



Notre Dame University, Louaize - Lebanon

# CATALOG

2005-2006

■ Architecture, Art and Design ■ Business Administration and Economics ■ Engineering  
■ Humanities ■ Natural and Applied Sciences ■ Political Science, Public Administration and Diplomacy



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# Notre Dame University

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## تشيد جامعة سيده اللويزة

للشاعر سعيد عقل

بدي الليل اختالي  
يا عماراً من عال  
لك من ماضٍ عطر  
ضح شمساً في البال

٢ - مع كحيلاء الرمض  
في خطى نجم نمشي  
كون، طير معناً، نرمى  
باقة عند العرش

١ - يا غداً النشاء انتما  
بالعلمي علماً علما  
يده مدت لغري  
لعبة البدع العظمي

٣ - أم، أنضجت الفكر  
شئتينا نبتاً حراً  
وغدا كل كل  
أرزة صيغت ذراً

# TABLE OF CONTENTS

<b>THE PRESIDENT'S MESSAGE .....</b>	<b>11</b>
<b>UNIVERSITY DIRECTORY 2005 - 2006.....</b>	<b>12</b>
Board of Trustees.....	12
University Administration and Staff 2005-2006.....	13
List of Full-Time Faculty Members 2005-2006 .....	22
<b>ACADEMIC CALENDAR 2005-2006.....</b>	<b>29</b>
<b>PROFILE: NOTRE DAME UNIVERSITY- LOUAIZE.....</b>	<b>31</b>
Location and Climate .....	31
Statement of Purpose.....	32
<b>NDU PAST, PRESENT AND FUTURE.....</b>	<b>33</b>
<b>CAMPUS MINISTRY .....</b>	<b>35</b>
<b>ACADEMIC SUPPORT SERVICES.....</b>	<b>36</b>
AcadEmic Advisory Services .....	36
The Libraries.....	36
Division of Computing Services.....	37
Faad Studios.....	38
Photography Laboratory .....	38
Theater.....	38
Dorothy Salhab Kazemi -Ceramic Atelier- .....	38
Metal & Wood Workshop.....	38
Radio/Television Studio.....	38
Projection Room .....	39
Science Laboratories .....	39
Engineering Laboratories .....	39
<b>STUDENT AFFAIRS OFFICE.....</b>	<b>40</b>
Undergraduate Financial Aid .....	40
Grants .....	41
Undergraduate Scholarship.....	43
Student Housing.....	43
Counseling Services .....	43
Health Services.....	44
Athletic Services.....	45
Clubs and Societies .....	45
Student Union .....	46
<b>RESEARCH AND DEVELOPMENT .....</b>	<b>47</b>
<b>PUBLIC RELATIONS OFFICE .....</b>	<b>49</b>
<b>DIVISION OF CONTINUING EDUCATION.....</b>	<b>50</b>
<b>ADMISSIONS OFFICE.....</b>	<b>51</b>
<b>UNDERGRADUATE ADMISSION .....</b>	<b>54</b>
Freshman Admission Requirements .....	54
Sophomore And First Year Admission Requirements .....	55
Transfer Admission Requirements .....	55

Admission Requirements for Foreign Students .....	55
Admission Requirements for Special Students .....	55
Admission Requirements for Auditors .....	56
Admission Requirements for a Second Degree .....	56
Admission Requirements for Teaching Diploma/Certificate .....	56
Admission Requirements for Summer Arabic Program .....	56
Admission Requirements for University Employees .....	56
English Entrance Exams .....	56
Faculty Requirements .....	57
<b>GRADUATE ADMISSION .....</b>	<b>60</b>
Statement of Purpose.....	60
Current Graduate Programs .....	60
Types of Admission.....	62
Readmission .....	63
<b>ACADEMIC RULES AND REGULATIONS (UNDERGRADUATE) .....</b>	<b>64</b>
Student Classes.....	64
Full-Time Students .....	64
Part-Time Students.....	64
Special Students or Non-Degree Students .....	64
Transfer Students .....	64
Auditors .....	65
Hours of Classes.....	65
Attendance Policy .....	65
Examinations and Quizzes .....	65
Final Examination Make-Up .....	66
Graded Final Examination Paper .....	66
Final Grades.....	66
Record Book or Blue Book.....	66
Transcripts .....	66
Change of Grade.....	66
Change of Provisional Grade.....	67
Grades for Repeated Courses .....	67
Grades upon Change of Major .....	67
System of Grades .....	68
Grade-Point Average.....	69
Academic Standing .....	69
Academic Recognition .....	71
Academic Dishonesty.....	71
Penalties of Academic Dishonesty .....	71
Reporting Academic Dishonesty.....	72
Change of Major within a Faculty .....	72
Change of Major from a Faculty to a Faculty.....	72
Change of Major by University Action.....	72
Deadline for Submission of Change of Major .....	72
Graduation Requirements .....	73
Teaching Diploma Requirements.....	73
Teaching Certificate Requirements.....	73
Graduation Check List.....	73
Conferring of Degrees .....	74
Residency Requirements.....	74

Participation in Commencement Exercises .....	75
Course Designation .....	75
<b>ACADEMIC RULES AND REGULATIONS (GRADUATE) .....</b>	<b>79</b>
Cross-Registration .....	79
Auditing .....	79
Tutorials .....	79
Course / Program changes .....	79
Grades Upon Change of Major .....	79
Supervision .....	80
Courses and Grades.....	80
Probation and Dismissal.....	80
Comprehensive Examination.....	80
Thesis .....	81
Provisions for the Master Degree .....	82
Grading System.....	83
Attendance Policy .....	84
Academic Advisor .....	84
Academic Honesty Policy .....	84
Academic Standards.....	84
Withdrawal Policies.....	84
Application For Graduation .....	85
Participation In Commencement Exercises.....	85
Summer Session .....	85
Financial Aid .....	85
<b>UNDERGRADUATE REGISTRATION .....</b>	<b>86</b>
Academic Advising .....	86
Registration Eligibility .....	86
Registration .....	86
Registration by Absentia.....	87
Late Registration .....	87
Cross-Registration .....	87
Improper Registration.....	87
Changes in Registration .....	87
Student Academic Load .....	89
Tuition and Fees.....	89
Refund Policy .....	90
<b>GRADUATE REGISTRATION .....</b>	<b>91</b>
Registration Process .....	91
Course Load .....	91
Auditing .....	91
Disclosure of Students' Records .....	91
Tuition and Fees.....	91
Refund.....	92
<b>GER, FRESHMAN PROGRAM AND DEGREES .....</b>	<b>93</b>
General Education Requirements (GER).....	93
Freshman Program.....	93
Degrees Offered .....	94

<b>FACULTY OF ARCHITECTURE, ART AND DESIGN (FAAD)</b> .....	<b>97</b>
Faculty Directory .....	98
List of Full-Time Faculty Members .....	99
Aim .....	101
Foundation Studies .....	102
Department of Architecture.....	103
Department of Design.....	113
Department of Music and Musicology .....	137
Department of Art .....	152
<b>FACULTY OF BUSINESS ADMINISTRATION AND ECONOMICS (FBAE)</b> .....	<b>167</b>
Faculty Directory .....	168
List of Full-Time Faculty Members .....	169
Introduction .....	171
Department of Accounting, Finance and Economics.....	177
Department of Management and Marketing.....	194
Department of Hospitality and Tourism Management .....	210
Master Programs .....	221
<b>FACULTY OF ENGINEERING (FE)</b> .....	<b>237</b>
Faculty Directory .....	238
List of Full-Time Faculty Members .....	239
Aims .....	240
Department of Civil and Environmental Engineering .....	242
Department of Electrical and Computer and Communication Engineering.....	249
Department of Mechanical Engineering.....	262
<b>FACULTY OF HUMANITIES (FHUM)</b> .....	<b>269</b>
Faculty Directory .....	270
List of Full-Time Faculty Members .....	271
Department of English, Translation and Education .....	274
Department of Mass Communication .....	315
Department of Social and Behavioral Sciences (SBS) .....	330
<b>FACULTY OF NATURAL AND APPLIED SCIENCES (FN&amp;AS)</b> .....	<b>347</b>
Faculty Directory .....	348
List of Full-Time Faculty Members .....	349
Aims .....	351
Department of Computer Science .....	353
Department of Mathematics and Statistics.....	378
Department of Sciences .....	398
<b>FACULTY OF POLITICAL SCIENCE, PUBLIC ADMINISTRATION AND DIPLOMACY (FPSPAD)</b> .....	<b>431</b>
Faculty Directory .....	432
List of Full-Time Faculty Members .....	433
Department of International Affairs and Diplomacy .....	436
Department of Political Science.....	445
Department of Public Administration .....	458
<b>DONATIONS</b> .....	<b>467</b>



## THE PRESIDENT'S MESSAGE

I am delighted to send my first message to the NDU family, students, faculty members, staff and administrators, with a special focus on the challenges of higher education today. This is a unique opportunity where such a crucial matter can be addressed with a special and immediate concern, and where I can share with you my personal thoughts.

In a world of continuous and significant changes, whether quick, sudden, drastic, significant, suggestive, technical, cultural, economic, or political, the idea of change is now dominating our daily life. So we cannot keep our campus away from, or clear of, the winds of change. This is why the fact of accepting the idea of change is an act of Faith. The momentum of change is an ongoing process, and is forceful and accelerating to the extent that it does not leave us with other alternatives. We have no other choice but to face the challenges of change, and to keep up with it. In order to be up to this deep and significant challenge we have to prepare ourselves, spiritually and intellectually, to be ready for it at any time and in any circumstances.

What could be those challenges? We should accept, first, the fact that not all that is new is necessarily good or positive or advanced. This requires an attitude of analytical capacity, and a skill of critical thinking. It requires a certain level of capability to differentiate between not only good and bad, positive and negative but, with a bit more sophistication, what is better, what is more necessary, more significant, more substantial, and more convincing. This is true in academic life, in research, as well as in the global role of the university within its own community.

Any reluctance from our part to face such a challenge leads us to become uncompetitive. Even if we were competitive before, refusing today the idea of change is accepting the fact of decline. This leads to an unhappy situation where others are moving ahead while we are not. Others are progressing and we are not. Others are developing continuously while we are not. Others are competitors and we are not.

A decision to move ahead is a choice to evaluate alternatives, to create a proper and healthy platform for ongoing debates about the future of the University. Moving ahead is inviting new "good" ideas, ideas that could help us develop and maintain our competitiveness, our professionalism, and our vision for the future of this institution of higher education in this part of the world, and at the early twenty-first century. This challenge requires enough courage to determine the odds we face and design a certain mechanism to enhance openness, transparency and accountability. I call upon you all to accept this challenge and to do something about it that can make a difference at NDU.

Rev. Fr. Walid Moussa, S.T.D.  
President  
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Lebanon

# UNIVERSITY DIRECTORY 2005 - 2006

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***Department of Design***

Mr. Andre Bechara, *Chairperson*

Mrs. Elsie Girgis, *Secretary*

***Department of Music***

Fr. Elias Kesrouani, *Chairperson*

Miss Adelle Dib , *Secretary*

***Photography Laboratory***

Mrs. Liliane Haddad, *Laboratory Assistant*

**Faculty of Business Administration and Economics**

Dr. Elie Yachoui, *Dean*

Miss Rita Orfali, *Administrative Assistant*

Miss Gilberte Khairallah, *Administrative Assistant, MBA & MIB Programs*

***Department of Accounting, Finance and Economics***

Dr. Mohamad Hamadeh, *Chairperson*

Mrs. Nidale Tohme, *Secretary*

***Department of Management and Marketing***

Dr. Tanios Touma, *Chairperson*

Mrs. Grace Kanaan, *Secretary*

***Department of Hotel Management and Tourism***

Dr. Yussef Zgheib, *Chairperson*

Miss Samar Mrad, *Secretary*

***Printing Office***

Miss Rita Khalil, *Printing Officer*

**Faculty of Engineering**

Dr. Shahwan Khoury, *Dean*

Miss Janette Elias, *Administrative Assistant*

***Department of Civil Engineering***

Dr. Jacques Harb, *Chairperson*

Mrs. Ghada Cattan, *Secretary*

***Department of Electrical and Computer and Communication Engineering***

Dr. Elias Nassar, *Chairperson*

Miss Nathalie Fahed, *Secretary*

***Department of Mechanical Engineering***

Dr. Walid Assaf, *Chairperson*

Miss Marise Abboud, *Secretary*

***Engineering Laboratories***

Mr. George Breidy, *Laboratory Instructor*

Mr. Wissam Daou, *Laboratory Assistant*

Miss Jinane Mounsef, *Laboratory Instructor*

Mrs. Sophia Ghanimeh Nissi, *Laboratory Instructor*

Miss Aline Siranossian, *Laboratory Assistant*

Miss Nisrine El-Turky, *Laboratory Assistant*

Mr. Maroun Eid, *Laboratory Technician*

Mr. Elie Lahoud, *Laboratory Technician*

***Printing Office***

Mr. Edward Bassil, *Printing Officer*

**Faculty of Humanities**

Dr. Boulos Sarru, *Dean*

Mrs. Rose Mady, *Administrative Assistant*

**Department of English, Translation and Education**

Dr. Christine Sabieh, *Chairperson*

Miss Vera Jabbour, *Secretary*

**Department of Mass Communication**

Dr. Khaled El-Fakih, *Chairperson*

Mrs. Wassil Chemaly, *Secretary*

**Department of Social and Behavioral Sciences**

Dr. Doumit Salameh, *Chairperson*

Miss Christine Nfeily, *Secretary*

**Freshman Arts Program**

Dr. Norman Nikro, *Academic Advisor*

**Radio/Television Studio**

Mr. Vatche Donnerian, *Studio Manager*

Mr. Antoine Azar, *Studio Instructor*

Mr. Anthony Gunstone, *Studio/Audio Associate*

Mr. Sam Lahoud, *Academic Assistant*

Mrs. Rania Saade Zeidan, *RTS Assistant*

Mr. Rodney Eid, *Computer and Graphics Coordinator*

Mr. Abdo Bejjani, *Photographer*

**Printing Office**

Miss Alice Eid, *Printing Officer*

**Faculty of Natural and Applied Sciences**

Dr. Jean Fares, *Dean*

Mrs. Victoria Atallah, *Administrative Assistant*

**Department of Computer Science**

Dr. Hikmat Farhat, *Chairperson*

Mrs. Rita Sawaya, *Secretary*

**Department of Mathematics and Statistics**

Dr. Amer Jajou, *Chairperson*

Mrs. Nelly Nakad, *Secretary*

**Department of Sciences**

Dr. Tanos Hage, *Chairperson*

Miss Danielle Abboud, *Secretary*

**Actuarial Science & Insurance Program**

Mrs. Claudia Freiji Bou Nassif, *Academic Advisor*

**Freshman Science Program**

Dr. Doris Jaalouk, *Academic Advisor*

**Science Laboratories**

Mrs. Rita El-Hage El-Amm, *Laboratory Instructor*

Mrs. Nada Maalouf, *Laboratory Instructor*

Mrs. Elizabeth Saliba Tabet, *Laboratory Assistant*

Miss Catherine Zoghbi, *Laboratory Assistant*

**Keyboarding Center**

Mrs. Amal Hajj, *Supervisor*

**Printing Office**

Miss Sana' Youssef, *Printing Officer*

## **Faculty of Political Science, Public Administration and Diplomacy**

Dr. Michel Nehme, *Dean*

Mrs. Nayla Basbous, *Administrative Assistant*

### **Faculty Departments**

Dr. Chahine Ghais, *Chairperson*

Mrs. Kamale Moubarak, *Secretary*

### **NDU - North Lebanon Campus**

Mr. Salim Karam, *Director*

Mrs. Suzanne Maatouk Dandan, *Administrative Assistant*

Fr. Jean Abou Chrouch, *Special Presidential Representative*

Fr. Mounir Fakhri, *University Chaplain*

Mr. Elias Rizk, *Assistant Director for University Services*

Mr. Khalil Serhan, *Head, Computer Center*

Mr. Elias Ibrahim, *Computer Laboratory Assistant*

Mr. Jean Malkoun, *Registrar's Officer*

Miss Rania Accary, *SAO Officer*

Miss Nancy Rizk, *Admissions Officer*

Miss Rita Abdelmassih, *Admissions Officer*

Mr. Edgard Merheb Harb, *Assistant Director of Public Relations - NLC*

Miss Carina Hawat, *Supervisor, North Lebanon Campus Library*

Mrs. Suzanne Saad, *Circulation Assistant, Library*

Mr. Bechara Bechara, *Accountant*

Mr. Youssef Bou Ferraah, *Services Worker*

Mrs. Jacqueline Fayjaloun, *Services Worker*

Mrs. Therese Assaf, *Services Worker*

Mr. Chalita Harb, *Driver*

Mr. Milad Daou, *Driver*

### **NDU - Shouf Campus**

Dr. Roy Khoueiri, *Director*

Miss. Rania Abdel Baki, *Administrative Assistant*

Fr. Boutros Bou Nassif, *Special Presidential Representative*

Mrs. Micheline Azzam Abi Azar, *Administrative Assistant*

Br. Abdo Sleiman, *Assistant Director for University Services*

Fr. Nabil Raffoul, *University Chaplain*

Mr. Farid Haykal, *Assistant Director of Admissions*

Mr. Fadi Khoury, *Assistant Registrar*

Miss Marina Bou Karroum, *Secretary*

Miss Mirna Karam, *Assistant Director of SAO*

Miss Maguy Salameh, *SAO Officer*

Mr. Wissam Chibani, *Assistant Director of DCE*

Ms. Claudine Chamoun, *Library Supervisor*

Miss Rania Najem, *Administrative Assistant*

Mr. Ziad Eid, *Head of Computer Center*

Mr. Charbel Constantine, *Technical Support Specialist*

Mr. Emile Khoury, *Social Director of Public Relations*

Mr. Elie Abou Abdo, *Accountant*

Mr. Zahi Jadallah, *Maintenance Officer*

Mrs. Nancy Khoury El Jurdy, *Secretary*

Mrs. Siham Antoun, *Secretary*

Miss Zeina Ghawi, *Operator*



Miss Jannete Youness, *Operator*  
**Faculty of Architecture, Art and Design**  
Mr. John Kortbawi, *Coordinator*  
**Faculty of Business Administration and Economics**  
Dr. Hassaan Saadeh, *Chairman*  
**Faculty of Engineering**  
Dr. Mustapha Hamad, *Coordinator*  
Mr. Joseph Eid, *CCE Laboratory Assistant*  
**Faculty of Humanities**  
Dr. Dany Badran, *Chairman*  
**Faculty of Natural and Applied Science**  
Dr. Fouad Chedid, *Chairman*  
Miss. Jinane Farah, *Chemistry Lab Assistant*  
Mrs. Reve Berberi Richa, *Biology Lab Assistant*  
**Services**  
Mr. Charbel Saadeh, *Driver*  
Mr. Said Bou Nassif, *Security*  
Mr. Fadi Antoun, *Security*  
Mr. Antoine Bou Abdo, *Security*  
Mr. Hassan Abi Hanna, *Security*  
Mr. Refaat Nasr, *General Services*  
Mrs. Antoinette Jraidy, *Services*  
Mrs. Fadia Keyrouz, *Services*  
Miss Jihane Mawad, *Services*  
Miss Daad Abi Nassif, *Services*

## LIST OF FULL-TIME FACULTY MEMBERS 2005-2006

### NDU – MAIN CAMPUS

#### Visiting Emeritus

*Akl, Said*, Poet, and Philosopher

#### Professors

*Assaf, Walid*, Ph.D., 1965, Iowa State University, USA

<sup>1</sup>*Eid, Assaad*, Doctorate in Applied Linguistics and TEFL, 1986, Université Saint Joseph, Lebanon.

<sup>1</sup>*Eid, George M.*, Ph.D., 1988, *Mathematics*, Polytechnic University, New York, USA

<sup>1</sup>*Fares, Jean*, Ph.D., 1988, *Mathematics*, University of Wisconsin-Madison, USA

*Hobeika, Louis*, Ph.D., 1980, *Economics*, University of Pennsylvania, U.S.A.

*Kesrouani, Rev. Elias*, Diplôme De Docteur, 1989, *Musicologie*, Sorbonne Paris IV, France.

*Keyrouz, Akl*, Ph.D., 1969, *Political Science*, University of Utah, USA

<sup>1</sup>*Khoury, Shahwan*, Ph.D., 1965, *Electrical Engineering (Applied Space Science)*, Carnegie Institute of Technology, CMU, U.S.A.

<sup>1</sup>*Nehme, Michel*, Ph.D., 1983, *Political Science*, Rutgers University, New Jersey, U.S.A.

<sup>1</sup>*Oueijan, Naji*, Ph.D., 1985, *English Literature*, Baylor University, USA

<sup>1</sup>*Rihani, Ameen A.*, Ph.D., 1996, *Bilingual Literature*, Lebanese University, Lebanon

<sup>1</sup>*Sarru', Boulos*, Ph.D., 1979, *English and American Studies*, Indiana University, USA

<sup>1</sup>*Tarabay, Ajaj*, Ph.D., 1978, *Mathematics*, University of Utah, USA

*Yachoui, Elie*, Ph.D., 1982, *Economics*, Université de Dauphine, France

#### Associate Professors

*Ajami, Joseph*, Ph.D., 1987, *Mass Communication*, Ohio University, Athens, USA.

