering Science 2	10	4	Core
	Surveying and Structures 1	10	4	Surveying and Structures 2	10	4	Core
	Civil Engineering Drawing and Surveying	10	4	Engineering Ethics	10	4	Core
	Structural Design	10	4	Soil Mechanics	10	4	Core

Year	Semester	Credits	Level	Semester	Credits	Level	
3	**Semester 1**			**Semester 2**			
	Advanced Engineering Mathematics	10	5	Infrastructure and Highway Engineering	10	5	Core
	Design and Construction 1	10	5	Internship	10	5	Core
	Hydraulics	10	5	Design and Construction 2	10	5	Core
	Structural Mechanics	10	5	Advanced Analysis Structural and Design	10	5	Core
	Environmental Engineering	10	5	Theory of Structures	10	5	Core
	Engineering Management and Economics	10	5	Civil Engineering and Construction Field Studies	10	5	Core
4	**Semester 1**			**Semester 2**			
	Structural Design and Analysis 1	10	6	Current Topics in Civil and Construction Engineering	10	6	Core
	Civil Engineering Materials	10	6	Geotechnical Engineering	10	6	Core
	Foundations	10	6	Structural Design and Analysis 2	10	6	Core
	Engineering System Design	10	6	Construction Management	10	6	Core
	Engineering Research Methods	10	6	project	20	6	Core
	Innovation, Enterprise and Management						

Programme Outcomes

The course outcomes have been developed with reference to the JBM guidelines, UKSPEC, and the benchmark statement for Engineering (E). They are also summarized in the Output Standards Specification provided for the Joint Board of Moderators.

A. Knowledge and Understanding

Students will have knowledge and understanding of:

Course Outcomes

The Bachelor of Engineering in Civil Engineering aims to:

a) Students will have **knowledge and understanding** of: In year 1:

A1 Subject knowledge underpinning the major disciplines in either the sciences or engineering.

A2 Experimental method and the development and testing of hypotheses.

A3 Methods used in the analysis, evaluation and critical review of evidence in either the sciences or engineering.

A4 Processes and procedures in sampling, data analysis and expressing precision, accuracy and reproducibility.

In years2/3/4:

A1 Mathematics as a means of communicating results, concepts, and ideas that are relevant to civil engineering **(E)**.

A2 The fundamental concepts, principles, and theories of civil and structural engineering **(E)**.

A3 The concepts, principles and theories of structural analysis, geotechnics, hydraulics, and design to an advanced level **(E)**.

A4 Information and Communications Technology relevant to civil engineering **(E)**.

A5 The general principles of engineering design and construction and the application of specific design techniques to particular elements and systems **(E)**.

A6 The characteristics and behavior of engineering materials **(E)**.

A7 Management and business practices that are relevant to the construction industry**(E)**.

A8 The role of the civil engineer in society, including the global and social context of the built environment **(E)**.

A9 Sustainability issues and the importance of civil engineering to the quality of the environment.**(E)**.

A10 Health and safety issues, risk assessment, quality issues and regulatory frameworks**(E)**.

A11 Context in which engineering knowledge can be applied.

b) Students will develop their **intellectual skills** such that they are able to:

In year 1:

B1 Understand the role of rational argument.

B2 Appreciate the key features of a problem and suggest possible means of investigation.

B3 Be aware of the significance of hypotheses, experimental data and rational arguments.

B4 Apply a theory, concept or subject-specific principle to a new context.

In years 2/3/4:

B1 Use mathematical methods to analyze engineering problems **(E)**.

B2 Analyze and solve engineering problems **(E)**.

B3 Design engineering elements and whole systems to meet a need critically evaluate, and make improvements **(E)**.

B4 Apply engineering knowledge and understanding in the solution of problems and the development of designs **(E)**.
B5 Undertake research, obtain and evaluate primary and secondary data **(E)**.
B6 Plan, conduct and report on an individual research course.
B7 Be aware of all the relevant frameworks in solving problems and designing systems, taking into account financial aspects, risk analysis and environmental impact **(E)**.
B8 Use creativity and innovation in designing solutions.
c) Students will acquire and develop **practical skills** such that they are able to:
In year 1:
C1 Demonstrate safe practices and advise on safety procedures associated with particular technique or methodology.
C2 Evaluate alternative methodologies for an investigation or completing a process.
C3 Organize and allocate duties, set targets and evaluate progress in achieving a specific technical goal.
C4 Present data in a seminar or lecture.
C5 Demonstrate competence in a range of basic statistical procedures.
C6 Demonstrate competence in the use of word processors, spreadsheets and data presentation packages.
In years 2/3/4:
C1 Carry out safely a series of planned experiments **(E)**.
C2 Use laboratory and field work equipment to generate data **(E)**.
C3 Analyze experimental results and determine their validity and accuracy **(E)**.
C4 Prepare technical reports.
C5 Give technical presentations using a variety of media.
C6 Prepare technical drawings including the use of CAD and freehand sketching.
C7 Use the library, internet and other sources effectively **(E)**.
C8 Use computer packages **(E)**.
C9 Manage projects efficiently **(E)**.
C10 Use surveying equipment.
d) Students will acquire and develop **transferable skills** such that they are able to:
In year 1:
D1 Manage and adapt their work schedule and learning strategy.
D2 Adopt skills and techniques to address a particular problem.
D3 Be aware of the full range of sources of information, citing references properly.
D4 Appreciate the need and begin to communicate ideas, arguments and concepts in a rational and systematic way, using a variety of media.
D5 Assume responsibility for their own learning and work independently.
D6 Manage and monitor their role within a group working to meet specific targets.

In years 2/3/4:
D1 Communicate effectively - oral presentations, report writing, drawing **(E)**.
D2 Apply mathematical skills.
D3 Work independently.
D4 Manage time and work to deadlines **(E)**.
D5 Use Information and Communications Technology **(E)**.
D6 Work constructively as a member of a group **(E)**.
D7 Manage tasks and solve problems, transfer techniques and solutions from one area to another, apply critical analysis and judgement **(E)**.
D8 Learn effectively for the purpose of continuing professional development and in a wider context throughout their career **(E)**.
In year 1:
B1 Understand the role of rational argument.
B2 Appreciate the key features of a problem and suggest possible means of investigation.
B3 Be aware of the significance of hypotheses, experimental data and rational arguments.
B4 Apply a theory, concept or subject-specific principle to a new context.
In years 2/3/4:
B1 Use mathematical methods to analyses engineering problems **(E)**.
B2 Analyze and solve engineering problems **(E)**.
B3 Design engineering elements and whole systems to meet a need critically evaluate, and make improvements **(E)**.
B4 Apply engineering knowledge and understanding in the solution of problems and the development of designs **(E)**.
B5 Undertake research, obtain and evaluate primary and secondary data **(E)**.
B6 Plan, conduct and report on an individual research course.
B7 Be aware of all the relevant frameworks in solving problems and designing systems, taking into account financial aspects, risk analysis and environmental impact **(E)**.
B8 Use creativity and innovation in designing solutions.
c) Students will acquire and develop **practical skills** such that they are able to:
In year 1:
C1 Demonstrate safe practices and advise on safety procedures associated with a particular technique or methodology.
C2 Evaluate alternative methodologies for an investigation or completing a process.
C3 Organize and allocate duties, set targets and evaluate progress in achieving a specific technical goal.
C4 Present data in a seminar or lecture.
C5 Demonstrate competence in a range of basic statistical procedures.
C6 Demonstrate competence in the use of word processors, spreadsheets and data presentation packages.

In years 2/3/4:
C1 Carry out safely a series of planned experiments **(E)**.
C2 Use laboratory and field work equipment to generate data **(E)**.
C3 Analyze experimental results and determine their validity and accuracy **(E)**.
C4 Prepare technical reports.
C5 Give technical presentations using a variety of media.
C6 Prepare technical drawings including the use of CAD and freehand sketching.
C7 Use the library, internet and other sources effectively **(E)**.
C8 Use computer packages **(E)**.
C9 Manage projects efficiently **(E)**.
C10 Use surveying equipment.
d) Students will acquire and develop **transferable skills** such that they are able to:
In year 1:
D1 Manage and adapt their work schedule and learning strategy.
D2 Adopt skills and techniques to address a particular problem.
D3 Be aware of the full range of sources of information, citing references properly.
D4 Appreciate the need and begin to communicate ideas, arguments and concepts in a rational and systematic way, using a variety of media.
D5 Assume responsibility for their own learning and work independently.
D6 Manage and monitor their role within a group working to meet specific targets.
In years 2/3/4:
D1 Communicate effectively - oral presentations, report writing, drawing **(E)**.
D2 Apply mathematical skills.
D3 Work independently.
D4 Manage time and work to deadlines **(E)**.
D5 Use Information and Communications Technology **(E)**.
D6 Work constructively as a member of a group **(E)**.
D7 Manage tasks and solve problems, transfer techniques and solutions from one area to another, apply critical analysis and judgement **(E)**.
D8 Learn effectively for the purpose of continuing professional development and in a wider context throughout their career **(E)**.
Teaching and learning strategy
Transferable skills are developed through the teaching and learning course. D1 is taught at Level 4 and developed in coursework and presentations. D2 is taught formally at Levels 4 and 5 and developed throughout the course. D3 is supported through the provision of module guides. D4 is developed through setting coursework deadlines. D5 is developed through laboratory experiments, project work, presentations and individual learning. D6 is developed in laboratory work, fieldwork and group project work. D7 is developed in the technical subject areas of the course. Although not explicitly taught, other skills are nurtured and

developed throughout the course which is structured and delivered in such a way as to promote this.

Assessment

D1 is assessed by coursework exercises, laboratory and field study reports, presentations and oral examinations. D2 is assessed through unseen written examinations and coursework. D4 is assessed by applying penalties for failure to meet deadlines. D5 is formally assessed in the Engineering Practice and Design module and further assessed throughout the course where ICT is used. D6 is assessed in group work projects. D7 is assessed through unseen written examinations, coursework exercises, design work, and individual and group project work. The other skills are not formally assessed.

Appendix A: Curriculum Map

This map provides a design aid to help course teams identify where course outcomes are being taught (T), developed (D), assessed (A) within the course. It also provides a checklist for quality assurance purposes and may be used in validation, accreditation and external examining processes. Making the learning outcomes explicit will also help students to monitor their own learning and development as the course progresses.

Bachelor of Engineering in Civil Engineering Modules Brief Descriptions

Mathematics 1

The module is designed to provide students with the mathematical knowledge and skills to support study of engineering and to provide the requirement for entry into the Bachelor of Engineering courses at ASU. It is therefore a preparatory or foundation module building on the knowledge obtained at school.

Intermediate English

A 10 CAT module which runs for one semester of 15 weeks for three hours per week, it is the first credit English Module which ASU undergraduate students are required to take. The Module provides intensive practice in Upper Intermediate reading, oral presentations, writing, and notetaking. Academic and study skills are embedded in the Module. The Module develops students' English language and analytical skills in order to pursue a more advanced ASU academic English Module and to cope with the literacy demands of specialized Module taught in English.

Principles of Engineering

The Module develops the students' understanding of essential scientific principles for the study of engineering to degree level. It is designed to be accessible to students with a wide range of prior science specialization. The Module comprises two blocks of study. These blocks are common to all engineering disciplines and introduce the principles of measurement systems and units, thermal physics, mechanical and electrical principles, and engineering materials and their properties

Study Skills and Professional Practice

This module provides an introduction to both Study and professional Skills and practice.

The module introduces study skills considering both individual and team-working skills, it covers exam preparation, revision and question answering techniques. It introduces students to their own Personal Development Planning processes.

It also enables students to develop and use appropriate safe working practices as will be expected in an engineering and industrial environment.