*Alam, Edward*, Ph.D., 1996, *Philosophy*, University of Utah; USA.

*Eid, Mansour*, Doctorate, 1985, *Arabic Language and Literature*, Université Saint-Joseph, Lebanon

<sup>1</sup>*El-Hage, Youssef K.*, Ph.D., 1990, *Physics*, Technische Universität München, Germany

*Elmurr, Sami*, Ph.D., 1986, Mississippi State University, U.S.A.

*Fakih, Khalid*, Ph.D., 1992, *Journalism*, University of Missouri, USA

*Ghais, Chahine*, Ph.D., 1998, *Political Science*, University of Missouri-St. Louis, USA

*Haddad, Robert*, M.F.A., 1980, *Fine Arts*, University of Pennsylvania, USA

*Haddad, Simon*, Doctorate, 1999, *Sciences Politiques*, IEP, Paris

*Hadjetian, Hratch*, Ph.D., 1972, *Economics and Labor-Management Relations*, University of Delhi, India

*Hamad, Moustapha*, Ph.D., 1995, University of South Florida, U.S.A.

<sup>1</sup>*Helou, Fares A.*, Doctor of Engineering, 1991, *Civil Engineering*, Cleveland State University, USA

*Khair, Marie*, Doctorate, 1996, *Computer Science*, Aristotle University of Thessaloniki, Greece

*Khalaf-Kayrouz, Leila*, Ph.D., 1995, *Environmental Geology*, Westfälische Wilhelms-Universität, Germany

*Keirouz Malhab*, Ph.D., 1991, *Mathematics*, Perdue University, USA

*Karam, Antoine*, Ph.D., 1974, *Economics*, Temple University, USA

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<sup>1</sup> Tenure appointment

**Labaki, George**, Doctorate, 1984, *Law and Public Administration*, Université de Paris-I, Pantheon, Sorbonne, France  
**Nassar, Elias**, Ph.D., 1997, The Ohio State University, U.S.A.  
**Sabieh, Christine**, Doctorate 1<sup>ère</sup> Catégorie, 1998, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon.  
**Salameh, Doumit**, Ph.D., 1988, *Philosophy*, St. Louis University, USA  
**Salem, Naim**, Ph.D., 1992, *International Studies*, University of South Carolina, USA  
**Saliba, Holem**, Ph.D., 1997, *Mathematics*, Moscow State University, Russia  
**Saliba, Robert**, Doctorate en Architecture, 2004, Université de Paris-VIII, France  
**Younes, Farid**, Ph.D., 1997, *Aménagement*, Université de Montréal, Québec, Canada.

### **Assistant Professors**

**Abdallah, Najah**, Ph.D., 1992, *Science of Information and Technology*, Université Michel De Montaigne, Bordeaux, France.  
**Abouchedid, Kamal**, Ph.D., 1997, *Education*, Manchester University, UK  
**Asmar, Ghazi**, Ph.D., 1998, *Mechanical and Aerospace Engineering*, University of Missouri, Columbia, USA  
**Bahous, Jocelyne**, Doctorate 1<sup>ème</sup> Catégorie, 1998, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon  
**Bahous, Victor**, Ph.D., 2004, University of Newcastle Upon tyne, Britain  
**Chakar, Elie**, Docteur, 1994, *Sciences et Techniques du Bâtiment*, Ecole Nationale des Ponts et Chaussées, France  
**Darouny, Kamal**, M.A., 1986, *Marketing and Advertising*, Sussex College of Technology, England  
**Dib, Robert**, Doctorate, 1998, *Biochemistry*, Université de Nantes, France  
**Donerian, Vatche**, M.A., 1987, *Theater and TV Directing*, Yerevan State Institute of Dramatic and Fine Arts, Armenia  
**El-Hayek, Michel**, Docteur Européen, 1997, *Sciences Appliquées*, Faculté Polytechnique de Mons, Belgium  
**El-Khalidi, Khaldoun**, Doctorat, 1996, *Computer Science*, Université de Franche-Comté, Besançon, France  
**Fahed, Ziad**, Ph.D., 2001, *Théologie Canonique*, Université Catholique de Lyon, France  
**Farhat, Hikmat**, Ph.D., 1998, *Operating Systems, Networks, Information Security, Algorithms*, Mc Gill University, Canada  
**Francis, Francis**, Ph.D., 2003, *Manufacturing Engineering and Management*, University of New South Wales, Sydney, Australia  
**Georges, Semaan**, Ph.D., 2001, *Ecole de Technologie Supérieure*, Montreal, Canada  
**Ghalayini, Bassem**, Ph.D., 1995, *Mathematics*, University of California-Los Angeles, USA  
**Hage, Tanos**, Ph.D., 1995, *Plant Biochemistry and Molecular Biology*, Pennsylvania State University, USA  
**Hajjar, Roger**, Ph.D., 1997, *Physics and Astronomy*, Université de Montréal, Canada  
**Hamadeh, Mhamad**, Ph.D., 1998, *Economics*, Syracuse University, USA  
**Hamadi, Hassan**, Ph.D., 2005, *Finance*, University of Surrey, U.K.  
**Hammoud, Mahmoud**, Ph.D., 1992, *Mass Communication*, Ohio University-Athens, USA  
**Hasham, Elham S.**, Ph.D. 2004, *Educational Leadership, Management and Administration*, Leicester University, United Kingdom.  
**Harb, Atef**, Ph.D., 1996, *Economics-Operations Research*, Ecole Polytechnique de Montreal, Canada  
**Harb, Jacques**, Ph.D., 1996, *Northeastern University*, USA

**Haroun, Michelyne**, Doctorate, 2001, *Chemistry*, Univerité René Descartes – Paris V, France

**Hassoun, George**, Ph.D., 1996, University of Adelaide, Australia

**Jaalouk, Doris**, Ph.D., 1997, *Cell Biology*, University de Sherbrooke, Canada

**Jabr, Rabih**, Ph.D., 2000, Imperial College, University of London, England

**Jahshan, Paul**, Ph.D., 2000, *American & Canadian Studies*, The University of Nottingham, England

**Jajou, Amer F.**, Ph.D., 1987, *Operations Research*, Univerzita Karlova, Czechoslovakia

**Kabrita Bou-Serhal, Colette**, Ph.D., 1998, *NeuroBiology*, Northeastern University, Boston, USA

**Karam, Clovis**, Doctorate, 1984, *Scholastic Philosophy*, Université Catholique de Lyon, Lyon, France.

**Kassem, Abdallah**, Ph.D., 2005, Ecole Polytechnique de Montreal, Canada.

**Kfoury, Carol**, Doctorate 1<sup>ère</sup> Catégorie, 1997, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon

**Khalil, Antoine**, M.B.A., 1981, *Finance*, Pace University, USA

**Khoueiri, Roy**, Ph.D., 2003, *Economics*, Paris 13, France

**Maalouf, Hoda**, Ph.D., 1998, *Computer Engineering*, University of London, England

**Maalouf, Ramez**, Ph.D., 1994, *Mathematics*, University of London, England

**Malek, Amal**, Doctorate 1<sup>ère</sup> Catégorie, 2000, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon

<sup>2</sup>**Matar, Suhail**, C.A.P.E.S., 1969, *Arabic Language and Literature*, Université Libanaise, Lebanon

**Mendalek, Nassar**, Ph.D., 2003, Ecole de Technologie Superieure, Canada.

**Missakian, Mario**, Ph.D., 2003, *Database Management Systems, Software Engineering, Intelligent & Decision Support Systems*, California West University, USA

<sup>3</sup>**Naimy, Viviane**, Doctorate, 2001, *Economics and Finances*, University de Paris XI, France

**Nasser, Ramzi**, Ed.D., 1993, *Mathematics Education*, University of Massachussets – Lowell, USA.

**Nikro, Norman**, Ph.D., 1998, *Cultural Studies*, University of New South Wales, Australia.

**Noun, Ghada**, Doctorate, 1998, *Immunology*, University of Paris XI - Orsay, France

**Rached, Ziad**, Ph.D., 2002, *Mathematics*, Queen's University, Canada

**Rifi, Omar**, Doctorate, 2000, *Computer Science*, Université Paul Sabatier, France

**Saber, Rashid**, Ph.D., 1998, *Marketing and Management*, California Coast University, USA

**Sabra, Bassem**, Ph.D., 2000, *Physics*, Ohio University, USA

**Saleeby, Elias**, Ph.D., 1998, *Mathematics*, University of Arkansas, USA

<sup>3</sup>**Samra, Sami**, Doctorate 1<sup>ère</sup> Catégorie, 1999, *Philosophie et Sciences Humaines*, Saint Esprit-Kaslik, Lebanon.

**Sayah, Edward**, Ph.D., 1988, *Public Administration & Economics*, University of North Texas, USA.

**Sensenig-Dabbous, Eugene**, Doktor Der Philosophie, 1985, *Political Science and German Literature*, Paris-Lodron-Universität, Salzburg, Austria

**Touma, Tanos**, M.D. 1988 Paris VI, MBA 1993, *Strategy and Management*, Carnegie Mellon University, USA

**Tratrat, Christopher**, Ph.D., 1999, *Chemistry*, Univerité de Paris V, France

**Willis, Mary-Angela**, Ph.D., *Francophone Literature*, University of Alabama, U.S.A.

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<sup>2</sup> Tenure appointment

<sup>3</sup> on leave of absence for the academic year 2005-2006

**Yaacoub, Youssef**, Ph.D., 1990, *Education*, Loyola University of Chicago, USA  
**Yahia, Najat**, Ph.D., 1996, *Nutrition*, University of London, England  
**Yazigi, Amal**, Ph.D., 1992, *Applied Linguistics*, Leicester University, England  
**Zgheib, Youssef**, Ph.D., 2002, *International Hospitality Management*, University of Strathclyde, Scotland

### Senior Lecturers

**Abou-Jawdeh, Simon**, C.E.P., *Psychotherapy*, Vienna 2002, D.E.S., 1992, *Clinical Psychology*, Université Libanaise, Lebanon  
**Baroud, Fawzi**, M.S., 1985, *Systems Management*, Florida Institute of Technology, U.S.A  
**Barakat, Edgard**, M.B.A., 1981, *Marketing*, University of Dayton, USA  
**Chamoun, Imad**, D.E.A., 1994, *Philosophie*, Université du Saint-Esprit Kaslik, Lebanon  
**El-Asmar, Jean Pierre**, Laurea di Dottore, 1991, *Architettura*, Università Degli Studi Di Firenze, Italy  
**El-Hage, Gabriel**, M. Urb., 1992, *Urbanism*, Université de Montréal, Québec, Canada  
**Frayha, Norma**, M.B.A., 1982, *Accounting*, American University of Beirut, Lebanon  
**Gabriel, Nicolas**, D.E.S.S.U., 2000, *Urbanism*, Université Libanaise, Lebanon  
**Hajjar, George**, M.A., 1993, *Social Work*, University of Connecticut, USA, M.A., 1998, *Education*, University of Connecticut, USA  
**Hawi, Nazir**, M.S., 1991, *Business Management*, Lebanese American University, Lebanon  
**Hovivian, Hrair**, M.S., 1984, *Finance and Economics*, Beirut University College, Lebanon  
**Melki, Habib**, M.A., 1985, *Architecture*, Ball State University, USA  
**Rizk, Nouhad**, D.E.S.S., 1984, *Computer Science*, Université de Nancy I, France  
**Saadé, Ban**, M.S., 1978, *Mathematics*, American University of Beirut, Lebanon  
**Shaffu, Raja**, M.B.A., 1970, *Finance*, American University of Beirut, Lebanon  
**Zakhour, Kamal**, M.B.A., 1982, *Marketing*, University of Pittsburgh, USA  
**Zaccour, Danielle**, DES, 1991, *Plastic Arts*, Academie Libanaise Des Beaux Arts, Lebanon

### Lecturers

**Abou-Jaoude, Joseph**, M.S., 1985, *Computer Science*, Kent State University, USA  
**Akhras, Caroline**, Ed.D., 2006, *Doctor of Education*, University of Leicester, UK  
**Akkari, Juliet**, M.A., 1971, *TEFL*, American University of Beirut, Lebanon  
**Assaf, Carole**, M.B.A., 1995, *Tourism and Marketing*, Notre Dame University - Louaize, Lebanon  
**Assaker, Guy**, MBA, 2003, *Hospitality Management*, IMHI Cornell University/ Essec, France. MSc (DESS), 2004, *Tourism*, Université Paris 1, Sorbone  
**Bechara, André**, B.F.A., 1991, *Environmental Design*, Parson School of Design, USA  
**Bou Nassif, Claudia Freiji**, M.S., 1991, *Applied Statistics*, Ohio State University, USA  
**Choueiri, Linda**, M.S., 2000, *Supervision & Administration in the Visual Arts*, Parsons, Bank Street College, New York, USA  
**Hajjar, Theresa**, M.P.H., *Biostatistics*, 1994, American University of Beirut, Lebanon  
**Ghossoub El Aswad, Zeina**, M.S., 1997, *Nutrition*, American University of Beirut, Lebanon  
**Khoury, Mary**, M.A., 1995, *English Language and Literature*, Université Libanaise, Lebanon  
**Kortbawi, John**, Diploma, 1977, *Graphic Design*, London College of Printing, London, England  
**Menassa, Joyce**, M.S., 1984, *Marketing*, Beirut University College, Lebanon  
**Nakhlé, Vivianne**, M.S., 1993, *Business Administration*, Strayer College, Washington D.C., USA  
**Samrani, Diana**, M.A., 1990, *Education*, Andrews University of Michigan, USA

**Wehbe, Boulos (Marwan)**, M.A., 1981, *Middle Eastern Studies*, American University of Beirut, Lebanon.

### **Instructors**

**Bassil, Janet**, MBA, 1996, *International Affairs*, NDU

<sup>4</sup>**Beyrouthy, Ghassan**, M.B.A., 1999, *Hospitality Management and Tourism*, Notre Dame University - Louaize, Lebanon.

**Daghfal, Graziella**, M.A., *Design*, 2002, Middlesex University, England

**Matta, Nadim**, M.A., 1999, *Typographic Studies*, London College of Printing, England

**Mikhael, Diane**, M.A., 2000, *Design*, Middlesex University, England

**Sawma, Victor**, M.S. 2003, University of Ottawa, Canada

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<sup>4</sup> On leave of absence for the academic year 2005-2006

## **NDU-NORTH LEBANON CAMPUS (NLC)**

### **Assistant Professors**

**Doumit, Jacqueline**, Doctorat, 1996, *Biomedical Engineering*, Universite de Saint-Etienne, France

**Hanna, Dimitri**, Ph.D., 1995, *Public Policy*, George Mason University, USA

**El Moucary Chady**, Ph. D., 2000, Lab De Genie Electrique de Paris (LGEP)

**Tannous Maris**, Ph.D., *Clinical Chemistry*, University of Windsor, Canada

### **Senior Lecturer**

**Karam, Salim**, MBA, 1983, University of Detroit, USA

### **Lecturers**

**Gharzouzi, George**, M.B.A., 1984, *Business Administration*, The University of Tulsa, Tulsa, USA

**Hajj, Micheal**, M.A., 1997, *English Literature*, Notre Dame University - Louaize, Lebanon

**Tannous, Heba**, MS, 1997, Master of Commerce (Information Systems), The University of Queensland, Australia

### **Instructor**

**Haddad, Dorine**, M.B.A., *Business Administration*, Notre Dame University - Louaize, Lebanon

**Yaacoub Khair Hala**, M.B.A., *Business Administration*, Notre Dame University – Louaize, Lebanon

## SHOUF CAMPUS

### Professor

*Chedid, Fouad*, Ph.D., 1990, *Computer Science*, Illinois Institute of Technology, USA

### Assistant Professors

*Badran Dany*, Ph.D., 2003, *English Studies and Critical Linguistics*, University of Nottingham, UK.

*El Rabih, Abir*, Ph.D., 2004, *Pure Mathematics*, Université Louis Pasteur, Strasbourg, France.

*Haddad, Nabil*, Ph.D., 1998, *Parasitology*, Champagne-Ardenne University, France.

*Khoueiri, Roy*, Ph.D., 2003, *Economics*, Université Paris 13, France

*Saadeh, Hassaan*, Ph.D., 1999, *Finance*, University of Southern California, Los Angeles.

*Zgheib, Charbel*, Ph.D., 2005, *Physics of Condensed Matter*, University of Montpellier 2, France.

### Lecturers

*Ghaleb, George*, M.B.A., 2002, *Management*, Notre Dame University, Lebanon

*Jabbour, Khayra-Zad*, M.S., 2001, *Computer Engineering*, North Carolina State University, USA

*Nasreddine, Jawad*, M.A., 1997, *Quantitative Economics*, University of Ottawa, Ottawa.

### Instructors

*Maroun, Bachir*, M.S., 2001, *Computer Science*, Notre Dame University, Lebanon.

*Kaassamani, Talih*, M.B.A., 2002, *Finance*, American University of Beirut, Lebanon



# ACADEMIC CALENDAR 2005-2006

## FALL SEMESTER 2005

Sep.22 - 23 TH - F Orientation for new students  
Sep. 21-23 W - F 8:00a.m.-1:30p.m. Registration period  
Sep. 26 M 7:30a.m. Classes begin  
Sep. 28 W 8:00a.m.-4:00p.m. Drop and Add (Classes are in session)  
Sep. 30 F 8:00a.m.-4:00p.m. Late Registration (Classes are in session)  
Oct. 4 T 3:00p.m. Opening ceremony for the academic year 2005-2006  
<sup>5</sup>Nov. 3 - 4 Th - F Al-Fitr: holidays  
Nov. 22 T Independence Day: holiday  
Nov. 23 W 4:00p.m. Deadline for Spring and Summer 2005 Incomplete Grades  
Dec. 16 -17 F - S Entrance examinations for Spring Semester 2006  
Dec. 23 F 8:00p.m. Christmas vacation begins  
Jan. 2 M 7:30 a.m. Christmas Vacation ends; Classes resume  
Jan.2 - Feb. 3 M - F Application for work study Grant & Sibling Grant.  
Jan. 6 F Epiphany and Armenian Christmas: holiday  
\* Jan. 10 - 11 T. - W. Al-Adha: holidays  
Jan. 16 M 4:00p.m. Deadline for officially withdrawing from a course  
Jan. 17 T Saint Anthony's Day: holiday  
Jan. 23 M Monday classes do not meet: Tuesday classes meet  
Jan. 24 T 8:00 p.m. End of classes  
Jan. 25 W Reading day  
Jan. 26 - 30 Th - M 7:45a.m. - 9:00p.m. Final Examinations Period  
Jan. 31 T Moslem New Year: holiday  
Feb. 1 -4 W - S Final Examinations Period  
Feb. 9 Th St. Maroun's Day: holiday  
<sup>5</sup>Feb. 9 Th Ashoura: Holiday

## SPRING SEMESTER 2006

Feb. 8 W. Orientation for new students  
Feb. 10 - 14 F- T 8:00a.m.-4:00p.m. Registration period  
Feb. 15 W 7:30a.m. Classes begin  
Feb. 17 F 8:00a.m.-4:00p.m. Drop and Add (Classes are in session)  
Feb. 21 T 8:00a.m.-4:00p.m. Late Registration (Classes are in session)  
Apr. 11 T Prophet's Birthday: Holiday  
Apr. 12 W 4:00p.m. Deadline for Fall Semester 2005 Incomplete grades  
Apr. 12 W 8:00p.m. Easter vacation begins ( Western & Eastern)  
Apr. 25 T 7:30a.m. classes resume ( Western & Eastern)  
May 1 M Labor Day: holiday  
May 2 - Jun. 12 T - M Application for work study Grant & Sibling Grant.  
May 12 F Founder's Day - Attendance is obligatory  
Jun. 7 W 4:00p.m. Deadline for officially withdrawing from a course  
Jun. 9 - Jun. 10 F - S Entrance examinations for Fall Semester 2006  
Jun. 13 T End of classes  
Jun. 14 W Reading day  
June. 15 - 23 Th - F 7:45a.m.-9:00p.m. Final Examinations Period

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<sup>5</sup> Tentative dates

## **SUMMER SESSION 2006**

- Jun. 29 -30 Th. - F. 7:30a.m.-1:30p.m. Registration period
- Jul. 3 M 7:30a.m. Classes begin
- Jul. 4 T 7:30a.m.-1:30p.m. Drop and Add (Classes are in session)
- Jul. 5 W 7:30a.n.-1:30p.m. Late Registration (Classes are in session)
- Jul. 14 F 7:00p.m. Commencement: Conferring of degrees
- Aug. 9 W 1:30p.m. Deadline for officially withdrawing from a course
- Aug. 11 F 1:30p.m. End of classes.
- Aug. 11-Aug. 12 F - S Entrance examinations for Fall Semester 2006
- Aug. 14 M 7:45a.m.-9:00p.m. Final Examinations Period
- Aug. 15 T 1:30p.m. Assumption Day: holiday
- Aug. 16 W 7:45a.m.-9:00p.m. Final Examinations Period

# **PROFILE: NOTRE DAME UNIVERSITY- LOUAIZE**

## **LOCATION AND CLIMATE**

The Notre Dame University-Louaize Main campus is located in Zouk Mosbeh, a coastal area 15 km north of Beirut. At an altitude of 100 m, the campus overlooks the beautiful bay of Jounieh. It affords easy access to the economic and social life of a growing urban area. Theaters, elegant shops, coastal resorts, all lie within a short driving distance from the University. Also accessible are the Ouyoun As Siman and Fakra winter tourist areas. The climate of Zouk Mosbeh is moderately cold from December to March and moderately hot from June to September. The Fall and Spring seasons are usually sunny and cool. On the average, there are 300 days of sunshine each year, a fact which allows for a variety of outdoor activities.

The NDUNorth Lebanon Campus is located on the green hills of Barsa, a quiet village in Koura, at an altitude of 100 m. The campus overlooks both the beautiful bay of El Mina-Tripoli, and the high mountains of Ehden and Beharré. Moreover, it lies within a 10-15 minutes driving distance from Tripoli, Zgharta, Chekka, and other villages in Koura. The clean and quiet environment and the moderate climate add to the charm and attraction of the campus. The campus lies on a piece of land of 50,000 square meters donated by the village of Barsa. The first building of the Barsa Campus, totaling 10,000 squaremeters of floor space, was completed in June 1999.

The NDUShouf Campus is housed within the premises of St. Abda Monastery in Deir El-Kamar. The monastery, a historic place, is being restored not to its former state but to a standard that would will maintain its traditional and aesthetic appeal. (The campus is expected to accommodate a student population of 3000 or so students.). The visible benefits are everywhere in evidence. Today, rows of oak and pine trees surround the campus. The grassy evergreen slopes are well preserved. Visitors can easily admire the scenic beauty of the place. Beyond the University campus, the surrounding vicinity of Deir El-Kamar harmonizes gracefully with the monastery premises. This historic city is located in the central area of the Shouf region. It is 35 km from Beirut and is just over 900 m above sea level. In general, the region enjoys a moderate climate except for the winter months, when the temperature may drop to 7°C or below.

## **STATEMENT OF PURPOSE**

Notre Dame University-Louaize (NDU) is a Lebanese non-profit Catholic institution of higher education which adopts the American system of education. The mission of the University is one of promoting universally accepted humanistic, ethical and spiritual values, of enhancing intellectual inquiry and intensifying awareness of human integrity and solidarity.

The religious affiliation of the University does not impose any sectarian obligations on faculty members, staff, or students. The cultural and spiritual heritage of the Maronite Order of the Holy Virgin Mary highlights a belief in a unified Lebanon, a belief in education as a means of protection against fanaticism and corruption and a dedication to freedom of thought and expression. The University espouses such values and beliefs irrespective of color, creed, race, or gender and seeks to enhance these values through the liberal education it offers and the career preparation that caters to the real needs of Lebanon and the region.

For the fulfillment of these goals, the University seeks

- to develop the mental, physical and spiritual potential of the student
- to enhance loyalty to the country based on freedom, justice and equality
- to promote a faith in God based on free and responsible choice

## **NDU PAST, PRESENT AND FUTURE**

Notre Dame University-Louaize (NDU) was founded by the Maronite Order of the Holy Virgin Mary, the first western-oriented ecclesiastical order in the Middle East.

Since its foundation in 1695, the Order has been a pioneer in promoting free education. It established its first school in 1696. Its zeal in promoting education and improving the lives of the people it serves prompted it to host the Lebanese Synod of 1736, which set the constitution for Maronite Christians everywhere. The Synod, attended by all the religious and secular leaders of the Maronite community, took very important decisions concerning education. It stressed that education be free and compulsory for boys and girls. The Synod also introduced foreign languages into the educational system in order to promote openness towards foreign cultures.

Continuing in the same tradition, in 1978 the Order started a new venture. Reverend Bechara Rahi (a former member of the Order and now Bishop of Jbeil) founded, in cooperation with Beirut University College, the Louaize College for Higher Education (LCHE).

Later, inspired by a deep apostolic concern and guided by the needs of the community, the Order decided to start a new chapter in its history by founding an independent university. The legal finalization of this project was the promulgation by the President of The Lebanese Republic of the decree number 4116 on August 14, 1987, granting the right to operate an independent university. NDU was thus born.

Along the lines set by the Vatican II Council, the Order decided to call on prominent persons from Lebanese society to oversee the operations of the University. It established the Board of Trustees of NDU to supervise the academic and administrative operations and to help in planning the development of the University.

Since its foundation, NDU has gained for itself an honorable reputation. Existing curricula have been regularly revised and updated to be in line with the most recent developments in the world. Qualified faculty have been recruited. High quality students have come to NDU for learning and NDU graduates are in demand and enjoy good employment conditions.

In 1990, NDU established an Off Campus Program in North Lebanon, at Chekka. In 1999, it moved to a new campus located at Barsa, Koura, now known as North Lebanon Campus (NLC). NLC offers undergraduate programs leading to the bachelor degree in all majors offered at the Main Campus. In October 2001, NLC began offering the MBA program, and the B.E. in Computer and Communication Engineering.

The NDU Shouf Campus may be seen as a recent manifestation of NDU's proposed expansion and growth. After establishing itself as one of the leading universities in Lebanon, NDU's administration, guided by the needs of the Shouf and neighboring communities, decided to start a new chapter in its history by founding a new campus in the Shouf district. This proposal was later approved by the Board of Trustees in its meeting of March 8, 2001.

In October 1992, NDU established graduate programs, recognized by the Lebanese Government, leading to the Master degrees in:

- Computer Science
- Business Administration
- International Affairs and Diplomacy
- English Literature
- Applied Linguistics and TEFL
- Arabic Language and Literature

As of April 1994, NDU established the Faculty of Engineering and Architecture, and on October 5, 1996, the Lebanese Government issued a decree number 9278 granting the official recognition of the programs that lead to the Bachelor of Architecture and the Bachelor of Engineering in Civil Engineering, Computer Engineering, Electrical Engineering, and Mechanical Engineering.

And as of the spring 2000, NDU established the Faculty of Architecture, Art and Design, and the Faculty of Political Science, Public Administration and Diplomacy. Consequently, the Faculty of Engineering and Architecture simply became the Faculty of Engineering.

NDU is in its final stages of building a new campus that will accommodate 7000 students on a piece of land overlooking the Dog River valley and with a total area of one million square meters (donated by the Order). The total floor space of the campus will amount to 48,000 square-meters. The foundation stone for the new campus was laid on November 19, 1994 and the construction is now in its final phases.

The first phase of the construction project, completed in the summer of 1997, totaling 23,300 square-meters of floor space, accommodates the Administration, the Library, the Computer Center and the Restaurant. It has a surface area of 21,000 square-meters for lecture rooms and laboratories. In the present phase, NDU is building a Student Hall, faculty residences, student dormitories, a church with a capacity of 1,000 persons, a theater (also for 1,000 persons) and parking areas for approximately 1,000 cars.

The third phase will see the completion of the campus facilities which will include a large area for sports activities.

The University is a member of the:

- Action Chrétienne en Orient, *Strasbourg, France.*
- Association of Catholic Colleges and Universities, *Washington D.C., USA.*
- Association of International Educators, *Washington D.C., USA.*
- Association Internationale des Universités, *Paris, France.*
- Comunità delle Università Mediterranée, *Bary, Italy.*
- Council of Independent Colleges, *Washington D.C., USA.*
- Fédération Internationale des Universités Catholiques, *Paris, France.*
- Federation of Arab Universities, *Amman, Jordan.*
- The College Board, U.S.A.
- The American Association of Collegiate Registrar's and Admissions Officers (AACRAO)
- The Association of International Education (NAFSA), U.S.A.
- The European Association of International Education (EAIE)

In addition, the Faculty of Business Administration and Economics is a member of the European Council for Business Education, *Switzerland.*

## **CAMPUS MINISTRY**

NDU believes that the spiritual dimension of human development should grow together with all other areas of interest to the University environment. It seeks to instill in the University community a deep concern for the rights and dignity of the human person, especially the poor and most vulnerable. It promotes religious awareness in students and faculty members.

The Campus Ministry is staffed by five full-time campus ministers who celebrate masses and religious services daily at convenient hours in the University Chapel, and cater for the religious, personal and moral concerns of the University community.

The Spiritual Family is actively engaged in promoting religious awareness. Throughout the year, it organizes several week-end spiritual retreats conducted by student leaders. It also invites lecturers on spiritual issues, initiates gospel discussions and organizes social activities.

# **ACADEMIC SUPPORT SERVICES**

## **ACADEMIC ADVISORY SERVICES**

Coordination of academic advising at NDU is intended to ensure appropriate advising to students. Following admission to the University, students are referred to faculty advisors who assist them in the selection of appropriate courses. The Faculty Advisory Service also helps students take academic decisions based on their abilities, interests and goals, following up their academic progress throughout their university years and helping them, when needed, reconsider their choices of major. Students are encouraged to seek information and assistance from faculty advisors on all matters relating to their educational plans.

## **THE LIBRARIES**

The NDU Libraries consist of the Mariam and Youssef (Main) Library at the Zouk Mosbeh Campus, the NLC Library at the Barsa Campus and the Shouf Library at the Deir el Kamar Campus. The NDU Libraries are also responsible for maintaining and developing the research (non-circulating) collections of the Academy of Marian Studies (AMS) Library and the Lebanese Emigration Research Center (LERC) Library.

All NDU Libraries collections, including the AMS and LERC collections are searchable via WebView, the NDU Libraries web-enabled online public access catalog (OPAC), which is available from NDU's website (<http://www.ndu.edu.lb>).

Recognizing that the Library is central to fulfilling the mission of the University, the NDU Libraries are systematically building up their basic collection of general references as well as keeping up-to date with the latest publications relevant to the major programs of study. The Libraries collections consist of materials in print, manuscript, electronic, audio, visual, cartographic, and other appropriate formats.

The Mariam and Youssef Library provides access to a rapidly expanding collection of core reference and circulating materials in print and non-print formats, including electronic. It also provides individual and group study space for more than 300 simultaneous users and a computer technology lab used for library education and public access to the Libraries electronic resources. The NLC Library and Shouf Library contain a core collection of references, circulating materials and periodicals.

NDU Libraries are open to all users, however only NDU faculty, students, staff and alumni are currently granted borrowing privileges. Other NDU Libraries users, guests and visitors are allowed to access and use library materials within the confines of the library only. NDU Libraries materials may be requested and borrowed from any campus library, regardless of where they are housed. Available items are normally sent between the libraries within 2 working days of the request.

The NDU Libraries are a founding member of the Lebanese Academic Library Consortium (LALC) with the American University of Beirut Jafet Library, the American University of Beirut Saab Medical Library, the Lebanese American University Libraries and the University of Balamand Library.

The University possesses a valuable collection of manuscripts and unique folio editions relating to Eastern Christianity and its history, kept at the five-century old Louaize Monastery. The Center for Digitization and Preservation (CDP), established in 2003 and



housed at the Mariam and Youssef Library, is responsible for digitally scanning the manuscripts in order to preserve these materials and provide access to this unique collection to scholars around the world.

### **NDU Libraries Mission Statement**

- The Notre Dame University-Louaize Libraries affirm and support the mission of the University to promote universally accepted human, ethical and spiritual values and enhance intellectual inquiry, critical thinking and intensify awareness of human integrity and solidarity.
- The Libraries fulfill this mission by:
- Collecting and preserving records of human knowledge and creativity in print, manuscript, electronic, audio, visual, and other appropriate formats.
- Providing access to these records by organizing, cataloging, and indexing them.
- Aiding and instructing users of the libraries in a responsive and courteous manner in the retrieval of these records and those held in libraries and databases around the world.
- Providing access to records not owned by the libraries through licensing agreements with information providers, and interlibrary loan agreements with national and international libraries and organizations.
- Aiding and instructing users of the libraries to be “information literate” independent scholars who can find, assess and use information resources efficiently and effectively.
- Developing ongoing cooperative relationships with University Faculty members to enhance teaching and learning.
- Sharing Notre Dame University-Louaize’s resources with the world community of scholars.

## **DIVISION OF COMPUTING SERVICES**

### **Objectives**

The purpose of the University Computing Services is to support the essential educational, research and administrative goals of Notre Dame University through the development and delivery of computing and communication services to the university’s faculty, students and staff. The Division of Computing Services is committed to the strategic use of the information technology for the continual improvement of the operation of Notre Dame University.

### **Equipment and Facilities**

The administrative Computer Center is equipped with enterprise servers used for the Registrar, Library and various Business and Administration applications using the latest Data Base technologies.

For academic purposes, SUN and IBM Mini computers, Terminals and X-Stations operating under Unix, are used by Computer Science and Engineering students. A set of servers operating under Unix, control the campus Internet and Intranet networks. In addition, two Novell networks are mainly used for various applications.

All Faculties have active computers running various platforms such as PC/Windows, PC/Linux, Sun/Solaris, and IBM/AIX. Unix workstations and Windows 2000 operating systems have transparent access to the Servers, and to one another through Network File System and Remote File System access.

The Main Campus Intranet is a fully interconnected, multimedia, multi-protocol infrastructure spanning well over 1 km of area networks and over 500 computers on the

network. The new network is a routed, full duplex, fiber based, Gigabyte Ethernet backbone with Gigabyte Ethernet (1000Mbps) links to all the major buildings. Network connection in offices and rooms are at 100 Mbps switched Ethernet.

A PowerPC and Macintosh network is connected to a variety of peripherals, and are available for Visual Arts students including: color laser printers, scanners and plotters.

Special classrooms are linked to the backbone network via communication lines and have local resources to allow the instructor an indoor on-line demonstration with illustrative materials projected during class hours. Students are required to put into practice the theoretical concepts and gain working knowledge during regular laboratory sessions scheduled individually for each course.

## **FAAD STUDIOS**

FAAD studios are designed to meet the various needs of both the Interior and Graphic Design Programs. The studios are furnished with professional drafting tables and are appropriately equipped to provide support to all Design and Fine Art courses. In addition, students now have access to the up-dated Mac Computer Laboratory and the latest interior design software to facilitate their performance. Furthermore, a special classroom for Art History and other lectures is available for projection purposes.

## **PHOTOGRAPHY LABORATORY**

The photography Laboratory is a place where Architecture, Design, Visual Arts students and Mass Communication as well as other disciplines at NDU learn how to develop, print, and experiment with the techniques of still photography. The Lab is professionally designed and equipped to provide hands-on learning experience and optimal working conditions under the supervision of qualified instructors. The Photography Lab is equipped with up-to-date technology.

## **THEATER**

Present facilities are adequate for the housing of the activities of theater arts students. The University, nonetheless, is in the process of constructing state-of-the-art theater environment.

## **DOROTHY SALHAB KAZEMI -CERAMIC ATELIER-**

This Ceramic Atelier is equipped with 2 kilns and several wheel tables. Students can enjoy manual work with clay (slab, coil building, throwing), and clay enamels powder glazing. The Ceramic Atelier has a terrace with view giving to the pine trees.

## **METAL & WOOD WORKSHOP**

The metal & wood workshop has the necessary tools that will help architecture, interior design & visual art students in the creative process of their works.

## **RADIO/TELEVISION STUDIO**

The studio provides mass communication students and especially those majoring in Radio and Television with a solid mix of audio and video equipment that will enable them to apply their theoretical knowledge of the field. Under the supervision of qualified instructors and staff members, students have ample opportunities to utilize a variety of equipment including mixing and editing machines. Betacam and SVHS recorders, amplifiers, equalizers, lighting devices, professional cameras and outdoor shooting

equipment. Also the studio has expanded its services to include a separate room well equipped to serve as a model radio station.

In addition to the services rendered to students, the studio also serves the university as a whole. Most university activities such as lectures, seminars, presentations and special celebrations are all recorded on video tape, which is kept in the studio's archives.

## **PROJECTION ROOM**

This is the latest addition to the academic support facilities to be used by mass communication students. This room is also designed to be used by students of film and television. A state-of-the-art TV projector is available, along with the necessary equipment for a perfect viewing setting. This room will be also used by NDU's Ciné Club.

## **SCIENCE LABORATORIES**

Science programs are supported by well-equipped physics, chemistry and biology laboratories open to all students. These laboratories are managed by qualified and dedicated staff.

## **ENGINEERING LABORATORIES**

Engineering programs are supported by state-of-the-art laboratories that are open to all engineering students. These laboratories and workshops are managed by qualified and dedicated staff.

# STUDENT AFFAIRS OFFICE

The Student Affairs Office at the University is a service-oriented unit. It provides a number of activities and services to complement the academic work of students and help them actualize their full potential. The office creates healthy physical, social, personal, moral and cultural environments to ensure that students can make the most of their university experience.

- Financial Aid
- Student Housing
- Health Services
- Disability Services
- Athletic Services
- Clubs and Societies
- Student Union

## UNDERGRADUATE FINANCIAL AID

### Objectives

It is the philosophy of Notre Dame University that students should not be denied the opportunity of furthering their university education because of limited financial resources. The Student Financial Aid Program has been developed to meet the goal of this philosophy by providing needy and qualified students with financial aid regardless of color, race, gender, religion, nationality, or political affiliation.

The following is a brief description of the financial aid policy for undergraduate students.

### Work-Study Grants (WSG)

The work-study grant is designed to assist full-time students with proven financial need to cover part of the cost of their education. Students who qualify as assistants are assigned to various departments or offices in the University.

Students will have to fill in regularly a time sheet of their working hours which will be signed by the Supervisor and the Financial Aid Officer. A student may cover up to 40% of his/her tuition fees through WSG.

The student's working schedule should not conflict with his/her class schedule. The rate per hour for students on WSG is 3.5% of the actual rate per credit of each major.

Students eligible for work-study grant will have the added benefit of developing their working skills as well as gaining a deeper sense of personal responsibility and accomplishment from the working experience..

### Eligibility

To be eligible for work-study grant, a student must:

- demonstrate financial need.
- have completed 12 credits at NDU (remedial credits not included).
- have demonstrated academic potential (cumulative GPA, minimum 2.3/4.0)
- be enrolled as a full-time student with a minimum of 12 credits (remedial credits not included) each semester and a minimum of 9 credits during the last semester at NDU. Only Interior and Graphic Design students are eligible for WSG in their last academic year, since they are required to take 10 credits in their last two semesters of enrollment. This must be confirmed by the Chairperson of the Visual Arts Department..

## **Conditions**

Any student who has been accepted for WSG will be covered for a full academic year (exclusive of summer session) unless:

- his /her GPA drops below 2.3/4.0 during the first semester.
- he/she receives a scholarship from another institution exceeding 50% of tuition.
- he/she benefits from the sibling grant or the scholarship.
- he/she registers for less than 12 credits during each semester and less than 9 credits during the last semester at NDU.
- he/she does not take up the job assigned by the Financial Aid Officer.
- he/she does not abide by the discipline and rules of the assignment.
- it is revealed later that the information submitted is forged.

## **Procedures**

Undergraduate students may apply for financial aid by filling out an application form which can be obtained from the Financial Aid Office.

Upon taking this application, the student should schedule an interview with the Financial Aid Officer and submit the complete form with the appropriate documents before the official deadline.

Students applying for WSG may receive a home visit from the Financial Aid Officer. After the procedure is completed, the Financial Aid Committee will review each application carefully and give the adequate decision.

Dates and deadlines for obtaining and submitting applications will be posted on the Financial Aid Boards and on the NDU bulletin boards each semester, and scheduled in the academic year calendar.

The applications are to be taken and submitted during the previous semester (e.g., you have to apply in the spring semester to benefit for the next fall semester).

For more information, consult the Financial Aid Officer.

## **Student Employment**

Student employment is only for students who prove to have special skills which cannot be found in any of the students receiving work-study grants. Student Employment is given to full-time students, at the request of Deans of Faculties for academic reasons, and will cover only one semester. Financial Aid Committee will determine the working hours and the hour rates.

## **GRANTS**

### **Grant for Excellence**

Students demonstrating excellence in sports, artistic, cultural, and social activities and representing the university in national and international contests could benefit from a grant ranging from 10 to 15% of tuition as decided by the Financial Aid Committee upon the recommendation of the Director of the Student Affairs Office.

To be eligible for a sports grant, the student has to:

- Join up a sports team at NDU
- Complete 12 credits at NDU (remedial credits are not included).
- Be enrolled in 12 credits (remedial credits are not included) each semester, and in at least 9 credits during the last semester
- Maintain a minimum cumulative GPA of 2.00

### **Sibling Grant<sup>6</sup>**

A sibling grant is given when two or more brothers and/or sisters are registered at NDU with proven financial need. If eligible, each sibling may benefit from a discount ranging from 10% to 25%. As of Fall Semester, sibling students wishing to obtain a reduction on their fees are asked to fill in a Financial Aid Application which is to be studied and approved by the Financial Aid Committee. The Financial Aid Application must be submitted along with required documents within the period given by the Financial Aid Office. To be eligible for a sibling grant, a student must:

- Be enrolled as full-time student with a minimum of 12 credits except during the last semester before graduation when the number of credits may drop to 9.
- Maintain a minimum cumulative GPA of 2.00.
- Be a sophomore, junior, or senior student (Intensive, Freshman, and Masters students are not eligible)

If one of the siblings does not fulfill the above criteria, the other(s) may or may not benefit if his/her sibling is enrolled in 9 credits minimum for the undergraduate students in 6 credits minimum for the graduate student. Benefiting from the grant depends on the Financial Aid Committee's decision which will determine the percentage of reduction to be allocated.