Engineering Science 1

This module covers scientific principles of physics and chemistry at a level between secondary school level and Advanced Level. It serves as a preparatory module for students intending to undertake engineering undergraduate degree Module in the University and introduces students to a range of skills required for the study of engineering.

Laboratory and Workshop Skills

This module is a mixture of workshop exercises and practical experiments and projects. Students work in small groups of 2-5 people depending on the task. The module also provide students with introduction to design skills and basic engineering drawing

Engineering Science 2

This module is aimed at extending the science knowledge of engineering students in preparation for continuing on their respective engineering degree. It covers general applied physical principles, including dynamics, statics, fluids, heat and energy.

Computer Programming for Engineering

This Module introduces students with concepts of programming. This includes conditional, iterations and block structure. Structure programming and data-types will also be introduced and illustrated on typical and simple engineering problems.

Mathematics 2

The module is designed to provide students with the mathematical knowledge and skills necessary for transition to level 4 study of engineering subjects. Students will attend lectures and tutorial where worked exercises are under taken. Where possible, the statistical content will introduce the use of statistical packages and the presentation of real-life data sets. All students will keep a logbook of the problems tackled.

Beside the 36 contact hours, students are encouraged to spend some time on their own to practice the mathematical concepts they learn during the lectures and solve extra problems.

Constructing the Built Environment

This module introduces students to design principles and processes specific to constructing the built environment. It will explore traditional and modern construction methods and understand how new methods and material can sustain the built environment.

Advanced English

A 10 CAT module which runs for one semester of 15 weeks for three hours per week. It is the second credit English Module which ASU undergraduate students are required to take. The Module provides intensive practice in Advanced level reading, oral presentations, writing, and listening. Academic and study skills are embedded in the Module. This Module aims to enhance students' English and analytical skills as a prerequisite for academic and professional success.

Human Rights

This Module deals with the basic principles of human rights in terms of the definition of human rights and its scope and source, focusing on the provisions of the international law of human rights, which include the following international documents:

a- Charter of the United Nations
b- The Universal Declaration of Human Rights
c- The International Covenant on Civil and Political Rights
d- The International Covenant on Economic, Social and Cultural Rights
e- Convention against Torture and Cruel, Inhumane Punishments.
f- Protection Mechanisms and Constitutional Organization of Public Rights and
g- Freedom in the Kingdom of Bahrain

History and Civilization of Bahrain

The aim of the module is to highlights the role of the Kingdom of Bahrain in its local, regional and international levels, through various historical eras, beginning with the Old Ages through the Islamic era, to the modern era. The module demonstrates the Arab and Islamic identity of the Kingdom of Bahrain, and the vital role played by the politically and culturally.

Arabic Language

The module runs for one semester of 15 weeks for three hours per week. The module provides intensive practice in reading, oral presentations, writing, and note-taking.

Arabic Language for Non-Arabic Speakers

The module runs for one semester of 15 weeks for three hours per week. This Arabic Module is required to take by ASU undergraduate Engineering programme. The module provides intensive practice for beginners in reading, oral presentations, writing, and note-taking.

Engineering Practice and Design 1

This module provides an introduction to engineering practice and design. Design activities, sustainable design principles, and transferable skills will be considered.

Structural Design

Introduction to stress and deformation of basic structural materials subjected to axial, torsional, and bending and pressure loads.

Plane stress, plane strain, and stress-strain laws. Applications of stress and deformation analysis to members subjected to centric, torsional, flexural, and combined loading. Introduction to theories of failure.

Engineering Mathematics 1

This module consolidates the mathematical skills that underpin the Bachelor of Engineering degrees.

Principles of Engineering Science 1

This module develops the students' understanding of essential scientific principles for the study of engineering to degree level. It is designed to be accessible to students with a wide range of prior science specialization.

This module develops the students' understanding of methods for quantifying the forces between bodies. Forces that are responsible for maintaining equilibrium. This module is common to all engineering disciplines and introduce the principles of measurement systems, force and moment vector and traditional analysis, and forces in equilibrium.

Surveying and Structures 1

This module introduces students to principles of surveying, and setting out including distance and angular measurements, levelling, volume and curve calculation, dimensional control and positioning. The students will use various surveying instruments including tapes, levels, Theodolite/Total Stations. The students are also introduced to modern advances in surveying technology such as GPS and LASERS and their uses in civil engineering and construction. Knowledge is acquired through computational exercises and completion of a practical survey work.

Civil Engineering Drawing and Surveying

Civil Engineering Drawing - Rationale, Documentation, standards, Use of CAD or BIM software to produce structural engineering drawings in concrete and steel. Interpret Civil Engineering Drawings for structures, roads and drainage. Civil Engineering Survey - Theory and practice in the use of surveying instruments as applied to Civil Engineering and Construction projects. Calculations and Survey techniques.

Engineering Practice and Design 2

The module covers practical work, project management, health and safety and risk management, and transferable skills.

Engineering Mathematics 2

This module consolidates the mathematical skills that underpin the Bachelor of Engineering degrees.

Principles of Engineering Science 2

This module develops the students' understanding of essential scientific principles for the study of engineering to degree level. It is designed to be accessible to

students with a wide range of prior science specialization. The module comprises two blocks of study. These blocks are common to all engineering disciplines and introduce mechanical and electrical principles, and engineering materials and their properties.

Surveying and Structures 2

This module develops students' practice with structural engineering, provides an introduction to structural concepts, as well as an overview of specific techniques for analyzing determinate structures, trusses, beams, and frames.

Engineering Ethics

This Module introduces the theory and the practice of engineering ethics using a multi-disciplinary and cross-cultural approach. Theory includes ethics and philosophy of engineering. Historical cases are taken primarily from the scholarly literatures on engineering ethics, and hypothetical cases are written by students. Each student will write a story by selecting an ancestor or mythic hero as a substitute for a character in a historical case. Students will compare these cases and recommend action.

Soil Mechanics

This module introduces a number of simple models which are used to describe soil and its mechanical behavior. Standard laboratory tests carried out and soil properties derived from the results.

Advanced Engineering Mathematics

This module covers advanced undergraduate engineering mathematics.

Design and Construction 1

This module offers the knowledge and skills of masonry and reinforced masonry structure design to Eurocodes, analysis of structural form and ability in design in both qualitative and quantitative directions.

Hydraulics

This module develops the fundamental principles of Fluid Mechanics and applies them to practical applications of analysis and design. The student will develop a greater understanding of the flow of ideal and real fluids and will apply these principles to the analysis and design of pipes and open channels. The student will perform simple laboratory tests and prepare a formal report.

Structural Mechanics

This module introduces Building Information Modelling (BIM) and explains how BIM has changed construction industry worldwide. Case studies of projects where BIM improved sustainability and reduced cost are studied. Students model typical multi-story framed steel and concrete buildings in Autodesk Revit and apply appropriate variable actions on the floors. They transfer the building model to Autodesk Robot Structural Analysis program, and analyses and design beams and columns. They compare computer results to hand calculations results, obtained using load take-down methods and design formulae.

Environmental Engineering

This module takes the principles of environmental engineering and applies them to practical applications of analysis and design. The student will be introduced to the principles of water quality, and water and wastewater treatment processes, and consider sustainability issues. The student will develop an understanding of the hydrological cycle and surface hydrology, and apply these principles to the calculation of precipitation and unit hydrograph. The student will also learn basics of groundwater flow, and the problem of contamination in groundwater. The unit also introduces air pollution and noise pollution.

Infrastructure and Highway Engineering

This is substantially a theory and project-based module. It brings together construction, design, contractual, planning, management and safety processes. It emphasizes the link between materials and site geological properties and their relationship with design and execution. Highway engineering will occupy half the contact time and this will include geometric and structural design aspects which will integrate some geology, earthwork and drainage. The module will also include site visits. Standard laboratory tests carried out and bitumen properties derived from the results. Problems to be solved include geometric design, traffic volume, channelization, and hydrology. Lab projects involve roadway designing.

Engineering management and economics

This module helps to prepare student for their future role as professional engineers in a number of ways. It includes:

- detailed study of project planning techniques, including network techniques, with preparation for the students' individual projects
- an overview of the business functions which interact with engineering
- an introduction to Systems Thinking. A formal method for studying systems will be introduced.
- An introduction to recruitment, retention and equal opportunities in employment
- the use of published Standards in engineering
- use of the BSI website to access national and international standards
- an introduction to statistics and their use in managing engineering processes
- an introduction to Quality Management, with particular reference to the ISO 9000 series · An introduction to European Directives and harmonized standards.

Writing technical business reports, including the importance of acknowledging published sources and the use of formal methods for doing so.

Internship

This Module provides the students with an opportunity to experience the industrial world and be part of a team working on real world project. The University assists each student to find the most suitable industry.

Design and Construction 2

This module offers the knowledge and skills of Marine Structures, analysis and design to Eurocodes, analysis of structural form and ability in design in both qualitative and quantitative directions. Including Ports and Offshore structures and Dams.

Advanced Structural Analysis and Design

This module develops students' practice with structural engineering, provides an introduction to structural concepts, as well as an overview of specific techniques for analyzing indeterminate structures beams, and frame structures.

Theory of Structures

This Module mainly deals with matrix – stiffness analysis of structures. It begins with a review of the basic concepts of structural analysis and matrix algebra, and shows how the latter provides a mathematical framework for the former.

This is followed by detailed descriptions, and demonstrations through many examples, of how matrix methods can be applied to linear static analysis of skeletal structures (plane and space trusses; beams and grids; plane and space frames) by the stiffness method.

Also, it is shown how simple structures can be conveniently solved using a reduced stiffness formulation, involving far less computational effort. Finally, the Finite Element Analysis is discussed.

Civil Engineering and Construction Field Study

The module introduces students to the practical side of the civil and construction engineering industry. It gives them the opportunity to visit sites. It ensures that students are aware of real life situations in projects. Students will be able to critically appraise and evaluate construction management situations and report on them.

Structural Design and Analysis 1

This module offers the knowledge and skills of reinforced concrete design to Eurocodes, analysis of structural form and ability in design in both qualitative and quantitative directions.

Civil Engineering Materials

The module provides an overview of general civil engineering material performance requirements and properties: strength, stiffness, durability, and appearance. This will include concrete, steel, and timber. The module will provide an overview of available materials, geotextile functions and mechanisms, designing with geotextiles; stresses in materials and biaxial stress systems.

Foundations

Shallow foundations design. Bearing capacities of soils, safe, net and ultimate; factor of safety; mass concrete footings; footing resisting lift; column type footings. Two-way footing concentrically or eccentrically loaded; AS 3600 code requirements; design loads; critical section for shear; punching shear and bending shear, anchor bolts. Combined footings; design of strap or cantilever footings. Design of mat foundations. Design of retaining walls. Design of reinforced retaining walls. Sheet pile walls design. Residential footings design.

Innovation, Enterprise and Management

The module is intended to be practical, with students developing some appropriate ideas of their own in such a way that they become practical, profitable propositions. Students will practice ways of finding ideas, testing those ideas and developing them, and will write their own business strategies, risk assessments and scenario testing so that demonstrate the commercial viability of their ideas.

One of the assignments will require students – working in groups, typically to adopt a concept and develop it such that it could be commercially viable and sustainable. This might be a product or a service (such as consultancy or contract management). Topics students will experience will include intellectual property, market research, market placement, advertising and finance. They will be expected to reflect on what they can contribute towards a group.

Engineering System Design

To involve the student with the process of engineering project development from planning to detailed design working with a project team.

Engineering Research Methods

The module studies the scope and significance of engineering research. It introduces students to the various aspects of engineering research; its types, tools and methods and students will learn how to apply research techniques into real world situations. The module covers topics such as the identification of a topic by the student, proposition of hypothesis, formulation of research inquiries, development of literature review, select research design and methodologies. Additionally, students will learn data collection techniques; primary and secondary data with application to specific problems, scaling and research instrument design and sampling design.