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<sup>6</sup> Sibling Grant might be subject to change during the Academic Year 2002-2003

## **UNDERGRADUATE SCHOLARSHIP**

Full-time students who have completed 12 credits at NDU and who demonstrate academic excellence by maintaining a high cumulative GPA (3.4/4.0 and above) will benefit from the program according to the following scale:

Cumulative GPA from 3.40/4.0 to 3.65/4.0 -----	25% Scholarship
Cumulative GPA from 3.66/4.0 to 3.79/4.0 -----	50% Scholarship
Cumulative GPA from 3.8/4.0 to 4.0/4.0 -----	75% Scholarship

Students must apply at the Office of the Dean of the Faculty during the first 30 days of the Fall and Spring semesters.

## **STUDENT HOUSING**

### **The Girls' Residence**

The current residence hosts around 50 girls on campus.

### **The Boys' Residence**

It is comprised of 3 floors and a ground floor.

Arrangements for on-campus housing are made through the Student Affairs Office. Students are asked to pass by the SAO with their parents to visit the Dorms to be informed about the rules and regulations, and to reserve a room. Dorms' charges appear on the statement of fees issued to the student by the Business Office.

Provision is underway to host more than 400 students in the new dormitory complex on campus.

The fees per student, per month are for the academic year 2004-2005:

#### **Girls Dorms**

- Single room: \$200
- Double room: \$150

#### **Boys Dorms:**

- Single room: \$160
- Double room: \$80

Dorms fees are subject to change.

## **COUNSELING SERVICES**

These services are available for the NDU community as a whole [students, faculty & staff]; they include:

1. listening and orientation to those who feel the need for this.
2. supporting and accompanying those who suffer a recent or a past trauma that remains painful and handicapping.
3. readapting those who acknowledge their toxicomania, and wish to get over addiction.
4. providing therapy for those who are disturbed by a particular psychic imbalance.
5. helping young people to be more sensitive to channeling their capacity to help others and to be more aware of their potentials and capacities for the better.
6. Helping students run their daily lives more efficiently for a more gratifying style of life.

## HEALTH SERVICES

### NDU Infirmary

NDU administration will provide all NDU students certain health services at the new NDU infirmary located at the Student Affairs Office in collaboration with “Centre de Biologie Moleculaire et Polyculaire – BMP” – Adonis:

- a. The following exams are obligatory for all new students before registration:
  - Count Blood cell
  - Blood grouping
  - P.P.D.
  - Serology HIV
  - Hepatitis B
  - Hepatitis C
  - Chest X-ray

All these exams will be administered at the NDU Infirmary only for the obligatory fee of L.L. 165,000, to be paid in advance at Byblos bank. This fee entails the student to benefit from the services of the infirmary. Any student who is readmitted to NDU after 2 semesters of absentia will have to undergo this procedure..

- b. In addition to chest X ray, the NDU infirmary offers radiology x-ray services for emergency fractures. Student shall pay 80 % of the medical expenses upon receiving the services, which is equivalent to what he/she shall claim from the NSSF.
- c. The “Centre de Biologie Moleculaire et Polyculaire – BMP” provides technicians to administer the various tests and examinations between 08:00 and 12:00 a.m. daily at the NDU infirmary. These tests and examinations can also be done at the “Centre de Biologie Moleculaire et Polyculaire – BMP” (Autostrade Adonis-Jounieh- Imm. Fransabank) after 10:00 a.m. during working hours.
- d. NDU reserves the right to request random blood-tests from any student to test for drug abuse or for any other medical reason.

The university physician is available twice a week from 10:00 to 12:00 pm at the infirmary and is on call for any help and for free consultations 24/24 free of charge.

All students with medical ailments have to contact the NDU physician for validation within 48 hours of the sickness/injury.

No medical excuses will be accepted at NDU unless is validated by the NDU physician.

The university nurse is available on a daily basis from 8:00 to 4:00 and ready to help regarding any health problem.

Serious cases are sent to the nearest hospital.

### Insurance Policy

NDU students having an accident when practicing any kind of activity inside or outside the university premises are insured up to \$1000. Students should pass by the infirmary during the daily work hours in order to fill out a declaration form for this.

The accident occurs outside work hours, students should go to the infirmary at a later date to complete the procedure.

This insurance service is given in addition to the NSSF coverage.

For more information please contact

Ext: 2049 or pass by the infirmary.



## **ATHLETIC SERVICES**

Athletics programs are designed to give students the opportunity to fully develop their physical potential and engage in sport for fun, for health or for competition.

The following sports are available: Basketball, Volleyball, Judo, Taekwando, Aikido, Physical Fitness, Body Building, Tennis, Swimming, Soccer, Handball, rugby, Track and Field, Water-Polo, Table Tennis, Chess, etc.

NDU's athletic teams are trained by qualified instructors and have been participating in local, regional and overseas tournaments bringing honorable credits to themselves and to the University.

More information is available at [www.ndusports.com](http://www.ndusports.com)

## **CLUBS AND SOCIETIES**

One way for students to get involved in Student Life at NDU is through Student Clubs. One way for students to get involved in student life at NDU is through student clubs and societies.

For a club to be recognized, its purpose must be consistent with the stated objectives and goals of the University and must have a full-time faculty member as an advisor.

The following student clubs and societies have been established to provide recreational and co-curricular activities:

**Accounting:** Provide academic assistance and support for the business students through extra problems solving sessions for introductory accounting courses

**Advertising:** promote advertising and marketing in Lebanon, and educate students on the ethics of advertising

**Astronomy:** Introduce students to the basic astronomy rules, such as, how to locate stars, planets, to create a group of amateur astronomers, and interact with other astronomers in Lebanon.

**Banking and Finance:** Help students to know more about local and foreign markets, and increase their knowledge, skills, and experiences

**Camping:** Getting closer to Mother Nature, and discovering Lebanon and its magnificent scenery through respecting the ecosystem and helping to protect it, and to organize different outdoor activities

**Civilized Driving Club (CDC):** Promote awareness regarding safe driving and traffic rules and issues pertaining to traffic.

**Club of International Relations (CIR):** Inform students about politics and how to discuss political issues objectively.

**Civic Rights:** Promote awareness regarding the civic rights of citizens.

**Computer Science:** Help students to develop their ability to enhance their academic work and other skills.

**Debate:** Debate controversial issues relevant to society

**Discovery:** promote the discovery of various aspects of Lebanon

**Entertainment:** Hold creative fun activities and events for students

**First Aid:** Promote awareness regarding First Aid techniques and new procedures as they arise

**Hospitality and Tourism (HTC):** Help students to become more acquainted with the hospitality industry, and promote awareness of the importance of Tourism.

**Music:** Promote musical activities and encourage different styles of music on campus.

**Radio/TV:** Undertake creative activities and projects related to the visual media

**Ready to Engage Dialogue (R.E.D.):** Promote national and cultural issues and concerns

**Sartarabad:** Introduce Armenian culture and heritage to NDU students

**Skiing:** Help to promote skiing and outdoor activities

**Social:** Enhance social life and interaction between students

**Youth Club:** Deals with youth problems, such as immigration, finding jobs

**International Student Services:** The International Student Services provides support for international students at NDU assistance in whatever they may need. It also helps them to integrate into the NDU community at large and specifically with each other. International Students are urged to pass by the Student Affairs Office upon arrival and on a regular basis.

**NDU Students Ambassador Program:** Interested NDU Students volunteers are matched with international students on campus to help the new comers adjust to the new culture.

Please do not hesitate to pass by the SAO.

The clubs' activities are coordinated and supervised by the Student Activities Office.

## **STUDENT UNION**

The student union is the elected body representing students. It assists clubs and societies in the University in their extra-curricular activities that enhance the quality of education and student life in a way that increases student awareness about their rights and obligations. Bearing in mind that the responsibilities of the Student Union toward the Administration, Faculty and student body are imperative.

# RESEARCH AND DEVELOPMENT

## **The Office of Research and Development**

This office coordinates and supervises all activities related to research projects and development endeavors. It issues calls for research proposals for evaluation and follow-up. It carries a plan for book publications covering old manuscripts and contemporary writings in the different disciplines related to the programs offered by the University. It has established the archives of research projects and seminar or conference presentations locally and overseas, prepared by NDU faculty and staff members. The Office coordinates with the following Research Centers, and offices namely:

## **The Center for Marian Studies (AMS)**

Was established by NDU to act as a center for the “International Pontifical Marian Academy” in Lebanon and the Middle East. The Center was officially inaugurated in November 2003, and was baptized as The Center for Marian Studies.

## **Center for Digitization and Preservation (CDP)**

Eastern Christian literature is receiving growing attention in the West. The Digital Preservation Project allows documents to be captured on a computer hard disk, and used clearly and easily by scholars and researchers. Archivists ensure that the collection is properly catalogued, conserved and periodically migrated to newer media.

## **Lebanese Center for Research and Studies (LCRS)**

The University established a center for research, studies and documentation in the framework of a university research policy that aimed at developing the role of scientific research in the treatment of social, economic, political, educational, ethnical and human issues in society and, further, at activating the contribution of spiritual and civil institutions in this treatment.

## **Lebanese Emigration Research Center (LERC)**

The political, economic and social conditions in Lebanon and the Middle East were direct reasons for increasing the Lebanese Emigration. However, little is known about it and its impact on the Lebanese social, political, economic and cultural structures. Lebanon feels the basic and immediate need for research studies on the subject, where the LERC can play a significant role in collecting information and conducting the necessary and proper research on this vital issue to Lebanon.

## **Water, Energy and Environment Research Center (WEERC)**

The WEERC aimed at investigating water energy resources, and the state of the environment in Lebanon and the MENA region under its multi-facial aspect. The role of the Center is to develop appropriate strategies and provide training for the proper optimization and integrated management of water and energy use for a prosperous environment.

## **NDU Press**

Three major steps have been taken by NDU Press to revive book-publishing activities on a professional level:

- all published books, as of October 2000, carry an ISBN number, which ensures recognition for NDU Press in Lebanon, Europe and the USA as a professional university publishing house.
- all books are reviewed with a recommendation to the President before a final decision for publication is made. Specialized scholars are consulted to support such recommendations and decisions.

- an agreement with a distribution agency has been worked out by which all books by NDU Press are distributed to major bookshops in Lebanon and overseas.

#### **American Friends of NDU (AFNDU)**

The development responsibilities are to keep strong relationships with the NDU-USA Organization established in February 2001 with three Chapters: Washington DC, Detroit and Connecticut.

The objectives of the *American Friends Association* are:

1. to establish a strong cultural link in order to bind together graduates, friends, former students, and former faculty and staff of NDU residing the USA; share, cherish, and promote the educational values and goals of NDU.
2. to build relationships with the American/Lebanese communities.
3. to establish exchange programs with American Universities and other institutions of higher education.
4. to seek the cooperation of public libraries, university libraries and university press offices for exchanges of publications with NDU.
5. to create direct relations with American Publishers especially for textbook orders and library references.
6. to provide financial assistance.

#### **International Academic Affairs**

This office initiates contacts with different international institutions of higher education for possible academic affiliations, and for possible programs, faculty, research and student exchanges.

## **PUBLIC RELATIONS OFFICE**

The Public Relations Office of Notre Dame University represents and communicates on behalf of the University, its campuses and centers, staff, students, programs and policies. The office provides strategic communications consultation, media relations' efforts and event-planning services University-wide. The office develops communications strategies, identifies emerging issues, and works proactively with the media outlets.

The department has good contacts with local media and writes and distributes new releases and statements, generates ideas for media and organizes press events and conferences to promote a positive image of the Trust.

The office also plays major role in Trust Communications, both internally to staff and externally to public and private sectors. The department is a key link with other Organizations and Public Institutions.

University Relations' writers/editors provide departmental newsletters and program brochures, special events, promotional materials (programs, fliers, posters and invitations) and handbooks.

The department develops and distributes the University's approaches in consultation with the Office of the President.

### **Press Office**

The purpose of the Press Office is to publicize NDU achievements, activities and progress, and to ensure proper coverage of relevant issues in the press.

### **Placement Office**

The Placement Office is an integral part of the Public Relations Office, supervised by the Director General of the Public Relations and entrusted to a placement officer.

This office provides employment opportunities for NDU graduates and other services for students, which include part-time jobs and guidelines for job search.

It arranges human potential seminars for prospective employers, schedules on-campus job interviews, and organizes an annual Job Fair.

### **Internship section**

Internship provides students with practical experience in their major before graduation. For, this purpose, the Internship Office is building a contact database with leading reputable institutions, companies, embassies, banks, etc.

The internships offered are intended to provide real-life experience that compliments the material taught in the classroom. Personal and professional growth is fostered through the proper balance of guidance and independence and the acceptance of responsibility.

Moreover, internship creates advantages for both the employer and the student. The staff of the employing company will appreciate the student's contribution to the quality of services provided. The student, on the other hand, will benefit from the unique opportunity to gain invaluable experience and knowledge in his/her field of interest and to develop and demonstrate leadership.

The internship will frequently open the door to future employment and will solidify career plans; and in certain cases it may prompt students to consider other career options.

## **DIVISION OF CONTINUING EDUCATION**

The Division of Continuing Education provides learning opportunities for individuals and groups who want to develop their knowledge and skills without enrolling in regular academic programs.

It provides self-development courses in modern languages, business administration, computer applications, hotel management skills, and various artistic topics and opportunities for professional development. The DCE offers certificates to candidates who follow a number of specified courses in a particular field.

The courses given by the DCE are usually in the late afternoon (between 4 and 9 o'clock) and they continue for a period of six weeks.

## ADMISSIONS OFFICE

Notre Dame University-Louaize (NDU) is a Lebanese non-profit Catholic institution of higher education that adopts the American educational system. NDU stresses on recruiting students with mental, physical and spiritual potential. NDU has earned an honorable reputation that has resulted in applicants that are seeking quality education. The heritage of the Maronite Order of The Holy Virgin Mary, founded in 1695, has been a pioneer in promoting freedom of thought and it highlights a belief in education as a means of protection. The religious affiliation of the University does not impose any sectarian obligations. Consequently, applicants are granted equal opportunity irrespective of color, religion, gender, creed, disability, or national origin. **The Admissions Office aims to enhance the image of NDU by promoting its academic and administrative facets. As a result, local, regional and international students are recruited to experience the horizons of NDU.** The six Faculties with their programs of study attract students from over forty countries worldwide and cater for the market demand of Lebanon and the region.

### Faculty of Architecture, Art & Design (FAAD)

Bachelor of Architecture .....	182 credits
** Bachelor of Arts in Interior Design .....	136 credits
** Bachelor of Arts in Graphic Design.....	102 credits
** Bachelor of Arts in Fashion & Textile Design .....	102 credits
Bachelor of Arts in Studio Arts .....	102 credits
* Bachelor of Arts in Arts & Crafts.....	102 credits
Bachelor of Arts in Performing Arts.....	102 credits
Bachelor of Arts in Music - <i>Musicology</i> .....	124 credits
Bachelor of Arts in Music - <i>Music Education</i> .....	124 credits
Bachelor of Arts in Music - <i>Musimediology</i> .....	124 credits
Bachelor of Arts in Music - <i>Arab Musicology</i> .....	124 credits
** Bachelor of Arts in Photography .....	102 credits
Master of Architecture - <i>Landscape Urbanism</i> .....	36 credits
Master of Arts in Design.....	36 credits

### Faculty of Business Administration and Economics (FBAE)

** Bachelor of Business Administration - <i>Management Concentration</i> .....	106 credits
** Bachelor of Business Administration - <i>Accounting Concentration</i> .....	106 credits
** Bachelor of Business Administration - <i>Banking &amp; Finance Concentration</i> .....	106 credits
** Bachelor of Business Administration - <i>Economics Concentration</i> .....	106 credits
** Bachelor of Business Administration - <i>Marketing Concentration</i> .....	106 credits
** Bachelor of Business Administration - <i>Int'l Business Management Concentration</i> .....	107 credits
Bachelor of Arts in Business Administration - <i>Human Resources Management</i> ...	106 credits
Bachelor of Arts in Business Administration - <i>Marketing Distribution and Logistics Management</i> .....	106 credits
** Bachelor of Hotel Management and Tourism .....	104 credits
** Master of Business Administration (M.B.A.) .....	39 credits
** Master of Business Administration (M.B.A.)	
Concentration: Economics .....	39 credits
Human Resources Management .....	39 credits
Project & Operations Management .....	39 credits
Management & Strategy .....	39 credits
Hotel Management & Tourism.....	39 credits

Finance .....	39 credits
Marketing .....	39 credits
Master of Science in International Business (MIB) with Bordeaux Business School .....	

**Faculty of Engineering (FE)**

Bachelor of Engineering in Civil Engineering .....	151 credits
* * Bachelor of Engineering in Computer Communication Engineering .....	150 credits
* Bachelor of Engineering in Electrical Engineering .....	150 credits
Bachelor of Engineering in Mechanical Engineering .....	150 credits

**Faculty of Humanities (FHUM)**

* * Bachelor of Arts in Communication Arts - <i>Radio/TV Concentration</i> .....	106 credits
* Bachelor of Arts in Communication Arts - <i>Journalism Concentration</i> .....	104 credits
* * Bachelor of Arts in Advertising & Marketing .....	105 credits
* Bachelor of Arts in Psychology - <i>Clinical Concentration</i> .....	106 credits
* Bachelor of Arts in Psychology - <i>Educational Concentration</i> .....	106 credits
* Bachelor of Arts in Psychology - <i>Industrial Concentration</i> .....	106 credits
* Bachelor of Arts in English – <i>Literature</i> .....	103 credits
* * - <i>Applied Linguistics</i> .....	103 credits
* * Bachelor of Arts in Translation & Interpretership .....	108 credits
* Bachelor of Education in Early Childhood .....	105 credits
* Bachelor of Education in Learning Disabilities .....	105 credits
* Bachelor of Education in Education of the Handicapped .....	105 credits
* Bachelor of Education in Education of the Gifted .....	105 credits
* Bachelor of Education in School Counseling .....	105 credits
Bachelor of Arts in Arabic Language & Literature .....	103 credits
Bachelor of Arts in Physical Education & Sport .....	105 credits
* * Teaching Diploma in English .....	18 credits
* * Teaching Diploma in Mathematics .....	18 credits
* * Teaching Diploma in Sciences .....	18 credits
* * Teaching Diploma in Social Sciences .....	18 credits
* * Teaching Diploma in Arabic Literature .....	18 credits
* * Teaching Certificate .....	18 credits
Master of Arts in English Literature .....	39 credits
* Master of Arts in Applied Linguistics and TEFL .....	36 credits
Master of Arts in Arabic Language & Literature .....	36 credits
Master of Arts in Translation/Interpretership .....	36 credits
Master of Arts in Media Studies .....	39 credits
Master of Arts in Education .....	39 credits
School Management and Educational Leadership .....	36 credits
Special Education .....	36 credits
Educational Technology .....	36 credits

**Faculty of Natural and Applied Sciences (FNAS)**

* * Bachelor of Science in Computer Science .....	104 credits
* Bachelor of Science in Computer Science ( <i>Computer Information Systems</i> ) .....	103 credits
* Bachelor of Science in Computer Science ( <i>Computer Graphics and Animation</i> ) .....	108 credits
* Bachelor of Science in Actuarial Science & Insurance .....	112 credits
* Bachelor of Science in Mathematics .....	103 credits
* * Bachelor of Science in Biology .....	102 credits



** Bachelor of Science in Biology ( <i>Biotechnology</i> ) .....	102 credits
* Bachelor of Science in Biology ( <i>Environment Biology</i> ) .....	102 credits
** Bachelor of Science in Environmental Science .....	104 credits
Bachelor of Science in Chemistry ( <i>Industrial</i> ) .....	98 credits
Bachelor of Science in Chemistry ( <i>Environmental</i> ) .....	98 credits
** Bachelor of Science in Nutrition and Dietetics .....	94 credits
Bachelor of Science in Applied Statistics .....	91 credits
** Bachelor of Science in Business Computing .....	90 credits
Bachelor of Science in Medical Laboratory Technology .....	103 credits
Bachelor of Science in Geographical Information Systems .....	92 credits
* Bachelor of Science in Physics .....	94 credits
Master of Science in Computer Science .....	30 credits
* Master of Science in Computer Science ( <i>Computer Information Systems</i> ) .....	30 credits
* Master of Science in Mathematics .....	33 credits

**Faculty of Political Science, Public Administration, And Diplomacy (FPSPAD)**

** Bachelor of Arts in Political Science .....	105 credits
** Bachelor of Arts in Political Science ( <i>American Studies Concentration</i> ) .....	105 credits
* Bachelor of Arts in Political Science ( <i>Euro-Mediterranean Studies Concentration</i> ) .....	105 credits
** Bachelor of Arts in International Affairs & Diplomacy .....	105 credits
** Bachelor of Arts in Public Administration .....	105 credits
* Bachelor of Arts in Public Administration ( <i>Criminal Justice Concentration</i> ) .....	105 credits
* Master of Arts in Political Science .....	36 credits
* Master of Arts in International Affairs & Diplomacy .....	36 credits
* Master of Arts in Political Science (Comparative Law) .....	36 credits
* Master of Arts in International Affairs & Diplomacy ( <i>International Law Concentration</i> ) .....	36 credits
* Master of Arts in Public Administration .....	36 credits

Note: \*\* Offered at The North Lebanon Campus and The Shouf Campus.