Geotechnical Engineering

This module shows how the soil mechanics theories introduced in Soil Mechanics are applied to the solution of a number of geotechnical analysis and design problems.

Structural Design and Analysis 2

This module offers the knowledge and skills of steel design to Eurocodes, analysis of structural form and ability in design in both qualitative and quantitative directions.

Construction Management

This module prepares students with the ability to critically appraise and evaluate the performance of the construction industry and shed light on the role of construction management.

Project

To plan, execute, review and report upon a piece of project work related to the Bachelor of Engineering Module being followed by the student. A Module Guide for the project is augmented by 8 lectures.

Bachelor

Degree Bylaw

Article (1)

This bylaw is called the Bachelor Degree Bylaw in the Applied Science University, and is applicable to all University colleges effective from the date of approval. It is applied to enrolled students that are registered to obtain a Bachelor Degree.

Article (2)

1. The following words and expressions, as indicated in this bylaw, have the meanings allocated below; unless the context signifies otherwise.

A. President: University President

B. Council: University Council

C. College Dean: Dean of the College to which the student belongs

D. Study System: Credit Hours System

2. Credit Hours System:

The system of study is based on:

A. Number of credit hours that should be completed by the student and passed according to the level determined by the University as a condition for graduation in any academic programme.

B. Identification of academic fields in which such credit hours are distributed as per the provisions of this bylaw giving the student the freedom to select required courses based on his/her needs and readiness with the guidance from his/her academic advisor and within the range of minimum and maximum credit hours allowed per semester and according to the advising plan.

3. **Credit Hours (Cr.):**

Includes one theoretical hour of study per week or its equivalence in practical hours, within the full academic semester.

4. **University Year:**

The university year consists of two obligatory semesters and one optional summer semester.

5. **Semester:**

The duration of each semester is at least 14 weeks, including the examination period, and the duration of the summer semester is at least seven weeks, including the examination period. The University Council is entitled to change this duration as per public interest as viewed by the University Council, in a way that does not conflict with the bylaws and laws issued by the Higher Education Council.

6. **University Requirements:**

A set of compulsory and elective courses studied by all students in the University according to their approved plan of study.

7. **College Requirements:**

A set of compulsory and elective courses studied by all students in the College according to their approved plan of study.

8. **Programme:**

The total credit hours required to be studied by the student to obtain a Bachelor Degree in a certain specialty.

9**. Programme Requirements**:

A set of compulsory and elective courses studied by all students in the programme according to their approved plan of study.

10. **Academic Level:**

The academic level of the student is determined by the number of hours the student has passed successfully by virtue of the study plan.

11. **Elective Courses:**

These are a set of courses from which the student is entitled to select, as included in the elective courses list, and according to the approved plan of study in the University.

12. **Compulsory Courses:**

A group of courses that the student must complete as part of their approved study plan in the University.

13. **Prerequisite:**

An academic course that must be successfully completed by the student before enrolling in the more advanced course, according to the provisions of Article 8/2.

14. **Study Load**:

The number of credit hours registered by the student during the semester.

15**. Study Plan:**

This specifies the total number of credit hours distributed accordingly throughout the study period in order to obtain a Bachelor Degree.

16. **Punctuality**:

Attendance of lectures, discussions, and practical classes defined for each course in the study plan.

17. **The Academic Advisor**:

An Academic Staff who helps the student register the required courses after referring to their academic transcript and the study plan provisions, as well as the university bylaws, depending on the student's abilities and academic progress in the University.

18. **Course Grade:**

The total marks from the final exam, mid-term exam and classroom work, excluding courses that are on a (Pass) or (Fail) basis.

19. **Semester Average:**

The average of courses grades studied by the student in one semester, calculated to the nearest decimal points.

20. **Grade Point Average (GPA):**

The accumulative average of all the courses completed by the student, successfully or otherwise, as set in their study plan until the date at which the average is calculated. Courses that are not within the student's study plan are not included in the calculation of the GPA and are calculated to the nearest two decimal places.

21. **Minimum Pass Mark**:

The Minimum Pass Mark in the course is 50%, and the minimum final mark is 35% (University Zero Mark). This should take into account the fact that the mark should be a single overall integer mark.

22. **Transcript**:

A copy of the student's academic report, which the student receives at the end of each semester, indicating the number of credit hours studied, mark for each course, semester average and Grade Point Average (GPA).

23. **Withdrawal:**

- **Withdrawal from the course (W)**

This refers to the student's withdrawal from the academic course within the specified period.

- **Emergency Withdrawal (WE)**

This refers to the student's emergency withdrawal from all courses after the specified withdrawal period for compelling reasons, such as ill health, personal injury, or the death of a first or second degree relative.

- **Forced Withdrawal (WF)**

This refers to the student's withdrawal from the registered courses in a certain semester in cases in which he has exceeded the permitted absenteeism percentage without providing an official excuse.

- **Automatic Withdrawal (WA)**

This refers to the student's withdrawal from the registered courses in a certain semester in cases which they have not attended any of the lectures of the course during the semester.

• Cancel Registration (CR)

This refers to the cancellation of a student's registered courses in a certain semester in case the misconduct committee issues a decision to cancel the registration.

24. Academic Warning:

A formal warning given to the student in cases where he has low GPA.

25. Hosted Programmes:

Hosted Programmes are academic programmes from higher education institutions from outside the Kingdom of Bahrain that are offered at Applied Science University under scientific agreements approved by the Higher Education Council of the Kingdom of Bahrain. These accredited programmes are validated by the parent university, including the adjustments needed to suit the educational and professional requirements of the Kingdom of Bahrain and the region.

Article (3):

The University Council declares the study plan that leads to obtaining of a Bachelor Degree in the specialities provided by the University Department, based on the recommendation of Councils of Colleges and appropriate Academic Departments, as well as proposals from the appropriate committees, so that the credit hours required for obtaining degrees are as follows:

1. College of Administrative Sciences:

A. Bachelor of Accounting	135 Credit Hours
B. Bachelor of Business Administration	135 Credit Hours
C. Bachelor of Accounting and Finance	135 Credit Hours
D. Bachelor of Management Information Systems	135 Credit Hours
E. Bachelor of Political Sciences	135 Credit Hours
F. B.A. (Hons) Management and Business Studies (Hosted)	135 Credit Hours
G. B.A. (Hons) Accounting and Finance (Hosted)	135 Credit Hours

2. College of Law

Bachelor of Law	135 Credit Hours

3. College of Arts and Science

A. Bachelor of Computer Science	135 Credit Hours
B. Bachelor of Graphic Design	135 Credit Hours
C. Bachelor of Interior Design	132 Credit Hours

4.College of Engineering

A. Bachelor of Engineering in Civil Engineering (Hosted) 150 Credit Hours [1]

B. Bachelor of Engineering in Architectural Engineering (Hosted) 150 Credit Hours [2]

Article (4) Study Plan:

The study plan in each Bachelor Degree programme includes the following courses.

1. University requirements:

Number of credit hours needed to meet the University's requirements is 27 Cr., divided as follows:

A. University Compulsory Requirements: (21) Credit Hours:

Course no.	Course Name	Credit Hours
ARB101	Arabic Language	3
ENG101	English Language (1)	3
ENG102	English Language (2)	3
CS104	Computer Skills	3
HBH105	Bahrain Civilization and History	3
BA161	Introduction to Entrepreneurship	3
HR106	Human Rights	3

B. University Elective Requirements: (6) Credit Hours:

One course is to be selected from the first group (3 credit hours) and one course from the second group (3 credit hours).

1. Name of the programme starting from academic year 2020/2021, previously titled "B.Eng. (Hons) Civil and Construction Engineering"
2. Name of the programme starting from academic year 2020/2021, previously titled "B.Eng. (Hons) Architectural Design Engineering"

Group	Course no.	Course Name	Credit Hours
First Group	ISL 101	Islamic Culture	3
	ISL 103	Islam and Contemporary Issues	3
	ISL 102	Islamic Ethics	3
Second Group	SOC 101	Introduction to Sociology	3
	MAN 101	Man and Environment	3
	LIB 101	Introduction to Library Science	3
	SPT 101	Special Topics	3
	CS 205	Computer Applications	3
	LFS102	Thinking & Communications Skills Development	3

C. Other courses may be added, and some of the courses mentioned above may be cancelled by a resolution of the University Council. The council forms a committee for each course, or a number of the required courses. These committees set the courses' curriculum according to the council's guidelines.

2. College Requirements:

The requirements of the College consist of the set of credit hours declared by the University Council, upon a recommendation of the College Council, as follows:

Colleges	Credit Hours
College of Administrative Sciences	27
College of Arts and Science	12 - 21
College of Law	21

3. Requirements of the programme and Supporting Courses:

The number of credit hours required is approved by the University Council upon a recommendation from the councils of colleges. These credit hours are distributed between compulsory and elective courses, as well as applied education and internships.

Article (5): Admissions Requirements and Placement tests for new students

1. University Admissions requirements:

A. The student should obtain a Secondary School Certificate or its equivalent certified by the Ministry of Education in the Kingdom of Bahrain with an average of no less than 60% or equivalent.

B. Students with averages below 60% may be admitted in the University, provided that they meet one of the following criteria:

1. They are athletes and artists who represent the Kingdom of Bahrain internationally.

2. Those with at least one year of practical experience following their secondary school certificate.

3. In addition to that, the University Council has the right to decide on applicants with averages below 60%.

4. The number of students admitted according to this point (B) can be no more than 5% of the admitted students.

C. In some programmes, the students admitted from non-scientific secondary school fields should pass remedial courses.

2. All students admitted to the University should take a compulsory placement test –determined by the University- to determine their English language level. The levels admitted to the programmes are determined as follows, so that the admitted student studies the course listed according to their own ability level:

A. Programmes taught in English according to the following table:

Course	Level	Mark in the placement test
ENG 097	Elementary	0 - 34
ENG 098	Intermediate	35 - 50
ENG 111	Upper-Intermediate	51 - 120

Programmes taught in Arabic according to the following table:

Course	Level	Mark in the placement test
ENG 099	Remedial course	0 - 40
ENG 101	English 101	41 - 120

3. **A student may be exempted from studying the English language courses in the following cases:**

- The student is exempted from the courses ENG 097 and ENG 098 for programmes taught in English, and the course ENG 099 for programmes taught in Arabic if they have obtained (5) or higher in an IELTS test, or 450 and higher in a TOEFL test.

- The English language placement test is conducted in the semester in which the student is admitted. If the student does not attend the test, he will be given a mark of 0, and will not be allowed to postpone the test for any reason or under any circumstances unless he gets an approval from the University Council.
- Students transferred from other universities will be exempted from the English language placement test if they have taken an equivalent English course in their previous university.

4. The Directorate of Admissions and Registration gets the Unified Student File approved by the Secretariat General of the Higher Education Council and assigned a Higher Educational Institutions number.

Article (6): Credit Hours

1- Each course consists of three credit hours, excluding some courses that have practical requirements (for example, laboratory work), in which case, the number of credit hours for a course may reach five hours. The University Council may assign fewer or more hours for some courses, if required.

2- The credit hours for each course are assigned on the basis that one hour of theoretical weekly lecture equals one credit hour. In the case of laboratory or practical hours, the assessment is made separately for each course, where one credit hour constitutes no less than two practical hours or two laboratory hours.

Article (7): Levels of Study

1- The courses offered by each programme as well as the courses included in the study plans are classified into four levels, stating any prerequisites (if any) for each course. Each course is assigned a code that indicates its level. Moreover, every course must identify the number of lectures, weekly laboratory hours, and number of credit hours.

2- The students registered at the University under the Bachelor Degree are classified into four levels: first year, second year, third year, and fourth year, according to the number of credit hours they completed. It should be the case that a second year student has completed 33 credit hours, whereas a third year student will have completed 66 credit hours, and a fourth year student will have completed 99 credit hours.