## UNDERGRADUATE ADMISSION

Applications may be downloaded from the NDU Home Page ([www.ndu.edu.lb](http://www.ndu.edu.lb)). Applicants must complete the application form and return it with a non-refundable fee of 100,000 L.L. to the Admissions Office. NDU Examination fees are 150,000L.L.[75,000L.L. (English); 75,000L.L. (others)].

The following documents must be submitted with each application form:

- A Secondary School Record and a Letter of Conduct from the School Principal.
- A Letter of Recommendation from the Principal or Faculty.
- A photocopy of the Identity Card or Passport or Family Status Record.
- Two recent passport-size photos.
- Certified copies of all official certificates or diplomas.
- Scores of exams taken outside NDU (TOEFL, SAT I and SAT II); SAT I & SAT II are required for Freshman Applicants.
- Freshman Applicants must submit an attestation from the School that they have completed and passed their High School requirements and submit a written authorization from the Equivalence Committee.

**Documents must be original. All documents submitted to complete a file become the property of NDU. Whether accepted or rejected, applicants may not claim any of the documents.**

The following table identifies the deadlines for submitting applications and exam dates. These dates will change according to the calendar year; however, they will always fall on a consecutive Friday and Saturday.

Semester	Application Deadline	Examination Dates
Spring Semester, 2005	November 1-30, 2005	December 16 & 17, 2005
Fall Semester, 2005	April 1-30, 2006	May 19 & 20, 2006
Fall Semester, 2005	June 1-30, 2006	July 21 & 22, 2006

Applicants may check their status on the website; however, it is not final until the applicant receives the letter from the Admissions Office. In addition, all documents for registration procedure will be distributed; these include method of payment from the Business Office and medical exams from the Student Affairs Office.

## FRESHMAN ADMISSION REQUIREMENTS

Non-Lebanese or students who have followed a High School program for at least three years may apply to the Freshman Class and should hold a secondary school certificate (Grade 12) recognized by the Lebanese Ministry of Education. Applicants to the Freshman Class are required to take both the Scholastic Aptitude Tests SAT I & SAT II prior to registration as required by the Lebanese Ministry of Education for the equivalence of the Baccalaureate Part II. These tests will be specified according to either the Freshman Sciences or Arts stream. SAT I includes Verbal Reasoning, Mathematical Reasoning and Writing. SAT II (Arts) includes Math 1C plus two SAT II Subject Tests. SAT II (Sciences) includes Math 2C plus two of the following science subjects (Biology, Chemistry, Physics). The minimum combined SAT I & SAT II score for Arts is 2750 and for Sciences is 2850.

In addition to the SAT I & SAT II, applicants must sit for either the EET (NDU English Entrance Test) or the TOEFL (Amideast).

Moreover, applicants to the Freshman Class must obtain a written authorization from the Equivalence Committee of the Lebanese Ministry of Education. This permission will allow students to pursue their higher education on the basis of a foreign program (بمتابعة للطالب يسمح). (الفرشمن صف الى والانتساب الاجنبي المنهج حسب الدراسة).

Note: Freshman students must successfully complete at least 30 credits in order to receive an equivalence. Students may not be promoted to a Sophomore or any other class before they complete all Freshman requirements.

## **SOPHOMORE AND FIRST YEAR ADMISSION REQUIREMENTS**

Applicants must hold the Lebanese Baccalaureate Part II or its equivalent, as determined by the Lebanese Ministry of Education, to be eligible for the Sophomore or First Year Class. The nature of the Lebanese Baccalaureate Part II (General Sciences, Literature and Humanities, Social Sciences and Economics, Life Sciences) must correspond to the requirements of the desired program of study of the respective Faculties at NDU.

## **TRANSFER ADMISSION REQUIREMENTS**

Applicants who have completed at least 12 credits at the Sophomore level and/or First Year level outside NDU with a cumulative GPA of at least 2.0/4.0 beyond their secondary school education, and have been accepted by NDU's Admissions Office to register for a full-time load during the Fall or Spring semester, are considered transfer students. Courses earned at other institutions recognized by NDU and graded C or higher and correspond to courses offered at NDU are transferable.

Only courses completed at NDU will be computed in the student's GPA. Transfer students to the FAAD (excluding BA in Graphic Design) and FE are required to complete at least 45 credits at NDU with a cumulative GPA of 2.0/4.0 and must meet all other graduation requirements for that degree. Transfer students to the FBAE, FH, FNAS and FPSPAD are required to complete at least 30 credits at NDU with a cumulative GPA of 2.0/4.0 and must meet all other graduation requirements for that degree.

Transfer applicants must submit official transcripts of records as well as a catalog from the previous college or university along with an application for admission to NDU. The conditions for acceptance are specified by the University Admissions Committee and applicants will be notified prior to registration.

## **ADMISSION REQUIREMENTS FOR FOREIGN STUDENTS**

Foreign applicants must complete an application form and submit it, with the appropriate documents, to the Admissions Office. The form can be downloaded from the home page ([www.ndu.edu.lb](http://www.ndu.edu.lb)). Foreign students must fulfill requirements specified by the Admissions Office in accordance with the rules and regulations set by The Ministry of Education.

## **ADMISSION REQUIREMENTS FOR SPECIAL STUDENTS**

Students who are not working toward a Degree are considered Special Students. Applicants must complete an application form and submit it, with the appropriate documents to the Admissions Office. Admission requirements for such applicants are the English Entrance Test (EET) if they are from non- English institutions and the Baccalaureate Part II or its equivalence. The Admissions Committee will study any other special case. Special status is granted for one academic semester. Thereafter, if a student petitions for 'Regular Student Status', he/she must fulfill all admission requirements

including the respective faculty entrance exam and consequently, the procedure for new applicants is implemented.

## **ADMISSION REQUIREMENTS FOR AUDITORS**

Students applying as Auditors are not entitled to a degree or credits or grades for the courses that they attend. An application form must be completed and submitted to the admissions office with the appropriate documents. Admission requirements for such applicants are the English Entrance Test (EET) if they are from non- English institutions. In general, applicants should be University level students; otherwise, files are considered on an individual basis.

## **ADMISSION REQUIREMENTS FOR A SECOND DEGREE**

Students who already have a University Degree can apply for a Second Degree. The number of credits required for graduation will be determined by the concerned Faculty. however, minimum residency requirements are 30 credits.

## **ADMISSION REQUIREMENTS FOR TEACHING DIPLOMA/CERTIFICATE**

Applicants who hold a Bachelor Degree can apply for the Teaching Diploma in the same area of specialization. Applicants who have the Baccalaureate Part II or a Bachelor Degree in a different area of specialization may apply for a Teaching Certificate. Applicants who have been out of school for five years or more are required to sit for a Faculty Entrance Test that will be specified by the concerned faculty.

## **ADMISSION REQUIREMENTS FOR SUMMER ARABIC PROGRAM**

Anyone who is interested in attending the Summer Arabic Program that NDU offers must submit both an Undergraduate or Graduate Application Form (downloaded from [www.ndu.edu.lb](http://www.ndu.edu.lb) under Admissions Office) and the Application Form as it appears in the Summer Arabic Program brochure. In addition, an official transcript of the most recent academic year is required. The questionnaire of purpose (from brochure) must be completed and submitted with a recommendation from an Arabic language teacher (where applicable). A writing sample from an Arabic course, test or homework is also necessary. The non-refundable application fee is US\$30 (check or money order made to Notre Dame University, Lebanon).

## **ADMISSION REQUIREMENTS FOR UNIVERSITY EMPLOYEES**

Notre Dame University employees who request admission to a program of study must meet the minimum admission requirements of the respective Faculty. Accordingly, entrance tests, interviews and recommendations shall be left to the discretion of the concerned Faculty. However, employees are considered regular applicants and must abide by the University policy; the Director of Admissions will issue a letter of admission to identify the academic status of the applicant.

## **ENGLISH ENTRANCE EXAMS**

Notre Dame University recognizes the following English Entrance Exams:

**EET (English Entrance Test):** Structured and administered by NDU. A minimum score of 500 is required; no placement test is required. Placement will be according to the following grade scale:

- 400-499.....Remedial English ( Intensive ENL 002)
- 500-599.....Freshman English (ENL 105 or 109)
- 600-699.....Freshman English (ENL 107 or 110)
- 700- .....Sophomore English (ENL 213)

**TOEFL (Test of English as Foreign Language):** Administered by Amideast; a minimum score of 550 (paper-based) or 213 (computer-based) is required. English courses will be appointed according to the following grade scale:

- 213-249.....NDU Placement Test
- 250- ..... Sophomore English (ENL 213)

## **FACULTY REQUIREMENTS**

### **Faculty of Architecture, Art and Design (FAAD)**

Applicants must pass The Lebanese Baccalaureate Part II ( Any Strand) or its equivalent as identified by The Lebanese Ministry of Education. They are required to sit for an English Entrance Test (EET) or TOEFL and a Mathematics Test.

Only those applicants (General Sciences or Life Sciences) who score an overall average of at least 14/20 on The Official Baccalaureate Exam are exempt from the Mathematics Test.

### **Faculty of Business Administration and Economics (FBAE)**

Applicants must pass The Lebanese Baccalaureate Part II (Any Strand) or its equivalent as identified by The Lebanese Ministry of Education. They are required to sit for an English Entrance Test (EET) or TOEFL and a Mathematics Test.

Only those applicants (General Sciences or Life Sciences) who score an overall average of at least 14/20 on The Official Baccalaureate Exam are exempt from the Mathematics Test.

### **Faculty of Engineering (FE)**

Applicants must pass The Lebanese Baccalaureate Part II (General Sciences or Life Sciences) or its equivalent as identified by The Lebanese Ministry of Education. They are required to sit for an English Entrance Test (EET) or TOEFL, Mathematics Test, Chemistry Test and Physics Test.

Only those applicants who score an overall average of at least 14/20 on The Official Baccalaureate Exam are exempt from the Mathematics, Chemistry and Physics Tests.

### **Faculty of Humanities (FH)**

Applicants must pass The Lebanese Baccalaureate Part II (Any Strand) or its equivalent as identified by The Lebanese Ministry of Education. They are required to sit for an English Entrance Exam (EET or TOEFL) and a Mathematics Test where required.

Applicants who score an overall average of at least 14/20 on The official Baccalaureate Exam are exempt from the Mathematics Test.

Applicants to the Department of Mass Communication, exclusive of Journalism and Radio/TV, are required to sit for a Mathematics Entrance Exam.

Applicants for the degrees of Bachelor of Arts in Journalism; Bachelor of Arts in Radio/TV; Bachelor of Arts in Arabic Language and Literature are also required to sit for

an additional placement test in Arabic. Moreover, Translation and Interpretship applicants are required to sit for placement tests in Arabic and French in addition to the English and Mathematics Tests.

**Faculty of Natural and Applied Sciences (FNAS)**

Applicants must pass the Lebanese Baccalaureate Part II (General Sciences, Life Sciences or Social Sciences & Economics) or its equivalent as identified by The Lebanese Ministry of Education. Applicants for Business Computing, Biology, Environmental Sciences, MLT and Nutrition & Dietetics must pass The Lebanese Baccalaureate Part II (Any Strand) or its equivalent as identified by The Lebanese Ministry of Education.

All applicants are required to sit for an English Entrance Test (EET) or TOEFL and a Mathematics Test. Applicants for Science majors are required to sit for a Science Test in two of the following topics – Biology, Chemistry, Physics. Applicants with an overall average of at least 14/20 on The Official Baccalaureate Exam are exempt from the Scientific Entrance Exams.

**The determination of the required topics depends on the respective majors chosen by the student according to the following table:**

Test Required. Major Chosen	Physics	Chemistry	Biology
Mathematics or Computer Science*	No	No	No
Physics (BS in Physics)	Yes	Yes	No
Biology (BS in Biology)	No	Yes	Yes
Environmental Sciences (BS in Env. Sc.)	No	Yes	Yes
Medical Laboratory Technology (BS in Med. Lab.Tech.)	No	Yes	Yes
Nutrition	No	Yes	Yes
Nutrition & Dietetics	No	Yes	Yes
Chemistry(BS in Chemistry)	Yes	Yes	No
Nursing (BS in Nursing)	No	Yes	Yes

**\*BS in Computer Science, Computer Science (CIS), Actuarial Science & Insurance, Mathematics, Applied Statistics, Business Computing, Geographic Information Systems, and Computer Graphics and Animation.**

**The table below reflects the required possible sequences of remedial / preparatory courses that the Faculty of Natural and Applied Sciences is providing for the various faculties at NDU:**

Faculty	Majors	Possible Set of Remedial Courses	Minimum Grade for each Course
Natural and Applied Sciences	CS – Business Computing	MAT 001, 100, 105; or MAT 100, 105; or MAT 105	C
Natural and Applied Sciences	Other majors	MAT 100, 111, 112;or MAT 111, 112;or MAT 112	C
Engineering	All majors	MAT 111, 112; or	

		MAT 112	C
Humanities	All majors requiring a Math test	MAT 001	
Business Administration And Economics	All majors	MAT 001, 100, 105;or MAT 100, 105;or MAT 105	C
Political Science, Public Administration and Diplomacy	All majors	MAT 001	
Architecture, Art and Design	Architecture	MAT 100, 111, 112; or MAT 111, 112; or MAT 112	
Architecture, Art and Design	Art and Design and Music	MAT 100	

**NOTE:** Those applicants who are placed in MAT 111 must successfully complete MAT 112 before taking first year courses in mathematics, engineering or any related field as determined by the concerned engineering department.

**Faculty of Political Science, Public Administration and Diplomacy (FPSPAD)**

Applicants must pass The Lebanese Baccalaureate Part II (Any Strand) or its equivalent as identified by The Lebanese Ministry of Education. They are required to sit for an English Entrance Test (EET) or TOEFL and a Mathematics Test.

Applicants who score an overall average of at least 14/20 on The Official Baccalaureate Exam are exempt from the Mathematics Test.

**Note: Applicants with the Baccalaureate Part II or its equivalent and have completed the TS will be exempt from the Scientific Entrance Exams only.**

# GRADUATE ADMISSION

## STATEMENT OF PURPOSE

The Graduate Studies Program at NDU aims to promote humanitarian, ethical and spiritual values, to enhance intellectual inquiry and to intensify the awareness of human integrity and solidarity. In addition, the Program seeks to develop the mental, physical and spiritual potential of its student body. NDU also seeks to enhance these values through the liberal education it offers and the career preparation that caters to the real needs of Lebanon and the region.

## CURRENT GRADUATE PROGRAMS

NDU offers a Master Degree in the following areas:

### Faculty of Architecture, Art & Design (FAAD):

Master of Arts (MA) in Architecture(Landscape Urbanism).....	36 credits
MA in Design .....	36 credits

### Faculty of Business Administration & Economics (FBAE):

Master of Business Administration (MBA).....	39 credits
* * Master of Business Administration (M.B.A.)	
Concentration: Economics .....	39 credits
Human Resources Management .....	39 credits
Project & Operations Management .....	39 credits
Management & Strategy .....	39 credits
Hotel Management & Tourism.....	39 credits
Finance .....	39 credits
Marketing .....	39 credits

### Faculty of Humanities (FH):

Master of Arts (MA) in English Language & Literature .....	39credits
MA in Applied Linguistics and TEFL .....	36credits
MA in Arabic Language & Literature .....	36credits
MA in Media Studies.....	39credits
Electronic Media	
Journalism	
Advertising	
MA in Translation & Interpretership .....	36credits
Master of Arts in Education.....	39 credits
Special Education	
School Management and Educational Leadership	
Educational Technology	

### Faculty of Natural & Applied Sciences (FNAS):

Master of Science (MS) in Computer Science.....	30credits
MS in Computer Science (CIS concentration).....	30credits
MS in Mathematics.....	33credits

### Faculty of Political Science, Public Administration, and Diplomacy (FPSPAD):

Master of Arts (MA) in Political Science .....	36credits
MA in Comparative Law .....	36credits
MA in International Affairs & Diplomacy .....	36credits



MA in International Law .....	36credits
MA in Public Administration .....	36credits

**Admission Procedures**

To be eligible for admission to a graduate program, an applicant must hold a Bachelor degree or its equivalent from an accredited institution of higher education preceded by a secondary school certificate recognized by the Lebanese Ministry of Education as equivalent to the Lebanese Baccalaureate Part II.

Admission to a graduate program at NDU is made on a semester basis according to the following table:

Semester	Application Deadline
Fall Semester	July 1-31
Spring Semester	November 1-30

Only complete files will be studied. Applications submitted beyond these dates can only be taken into consideration after the approval of the Dean of the concerned faculty.

Applications for Graduate Admission are available in the Admissions Office; they may also be downloaded from the NDU Home Page ([www.ndu.edu.lb](http://www.ndu.edu.lb)). The application should include the required documents indicated on the form with a non-refundable fee of 150,000 LL and submitted to the Admissions Office. Admission requirements to graduate study are established and monitored by the concerned departments and faculties.

The Admissions Office will process applications, review credentials and issue letters of notification. The Admissions Office informs applicants in writing as soon as final action is taken. Applicants may check their admission status on the website; the status is not final until the applicant receives the letter from the Admissions Office.

**Required Documents**

Applicants whose undergraduate degree is from NDU must submit:

- A graduate application form
- A copy of the Bachelor degree
- An official transcript of their undergraduate record
- Two recent photographs
- Other reference letters as required by concerned faculties

Applicants from NDU are not required to take an English Test. Applicants who must sit for the EET at NDU must abide by the Examination Dates as they are specified for Undergraduate Applicants in The Admissions Guide.

Applicants whose undergraduate degree is not from NDU should submit the following documents:

- A graduate application form
- A copy of the Bachelor degree or its equivalent certified from the Ministry of Higher Education
- Official transcript(s) of records from the University (ies) attended during the last three years, and the corresponding course descriptions
- Copy of the secondary school certificate or official equivalence
- Two recent photographs
- Two letters of recommendation

English is the medium of instruction at NDU; applicants for graduate study should be able to demonstrate proficiency in the English language. Applicants from institutions where

English is not the language of instruction will be required to sit for either the NDU English Entrance Test (EET) or the Test of English As a Foreign Language (TOEFL); the minimum score of either must be 600.

*All documents become part of the permanent records of NDU and will not be returned.*

### **Other Requirements**

Individual Faculties retain the right to request further requirements for admission to graduate programs such as the Graduate Management Admission Test (GMAT) and the Graduate Record Examination (GRE). Other requirements may include recommendations from employer(s), auditions, interviews, and samples of the student's work or personal statements. These other admission requirements will be stated in the letters of conditional admission authorized by the concerned Faculty.

## **TYPES OF ADMISSION**

### **Regular Admission**

Regular Admission is granted to those applicants who have fulfilled all the undergraduate admission requirements. The minimum required cumulative Grade Point Average (GPA) is 3.0/4.0.

### **Conditional Admission**

Applicants whose cumulative GPA at the undergraduate level ranges between 2.7/4.0 and 2.99/4.0 may be considered for conditional admission; this is determined by the concerned Faculties. Applicants must maintain a level of academic excellence expected of all graduate students and meet the graduate admission requirements. These applicants may be required to take at least 9 credit hours of undergraduate courses in the areas of identified deficiencies, and earn a minimum GPA of 3.0/4.0 in these courses to be eligible to pursue their graduate studies.

### **Prospective Applicants**

Candidates qualify for this category if they apply to a major other than the undergraduate degree from NDU or an equivalent degree from any other recognized institution of higher education with a cumulative GPA of at least 2.7/4.0. The respective Faculty shall study the file of prospective graduate students. They may recommend supplementary undergraduate courses that the applicant must complete with a minimum cumulative GPA of 3.0/4.0 prior to consideration for admission to graduate study. Credits earned for undergraduate courses will not be counted toward the graduation requirements for the relative Masters degree.

### **Transfer Applicants**

Applicants wishing to transfer and complete their graduate study at NDU must meet the graduate admission requirements of NDU. A complete record of all courses completed with course description must be submitted. Concerned Faculties shall evaluate and determine the transferability of academic credits in addition to the applicant's eligibility for graduate-level study at NDU.

Normally, a maximum of 9 transfer credits from previous work completed at another accredited institution of higher education is permitted upon the discretion of the Faculty Evaluation Committee. The course content and quality must correspond to the NDU course description as required for the requested major. The minimum score of each course must be "B" or its equivalent. Transfer credits are not computed in the Cumulative GPA but marked "Transfer".

**International Applicants**

Transcripts and degrees from foreign institutions require special evaluation and must be certified by the concerned offices. Consequently, prospective international students are advised to submit their application forms, test scores, and all other required documents at least one semester before the beginning of the semester for which they are applying.

**Nondegree Applicants**

Individuals seeking graduate coursework without the desire of candidacy for an advanced degree may apply and meet all requirements for admission to a graduate program as a nondegree (graduate) student.

**READMISSION**

Applicants who are issued a letter of acceptance to graduate study and fail to join their respective programs for two successive semesters, must reapply for admission.

# ACADEMIC RULES AND REGULATIONS (UNDERGRADUATE)

## STUDENT CLASSES

Students attending NDU who are not considered as being at the university level yet are classified as follows:

a.1.	<b>Class</b>	
	<b>Remedial/Intensive</b>	0 credit
a.2.	<b>Class</b>	Number of Credits Completed (on courses of 100 level and below 200 level)
	<b>Freshman</b>	1–30 credits

b. Undergraduate students in the Faculties of FAAD and FE are classified as being in the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> or 5<sup>th</sup> year class according to the number of credits completed as specified in their respective suggested programs.

c. Undergraduate students in the Faculties of FBAE, FH, FNAS and FPSPAD are classified as follows:

<b>Class</b>	<b>Number of Credits Completed (on courses of 200 level or higher)</b>
<b>Sophomore</b>	31–60 credits
<b>Junior</b>	61–90 credits
<b>Senior</b>	91 and more

## FULL-TIME STUDENTS

Undergraduate degree students registering for at least 12 credits for the Fall or Spring semester are considered full-time students. Hence, all undergraduate students admitted on a full-time basis must register for at least 12 credits in each semester.

## PART-TIME STUDENTS

Undergraduate degree students registering for less than 12 credits for the Fall or Spring semester are considered part-time students. A part-time student shall not be qualified for any kind of financial aid.

## SPECIAL STUDENTS OR NON-DEGREE STUDENTS

Undergraduate students who are taking courses at NDU for credits but not working toward a degree are considered Special Students or Non-Degree Students. Non-degree students shall be accepted on a semester-to-semester basis. Initial applications shall be made through the Office of Admissions and thereafter through the Office of the Registrar. Such students shall meet the academic standards required of degree students and shall neither be permitted to audit courses nor be qualified for any kind of financial aid.

## TRANSFER STUDENTS

The University does not accept transfer applications at the Freshman level, but accepts transfer applications at the Sophomore level, First-year level and/or higher.

Applicants who have completed at least 12 credits at the Sophomore level and/or First year level outside NDU with at least a cumulative GPA of 2.0/4.0 beyond their secondary school education, and have been accepted by NDU's Admissions Office to register for full-time load during the Fall or Spring semester are considered transfer students. These students may receive credits for all courses passed with a grade of C or better, and that are equivalent in quality and quantity to NDU courses. However, only courses completed at NDU will be computed in their GPAs. Transfer students to the Faculties of FNAS, FBAE, FH or FPSPAD are required to complete at least 30 credits at NDU with a cumulative GPA of 2.0/4.0, and must satisfy all other graduation requirements for the degree. However, transfer students to the Faculties of FAAD or FE are required to complete at least 45 credits at NDU with a cumulative GPA of 2.0/4.0 and must satisfy all other graduation requirements for the degree.

## **AUDITORS**

An auditor is an individual who has been admitted to course(s) while satisfying the requirements for admission to this course as deemed appropriate. He/she is required to pay 75% of the course(s) tuition. Once an auditor is registered, he/she cannot change his/her status back to credit. Grades and credits will not be given for auditing course(s) and hence cannot be counted for enrollment certification, and for financial aid purposes.

## **HOURS OF CLASSES**

Usually, classes are held Monday-Friday. However, some classes may be held on Saturday. During semesters, classes start at 8:00 a.m. However, some four-credit courses may start at 7:30 a.m. For summer sessions classes start at 7:30 am.

## **ATTENDANCE POLICY**

Student should attend all classes and laboratory sessions on time. A pattern of absences, whether authorized or not, and even below the maximum number (specified below), may alter one's grade substantially. The SAO alone authorizes absences. No absence absolves a student from the responsibility of acting upon the material presented during his/her absence. The maximum number absences for classes that meet on MWF is six; the maximum number for classes that meet on TTH and in the summer is four, (or two hours per credit course). Any student whose absences exceed the maximum limits shall automatically fail the course unless the student withdraws.

## **EXAMINATIONS AND QUIZZES**

All courses normally have written final examinations. Such examinations are not required in seminars, field work, internship programs, studio courses and senior projects, but the instructor concerned may choose to give one.

As to quizzes and progress tests, instructors shall give a minimum of two per course. If, for a legitimate reason acceptable to the instructor of the course, a student misses a quiz, he/she should arrange for a make-up with the instructor of the course within a maximum period of two weeks from the date assigned for that quiz.

Final examinations shall count for a maximum of 40% of the final grade. Those exams should be comprehensive by nature. The remaining 60% account for quizzes, progress projects, tests, term papers and other requirements as specified by the respective department. A minimum of 40% of the course evaluation should be known by students prior to the official withdrawal deadline.

Different sections of the same course must be given a common departmental final examination.

## **FINAL EXAMINATION MAKE-UP**

If a student misses a final examination for a legitimate reason, he/she should make arrangements for a make-up examination with the instructor of the course and the chairperson of the department. If permission is granted the student shall pay the University a make-up final examination fee of 200,000 L.L. Consequently, the final examination make-up shall be taken no later than the 8th week of the next academic semester if a grade of incomplete “*I*” is submitted to the registrar. In case a change of grade is not received by the Registrar’s Office within the set period, a grade of “*F*” shall be given for that course.

## **GRADED FINAL EXAMINATION PAPER**

The graded final examination papers of a course offered during a given semester or the summer session must be submitted to the concerned Department Chairperson within 72 hours from the schedule date of the final examination of that course. These papers must be kept at the concerned department for at least one semester along with a copy of the course syllabus, final examination and its solution.

## **FINAL GRADES**

After being approved by both the concerned Department Chairperson and Faculty Dean, the final grades of a course offered during a given semester or the summer session must be submitted to the Office of the Registrar within 72 hours from the schedule date of the final examination of that course. Carbon copies of these grades must be left at both the concerned Department and Faculty. Immediately thereafter, the Office of the Registrar shall post a carbon copy of these grades and shall mail to all students their semester or summer session final grades.

## **RECORD BOOK OR BLUE BOOK**

The original record/blue book of the courses taught by a faculty member during a given semester or the summer session must be submitted to the concerned Department Chairperson within 72 hours from the latest scheduled date of the final examination of his/her courses. This book shall be kept at the concerned department for at least one academic year, with a copy of it signed by both the concerned faculty member and his/her Department Chairperson shall be submitted to the Office of the concerned Faculty Dean.

## **TRANSCRIPTS**

Upon request to the Office of the Registrar, students can obtain within two working days an official transcript or an office-use transcript of the credit work done at NDU. Fees are 10,000 L.L. for each copy of an official transcript, and 5000 L.L. for each copy of an office-use transcript. However, neither an official transcript nor an office-use transcript can be issued for a student who still has a pending account with the University.

## **CHANGE OF GRADE**

Once a final grade of a student on a course for which he/she is enrolled during a given semester or the summer session is approved by the Faculty and reported and posted by the Office of the Registrar, it shall be final in the absence of justified circumstances such as evidence of human error in correcting the exam papers or in computing the final score or in

recording the grade, visual oversight, and confusion in the names of students or sections of classes.

However, under justifiable circumstances, the student may petition the concerned Faculty Dean (*i.e. the Dean of the Faculty offering the course*) within 5 working days from the posting of the final grades of the course by the Office of the Registrar. Not petitioning for a change of final grade within the above mentioned 5 days disqualifies the student from any consideration of the case, except for a force majeure preventing the student from being at the University to proceed with the petition.

For changing a final grade, the concerned instructor shall fill in and sign the official form of the change of final grade, *which can be obtained from the Office of the Registrar*, and attach to it all supporting documents including the instructor's record book. If this change is approved by the concerned Department Chairperson, then it shall be forwarded to the concerned Faculty Dean for final action. Once approved by the Faculty Dean, the change of grade form shall be submitted to the Office of the Registrar for implementation.

## **CHANGE OF PROVISIONAL GRADE**

The grades of *I* and *PR* are considered provisional grades. The change of the provisional grade of *I* must be made by the end of the 8<sup>th</sup> week of the following semester, otherwise the Office of the Registrar will automatically convert it to the grade of *F*. And, the change of the provisional grade of *PR* must be made by the end of the following semester, otherwise the Office of the Registrar will automatically convert it to the grade of *F*.

## **GRADES FOR REPEATED COURSES**

Students must repeat courses for which they got a grade of *F*, *UW* or they do not get the required passing grade set by the concerned Department or Faculty if these courses are required<sup>7</sup> in the major. They must repeat these courses immediately the next time they are offered. Students may also repeat a course for which they got a grade below *C*. For a repeated course, only the last grade, whether higher or lower, shall be computed into the GPA. The other grades are kept on the student's transcript. A course may be repeated only twice (*i.e., such a course may be taken a total of three times only*). A student failing to successfully complete a course for the third time will have to precisely comply with the instructions of the University Academic Standards Committee. The letter *R* will be placed on the student's transcript next to the course being repeated.

## **GRADES UPON CHANGE OF MAJOR**

Upon approval of change of major or area of concentration,

- all grades on courses taken by a student in his/her old major/area of concentration that are not transferable for the new major must remain part of his/her official transcripts; but must no longer be computed in his/her grade-point-average in the new major. Thus, these courses and their credits shall not be counted toward the total number of credits required for graduation for the new major.
- all grades on courses taken by a student in his/her old major/area of concentration that are transferable for the new major/area of concentration must remain part of his/her official transcripts and must continue to be computed in his/her grade-point-average. Thus, these courses and their credits shall be counted toward the total number of credits required for graduation for the new major.

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<sup>7</sup> required course in a major simply means any course required in the degree for graduation.

## SYSTEM OF GRADES

The University uses the following system of grades. This system consists of letter grades with their corresponding numerical ranges (*i.e.* percentage equivalent, and the 4.0 point maximum).

Grade	Description	Quality Point Value	Percentage Equivalent
<i>A</i> <sup>+</sup>	Outstanding	4.0	97-100
<i>A</i>	Excellent	4.0	93 - 96
<i>A</i> <sup>-</sup>	Very Good	3.7	89 - 92
<i>B</i> <sup>+</sup>	Good	3.3	85 - 88
<i>B</i>	Good	3.0	80 - 84
<i>B</i> <sup>-</sup>	Good	2.7	77 - 79
<i>C</i> <sup>+</sup>	Satisfactory	2.3	73 - 76
<i>C</i>	Satisfactory	2.0	70 - 72
<i>C</i> <sup>-</sup>	Passing	1.7	66 - 69
<i>D</i> <sup>+</sup>	Passing	1.3	63 - 65
<i>D</i>	Lowest Passing	1.0	60 - 62
<i>F</i>	Failure	0.0	0 - 59
<i>UW</i>	Unofficial Withdrawal	0.0	
		The grade <i>UW</i> is assigned by the instructor when a registered student has never attended a class or has ceased attending and has not submitted an official course withdrawal request to the Office of the Registrar. This grade is computed as an <i>F</i> grade in the grade-point average.	
<i>W</i>	Official Withdrawal	The grade <i>W</i> indicates withdrawal without academic penalty. This grade is issued by the Office of the Registrar only to students submitting an official course withdrawal form by the scheduled deadline. The grade <i>W</i> is not computed in the student's grade-point average and may not be changed to any other grade under any circumstances.	
<i>PR</i>	Progress, Re-enroll	The grade <i>PR</i> is a provisional grade, and hence it is not computed in the student's grade-point-average. It is used to reflect progress on continuing research efforts for the senior study or the senior research or design project until it is completed. If this provisional grade is unresolved by the end of the following semester, the Office of the Registrar will automatically convert it to the grade of <i>F</i> , and it will be computed in the student's grade-point-average.	
<i>U</i>	Audit	The grade <i>U</i> indicates that the individual was an auditor or listener in the course. This does not have any quality point value, and hence it is not computed in the student's grade-point-average. Neither the credits nor a written statement can be given for a class audited, and no instructor is authorized to admit anyone as an auditor to any of his/her classes unless the individual has registered as such.	



*I*

The grade *I* is a provisional grade, and hence it is not computed in the student's grade-point average. It indicates that the student has for good and justified reasons not completed all course requirements, but there is a reasonable expectation that he/she will successfully complete it. If this provisional grade is unresolved by the end of the 8<sup>th</sup> week of the following semester, the Office of the Registrar will automatically convert it to the grade of *F*, and will then be computed in the student's grade-point average. However, students, who are out of attendance in the semester following the one in which the course was taken, have one year to complete the work. Degree candidates should be aware that an *I* grade received during the last semester in any of the courses required for graduation will automatically result in the delay of graduation.

## GRADE-POINT AVERAGE

The grade-point-average (GPA) or index is the ratio of the total quality point values divided by the number of the credit hours attempted by the student, as shown below.

Course Number & Designation	Grade Earned	Credit Hours Attempted	Quality Point Values	Total Quality Point Values
ARB 211	<i>B</i> <sup>+</sup>	3	× 3.3 =	9.9
BAD 425	<i>A</i>	4	× 4 =	16
HUT 305	<i>D</i>	3	× 1 =	3
MAT 215	<i>F</i>	3	× 0 =	0
CSC 200	<i>C</i>	1	× 1.7 =	1.7
		14		30.6

The GPA of the five courses would then be

$$\frac{30.6}{14} \cong 2.19$$

which is equivalent to a grade of *C*. Students are expected to know how to compute their own GPA. Courses with a grade of *W*, *U*, *PR* or *I* are not counted in computing the cumulative GPA. The same applies to all transfer courses. Hence, grades for work done at institutions other than NDU are not included in the GPA. Only courses and credits may be transferred. Thus, the cumulative GPA is an average of all the credit hours attempted by the student at NDU.

## ACADEMIC STANDING

There are 4 kinds of academic standing for an undergraduate student at NDU:

### Good Academic Standing:

An undergraduate student will be in good academic standing if his/her cumulative GPA satisfies any of the following cases:

Cumulative GPA	# of Undergraduate Credits
At least 1.5/4.0	1 cr. – 12 cr.
At least 1.75/4.0	13 cr. – 24 cr.
At least 2.0/4.0	25 cr. or more

### **Academic Probation:**

An undergraduate student will be on academic probation if his/her cumulative GPA satisfies any of the following cases:

Cumulative GPA	# of Undergraduate Credits
Less than 1.5/4.0	1 cr. – 12 cr.
Less than 1.75/4.0	13 cr. – 24 cr.
Less than 2.0/4.0	25 cr. or more

A student on academic probation shall be informed in writing by the Office of the Registrar. A copy of this notification shall also be sent to the student's academic advisor. Such a student must precisely adhere to the written instructions of his/her academic advisor concerning registration, selection of courses and any other academic matters. Copies of these instructions shall be sent to both the Department Chairperson and the Office of the Registrar. A student on academic probation may not receive a grade of *W*, shall not be eligible for any type of financial aid and shall not be eligible to be a candidate for or to hold an office in the student cabinet.

### **Academic Suspension<sup>8</sup>:**

An undergraduate student who is placed on academic probation for three consecutive semesters will be placed on academic suspension (i.e. third probation is the suspension) irrespective of whether she/he is registered or not. If the third semester of probation happens to be the first semester of the academic year (Fall semester), the student is granted a fourth semester for the removal of suspension. And if the third semester of probation happens to be the second semester of the academic year (Spring semester), the student is granted the summer session for the removal of suspension.

The student who is placed on suspension at the end of academic year (Spring semester) has the following options to choose:

- The student may enroll, upon the written approval of his/her academic advisor, in some courses at other accredited institutions of higher education. The credits for the courses completed with a grade of "C" or better may be transferred, as appropriate, toward the requirements of his/her degree at NDU. The grades and GPA for these courses shall not be transferred.

OR

- The student may petition the University Academic Standard Committee to reconsider the decision of suspension. The Committee determines the final status of the student in the light of the obtained GPA:
  - If the Cum. GPA is 1.79 or lower the student will be placed on academic suspension in his/her faculty but may, nonetheless, register in another faculty at NDU following due procedure.
  - The suspension may be withheld if the Cum GPA is 1.8- 1.99. The student is given another chance to obtain good standing.

### **Academic Dismissal**

An undergraduate student will be dismissed from the University if s/he fails to maintain good academic standing:

1. during the semester immediately following reinstatement from academic suspension.
2. Upon the permission of UASC he/she has granted another chance.

However, if his/her semester GPA is at least 1.5/4.0, 1.7/4.0 or 2.0/4.0, as applicable but not sufficient for being on good academic standing, as far as the Cumulative GPA is

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<sup>8</sup> This policy was approved by the University Council on May 14, 2003.

concerned, the student will be granted another extra semester. If at the end of this semester the student still fails to be on good academic standing (cumulative GPA), he/she will be dismissed.

## **ACADEMIC RECOGNITION**

There are 2 kinds of academic recognition:

### **Dean's List:**

Students who have obtained a semester GPA of 3.20/4.00 or higher at the end of a given semester in which 12 undergraduate credits or more were completed are placed on the Dean's List for that semester, provided they are enrolled on a full-time basis with no incomplete grades. These students will be invited to attend the Dean's Luncheon held in their honor.

### **Graduation with Distinction:**

An undergraduate student with high academic achievement will graduate with:

- Cum Laude (Distinction), if the cumulative GPA falls between 3.20/4.0 and 3.49/4.0.
- Magna Cum Laude (High Distinction), if the cumulative GPA falls between 3.50/4.0 and 3.79/4.0.
- Summa Cum Laude (Highest Distinction), if the cumulative GPA is 3.80/4.0 or above.

Such distinctions shall appear on the student's transcript and degree. However, an undergraduate student who has been accepted as a transfer student will be eligible for these distinctions only if he/she has completed at least 60 credits at NDU.

## **ACADEMIC DISHONESTY**

Students are expected and encouraged to be honest and to maintain the highest standards of academic integrity in their academic work and assignments at the University. They shall refrain from any academic dishonesty or misconduct including; but not limited to:

- Plagiarism; that is, the presentation of someone else's ideas, words or artistic, scientific, or technical work as one's own creation. Also, paraphrasing, summarizing, as well as direct quotations are considered as plagiarism, if the original source is not properly cited.
- Cheating.
- Assisting in cheating.
- Substituting a student in the taking of an examination.
- Substituting examination booklets.
- Submitting the same work for more than one course and the like.
- Submitting papers written by others.
- Receiving or providing unauthorized help or assistance in any academic work or assignment.
- Intentional violation of program and degree requirements and regulation as established by the University.
- - Dishonest reporting of computational, statistical, experimental, research, results, or the like.

## **PENALTIES OF ACADEMIC DISHONESTY**

Committing any academic dishonesty or misconduct will definitely subject the student(s) to serious academic penalties including; but not limited to:

- Failure in an assignment or a course.
- Suspension from the University for the remainder of the semester. The student

- will receive from the Registrar, a notice forbidding him/her, for the specified semester to occupy any portion of the University premises, and denying him/her all University privileges, including class attendance. Suspension becomes effective immediately upon receipt of the notice. There is no refund of fees for the semester in which the action is taken, but any fees paid in advance for a subsequent semester are refunded. Following the expiration of the term of suspension, the student shall be enrolled under probation for one regular semester or Summer session.
- Suspension for additional period. The total duration of the suspension should not exceed one academic year.
- Dismissal from the University. The student will receive from the Registrar a written notice which permanently terminates his/her student status. The same policy will be followed regarding notification and the refund of fees as in the case of suspension.

## **REPORTING ACADEMIC DISHONESTY**

If an instructor has reason to believe that a student has committed an act of academic dishonesty, he/she must inform the student and discuss the circumstances of the matter with him/her. The instructor shall also consult with his/her Chairperson and take the appropriate action. The Chairperson shall inform the student's advisor in writing about the accident and the action taken. The student will receive a copy of that letter. If the Chairperson believes the misconduct deserves suspension or dismissal from the University, he/she should forward the case to the Academic Standing Committee through the Dean. If the student wants to challenge the action, he/she can appeal by petitioning to the to the University Student Affairs Committee through the Registrar.

## **CHANGE OF MAJOR WITHIN A FACULTY**

This category refers to a change of major within a Faculty. To be eligible for such a change the student must meet the requirements for admission to the new major. A student seeking change must submit to the new department a change of major request form provided by the Office of the Registrar. The new department makes the decision on the student's admission and sends a copy to the Office of the Registrar for implementation.