Article (8): Prerequisites

1. The student is not allowed to study a course before studying its prerequisite courses.

2. The student is allowed to study a certain course and its prerequisite in the same semester if their graduation so requires, or if they have previously failed the prerequisite.

3. The meaning of studying a prerequisite which is mentioned in paragraphs 1 and 2 of this article: -the student should have registered, attended and taken the exams of the prerequisite irrespective of passing or failing it, provided that his grade is not less than 36%.

Article (9): Duration of Study:

1. The study duration to obtain a Bachelor Degree in any programme with a regular study load is four academic years.
2. Students are not allowed to obtain a Bachelor Degree in a period of less than three years.
3. The study duration to obtain the Bachelor Degree should not exceed eight academic years in all programmes.

Article (10): Study Load

1. The minimum and maximum study load for a regular student at the university for the bachelor's level in the first and second semesters shall be (12-19) credit hours per semester, and he may register less than 12 credit hours only once during his studies, and the student may also register less credit hours than the minimum referred to above more than once, provided that he is considered irregular student and provided that this is not counted as part of the short period for obtaining the academic degree. The student may take additional credit hours at the university at a rate not exceeding (21) credit hours in the first and second semesters, provided that he fulfills one of the following conditions:

• His / her GPA should not be less than 84%.

• He / she needs to take the additional credit hours to complete graduation requirements in that semester.

2. The maximum study load for a regular student at the university for the bachelor's level in the summer semester shall be 9 credit hours. The regular student at the university may take additional hours at a rate of no more than (12) credit hours in the summer semester, provided that he/she needs to take the additional hours to complete the requirements of graduation in that semester.

Article (11)

In the graduation semester, the student may register any number of credit hours required for graduation, without considering the minimum level of the prescribed study load.

Article (12): Punctuality

All registered students must regularly attend all lectures and actively participate in all classroom discussions. Furthermore, the course instructor keeps a record of the students' absence and attendance in the Students Information System.

Article (13): Absence and Excuses

1. The student is not allowed to be absent for more than 25% of the course credit hours.
2. The course instructor submits the names of those students whose absenteeism exceeds 15% of the total hours of the course to the Head of the Department in order to take the necessary action.
3. If the student is absent for more than 25% of the total course credit hours without a reasonable excuse that is accepted by the College Dean, they will not be allowed to attend their final exam and will be given the minimum pass mark, i.e. (WF, 35). The student will then have to retake the course, if it is compulsory. In all cases, the grade will be included in the calculation of the student's accumulative and semester average for warning or dismissal purposes.
4. The Head of the Department submits to the College Dean a list of those students who are prohibited from taking the final examinations due to their absenteeism, to inform the Directorate of Admissions and Registration to assign to those students the minimum grade for that course.

Article (14): Absence

1. If the student is absent for more than 25% of the course hours due to illness or any reasonable excuse that is accepted by the College Dean, they will be considered as withdrawn from the course with a grade of (W), and the rules of withdrawal will apply. The Dean of College shall notify the Director of Admissions and Registration of that decision and assign (Withdrawal) to that course in the student's academic records. Students who represent the Kingdom or the University in social activities shall be permitted to be absent for no more than 30% of the total course hours.
2. It is necessary that sick leave be issued by an approved medical authority and a certificate be submitted to the Dean of College within a period of two weeks from the date of the absence.

Article (15): Examinations

1. Any student absent from the final exam of any given course without an excuse that is accepted by the College Dean will be assigned Fail (F) in that particular course.
2. The maximum number of (stamped) sick leave for out-patient students is five days if approved within two working days, whereas for in-patient students, approval must be sought within four working days from the period of absence.
3. If the student misses the final exam with a reasonable excuse that is accepted by the Dean of the College, the Dean is responsible for informing the Directorate of Admissions and Registration of the need to assign a grade of "incomplete",

where the course instructor will schedule a make-up exam within the first 2 weeks of the next semester unless the student has postponed that semester; this rule doesn't apply to the summer semester since it is an optional semester. If this does not happen, the students will not be able to retake the exam, and he/she will be assigned zero in that exam.

4. It is possible to consider the student who has missed the final examination with an acceptable excuse as withdrawn from the course, provided that he successfully passed the Mid-Term exam and the coursework, and are not registered for the make-up exam during the period determined in Paragraph 3 above, and that the student did not miss a make-up exam scheduled by the department without providing an acceptable excuse to the Dean.

Article (16): Course Description

Academic Staff members prepare descriptions of their courses, which include the nature of the course, its objectives and timetable, the course requirements, exams and assessment dates, mark distribution, reading and references lists. These will be approved by the Department Council.

Article (17): Marks

1. The final mark for each course is the sum of the final exam mark and the coursework mark.

2. The coursework includes the following:

a) Oral and written quizzes, reports, research, group discussions, presentations and class participation, and counts for 20% of the overall course mark.

b) A mid-term written exam which counts for 30%.

3. The final exam for each course is held at the end of the semester and counts for 50% of the overall mark. The final exam is a written exam that covers the course material and may include oral or practical tests or a submitted report and the College Council determines, based on a recommendation from the concerned Department, its percentage from the final exam mark. This has to be announced to the student at the beginning of the semester.

4. The distribution of the marks for practical courses, or those which have a practical element, are determined by the College Council based on recommendations by the Department Council.

5. The Final exam, Mid-term exam grades and coursework may be re-distributed if recommended by the Department Council and the College Council and given an approval from the University Council.

6. The marks are calculated and recorded for each course using percentages, and the credit hours of the course should be clearly stated.

7. The final grade for each course is calculated from 100 to the nearest whole number.

Article (18): Examination Questions

The exam questions should be confidential and each academic staff member setting them should coordinate with his Head of Department and College Dean. The academic Staff should take full responsibility for the supervision, printing, copying, packing, and maintaining of the exam papers.

Article (19)

The course instructor is responsible for keeping a record of students' attendance of the exam, and the marking of papers.

Article (20)

The course instructor is responsible for accurately recording the students' marks in the Students Information System.

Article (21)

1. Mark Classifications are as follows:

Mark	Grade	Symbol in English
90 - 100%	Excellent	A
80 - 89%	Very Good	B
70 - 79%	Good	C
60 - 69%	Pass	D
50 - 59%	Poor	E
Below 50%	Fail	F

The Accumulative Averages are classified as follows:

GPA	Grade
92- 100%	Excellent with Honours
84 - less than 92%	Excellent
76 - less than 84%	Very Good
68 - less than 76%	Good
60 - less than 68%	Satisfactory

Article (22): Calculation of Semester and GPA Averages

1. The calculation of any semester or GPA averages is done by multiplying the percentage for each course by the number of credit hours for each course divided by the total number of credit hours.

2. In cases where the student has failed, their mark will be recorded by the course instructor as 35%, including all marks that fall below 35%.

3. All courses completed by the student are documented in their academic transcript.

Article (23): Appeals

1. Students have the right to appeal against their final examination mark for any course within ten days of the results being announced. The Dean will ensure the accuracy of the aggregation and transfer of marks and that no answers left unmarked. This is done by a committee formed by the College Dean, consisting of academic staff members but excluding the course instructor.

2. The student pays 10 Dinars for each appeal request.

3. The student has the right to appeal against his final mark for any course using the following steps:

A. The student submits an appeal request to the Directorate of Admissions and Registration within 10 days of the results announcement. The student then pays 10 Bahraini dinars - to be refunded if the mark is subsequently augmented.

B. The Head of the Academic Department forms a special committee that consists of two academic staff members to review the coursework results and re-mark the final exam paper; provided that the student's course instructor is not a member of the committee. If the committee cannot agree on the same result, it will be transferred to a third member to make the final decision.

C. The committee depends on the mark distribution that was provided by the course instructor.

D. The committee submits its report to the Head of the Academic Department within one week of its formation.

E. If the mark is changed following the committee report, it will be approved by the concerned Head of Department and College Dean. The report will then be delivered to the Directorate of Admissions and Registration to amend the mark prior to end of the Add/Drop period of the coming semester.

F. The Directorate of Admissions and Registration notifies the student of the result.

G. The student is not allowed to request an appeal on a course that was already reviewed. The first appeal's decision will be considered as a final decision.

Article (24): Adding or Dropping Courses

1. The student is allowed to withdraw from courses in which they are registered and add new courses within five working days of the beginning of the first and second semesters, and within three working days of the beginning of the summer semester. The courses dropped within those periods will not be included in the student's academic transcript.

2. Given the content of Clause (1) of this Article, the student is allowed to withdraw from a course within eight weeks of the beginning of the first and second semesters, and within four weeks of the beginning of the summer semester, provided that the student has not exceeded the percentage of the allowed absenteeism rate. The dropped course in this case would be included in the student's academic transcript with a note of 'withdrawn-W', and this course would not be included in the total credit hours they have studied in terms of passing, failing or graduation requirement. If the student has dropped the course after the mentioned period, the academic staff should include the student's result in his academic transcript. The withdrawal process should not decrease the number of credit hours registered by the student in terms of the minimum study load allowed according to these instructions, except in some compelling circumstances mentioned in these instructions.

Article (25): Withdrawal from and completion of courses

1. In cases where the student has withdrawn from a course, the note 'W withdrawn' will appear next to the course on his academic transcript.
2. The note 'incomplete' will appear next to the course if the student does not complete the requirements, or misses the final exam with an acceptable excuse.
3. If the student obtains the result of 'incomplete' in some courses, their averages will be calculated when the marks of the courses are complete. The averages are considered retroactively from the date of the student having obtained the 'incomplete' result, when it comes to academic warning or dismissal.

Article (26): Honorary Board

1. Each semester The President issues the names of students listed in the honorary board of the University. This includes names of students who have obtained semester averages of 92% and above, and the University honours them in a way that it deems appropriate.
2. The Dean places the names of the students who have obtained semester averages of 85% and above on the honorary board of the College, and notes this in their academic transcript, provided their load of study is no less than 12 credit hours.
3. The bylaw of the Honorary Board of the Excellent Students in the Applied Science University is applied to the students listed in the above Clauses 1 and 2.

Article (27): Academic Warning and Dismissal

1. The student is given an academic warning if his GPA is lower than the minimum required level for graduation in the academic programme at the end of any semester, except for his/her first semester at the University, the semester when the student changes his specialization (if it occurs) and also the summer

semester; the Directorate of Admissions and Registration notifies the student via the method it deems appropriate.

2. The Student who receives an academic warning should resolve the issues that have caused him/her to be put under probation within a maximum period of three regular semesters after the semester because of which he/she was put under probation.
3. If the student receives an academic warning then was capable to increase his/her GPA to the required minimum, the effects of that warning are cancelled; and if his/her GPA decreases again at a later stage, he/she shall receive a new academic warning different from the previous warning (s).
4. The student who is subject to an academic warning is not allowed to register for more than four courses (12) credit hours in the semester, except with a recommendation from the Academic Advisor and the Head of Department.
5. The student who is given an academic warning is not allowed to participate in any extra-curricular activities held at the University.
6. The summer semester is not taken into consideration for the purposes of academic warning and dismissal, but the academic warning is cancelled if the student's GPA has increased to the minimum required level for graduation in the academic programme according to the result of the summer semester.
7. If the student cannot resolve the issues that have caused him/her to be put under probation, by virtue of Clause (2) of this article, he/she will be dismissed from the academic programme, and maintains the right to move to another academic programme.
8. Any student who has successfully completed (75%) of the credit hours required for the academic programme will not be dismissed. The student obtaining a GPA between 59.5% and 59.9% by the end of the third semester of the academic warning will also be excluded from dismissal and, in both cases, the student remains under probation until he/she manages to raise his/her GPA to the minimum required for graduation and is only dismissed if he/she exceeds the maximum permitted study duration in the university.
9. A student who is dismissed from his/her initial academic programme and then denied registration at a new academic programme will be dismissed from the University.
10. The student is not allowed to move to an academic programme from which he/she was dismissed in the past.
11. In spite of the above, every student who exceeds the maximum permitted study duration in the university will be dismissed.

Article (28): Re-taking the Course

1. Student must re-take any of the compulsory courses that he has failed. If a student fails an elective course, he is allowed to study another course according to the study plan. The student is also allowed to re-take any course in which they have obtained a mark below 65%, in order to raise his GPA. In all of the cases indicated, the higher mark will be calculated for the student and the lower mark will be ignored.
2. In cases where the student re-takes a course due to an earlier failure or for any other reason, the credit hours of this course will be calculated only once within the number of hours required for graduation.
3. If the student completes more courses than the required elective courses in their study plan, the courses with the highest grades will be included in the calculation of their accumulative average, taking into account Paragraphs (1) and (2) of this article.

Article (29): Postponement of Study, Drop-out and Withdrawal from the University

1. The student is entitled to submit a postponement request prior to the commencement of the semester and provide reasons to convince the concerned body, according to the following criteria:

A. College Dean: if the postponement required is for a period of one semester and does not exceed four semesters, whether continuous or not.

B. College Council: if the postponement required is for a period exceeding four semesters, and for no more than six semesters, whether continuous or not.

2. A newly admitted or transferred student, whether from another university or from one programme to another within the university, is not allowed to postpone a semester or withdraw courses unless he has already completed one semester at the University, the semester of the programme remedial courses being excluded.
3. The period of the postponement is included in the maximum study duration specified for obtaining the Bachelor Degree.

Article (30): Attendance / Re-registration / Absence and Withdrawal from Courses

1. If the full-time student is not registered at the University for one or more semesters, and does not obtain written consent from the College Dean for the postponement of his study for this period, his admissions will be cancelled.
2. The University Council may re-register the enrolled student if he presents a reasonable excuse that is approved by the Council. After approval, the student may retain their entire previous academic transcript, provided that the postponement period is not more than four academic years and that they will be able to meet the graduation requirements within the permitted period.

3. The University Council, based on the recommendations of the College Council and the Directorate of Admissions and Registration, will determine the study plan for the re-registered student.
4. The student, whose total excused absences exceed (25%) of the credit hours for semester courses, is considered withdrawn from the semester and the note 'Withdrawn W' will appear on their transcript. This semester will be considered postponed.
5. The student may submit a request to the College Dean to withdraw from all courses registered in a specific semester. If approval from the Dean is obtained, that semester will be considered postponed, and the student should submit such a request at least four weeks prior to the date of the final exams.

Article (31): Transfer from one Academic Programme to Another

1. The student may transfer from one programme to another in the University, if there is a suitable vacancy, provided that his secondary school GPA qualifies him to study in such a programme.
2. When the student is transferred to another programme, he may be exempted from any courses of his choice that he completed in the previous programme if they are included in the study plan of the new programme. The marks of such courses are included in the student's semester and GPA average.
3. Each 15-credit-hour course selected, as per the previous clause, is calculated as one semester.
4. Transfer requests will be submitted to the Director of Admissions and Registration using the prescribed forms.
5. The transferred student receives the same treatment as the new student, for the purposes of postponement, warnings, and dismissal from the programme.

Article (32): Visiting Students

1. The visiting student is enrolled in his original university, but is a temporary student at the Applied Science University and is allowed to study specific courses in a certain semester. After the end of this semester, the University is not obligated to admit or transfer this student to any academic programme.

The conditions for dealing with the visiting student are as follows:

A. The student should be a full-time enrolled student in a university

B. The visiting student should be studying at a recognised university as per the laws and bylaws of the Higher Education Council in Bahrain.

C. The student should be nominated by his original university to study specific courses, and at the end of the semester, his results will be sent to the responsible body in his original university.

D. A vacancy must be available in the courses that the visiting student is applying for.

E. Visiting students are registered after the period of registration and add/drop, and only in those courses that have available seats.

2. Students desiring to study as visiting students in another university, recognised by the national committee for the equalization of certificates by the Ministry of Education of the Kingdom of Bahrain, should obtain prior consent from the Directorate of Admissions and Registration in the University with the subjects to be studied based on recommendations from the relevant academic department. This consent requires a submission of study request in the other university supported by the following documents:

A. Description of the contents of the course to be studied as approved by the relevant body in the external university, to be submitted to the academic department concerned as per the controls declared by the University Council.

B. A letter obtained from the Director of Admissions and Registration in the University addressed to the relevant body in the host University.

C. The courses studied by the university student appear as "Pass" if the student has obtained a mark of no less than 70%.

Article (33)

If the first bachelor degree is obtained from the same university from which the student wants to get a bachelor degree in another programme, the University is not allowed to exempt the student from any of the University or College requirements.

Article (34): Transfer from Other Universities

Students may transfer to the University if there are vacancies available, provided that transfer requests are submitted to the Directorate of Admissions and Registration on the dates announced in each semester, and according to the following conditions:

1. Meeting the requirements of the admissions and registration of the University. In addition, the student must have an acceptable secondary school average or its equivalent for the programme to which he is transferred.

2. The student must be transferring from an accredited university, college, or higher education institute that is approved by the Equivalence Committee at the Ministry of Education in the Kingdom of Bahrain. The courses completed by the transfer student will be included in their study plan, provided that the credit hours accumulated from their previous university are no less than the credit hours of their new course in the Applied Science University.

3. They are a full-time student, and evidence of this is provided.
4. The student is not dismissed for disciplinary purposes from their previous university directly before submitting the transfer request.
5. Every 15 credit hours completed by the transfer student is equal to one semester, provided that the course marks are not calculated in the semester and GPA averages.

Article (35): Re-enrolling in the university

1. If a student who has withdrawn from the University wants to re-enroll, he must submit his application as a new student and, if admitted, he shall be subject to Article 37 related to course equivalence.
2. The student academic transcript will not be considered if the student postpones his study for more than four years.
3. In all cases, the student should study at least 1/3 credit hours with the Applied Science University.

Article (36): Requirements to obtain a Bachelor Degree

The Bachelor Degree is granted to students by the University Council after completion of the following:

1. Successfully passing all courses required for graduation in the study plan
2. Obtaining a GPA of no less than 60%
3. Spending the minimum duration required for graduation and not exceeding the maximum duration, as indicated in Article (9) of this bylaw

Article (37): Course Equivalence

The conditions for transferring courses in cases where a student has transferred from a Higher Education Institution to the Applied Science University:

1. The number of credit hours transferred should not exceed 66% (2/3rds) of the Bachelor Degree requirements, where the minimum study duration for a transferred student is two academic semesters and a minimum of 30 credit hours. Courses with a grade less than C are not transferred.
2. The number of credit hours required in order to be transferred cannot be less than the number of the credit hours of the equivalent course.
3. The course is equivalent to only one course.
4. An official and approved academic transcript is required to verify the student's successful completion of the course.
5. The equivalence of courses from academic degrees (previously obtained by the student) that are similar to the current academic degree in which the student has been enrolled is strictly prohibited.

Article (38): Issuing the Graduation Certificate

The graduation certificates are awarded upon the completion of the requirements at the end of each semester.

Article (39)

1. In cases where the student's graduation is dependent on one or two compulsory courses that are not listed in the semester schedule, or whose timing clashes with another compulsory course, or where the student has failed in the same course twice, the Dean of the College, in consultation with the Head of Department, may allow the student to enrol in an alternative course(s) that is (are) equivalent to the original one(s). The Directorate of Admissions and Registration should be notified accordingly.
2. If the student's graduation depends on one or two elective courses, and the student could not register them for a reason beyond his control, the Dean is entitled to approve the replacement of these courses with other appropriate courses of matching levels from the same or other college upon a recommendation from the concerned Head of Department. The Directorate of Admissions and Registration should be notified.
3. In all cases, whether the matter is related to compulsory and/or elective subjects, the number of alternative courses should be no more than two courses.
4. If the student did not register for a compulsory or elective course because it was not offered or because it clashed with another course, they are allowed to register for an equivalent course upon the recommendation of the Head of Department and the approval of the Dean.

Article (40)

1. The Head of Department and the Academic Advisor are responsible for following up the academic status of the students in co-ordination with the Directorate of Admissions and Registration, and to examine their fulfilment of the graduation requirements.
2. Any student who is expected to graduate at the end of any semester must fill out a graduation form with their department a semester before their graduating semester. This happens in coordination with the Directorate of Admissions and Registration in order to avoid any unexpected mistakes.

Article (41)

The student must obtain a No Liability certificate from the University in order to complete their graduation procedures.

Article (42)

The student does not have the right to claim that they were not aware of these bylaws, University announcements, or anything published on the University noticeboard regarding these instructions.

Article (43)

The Bachelor Degree bears the due date.

Article (44)

1. The student must pay the tuition fees and any required deposit at the time of their registration in each semester. The student registration will not be completed unless they pay all the required fees. The University has the right to amend the amount of fees and deposits required as it deems appropriate, after obtaining the approval of the responsible bodies.
2. Newly-admitted students who have applied to the University immediately after their graduation from secondary schools are entitled to a discount in their first semester. This discount relates to tuition fees only. Other fees such as books fees are excluded:

A. 30% for students who have obtained a GPA 95% and above.

B. 15% for students who have obtained a GPA 90-94.99%.

3. Tuition fees paid by students are as follows

A. Tuition fees per credit hour for students in bachelor's degree programmes in each of the following colleges:

1. College of Administrative Sciences

N°	Programmes	Credit Hours	Fees per Credit Hour
1	Bachelor's Degree in Accounting	135	BHD 92.700
2	Bachelor's Degree in Business Administration	135	BHD 92.700
3	Bachelor's Degree in Accounting and Finance Sciences	135	BHD 92.700
4	Bachelor's Degree in Management Information Systems	135	BHD 92.700
5	Bachelor's Degree in Political Sciences	135	BHD 92.700

2. College of Law

N°	Programmes	Credit Hours	Fees per Credit Hour
1	Bachelor's Degree in Law	135	BHD 92.700

3. College of Arts & Science

N°	Programmes	Credit Hours	Fees per Credit Hour
1	Bachelor's Degree in Computer Science	135	BHD 92.700
2	Bachelor's Degree in Graphic Design	135	BHD 92.700
3	Bachelor's Degree in Interior Design	135	BHD 92.700

4. Hosted Programmes

Hosted Programmes from Cardiff Metropolitan University			
N°	**Programmes**	**Credit Hours**	**Fees per Credit Hour**
1	B.A. (Hons) Management and Business Studies	150	160 BHD
2	B.A. (Hons) Accounting and Finance	150	160 BHD

Hosted Programmes from Cardiff Metropolitan University			
N°	**Programmes**	**Credit Hours**	**Fees per Credit Hour**
1	Bachelor of Engineering in Civil Engineering [3]	150	180 BHD
2	Bachelor of Engineering in Architectural Engineering [4]	150	180 BHD

B. Other non-refundable fees:

1) 10 BHD Application fee (paid once)

2) 100 BHD Registration fee (paid once; 110 BHD for Hosted Programmes)

3) 100 BHD Labs' fees per first and second semester for Computer Science, Interior Design and Graphic Design students.

4) 50 BHD labs' fees per summer Semester for Computer Science, Interior Design and Graphic Design students.

5) 5 BHD fees for English language placement test.

6) 5 BHD fees for an official academic transcript.

7) 5 BHD fees for issuing a graduation certificate.

3. Name of the programme starting from academic year 2020/2021, previously titled "B.Eng. (Hons) Civil and Construction Engineering"

4. Name of the programme starting from academic year 2020/2021, previously titled "B.Eng. (Hons) Architectural Design Engineering"

8) 5 BHD fees for a duplicate official academic transcript.