## **CHANGE OF MAJOR FROM A FACULTY TO A FACULTY**

A student changing a major from one Faculty to another within the university is considered as a new student by the Faculty to which the transfer takes place. Thus, the student must submit a change of major form provided by the office of the Registrar, signed by the Business Office and by his/her advisor and submit it to the Office of the Registrar, which in turn will send the form to the University Admission Committee.

## **CHANGE OF MAJOR BY UNIVERSITY ACTION**

A student will be asked to change his/her major for any of the following reasons:

- If he/she is on probation and fails at the end of a semester or summer session in two or more of his/her major and/or core courses.
- If he/she fails to pass a major course after having repeated it twice.

## **DEADLINE FOR SUBMISSION OF CHANGE OF MAJOR**

The deadline for submission of the change of major form for both categories is:

- The last Friday of December month for the Spring semester.
- The last Friday of June month for the Fall semester.

## **GRADUATION REQUIREMENTS**

### **Degree Requirements**

Students are required to fulfill the following requirements in order to be eligible for a bachelor degree.

- a. Completing all required credits for the degree.
- b. Fulfilling satisfactorily all course requirements for the degree as well as remedial/intensive courses given upon admission.
- c. Fulfilling all other admission requirements.
- d. Maintaining at least a 2.0/4.0 cumulative GPA for the degree.
- e. Satisfying the residency requirements for the degree.
- f. Maintaining the required minimum cumulative GPA, for the major and/or core courses required for the degree, as specified by the concerned Department.
- g. Maintaining a good academic discipline.
- h. Settling all accounts with the University.

These conditions must be met with the degree requirements in effect during the semester of the student's first registration at NDU. This shall also apply to reinstated students. However, readmitted students must meet the degree requirements in effect during the semester of their readmission, unless their readmission letter states otherwise.

Students who do not have the required cumulative GPA of 2.0/4.0 for the degree and/or the required cumulative GPA for the major/core courses required for the degree, but yet have completed all other requirements may repeat up to 5 courses, as approved by the Academic Advisor, to meet the required numerical level(s).

### **Second Degree Requirements**

A student with a bachelor degree may register for another degree at NDU after being accepted by the University. Such a student must:

- Satisfy all the requirements for the new degree in accordance with the statements of section II of this policy.
- Have a residency of at least two full semesters.
- Complete at least 30 credits in the new degree over and above the credits already used to satisfy the first degree with a minimum cumulative GPA of 2.0/4.0.

## **TEACHING DIPLOMA REQUIREMENTS**

A holder of the official Lebanese Baccalaureate Part II or its equivalent will be eligible for a Teaching Diploma upon completing satisfactorily at least 18 credits beyond his/her bachelor degree with a cumulative GPA of at least 2.0/4.0.

## **TEACHING CERTIFICATE REQUIREMENTS**

A holder of the official Lebanese Baccalaureate Part II or its equivalent will be eligible for a Teaching Certificate upon completing satisfactorily 18 credits with a cumulative GPA of at least 2.0/4.0.

## **GRADUATION CHECK LIST**

Two semesters prior to graduation, the Office of the Registrar must submit to the concerned Academic Advisors and students a graduation list of potential candidates for graduation for verification. This list must include the following:

- The already completed requirements for the degree
- The requirements, which remain to be completed for graduation

- The cumulative GPA for the degree
- The major courses and the core courses average

Once the checking process is completed, the checked list must be returned to the Office of the Registrar to finalize the tentative graduation list and hence send it back to the Faculty for voting at the end of the student last semester.

## **CONFERRING OF DEGREES**

Degrees are conferred three times a year at the end of the:

- Fall semester
- Spring semester
- Summer session

Students expecting to graduate must apply for graduation at the Office of the Registrar by the following deadlines:

- November 15 for the graduates of the Fall semester
- March 15 for the graduates of the Spring semester and the Summer session

Any delay in applying may delay graduation. The formal conferring of degrees by the President occurs annually at the Commencement on the second Friday of each July.

Potential Summer graduates can not participate in the ceremony of the conferring of degrees.

## **RESIDENCY REQUIREMENTS**

### **Residency Requirements for Bachelor of Art, Bachelor of Science, Bachelor of Business Administration and Bachelor of Hotel Management.**

There are 2 kinds of government regulations for the B.A., B.S., B.B.A., B.H.M. and the like:

1. Minimum Residency: A minimum of 8 semesters of residency is required, beginning with the Freshman Class, or 6 semesters, beginning with the Sophomore Class. Two Summer sessions will be considered as equivalent to one regular semester. This period of time must be spent at a recognized and accredited institution of higher education; however, at least 30 credits requirement must be completed at NDU with a cumulative GPA of 2.0/4.0, in addition to all other graduation requirements for the degree.
2. Maximum Residency: A maximum of 16 semesters of residency is allowed, beginning with the Freshman Class, and 12 semesters, beginning with the Sophomore Class.

### **Residency Requirements for Bachelor of Engineering**

1. A minimum of 10 semesters and a maximum of 20 semesters.
2. At least the last 45 credits must be completed at NDU, in addition to all other graduation requirements for the degree.

### **Residency Requirements for Bachelor of Architecture**

1. A minimum of 10 semesters and a maximum of 20 semesters.
2. At least the last 45 credits must be completed at NDU, in addition to all other graduation requirements for the degree.

A student who fails to complete his/her program within these specified times, must petition the Academic Standing Committee.

## **PARTICIPATION IN COMMENCEMENT EXERCISES**

The University encourages June graduates to participate in the Commencement exercises. Summer and Fall graduates may participate in the following commencement exercises provided they notify the Registrar's Office of their intent by mid-June at the latest.

### **COURSE DESIGNATION**

#### **A. Designation and Belonging**

The letters preceding the course number indicate the area or subject of study to which the course belongs. The following is a designation list grouped by Departments and Faculties' affiliations.

#### **Faculty of Architecture, Art and Design**

##### **Department of Design**

IDP	-	Interior Design
GDP	-	Graphic Design
FTP	-	Fashion and Textile Design
MAD	-	Arts in Design
PDP	-	Photography and Multimedia

##### **Department of Architecture**

ARP	-	Architecture
MLU	-	Landscape and Urbanism

##### **Department of Music**

MUA	-	Arab Musicology
MUE	-	Music Education
MUM	-	Musimedialogy
MUS	-	Musicology

##### **Art Programs**

FAC	-	Arts and Crafts
FAP	-	Studio Arts
FDP	-	
FPA	-	Performing Arts
FTA	-	Performing Arts
MAA	-	Fine Arts

#### **Faculty of Business Administration and Economics**

##### **Department of Accounting, Finance and Economic**

ACO	-	Accounting
BAF	-	Banking and Finance
ECN	-	Economics

##### **Department of Management and Marketing**

BAD	-	Business Administration
MRK	-	Marketing
MGT	-	Human Resource Management
PRM	-	Project and Operation Management

##### **Department of Hotel Management and Tourism**

HTM	-	Hospitality Management
TTM	-	Hotel Management and Tourism
HSM	-	Hotel Management and Tourism
FBM	-	

## **Faculty of Engineering**

### **Department of Civil Engineering**

CEN - Civil Engineering

### **Departments of Electrical and Computer and Communication Engineering**

EEN - Electrical Engineering

### **Department of Mechanical Engineering**

MEN - Mechanical Engineering

## **Faculty of Humanities**

### **Department of English, Translation and Education**

EDU - Education

ENL - English

FRC - French

GEM - German

INT - Interpretation

ITL - Italian

LIR - Literature

LTN - Latin

PES - Physical Education and Sports

SPN - Spanish

TRA - Translation

### **Department of Mass Communication**

ADM - Advertising

COA - Communication

JOU - Journalism

### **Department of Social and Behavioral Sciences**

ARB - Arabic

HUT - Human Thoughts

PHL - Philosophy

PSL - Psychology

REG - Religion

SOL - Sociology

## **Faculty of Natural and Applied Sciences**

### **Department of Computer Science**

CSC - Computer Science

GIS - Geographic Information Science

### **Department of Mathematics and Statistics**

ACS - Actuarial Science & Insurance

MAT - Mathematics

OPR - Operations Research

STA - Statistics

### **Department of Sciences**

AST - Astronomy

BIO - Biology

CHM - Chemistry

ENS - Environmental Science

GEO - Geology

HEA - Health

MLT - Medical Laboratory Technology

NTR - Nutrition and Dietetics



PHS - Physics

**Faculty of Political Science, Public Administration and Diplomacy**

**Department of International Affairs and Diplomacy**

IAF - International Affairs and Diplomacy  
 INL - International Law

**Department of Public Administration**

CJS - Criminal Law  
 PAD - Public Administration

**Department of Political Science**

AMS - American Studies  
 EMS - Euro-Mediterranean Studies  
 CPL - Comparative Law  
 HIT - History  
 POS - Political Science

**B- Digits of a Course Number**

The following digits are used as follows:

<b>First Digit</b>			
		<b>FN&amp;AS, FBAE &amp; FH</b>	<b>ENG, RCT, VIA</b>
	0	Non Credit Remedial Courses	Year 0
	1	Freshman Course	Year 1
	2	Sophomore Course	Year 2
	3	Junior Course	Year 3
	4	Senior Course (Undergraduate Only)	Year 4
	5	Courses that are considered preparatory for graduate studies. When passed, their credits should not be counted in the total of credits required for graduation and they should be completed during the first academic year.	Year 5
	6 or higher	Graduate Course	Year 6
<b>Second Digit for Undergraduate and Possibly Graduate Courses</b>			
	0	Basic Level Course	
	1	Elementary Level Course	
	2-4	Intermediate Level Course.	
	5	Advanced Level Course.	
	6	Special Topics or Practicum I	
	7	Laboratory Workshop, or Practicum II	
	8	Seminar or Internship.	
	9	Senior Study; Senior Project, Thesis or Research Project.	
<b>Third Digit: Any digit ranging from 0 to 9.</b>			

### C- Course Number, Title and Credits

<b>MAT 215</b>	<b>Linear Algebra I</b>	<b>(3.0)</b>	<b>3 cr.</b>
Official Course Code (Number Abbreviation)	Official Course Title	The first component of the above ordered pair designates the number of lecture hours/week. The second component is the number of laboratory hours/week.	Number of credits (cr) earned if course is successfully completed.

**Lecture hours/week** is a period of 50 minutes duration.

**Credits** are based upon the number of 50 minute periods scheduled weekly during one semester or summer session. One credit signifies a minimum of either a 50-minute period of class work, or 2-3 hours of laboratory over a period of 15 weeks or its equivalent.

### D- Course Prerequisite and Corequisite

A **prerequisite** is a course which must have been completed before registering for the subject course.

A **corequisite** is a course which must be completed before registering for the subject course, or a course which may be taken concurrently.

# **ACADEMIC RULES AND REGULATIONS (GRADUATE)**

## **CROSS-REGISTRATION**

Students enrolled at Notre Dame University may take courses at other recognized institutions of higher education.

A student registered at NDU may be permitted to cross-register if:

1. He/She expects to graduate at the end of that particular semester and the said course is not offered at NDU but is a graduation requirement.
2. The course to be taken carries the same content as that offered at NDU.
3. The student's academic advisor sends a written statement to the NDU Admissions and Registrar's Offices who in turn contact their counterparts of the concerned university to confirm the above-mentioned conditions.

*Students enrolled at other recognized institutions of higher education may take courses at Notre Dame University.*

Students studying at other universities and who wish to take courses at NDU must secure the following to facilitate cross-registration:

1. Written permission by the academic advisor to take specified courses at NDU (if any of the above mentioned conditions apply to the incoming student)
2. The permission of the concerned Faculty at NDU.
3. The above documents are submitted to the NDU Admissions and Registrar's Offices by their counterparts.
4. Finalize registration according to cross-registration procedures at NDU.

## **AUDITING**

Provided that they have satisfied the admission requirements, candidates that are interested in auditing graduate courses will be issued letters of acceptance as auditors.

## **TUTORIALS**

To meet graduation requirements, students may take courses on a tutorial basis. Registration for a tutorial course can only happen after the consent of the concerned professor and the approval of the respective faculty.

## **COURSE / PROGRAM CHANGES**

Any change from one graduate degree to another requires students to reapply and meet the admission requirements of the requested graduate program. Required courses may be substituted upon the recommendation of the student's graduate advisor and the approval of the respective Faculty. A maximum of 9 substitute credits will be considered.

## **GRADES UPON CHANGE OF MAJOR**

Upon the approval of change of major or area of concentration, all grades on courses taken by a student in his/her old major/area of concentration that are not transferable for the new major must remain on his/her official transcripts; but must no longer be computed in his/her grade-point average in the new major. Thus, these courses and their credits shall not be counted toward the total number of credits required for graduation for the new major.

## **SUPERVISION**

Upon admission, students will be assigned an academic advisor who will guide and assist the student in planning a course of study. When applicable, a thesis advisor will be assigned. After consultation with the Faculty Dean, every faculty will set its own guidelines for thesis defense. Candidates are required to give a public presentation. Thereafter, the Thesis Committee will notify the Dean and schedule the final defense.

## **COURSES AND GRADES**

Courses taken as part of a student's graduate study program fall in one of two categories, graduate or prerequisite, with different grading systems.

### **Graduate Level Courses**

These are normally numbered 600 and above. The minimum passing grade for a graduate course is B. Students in graduate study are required to maintain a cumulative average of at least B in all courses taken for graduate credit. According to the NDU Attendance Policy, a student who is absent without excuse from more than one third of the number of sessions in any one course, or who fails to sit for scheduled examinations, or fails to fulfill required written or oral work, will be given F. Results of tutorial courses, projects, or theses will be reported as Pass (P) or Fail (F).

### **Prerequisite Courses**

These are usually undergraduate courses, taken to make up for any particular deficiencies. They do not carry graduate credit. The minimum passing grade for a prerequisite course is B; however, a department or program may set a higher minimum passing grade.

## **PROBATION AND DISMISSAL**

Graduate students may be placed on academic probation by the faculty graduate committee if they:

1. Fail any course taken for graduate credits,
2. Do not maintain a cumulative average of *B*.

Even though an adequate cumulative average is attained, the probation of graduate students may be removed only by action from the appropriate faculty graduate committee if:

1. Students have completed a minimum of 9 credits of graduate level courses within two consecutive semesters after being placed on probation, have passed all courses, and have obtained a cumulative average of *B*. If students fail to meet any of these conditions, they will be dismissed from the program.
2. The department or program in which students are studying recommends the removal of the probation.

The faculty graduate committee may discontinue a student from graduate study if:

1. The probation status is not removed within a period of two semesters,
2. In the opinion of the department or program, and irrespective of the grades obtained, the work of the student is deemed unsatisfactory,
3. The student fails the comprehensive examination twice, or fails the thesis defense twice.

## **COMPREHENSIVE EXAMINATION**

Where applicable, a student must pass a comprehensive examination after completion of most of the course requirements for the degree. The concerned department will schedule the examination. The purpose of the examination is to ascertain the student's knowledge of

the field of specialization and related areas. A student who does not pass the comprehensive examination may repeat it only once after a time lapse of at least three months but only with the approval of the concerned graduate committee.

## **THESIS**

In partial fulfillment of the requirements for the master's degree, a student must submit a thesis, when applicable, based on results of original and independent research. Except in departments or programs in which the medium of instruction is not English, the thesis must be in English.

An abstract not exceeding 350 words must be submitted with the thesis. If the thesis is in a language other than English, the abstract must be written both in that language and in English.

The concerned Department must ensure the availability of a copy of the *Thesis Manual*, which provides instructions on the preparation of theses. Its application is mandatory and theses not conforming to its requirements will not be accepted. For all matters not discussed in the manual, theses must follow the form and style described in the latest edition of K. L. Turabian, *Manual for Writers of Term Papers, Theses and Dissertations* (University of Chicago Press), or any other form specified by the department or program provided this conforms to the manual.

Copies of the thesis, unbound but ready for binding, should be submitted to the members of the thesis committee at least two weeks before the defense. Copies may be obtained by any legible and durable form of reproduction. Additional copies may be required, as specified by the concerned department or program.

### **Thesis Committee**

The master's thesis committee should be composed of at least three members recommended by the department or program and approved by the faculty graduate committee. The proposal of the thesis topic and the selection of the advisor and the members of the thesis committee for candidates for the master's degree should have been approved by the faculty or school graduate committee at least four months before the student defends the thesis. It is advisable that the thesis committee includes one external member. This member may be from an institution other than NDU. All committee members should hold professorial ranks. The thesis committee approves the thesis topic and research program and conducts the thesis defense examination.

### **Thesis Defense**

The thesis defense may be open to the public and must be carried out no later than June 10, October 30, or March 1, for students who wish to graduate at the end of the summer session, the fall, or the spring semester respectively.

Pass or Fail is reported for the combined thesis and thesis defense. If fail is reported, the student may resubmit the thesis and defend it after a period of at least three months. Failure on the second attempt results in discontinuation from graduate work.

***Students must be registered for the thesis or at least one course in the session in which they expect to graduate in order to present their defense.***

### **Deposit of the Thesis in the Library**

After passing the thesis defense examination, the student is required to deposit at the library two copies of the thesis. A library receipt of these copies must be delivered to the Office of

the Registrar before the student is awarded the degree. The student should sign a release form indicating whether or not the library is authorized to supply copies of the thesis to other libraries or individuals. The non-authorization option is valid for a period of two years only, after which copies of the thesis will be supplied on request.

### **Deadlines**

	For Graduation in	Fall	Spring	Summer
Deadline for approval of Thesis topic & committee		June 20	Oct. 20	Feb. 1
Deadline for thesis defense		Oct. 30	March 1	June 10
Deadline for deposit of Thesis at library		Nov. 10	March 10	June 20

## **PROVISIONS FOR THE MASTER DEGREE**

In addition to satisfying the general requirements set in the preceding sections, students working towards a master's degree must fulfill the requirements described below:

### **Course Requirements**

Two types of Master degree programs are available:

1. A thesis based on independent research work. Students following this program are required to take a minimum of 24 graduate credit hours; a maximum of 9 credits may be in tutorial courses.
2. A non-thesis program where students are required to take a minimum of 33 graduate credit hours and should follow a course of study approved by the department or program and by the graduate committee of the faculty.

### **Language Requirements**

Aside from English proficiency requirements, there are no special university language requirements for the master's degree. However, individual departments and programs may set their own language requirements either as a general rule or in specific cases. The faculty graduate committee will determine examination procedures.

### **Residence Requirements**

To meet the minimum residency requirements for the master's degree, students must register and be in residence, as graduate students, for at least two semesters, one semester and two summers, or four summers.

All requirements for the master's degree must be completed within a period of four years after admission to graduate study. Students attending summer sessions only must complete all requirements within a period of six summers after admission to graduate study. Extension beyond the maximum period of study requires the approval of the graduate committee of the faculty.

## GRADING SYSTEM

The University uses the following grading system for the graduate programs:

Grade	Description	Quality Points/Credits	Interval
A <sup>+</sup>	Outstanding	4.0	100-97
A	Excellent	4.0	96-93
A-	Skillful	3.7	92-89
B+	Very Good	3.3	88-85
B	Good	3.0	84-81
B-	Reasonably Good	2.7	80-77
C+	Satisfactory	2.3	76-73
C	Passing, but not satisfactory	2.0	72-70
F	Failure	0.0	69-0
UW	Unofficial Withdrawal	0.0	
W	Official Withdrawal		
I	Incomplete		
P	Passing		
R	Repeat		
PR	Progress, re-enroll		
UP	Unsatisfactory Progress		
U	Audit		
I	This grade is given by an instructor only when there is reasonable expectation that a student will successfully complete course requirements. If this grade is unresolved by the eighth week of the following semester, the office of the Registrar will automatically convert it to the grade of <i>F</i> . Degree candidates should be aware that an <i>I</i> grade received during the last semester in any of the courses required for graduation will result in the delay of graduation.		
PR	This grade is used to indicate progress on research for the Master's thesis or project up to time of completion, when the appropriate letter grade is entered on the transcript.		
UP	This grade is used to reflect that unsatisfactory progress is being made in a Master's research project or thesis.		
W	The grade <i>W</i> indicates withdrawal without academic penalty. This grade is issued by the Registrar's office to students filling in an official course withdrawal form by the scheduled deadline. The grade <i>W</i> is not counted in the grade point average and may not be changed to any other grade under any circumstances.		
UW	The <i>UW</i> is assigned by the instructor when a student has never attended a class or has ceased attending and has not submitted an official course withdrawal to the Office of the Registrar. This grade is counted as an <i>F</i> in the grade point average.		
U	Students have the option of auditing courses instead of receiving credits and grades for them. A <i>U</i> will appear on the student's permanent record.		

## **ATTENDANCE POLICY**

Classes are held from Monday to Friday. Graduate courses are offered in the afternoon as of 4:00 P.M..

Students are expected to attend all classes and laboratory sessions. Absence, whether excused or not, does not absolve a student from the responsibility for the work done or from conforming to any announcement made during his/her absence.

Instructors are responsible for clearly informing the students in writing of the attendance requirement for each course and the consequences of poor attendance.

For legitimate reasons a student is allowed to be absent for a maximum of 6 hours per three-credit course.