9) 5 BHD fees for issuance student bona fide official student certificate.

10) 10 BHD fees for course equivalence procedure.

11) 10 BHD fees for appealing a final grade per course.

12) 30 BHD Fees for submission of an incomplete exam (a valid excuse should be submitted in accordance with the procedures established in the University Regulations).

13) 5 BHD fees to issue a new ID card or a replacement.

14) 10 BHD for each extra copy of the graduation transcripts and certificate.

15) In cases where a student loses or damages a book borrowed from the University Library, the fee applied is twice the price of the borrowed book

16) 150 BHD graduation fees + graduation certificate Arabic – English + yearly book.

17) 25 BHD graduation robe fees.

4. The newly-admitted student pays 650 BHD non-refundable for seat reservation and it consists of the following fees:

a) 10 BHD one-time fee to submit the application as mentioned in item (1) of paragraph (b) of Article (44) of this Regulation.

b) 100 BHD one-time registration fee as mentioned in item (2) of paragraph (b) of Article (44) of this Regulation.

c) 5 BHD fee to issue a new university ID card and mentioned in item (13) of paragraph (b) of Article (44) of this Regulation

d) 535 BHD part of the tuition fees of the admissions semester.

5. Financial instructions relating to the withdrawal of a student:

a) Enrolled students have the right to withdraw totally or partially during the late registration period and the add/drop period (announced each semester by the Directorate of Admissions and Registration) and without any financial charges.

b) Enrolled students have the right to withdraw totally or partially before the end of the second week of the approved study semester as announced every semester by the Directorate of Admissions and Registration and will have to pay the amount of 25% of the fees of the withdrawn courses, provided that the payment is processed before the approval of the courses by the Directorate of Admissions and Registration and after obtaining official approvals by the concerned parties in the college.

c) Enrolled students have the right to withdraw totally or partially before the end of the third week of the approved study semester as announced every semester by the Directorate of Admissions and Registration and will have to pay the amount of 50% of the fees of the withdrawn courses, provided that the payment is processed before the approval of the courses by the Directorate of Admissions and Registration and after obtaining official approvals by the concerned parties in the college.

d) Enrolled students have the right to withdraw totally or partially before the end of the fourth week of the approved study semester as announced every semester by the Directorate of Admissions and Registration and will have to pay the amount of 75% of the fees of the withdrawn courses, provided that the payment is processed before the approval of the courses by the Directorate of Admissions and Registration and after obtaining official approvals by the concerned parties in the college.

e) In case the student withdraws partially or totally after the end of the fourth week, he shall pay the entire amount of registered credit hours fees.

f) The student has the right to withdraw totally or partially without financial charges from courses that require prerequisites and were registered in the course registration form submitted by the student to the Directorate of Admissions and Registration.

g) The student has the right to withdraw totally or partially from courses that have been equalized later on without financial charges.

h) In case the student wishes to transfer to another programme after the regular add/drop period, he/she shall bear all the financial charges mentioned above.

i) The student has the right to withdraw totally or partially from courses that have been registered beyond the limit allowed by the university and the Bahraini Higher Education Council without financial charges.

j) If the university cancels or withdraws any courses registered by the student at any time, the amount of the paid fees will be credited to his account.

k) The aforementioned regulations related to students' withdrawal do not apply to new students during admissions semester; they are governed by total withdrawal instructions issued by the university during the registration of an academic semester.

Article (45): Hours of Student Activities and Community Engagement

1. Regulations for granting a credit hour to the extracurricular activities and community engagement of students:

A. The credit hour for student activities is an hour granted with a grade of 100% for participation in student activities through, for example, scientific student societies, students clubs, and student council committees, which are not considered to be an academic requirement.

B. The student granted this credit hour should be an effective member of a scientific society, student club, or any authority that cares for student activities, voluntary activities and community engagement, in coordination with Student Affairs.

C. The credit hour is not granted for student activities and community engagement for:

- Students in the orientation programme.
- Students receiving disciplinary action in the same semester.

D. The credit hour for student activities and community engagement counts towards the GPA along with the results of the academic courses at end of each semester through which the activities are practised.

E. The student is granted a maximum of one credit hour during their time of study in the University.

2. The criteria for granting the credit hour to student activities:

A. The eligible student is granted one credit hour if the hours of participation are not less than 30 hours in one semester, as indicated in the forms of activity prepared for this purpose by the Student Affairs Deanship.

B. The activity should be indicated in the University form, Student Affairs Deanship, Colleges, Student Council, Clubs, or Societies, etc.

C. The students should perform well in the activity they are doing as approved by the organised authority and the declaration of the Student Affairs Deanship.

3. Mechanisms for granting the credit hour for student activities and community engagement:

A. The responsible body for the activity fills out a form allocated for the activities that is prepared by the Student Affairs Deanship, so that each student has a file that includes their activities that is kept in the Student Services Office.

B. The Student Services Office records all student performed activities in one form by end of the semester, in coordination with the body responsible for that activity.

C. The responsible body of the activity approves the student activity form and refers it to the Student Affairs Deanship.

D. The Deanship of Student Affairs approves the student activity form, then it is referred to the Directorate of Admissions and Registration before the end of the semester, for auditing and granting of one hour for activity, as per the system. The Directorate of Admissions and Registration is entitled to return the forms to the Student Affairs Dean to be reviewed once more in case of any errors.

E. Student activity and community engagement are not granted retroactively for activity in previous semesters.

Article (46): Amendment to Provisions of the bylaw

The University Council is entitled to amend the provisions of the articles of this bylaw according to recent updates and public interest, and per resolutions that do not reflect the bylaws and resolutions of the Higher Education Council in Bahrain.

Article (47): Instructions not indicated in this bylaw

The University Council settles the cases not provided for in the instructions and in disputes that may arise due to the application of such instructions, so as not to conflict with the bylaws and resolutions of the Higher Education Council. In emergency cases that cannot be delayed, the President of the University replaces the University Council for the settlement thereof.

Article (48): Implementation of the Provisions of this bylaw

The President, Vice Presidents, Academic and Non-Academic Deans are responsible for the implementation the provisions of these instructions.

Graduate

Studies Bylaw

Article (1)

This bylaw is called Graduate Studies Bylaw and is applicable to all colleges from the date of its approval.

Article (2)

1. The following words in this bylaw have the meanings allocated below unless the context signifies otherwise.

University: Applied Science University

President: University President

University Council: University Council of Applied Science University

Council: College Council

Dean: Dean of Research and Graduate Studies

College: College Concerned

College Dean: Dean of College Concerned

Department: Department Concerned in the College

College Committee: Postgraduate Committee in the College

Thesis Assessment Panel: Master's Thesis Assessment Committee

Study System: Credit Hours System

2. System of Study

The system of study is based on:

A. The number of credit hours that should be successfully completed by a student according to the level determined by the university as a graduation requirement in any academic programme

B. The fields of study on which such credit hours are distributed according to the provisions of this bylaw, giving the student the freedom to select required courses based on his needs and readiness with the guidance from his academic advisor and within the range of minimum and maximum credit hours allowed per semester.

3. Credit Hour(Cr.)

One theoretical hour of study per week or its equivalent of practical hours within the full academic semester.

4. Academic Year

The academic year consists of two compulsory semesters and one optional summer semester.

5. Semester

The duration of each semester is at least 14 weeks, including the examination period, and the duration of the summer semester is at least seven weeks, including the examination period.

6. Elective Courses

The courses that the student is entitled to select from a list of offered courses set by the College Council.

7. Compulsory Courses

Studying a course in one semester, covering a number of credit hours defined by the Department Concerned, and it may have a prerequisite.

8. Prerequisite

A course that a student should study and complete successfully before enrolling in a more advanced course.

9. Study Load

The number of credit hours registered by the student during the semester.

10. Study Plan

The number of credit hours required to obtain a Master's Degree.

11. Punctuality:

Attendance of lectures, discussions and practical classes defined for each course in the study plan.

12. Academic Advisor

An academic staff member who helps the student select the required courses after referring to his/her academic record and the study provisions as well as the university bylaws depending upon the student's abilities and his/her academic progress in the University.

13. Course Grade

The total marks for the final exam, the mid exam and classroom work, excluding the courses that are on a Pass or Fail basis.

14. Semester Average

The average of courses grades studied by the student in one semester as included in the study plan. The average will be calculated to the nearest two decimal points.

15. Grade Point Average (GPA)

The accumulative average of all of the courses grades completed by the student, successfully or otherwise, as set in his/her study plan up to the date of this average. Courses not within the student's study plan are not included in the calculation of the GPA and are calculated to the nearest two decimal points.

16. Pass grade

The minimum passing grade of a course is 70% and the minimum grade is 50%.

17. Transcript

A copy of the student's academic record which the student receives at the end of each semester indicating the number of credit hours studied and the GPA.

18.Withdrawal

A. Withdrawal from the course (W): the student's withdrawal from a course during to the defined period.

B. Official Withdrawal (postponement of study)

The student's withdrawal from all courses registered according to the conditions defined by the university.

19. Academic Warning

The student is warned due to his/her low GPA.

20. Duration of Study

The time spent by a student registered in the University to achieve the requirements of graduation in a certain programme with a specific study load according to the provisions of such instructions.

21. Add/Drop and Courses Timetable

A. Drop: drop from course(s) in the semester.

B. Add: addition of course(s) in the semester.

C. Courses Timetable: courses offered by Departments and Colleges.

Article (3)

Application of bylaw

This bylaw applies to all Colleges of the University, and its provisions are enforceable on enrolled students registered to obtain a Master's Degree.

Article (4)

Specialties of the Colleges

The University Council approves study plans leading to obtaining a Master's degree in programmes offered by University Departments based on recommendations of College Councils and the Academic Department Councils Concerned and proposals of the study plan committee. Study plans must contain study courses and the credit hours required to obtain an academic degree are not less than 36 Cr.

Article (5)
Admissions Requirements

Firstly: to be admitted in a master's Degree Programme, the student must fulfil the following requirements:

A. Holding a Bachelor's Degree or its equivalent from a University or College recognized by the Ministry of Education in the Kingdom of Bahrain

B. The bachelor's degree programme should be in the same speciality as the master programme or a similar qualifying field according to the study plan of that speciality; otherwise, the student should pass a number of remedial courses approved by the University and specified by the Concerned Department.

C. The applicant should be the holder of a Bachelor's Degree with a GPA of not less than Good or its equivalent to be admitted.

D. It is required for the applicant to any of the master's programmes to pass the English placement test adopted by the University or the applicant will have to provide a (TOEFL) score of (450) or equivalent. Otherwise, the student commits during the first year to study and pass two English remedial courses determined by the college, with a passing grade of 50%.

E. The applicant should pass an interview conducted by a committee in the Academic Department.

F. The applicant should pass any tests conducted by the Academic Department when required.

G. The applicant submits two recommendation letters one of which is preferred to be from an academic staff member from the University where the student has graduated.

H. The applicant should have experience of not less than one year in a relevant professional field, except those obtaining a GPA not less than Very Good or the equivalent, provided that the number of admitted applicants with this exception does not exceed 50% of the total number of students

Secondly: the student can be granted conditional admission in some Master's Degree Programmes according to the number of seats determined by the University Council and according to the following:

1. He/she must hold a Bachelor's Degree with a GPA of not less than Good or its equivalent. If the applicant's GPA is less than that, the application shall be sent to the Committee of Appeal against Denial of Admissions, chaired by the Vice President for Academic Affairs and Development.

2. The applicant must have at least two years of experience in the related professional field.

3. The applicant must pass an interview conducted by the Committee of Appeal against Denial of Admissions.

4. The applicant must pass an interview conducted by a committee in the academic department.
5. The applicant must pass any tests carried out by the academic department when required.
6. The applicant must submit two recommendation letters one of which is preferred to be from an academic staff member from the University where the student has graduated.
7. The applicant must pass the English placement test adopted by the University or he/she will have to provide a (TOEFL) score of (450) or equivalent. Otherwise, the student commits during the first year to study and pass two English remedial courses determined by the college.
8. He/she must pass during the first semester after admission to the programme the remedial courses determined by the academic department with a score of not less than 70%, otherwise he/she will be dismissed from the programme.
9. The applicant must obtain the approval of the University Council or the person/body authorized by the Council in order to be admitted in the programme.

Article (6)

Procedures of Admissions

1. The applicant submits an application form that includes the required information and attaches the documents mentioned in the form to the Directorate of Admissions and Registration in the University. The documents required are:

A. Four recent personal photos

B. Authenticated copies of academic certificates with grades, including:

- Secondary School Certificate or its equivalent

- Bachelor's Degree Certificate

C. Copy of the passport

D. Copy of the CPR

E. Payment of application fees as specified by University

F. Validation of the Bachelor's Degree certificate accredited by the responsible bodies in the Kingdom of Bahrain.

G. Health fitness certificate from approved medical centre.

1. The applicant should pass a test and an interview to determine his/her academic level if the Department so requires, and pass remedial courses as specified by the concerned department in light of the qualifications obtained and the performance in the test and interview.

Article (7)
Requirements for Academic Degree

The requirements to obtain a Master's Degree Certificate are at least 36 credit hours according to the plan of the Department Concerned that is approved by the College Council. These requirements are as follows:

First: Distribution of Credit Hours

1. 15-24 compulsory credit hours of study
2. 6-12 elective credit hours of study
3. Submission of applied project or thesis to be counted as 6 to 12 credit hours for all academic programmes

Second: Academic Year

1. The academic year consists of two semesters, the first semester and the second semester, and the duration of each is at least 14 weeks. A summer semester may be approved with a duration of not less than 7 weeks, and it is not considered as a semester for warning purposes
2. One credit hour equals at least 14 classroom hours in one semester
3. One practical credit hour equals at least two practical hours weekly in one semester

Article (8)
Study Load

1. The study load for postgraduate students is 3-12 credit hours without calculating the thesis or the applied project and 3 credit hours may be added for graduation purposes.
2. The duration prescribed for students to obtain a Master's Degree is not less than one calendar year and not more than 8 semesters, not including summer semesters.
3. The duration prescribed for passing the remedial courses is not calculated within the maximum duration prescribed to obtain a Master's Degree.
4. An interruption period is not calculated in the maximum duration to obtain a Degree and is not allowed to be more than two semesters.
5. A withdrawal period is not calculated in the maximum duration to obtain a Degree and is not allowed to be more than two semesters.
6. The University Council is entitled to look into an extension of the study period in exceptional circumstances.

Article (9)

Passing Grade, Semester Average and GPA

First:

1. The passing grade in courses is 70% and the GPA is 75%.
2. A student is put on probation if the GPA is less than 75%.
3. A student put on probation should sort out the issue in a period not more than two semesters after the affected semester, and summer semesters are not calculated in this period.
4. Consideration of reviewing the final grade for any student on a certain course is allowed based on a written request or a written initiative from the course instructor to be sent to the Dean in a period not exceeding ten days after the announcement of results. An internal committee should be formed by a resolution from the Head of Department to look into the review (the committee is formed of two members provided that the course instructor is not a member of this committee. A third member may be added in case one of the two opinions is required to be weighed). The concerned College Dean notifies the Director of Admissions and Registration of the committee's resolution within two weeks of issuance.

Second:

The marks for postgraduate studies are distributed as follows:

1. 30 marks for first exam (midterm)
2. 30 marks for participation and coursework
3. 40 marks for final exam
4. Some academic departments of a special nature, in which the scientific and/or applied aspect constitutes an important part of the courses requirements, may redistribute the mark so that mark of the final exam is not less than 30% with approval of the College and the approval of the University Council.

Third:

The grades of courses obtained by a student are classified according to the following table:

Mark	Grade	Average
90%-100%	Excellent	A
80%-89%	Very Good	B
70%-79%	Good	C
Less than 70%	Fail	F

Fourth:

The semester averages and GPA obtained by a student are classified according to the following table:

GPA	General Grade
94%-100%	Excellent with Honours
88%- less than 94%	Excellent
80%- less than 88%	Very Good
75%- less than 80%	Good
Less than 75%	Fail

Article (10)

Any course outside the plan of study, based on which a student is enrolled in the programme, is not allowed to be counted unless that course is equivalent to a programme's course by a resolution from the Equalisation (Credit Transfer) Committee in the College and in exceptional circumstances, together with considering provisions of equalisations and transfer indicated in Articles (15) and (17) of this bylaw.

Article (11)

Remedial Courses

First:

The passing grade of the remedial courses is 60%.

Second:

The grades of remedial courses are recorded in the student's transcript (pass/fail).

Third:

The student should complete the remedial courses in the first year of the registered Master's programme.

Article (12)

Registration of Master's Thesis / Applied Project [1]

1. A registration application for a Master's Thesis or Applied Project may be accepted according to procedures prescribed in this bylaw: when the student passes equivalent to at least 75% of the courses in the study plan and the GPA is not less than 75%.
2. The Master's Thesis is registered for the student on the basis of (6-12) credit hours when his / her GPA is not less than 75% provided that the thesis is as genuine and innovative as possible, and for the period defined in the university's bylaws, and as per the conditions defined by the University Council.

1. This article will be implemented upon HEC's approval of the new study plans.

3. The Applied Project is registered on the basis of 6 credit hours if the GPA is less than 80% provided the students takes elective courses to compensate the difference in credit hours between the thesis and the applied project.

4. In case the applied project is not completed in the registration semester, a grade of "Incomplete Research (IR)" will be assigned to the student along with one additional semester to complete the project, and in case the project is not submitted by the end of the additional semester, a grade of "Zero" and the status of the grade will be assigned to him/her.

5. If the student chooses to do an applied project, he/she must follow the applied project guidelines adopted by the University Council.

Article (13)

Punctuality

1. If a student is absent from a certain course without an excuse accepted by the College Dean, for more than 25%, he/she will be prevented from taking the final exam. The mark in that course is deemed 50 and the course should be repeated if compulsory.

2. If the student is absent from a certain course with an excuse that is accepted by the College Dean, for more than 25%, he/she will be considered as withdrawn. However, students representing the Kingdom or University in official activities are allowed to be absent with a percentage not exceeding 30%.

3. Any absentee from the announced final exam, with an excuse that is accepted by the College Dean Concerned according to the approved policy, will be registered as incomplete. The course instructor will be notified of excuse acceptance to conduct a compensatory exam for the student in a period not exceeding the end of the following semester. If this semester is postponed officially by the student, in such a case, the exam will be held before the end of the semester following the one postponed.

4. Sick leave should be with a certificate issued and approved by a medical body. Such a certificate should be submitted to the College Dean Concerned within a period not exceeding two weeks from the date of the student's absence. In other compulsive cases, the student submits proof of the compulsive case within two weeks of absence.

Article (14)

Postponement, Withdrawal and Interruption

1. Postponement

A. A postponement request is accepted if the student has completed at least one semester in the academic programme.

B. The student submits a postponement request in a form prepared by the Admissions and Registration Directorate. Approval of postponement is issued by the College Dean Concerned. If the request is submitted after the end of the add/drop period, it will be subject to the provision of withdrawal, which state that there will be a non-refund of fees for withdrawn or postponed courses. The student's academic study is deemed postponed from the date of approval of the postponement request and not from the date of the submission of the request as per the effective financial practice in the university.

2. Withdrawal

A. The student is allowed to drop courses and add new courses in the first week of the first and second semesters and within the first three days of the summer semester according to the calendar of the University. The dropped courses do not appear on the student's transcript.

B. The student is allowed to withdraw from one or more courses within eight weeks of the beginning of both the first and second semesters, and within four weeks of the beginning of the summer semester. In this case, the course appears in the student's transcript as withdrawn (W). The credit hours of these courses are not calculated in the number of hours studied in terms of success or failure and graduation requirements. If the student did not withdraw during the said period, the course instructor should record the student's result in the transcript. As a result of this withdrawal, the number of credit hours registered is not allowed to be less than the minimum number of credits permitted according to such instructions unless in special cases, as provided for in this bylaw.

C. Withdrawal from a course is made by submitting a form prepared for this purpose to be submitted by the student to the College Dean Concerned.

D. The note 'incomplete' is registered next to the course whose requirements are not completed by the student or due to absence in the final exam with an acceptable excuse.

E. The student should work for removal of the 'incomplete' note in a period not exceeding the end of the semester following the one in which this note is registered, as long as that semester was not postponed (in which case the period is extended to the end of the semester in which the student has registered after the withdrawal), excluded from that is the summer semester since it is an optional semester for the student, otherwise the student loses his right to sit for the exam, together with considering provisions of Article (13/3) of this bylaw.

F. If a student obtains an incomplete result in some courses, averages will be calculated when the marks of courses are completed. Averages are considered retroactive from the date of obtaining an incomplete result in terms of placing a student under probation or dismissal.

3. Interruption

1. A student is considered to have interrupted his studies in the following cases:

A. If study has started, the Add and Drop period has finished without registration.

B. If registration is cancelled due to non-payment of university fees despite having attendance in the attendance and absence records.

2. A student who interrupted his studies loses his seat in the University and will not be allowed to return without the approval of the University Council.

Article (15)

Transfer from a Programme to Another inside the University

A student may be transferred from a Master's Programme – if any – to another programme by a resolution of the College Dean(s) if the admissions requirements are met for the desired programme to be transferred to, in terms of the GPA, academic programme and availability of a vacant place. The joint courses which the student has studied in the programme transferred from, provided that all courses transferred credits from the previous programme are entered into the new GPA. The Head of Department(s) concerned will be notified.

Article (16)

Warning and Dismissal

1. A student is warned in the following cases:

A. If the minimum GPA is not obtained at the end of any semester as defined in this bylaw

B. If the College Council viewed that the student has neglected working on his/her thesis, based on a report from the supervisor and recommendation of the College Committee

2. The student is dismissed from the Master's programme in the following cases:

A. If the minimum GPA is not obtained at the end of two semesters following the warning, excluding the semester in which the student was admitted

B. If the student committed a violation requiring dismissal according to the bylaws applicable in the University

C. If the student failed in the defence of his/her Master's thesis twice or has registered twice for the thesis and did not attend the assessment session.

D. If the student has withdrawn from all courses registered in the first semester since starting study in the University

E. If a period of postponement or interruption exceeded two semesters

F. If the maximum limit for the duration of study is exceeded

Article (17)
Transfer

1. Students transferred from other universities are admitted to study for a Master's Degree provided that the number of credits transferred does not exceed 12 credit hours, as long as these courses are similar to those listed in the programme. The grade in each course should not be less than C or equivalent, and the period of studying in the university is not less than two semesters.
2. The transferred credits are not calculated in the GPA if the transfer is from outside the University.
3. Only one semester is deducted from the maximum period of the graduation semester against every 9 credit hours calculated in favour of the student.
4. Any course studied from a lower programme level must not be calculated in the higher programme level.
5. Upon transferring from a higher education institution to another one, the number of hours transferred should not be more than 50% of the second university grade requirements with a maximum limit of 12 credit hours, provided that courses whose grade is less than C or equivalent are not calculated. The Credit Transfer committee in the College is concerned with reviewing courses to be exempted within the limits mentioned in Article (18) and according to the names of each course, description, level and content in the prescribed plan of study. Then, the committee's decision should be approved by the College Dean and sent to the Admissions and Registration Directorate for implementation.

Article (18)
Credits Transfer

Credit Transfer committees in the College are concerned with reviewing courses required to be exempted within the limits mentioned in Article (17) according to the names of each course, description, level and content in the prescribed study plan, then to be approved by the College Dean and sent to the Admissions and Registration Directorate for implementation.

Article (19)
Repetition of Course

1. A student may repeat a course if the grade obtained is less than 75%, with no more than two compulsory courses and one elective course.
2. If the student has studied an elective course and obtained a mark less than 75%, another elective course may be studied as a compensatory course to complete the requirements of the study plan. This compensatory course is deemed a repeated course of an elective one, and the highest mark in the two averages (semester and GPA) will be calculated.

3. A course is not allowed to be restudied more than once if a student has passed it.
4. A student is allowed to register in a maximum of two additional courses from the elective plan of study with approval of the College Council provided that the highest grades are calculated in the GPA for the purpose of improving the average.

Article (20)
Honorary Board

The name of a student is listed in an honorary board if his registration in that semester has no less than 6 credit hours (thesis credit hours not considered) as follows:

1. Honorary board in the College: if semester average is 88% and above
2. Honorary board in the University: if semester average is 94% and above
3. Summer semesters are not calculated in this honouring. A student will not be listed in case of withdrawal from and/or postponement of any semester and violation of any University Bylaw

Honouring the distinguished students at the end of each semester will be considered appropriately by the Dean and the President.

Article (21)
Teaching and Supervision

1. The Professors and Associate Professors in the Academic Department undertake teaching courses of postgraduate studies.
2. The Dean is entitled to approve, based on nomination of the College Committee, that Assistant Professors in the Academic Department undertake teaching courses of postgraduate studies.
3. The College Council has the right to seek help from experienced specialists or those who have published papers in the same field to teach, supervise and be part of the assessment panels of master thesis or applied projects.
4. The Concerned Department is entitled to propose academic staff (full-time or part- time) assigned for supervising a Master's thesis and postgraduate students' research; and the Dean, based on recommendation of the College Committee, approves a teaching staff member with a grade of Assistant Professor according to the same conditions indicated in clauses 2 and 3 of this Article.
5. A thesis may be supervised by more than one supervisor, whether the second supervisor is from inside or outside the University, provided that the assistant supervisor is qualified and a holder of a PhD degree.

6. The supervisor of the thesis commits to submitting a semester report for the Department about the student's progress in his study in order to take the necessary actions in this respect using a form prepared by the Deanship of Research and Graduate Studies.

Article (22)

Continuity in Supervision

By virtue of a resolution from the College Council and based on the recommendation of the Department Council, an academic staff may continue to supervise a student's thesis or participate in supervision if he changed his work place inside or outside the Kingdom provided that it does not conflict with the interest of the student.

Article (23)

Unforeseeable Circumstances and Supervision

Upon the occurrence of unforeseeable circumstances that prevent the supervisor from continuing to supervise theses of students, the Department Council, at the earliest opportunity, nominates another supervisor(s) and submits his/her nomination to the College Council for approval, considering the conditions required in the appointment of supervisors as indicated in Article (21) of this bylaw.

Article (24)

Amendment of Plan or Title of Thesis

The student may, in coordination with the supervisor, amend the plan of a thesis if the circumstances of the research so require. As to the title of a thesis, the Dean is entitled to settle this upon recommendation from the College Dean, Head of Department, Programme Director and Supervisor prior to defining the date for defence session.

Article (25)

Selection of Discussants of Thesis

A. The College Committee prepares a list of names and specialities of professors in some universities inside and outside the Kingdom of Bahrain to select the discussants. This list is changeable and updated annually.

B. The Dean issues a resolution, based on a recommendation of the College Council upon a recommendation from the graduate studies committee in the college to form a three-member thesis assessment panel (supervisor, internal examiner, external examiner) as long as there is no shared supervision. The chair of the assessment panel is the one with the highest and most senior academic rank, be it the internal or the external examiner.

C. The student delivers copies of the thesis in its final form to members of the committee at least two weeks prior to the date of discussion.

D. The Head of Department undertakes responsibility for ensuring the full procedures of the discussion and submits a report to the Deanship of Research and Graduate Studies and the Council via a form approved by the Deanship of Research and Graduate Studies.

Article (26)

Thesis Defence

The thesis is discussed as follows:

1. The student presents an abstract of the thesis and conclusions and recommendations reached in a proper way.
2. The Head of the Discussion Committee undertakes management of the session. Following the discussion, the Committee starts its deliberation and unanimously or by the majority determines the success of the student according to the following grades:

Grade	Percentage
Excellent	90%-100%
Very Good	80%-89%
Good	70%-79%
Fail	or less 69%

3. TheThe Head of the Discussion Committee announces the resolution in the discussion hall in the presence of all members.
4. The resolution of the Discussion Committee is supported by one of the following phrases:

A. Without amendments

B. With slight amendments in a period not exceeding two weeks

C. Essential amendments without re-discussion within two months

D. Essential amendments and re-discussion within three months

E. Rejection of thesis

5. The Head of the Discussion Committee presents the resolution of the Committee signed by members to the Head of Department, who, in turn, presents it to the College Council after the student has completed all amendments prescribed by the Discussion Committee in order to take the necessary recommendation for graduation to the University Council.
6. The student is considered to have failed the course of the thesis if he/she has not completed the amendments required on the dates specified in the previous clause. The University Council is entitled to reconsider the mentioned periods by recommendation from the College Dean.

7. If a thesis is rejected by the Discussion Committee, a grade of 50 is assigned to it. The Council is entitled, based on the recommendation of the supervisor, to allow the student to register the thesis again provided this registration should not conflict with the provisions of Article (8) of this bylaw.
8. When registering the thesis again because of failure or rejection, the student is exempt from the GPA condition stated in Article 12 of this bylaw.

Article (27)

1. The Master's thesis should be written in the Arabic language and two abstracts should be attached, one in Arabic and the other in English, with the Arabic abstract being not more than 600 words and 3 pages, and the abstract in English not being more than 300 words and one and a half pages. The Master's thesis can be written in the English language with the approval of the Council.
2. As to the Colleges teaching in a language other than Arabic, the thesis is to be written in this language or in Arabic. If the thesis is written in a language other than Arabic, the Arabic abstract is to be enclosed, provided that it is not more than 600 words and three pages.

Article (28)

In writing a Master's thesis, the student must abide by the instructions indicated in the thesis manual issued by the Deanship of Research and Graduate Studies.

Article (29)

Granting the Degree

The Master's degree is granted by virtue of a resolution from the University Council based on the recommendations of the College Council.

Article (30)

The Deanship of Research and Graduate Studies undertakes responsibility for ensuring the implementation of procedures provided for in the bylaw by Deans of Colleges and the Directorate of Admissions and Registration.

Article (31)

The University Council is entitled to treat cases of admission, registration, withdrawal, interruption and dismissal as exceptions from the action mechanisms of the articles in this bylaw according to the development of matters of public interest as viewed by the University Council in this respect, and in a way that does not conflict with the resolutions and bylaws of the Higher Education Council.

Article (32)

1. The student must pay the tuition fees and any required deposit at the time of their registration in each semester. The student registration will not be completed unless they pay all the required fees. The University has the right to amend the amount of fees and deposits required as it deems appropriate, after obtaining the approval of the responsible bodies.

2. Tuition fees paid by students are as follows:

A. Tuition fees per credit hour for students in Master's degree programmes in each of the following colleges:

B. A.1. College of Administrative Sciences

N°	Programmes	Credit Hours	Fees per Credit Hour
1	Master's Degree in Business Administration	36	BHD 144.200
2	Master's Degree in Human Resources Management	36	BHD 144.200
3	Master's Degree in Accounting and Finance	36	BHD 144.200

A.2. College of Law

N°	Programmes	Credit Hours	Fees per Credit Hour
1	Master's Degree in Law	36	BHD 144.200
2	Master's Degree in Commercial Law	36	BHD 144.200

B. Other non-refundable fees:

1) 10 BHD Application fee (paid once).

2) 250 BHD registration fee for first and second semesters.

3) 125 BHD registration fee for the summer semester.

4) 5 BHD fees for English language placement test.

5) 5 BHD fees for an official academic transcript.

6) 5 BHD fees for issuing a graduation certificate.

7) 5 BHD fees for a duplicate official academic transcript.

8) 5 BHD fees for issuance student bona fide official student certificate.

9) 10 BHD fees for course equivalence procedure.

10) 10 BHD fees for appealing a final grade per course.

11) 30 BHD Fees for submission of an incomplete exam (a valid excuse should be submitted in accordance with the University's Regulations).

12) 5 BHD fees to issue a new ID card or a replacement.

13) 10 BHD for each extra copy of the graduation transcripts and certificate.

14) In cases where a student loses or damages a book borrowed from the University Library, the fee applied is twice the price of the borrowed book.

15) 150 BHD graduation fees + graduation certificate Arabic – English + yearly book.

16) 25 BHD graduation robe fees.

3. The newly-admitted student pays 650 BHD non-refundable for seat reservation and it consists of the following fees:

a) 10 BHD one-time fee to submit the application as mentioned in item (1) of paragraph (b) of Article (32) of this Regulation.

b) 250 BHD registration fee for the admissions semester as mentioned in item (2) of paragraph (b) of Article (32) of this Regulation.

c) 5 BHD fee to issue a new university ID card and mentioned in item (12) of paragraph (b) of Article (32) of this Regulation

d) 385 BHD part of the tuition fees of the admissions semester.

4. The university holds the right to change all fees based on the approval of the Higher Education Council.

5. Financial instructions relating to the withdrawal of a student:

a) Regular students have the right to withdraw totally or partially during the late registration period and the add/drop period (announced each semester by the Directorate of Admissions and Registration) and without any financial charges.

b) Regular students have the right to withdraw totally or partially before the end of the second week of the approved study semester as announced every semester by the Directorate of Admissions and Registration and will have to pay the amount of 25% of the fees of the withdrawn courses, provided that the payment is processed before the approval of the courses by the Directorate of Admissions and Registration and after obtaining official approvals by the concerned parties in the college.

c) Regular students have the right to withdraw totally or partially before the end of the third week of the approved study semester as announced every semester by the Directorate of Admissions and Registration and will have to pay the amount of 50% of the fees of the withdrawn courses, provided that the payment is processed before the approval of the courses by the Directorate of Admissions and Registration and after obtaining official approvals by the concerned parties in the college.

d) Regular students have the right to withdraw totally or partially before the end of the fourth week of the approved study semester as announced every semester by the Directorate of Admissions and Registration and will have to pay the amount of 75% of the fees of the withdrawn courses, provided that the payment is processed before the approval of the courses by the Directorate of Admissions and Registration and after obtaining official approvals by the concerned parties in the college.

e) In case the student withdraws partially or totally after the end of the fourth week, he/she shall pay the entire amount of registered credit hours fees.

f) The student has the right to withdraw totally or partially without financial charges from courses that require prerequisites and were registered in the course registration form provided by the student to the Directorate of Admissions and Registration.

g) The student has the right to withdraw totally or partially from courses that have been equalized later on without financial charges.

h) In case the student wants to transfer to another programme after the regular add/drop period, he shall bear all the financial charges mentioned in items b, c and d of this paragraph.

i) The student has the right to withdraw totally or partially without financial charges from courses that have been registered beyond the limit allowed by the university and the Bahraini Higher Education Council.

j) If the university cancels or withdraws any courses registered by the student at any time, the amount of the paid fees will be credited to his account.

k) The aforementioned regulations related to students' withdrawal do not apply to new students during admissions semester; they are governed by total withdrawal instructions issued by the university during the registration of an academic semester.

Article (33)

The University Council settles issues which are not provided for in this bylaw.

Article (34)

The President, Deans of Colleges, Dean of Research and Graduate Studies and Director of Admissions and Registration are responsible for implementing the provisions of this bylaw.

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