## **ACADEMIC ADVISOR**

Students are responsible for the proper completion of their academic programs. They must be familiar with the rules and regulations of Graduate Studies, as well as the general academic regulations promulgated by individual Faculties and departments. The offices of the deans and department chairpersons, in cooperation with student advisors and faculty members, endeavor to follow each student's academic progress, and students are encouraged to seek counsel whenever there is a need. If advisors are unable to satisfactorily resolve problems, they will refer students as is deemed appropriate and necessary.

## **ACADEMIC HONESTY POLICY**

It is the expressed policy of the University that every aspect of graduate academic life, related in whatever fashion to the University, should be conducted in an absolutely and uncompromisingly honest manner by graduate students.

The University Disciplinary Committee will deal with apparent and alleged breaches of this policy.

## **ACADEMIC STANDARDS**

Continuation in the graduate programs requires satisfactory progress toward a graduate degree. Evidence of such progress includes maintaining a 3.0/4.0 cumulative average throughout the course of graduate study. Furthermore, in order to graduate, a student must have at least a 3.0/4.0 cumulative grade point average.

Failure to obtain a G.P.A. of 3.0/4.0 for the first twelve credit hours will result in notification of probationary status. Any student on probation must remove probation at the end of the following semester provided the student enrolls in at least 6 credits. Failure to meet either of these requirements will result in suspension from the University.

A graduate student will also be suspended if he/she obtains two *F*s.

## **WITHDRAWAL POLICIES**

### **Leave of Absence**

Graduate students may request a leave of absence from a program through written appeal to their advisors. The advisor will forward the request along with a recommendation to the Dean of the Faculty who will answer on behalf of the University. A student who does not register for courses for more than one calendar year must reapply for admission to the University and to the graduate degree program.



### **Withdrawal from courses**

After the date of dropping and/or adding courses, students are allowed until the end of the 14<sup>th</sup> week as of the beginning of a semester to withdraw from courses. *W* will be inscribed on their records. No withdrawal is allowed beyond this period.

Withdrawal must be made by the deadline set for dropping a course. Late withdrawal may be accepted only in case of illness or circumstances beyond control.

## **APPLICATION FOR GRADUATION**

Students who expect to graduate must complete and submit the Application for Graduation to the Office of the Registrar.

Degrees earned during any semester or summer will be awarded only at the following commencement exercises. Commencement is held once a year.

## **PARTICIPATION IN COMMENCEMENT EXERCISES**

The University requires June graduates to participate in the Commencement exercises. Summer and fall graduates may participate provided they notify the Registrar's Office of their intent by mid-June at the latest.

## **SUMMER SESSION**

The University may offer the opportunity to pursue graduate studies during the summer. Although graduate-level courses are offered during the summer session, the University does not guarantee that any particular course will be offered. A student may register for a maximum of six credit hours in the summer.

## **FINANCIAL AID**

Each year the Notre Dame University Graduate Programs offer a number of assistantships, scholarships, and fellowships based on academic qualifications of applicants. These grants may cover all or a portion of the cost of tuition. Assistantships and Fellowship awards usually include both a tuition scholarship and a monthly stipend for services provided to the student's academic department or program. The details of such financial aid are the prerogative of the concerned Faculty Graduate Committee.

### **Fellowships**

University fellowships for entering graduate students are awarded on the basis of scholastic excellence and adequate preparation for graduate study as displayed by academic records and letters of recommendation.

University fellowships for continuing students are awarded on the basis of the student's record since the start of the Graduate program. This includes performance in relevant coursework and research or creative activity, letters of recommendations from faculty members, and the endorsement of the graduate advisor.

University fellowships are administered through the concerned Graduate Faculty and students are nominated by graduate advisors.

### **Assistantships**

Graduate assistantships – teaching, research, and academic – provide financial aid to outstanding students. Such students can offer the University valuable services. Students must maintain a good academic standing. In addition, all graduation requirements must be satisfactorily met.

# UNDERGRADUATE REGISTRATION

## ACADEMIC ADVISING

Upon admission and prior to registration, each student shall be assigned an Academic Advisor by his/her Department Chairperson, upon the approval of the Faculty Dean. The Academic Advisor shall:

- a. Advise his/her advisees to observe the basis of admissions as set in his/her letter of acceptance.
- b. Make himself/herself available to his/her advisees during office hours, and when necessary by appointment, throughout the academic year.
- c. Assist his/her advisees to properly fulfill all requirements of the degree enrolled in.
- d. Study and update the files of his/her advisees throughout his/her residency at NDU.
- e. Make his/her advisees aware of and familiar with the University academic rules, regulations and policies.
- f. Explain clearly the:
  - Registration process
  - Course offerings
  - Course substitution
  - Course prerequisite
  - Course selection
  - Full-time (part-time) credit load
  - Degree planning

and other related matters. Hence, students are encouraged to consult with their Academic Advisors on a regular basis all throughout their residency at NDU.

## REGISTRATION ELIGIBILITY

An undergraduate student will be eligible for registration upon settling all previous pending issues (academic, financial, disciplinary, administrative, etc... ) with the University at the concerned offices. Otherwise, he/she cannot proceed any further toward his/her registration.

## REGISTRATION

An undergraduate student must register on the date assigned to him/her by the Office of the Registrar by:

- a. Receiving their tuition statements from the Business Office.
- b. Paying the appropriate tuition and fees to the appropriate bank(s).
- c. Preparing his/her course schedule in accordance with the suggested program of study for their major.
- d. Registering courses from the Division of Computing Services or Advisor's Office.
- e. New students should register in the Advisor's Office by filling an appropriate Registration Form.

## **REGISTRATION BY ABSTENTIA**

An NDU undergraduate student is allowed to register in abstentia (or by proxy) by some legally recognized individuals (*i.e.*, parent, sister, or the like) under justifiable reasons such as illness, being abroad, and the like. Such a student shall be entirely responsible for discrepancies in his/her proxy registration, if any.

## **LATE REGISTRATION**

After the fifth day of classes in either the Fall semester or the Spring semester or the third day of the Summer session the late registration period shall be scheduled and its fees shall be determined. No student may be registered beyond this day for the current semester or the Summer session. During the late registration day, a student shall follow the steps of the registration, as described in section IV of this policy. Further, it shall be understood that students registering during the late registration day shall be responsible for all work assigned from the beginning of the semester or the session. They shall be also subject to the requirements of the attendance policy as of the first day of classes.

## **CROSS-REGISTRATION**

1. An NDU undergraduate student may be allowed to cross-register a course at another institution if:
  - a. The course is not offered at NDU during the semester in which the student is expected to graduate.
  - b. The course in which the student intends to cross-register is equivalent to his/her required course at NDU.
  - c. The course does not conflict with his/her course schedule at NDU.
  - d. The student has the Cross-Registration and Registration Forms signed by his/her Department Chairperson, and Academic Advisor as well as the Office of the Registrar and the Business Office.
  - e. The student returns the appropriate Cross-Registration form(s) to NDU Registrar's Office after officially registering at the other institution.
  - f. The student has to submit an official transcript of records for his/her cross-registered course to the Office of the Registrar at NDU.
2. A non-NDU undergraduate student may be allowed to cross-register a course at NDU upon submission of a written authorization from his/her institution allowing him/her to register for this course at NDU in accordance with NDU undergraduate registration policy.

## **IMPROPER REGISTRATION**

Only officially enrolled students in a class are allowed to attend the class. The instructor of the class should inform any non-officially enrolled student of his/her improper registration and should immediately report it, in writing, to the Office of the Registrar, and should also ask the student to immediately proceed to the Office of the Registrar for a settlement.

## **CHANGES IN REGISTRATION**

Changes in registration become effective and official on the date the approved completed form is submitted to the Office of the Registrar, and accepted and processed, and the financial obligations resulting from these changes are settled with the Business Office.

### **Adding and/or Dropping Courses**

A student may add or drop a course or change a section in his/her registration schedule during the add/drop day only. This can be done by:

1. Dropping or Adding by himself/herself at the Division of Computing Services or in the Advisor's Office.
2. In the Drop/Add period, two modifications are allowed by the student.
3. In case a section is closed, or a student wishes to waive prerequisites/co-requisites and the like, only during Drop/Add period he/she has to fill in a Drop/Add form to secure the concerned Dean's signature.
4. Receive his/her modified tuition statement from the Business Office.

### **Withdrawal From Courses**

- a. Students may officially withdraw registration from courses without academic penalty by the late registration day and in accordance with the University Refund Policy. No grades will be inscribed on their records.
- b. After the late registration period students may withdraw registration from courses without academic penalty at any time prior to the 14<sup>th</sup> week of the Fall or Spring semester or the 28<sup>th</sup> day of the Summer session, upon approval of the course instructor. A grade of "W" will be inscribed on their records.
- c. Withdrawal after the deadline will result in the immediate assignment of the grade "F" or "UW" on the dropped course. No withdrawal is allowed beyond this period unless the student petitions the Academic Standards Committee, upon the approval of his/her instructor, certifying urgent reasons including but not limited to: sudden illness or injury of the student, serious personal or family problems. Once the petition is approved by the Academic Standards Committee, the Registrar will then be instructed by the PVP for Academic Affairs to assign the grade "W" on the dropped course(s). No credit is given for any of the course(s) withdrawn.

### **Total Number of Withdrawals from a Course**

Students are allowed to withdraw from a course twice only. A third withdrawal from the same course will result in an automatic "F" unless such a withdrawal is approved by the Academic Standards Committee.

### **Attendance after Withdrawing**

Once a student has withdrawn from a course, he/she cannot continue to attend or audit this course during *the same* semester.

### **Student Reinstatement**

Upon return, a student with leave of absence shall petition the Office of the Registrar for reinstatement. Those students on probation who have been approved for leave of absence will remain on probation upon reinstatement. A student whose application for leave of absence has been denied may petition the University Academic Standards Committee for final action.

### **Dropping a Course while on Probation**

A student on probation may drop any course during the probation period.

### **Registration in a Course with an 'I' Grade**

Students may not register in a course if he/she has an incomplete grade in its prerequisite(s).

## **STUDENT ACADEMIC LOAD**

### **Full-Time and Part-Time Loads**

Registration in at least 12 credits for the Fall or Spring semester constitutes a full-time load for an undergraduate student. Otherwise, it constitutes a part-time load.

### **Maximum Load for Registration per Semester**

The maximum load for registration during the Fall or Spring semester by any undergraduate student is either 16 credits or the number of credits specified in his/her suggested program for that particular semester. However, a graduating student during his/her last semester of registration or a student who has the requirements listed below may register for a maximum of 19 credits per Fall or Spring semester.

- A cumulative GPA of 3.2/4.0 and above
- His/her advisor's approval
- Sophomore English requirements completed
- Sophomore Mathematics requirements completed, if any
- Residency Requirements for the designated degree is met

### **Maximum Load for Registration in the Summer Session**

The maximum load for registration by any undergraduate student in the Summer session is 9 credits or less as determined by the concerned Faculty.

### **Maximum Load for Students on Probation**

Students who are on probation may register for a maximum of 13 credits per semester of which at least 9 credits for courses that must be repeated, if any.

### **Maximum Load for Students with Incomplete(s)**

Students who have two or more incomplete grades from a previous semester or the Summer session may register for a maximum of 13 credits per semester unless these courses are senior projects or the like.

### **Maximum Load for Students with Cross-Registration**

The combined load for students with both registration at NDU and cross-registration in another institution must not exceed the maximum load stated above.

## **TUITION AND FEES**

Notre Dame University is a non-profit institution. Tuition and fees paid by students represent a small percentage of the full cost of a student's education. The deficit is covered by income from gifts, grants and donations from foundations, alumni and friends of the University. The fees cover applications, membership in National Social Security Fund (NSSF), activities, Yearbook and Student Association, and Insurance.

National Social Security Fund (NSSF). Membership of Lebanese students in the NSSF is mandatory by law. Thus students are urged to have with them at registration the following items:

- A completed social security application distributed before the time of registration.
- The NSSF number if previously registered.
- The NSSF number of either parent if registered with the NSSF through father or mother.
- Family record (اخراج قيد عائلي), for students who do not benefit from the NSSF.
- Payment of 30% of the minimum salary for a year's social security coverage.

## Tuition

Tuition/Credit Hour (Engineering or Architecture)	L.L.	375,000
Tuition /Credit Hour (All Others)	L.L.	320,000
Tuition /Credit Hour (Auditing)	L.L.	75% of credit tuition

## Fees

Admission Application	L.L.	100,000
Entrance Examination	L.L.	150,000
Late Registration	L.L.	100,000
Petition	L.L.	5,000
Change of Major	L.L.	100,000
Make-up Final Examination Fee/Course	L.L.	200,000
Transcript (Official Copy)	L.L.	10,000
Transcript (Student Copy)	L.L.	5,000
Library Fee/Book /Day (Late Returns)	L.L.	1,500
Graduation	L.L.	50,000
Medical Insurance	L.L.	25,000
Student Association and Year Book	L.L.	110,000

Because of the rising cost of higher education, universities are facing severe financial problems. NDU reserves the right to change tuition, fees and expenses at any time without prior notice.

A student may not complete registration, graduate or receive any transcripts of records until all dues are paid.

## REFUND POLICY

Contracts with faculty members and provisions for education are made by the University in advance for the entire year. Accordingly, if a student withdraws for justifiable reasons after final registration, refund of tuition will be made according to the following schedule of withdrawals:

- Before classes begin, 75% of the tuition is refunded.
- During the first week of classes, 50% of the tuition is refunded.
- Tuition is not refunded after the first week of classes.
- Tuition is not refunded in the Summer session.

# GRADUATE REGISTRATION

## REGISTRATION PROCESS

A registration guide is distributed to every graduate student before the period assigned for registration. Students are advised to read the registration guide and this section of the catalog carefully. Registration involves the following steps:

**Payment of Fees:** The first step in registration is the payment of fees. Every registrant must pay the fees in full, or make arrangement for payment two weeks before the beginning of registration. Regardless of the manner of payment, every student must clear his/her registration with the Business Office. Outstanding balances must be settled in full before a student is allowed to register. Those who fail to honor the terms of the arrangement of payment of fees will be denied the privilege of future arrangements.

**Consultation with Academic Advisors:** Each student is assigned an academic advisor. With a proposed semester course schedule, the student proceeds to his/her advisor for consultation and the finalization of the selected courses. Students should consult with their academic advisors in the places assigned them for registration. The selection of courses is initially undertaken by the registrant himself/herself. Registration in absentia or by proxy is not permitted. Continuing students should check the course requirements as prescribed for every major, and compare them with the ones they have already completed. In the light of this comparison, they should check the course offerings for the given semester and then fill in their semester course schedules. New students must make sure that all required documents, particularly those mentioned in the letter of admission, are submitted to the Registrar's Office. They should also have in hand their letters of admission and identity cards or passports to present them to their advisors. Students should follow the steps indicated in the registration guide.

## COURSE LOAD

A full-time graduate student must register for twelve credits per semester. Students registered for less than twelve credits per semester are considered part-time graduate students. Graduate students cannot register for more than six credits in the Summer session.

## AUDITING

Students may register for courses on an auditing basis. Courses in which a student is so enrolled carry no credit but are listed in the student's transcript as audit. The fee charged by the university shall be 75% of the fee paid by regular students. Student auditors should fulfill the same admission conditions as any other regular student.

## DISCLOSURE OF STUDENTS' RECORDS

The University does not disclose information and academic records of any student except with his/her prior consent. Exceptions to this principle are made only in compliance with judicial orders and health or safety emergency.

## TUITION AND FEES

Notre Dame University is a non-profit institution. Tuition paid by students represents a small percentage of the full cost of a student's education. The deficit is covered by income

from gifts, grants and donations from foundations, and alumni and friends of the University. The fees cover applications, Yearbook and Student Association, and Insurance and late registration.

### **Tuition**

Tuition per Credit Hour	L.L.	420,000
Auditing per Credit Hour per Semester	L.L.	75% of credit tuition

### **Fees**

Admission Application	L.L.	150,000
Entrance Examination (when applicable)	L.L.	75,000
Late Registration	L.L.	100,000
Petition	L.L.	5,000
Change of Major	L.L.	100,000
Make-up Final Examination Fee/Course	L.L.	200,000
Transcript (Official Copy)	L.L.	10,000
Transcript (Student Copy)	L.L.	5,000
Library Fee/Book /Day (Late Returns)	L.L.	1,500
Graduation	L.L.	50,000
Medical Insurance	L.L.	25,000
Student Association and Year Book	L.L.	110,000

Because of the rising cost of higher education, universities are facing severe financial problems. NDU reserves the right to change tuition fees and expenses at any time without prior notice.

A student may not complete registration, graduate or receive a transcript of record until all fees are paid.

### **REFUND**

Contracts with faculty members and provisions for education are made by the University in advance for the entire year. Accordingly, if a student withdraws for justifiable reasons after final registration, refund of tuition fees will be made according to the following schedule of withdrawals:

- Before classes begin, 75% of the tuition is refunded.
- During the first week of classes, 50% of the tuition is refunded.
- During the course of a semester, Tuition is not refunded after the first week of classes.
- Tuition is not refunded in the Summer session.



# GER, FRESHMAN PROGRAM AND DEGREES

## GENERAL EDUCATION REQUIREMENTS (GER)

A set of 27 credits in interdisciplinary courses, called General Education Requirements (GER), as a foundation for a liberal arts and basic science education. These GER shall be distributed as follows:

### *Communication Skills*

6 credits in sophomore English

### *Computer Skills*

3 credits in sophomore Computer Science

### *Cultural Studies*

9 credits in Arabic, Western Literature, Religion, Philosophy, Cultural Sequence, Art, Music, etc. A religion course shall always part of any 9 credits of cultural studies.

### *Social Science Studies*

3 credits in Sociology, Psychology, Political Science, History, Economics, Anthropology, etc.

### *Basic Science Studies*

6 credits in Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc.

## FRESHMAN PROGRAM

1. A student entering the Freshman Program at NDU as Freshman is required to complete a minimum of 30 credits. He/She has to follow either the Arts or the Science program.
2. The Freshman Program includes courses from the following areas: (Arts and Science)
  - Humanities and Social Sciences 9crs.  
(a minimum of 3crs. in each area)
  - Natural Sciences and Mathematics 6crs.  
(a minimum of 3 crs. in Natural Sciences)
  - Freshman students cannot be considered sophomore students unless they have completed 30 crs. of Freshman courses successfully.
  - In exceptional cases, the Equivalency Committee in the Lebanese Ministry of Education will give the permission to the freshman student who misses one course or 5 credits from the freshman requirements, to register in sophomore courses, on condition he/she registers for the missing freshman course and passes it successfully
  - Freshman students cannot register in sophomore courses without having this prior authorization.
  - According to the regulations of the Lebanese Ministry of Education the above mentioned areas include the following subjects:
    - a. Humanities: Languages/Literature/Philosophy/History
    - b. Social Sciences: Psychology-Sociology-Anthropology-Economics- Geography-Business Administration-Management-Political Studies.
    - c. Natural Sciences: Biology-Chemistry-Physics-Geology-Astronomy Nutrition.
    - d. Mathematics
    - e. Computer Science
    - f. Arts: Art-Music-Drama (not to exceed 3 credits)

## DEGREES OFFERED

### Faculty of Architecture, Art and Design

Bachelor of Architecture .....	182 cr.
BA - Graphic Design .....	102 cr.
BA - Graphic Design – Illustration Concentration.....	102 cr.
BA - Graphic Design – Moving Image Concentration.....	102 cr.
BA - Graphic Design – Photography Concentration.....	102 cr.
BA - Graphic Design – Typography Concentration.....	102 cr.
BA - Graphic Design – Packaging Concentration.....	102 cr.
BA - Interior Design .....	136 cr.
BA - Photography & Multimedia.....	102 cr.
BA - Fashion and Textile Design.....	102 cr.
BA - Studio Arts .....	102 cr.
BA - Performing Arts.....	102 cr.
BA - Arts & Crafts.....	102 cr.
BA - Music – Musicology Concentration .....	124 cr.
BA - Music - Music Education Concentration.....	124 cr.
BA – Music – Musimedialogy Concentration.....	124 cr.
BA – Music - Arabic Musicology Concentration .....	124 cr.
MA - Design .....	36 cr.
Master of Architecture (Landscape Urbanism).....	36 cr.
Master of Arts in Fine Arts .....	36 cr.

### Faculty of Business Administration and Economics

BBA – Management .....	106 cr.
BBA –Accounting .....	106 cr.
BBA – Finance .....	106 cr.
BBA –Economics.....	106 cr.
BBA -International Business Management .....	107 cr.
BBA – Distribution and Logistics Management.....	106 cr.
BBA – Human Resource Management.....	106 cr.
BBA – Marketing.....	106 cr.
Bachelor of Hotel Management and Tourism – Food and Beverage Concentration .....	103 cr.
Bachelor of Hotel Management and Tourism – Hospitality Management Concentration.....	103 cr.
Bachelor of Hotel Management and Tourism – Travel and Tourism Concentration.....	103 cr.
Master of Business Administration - Management Concentration .....	39 cr.
Master of Business Administration – Finance Concentration.....	39 cr.
Master of Business Administration – Economics Concentration.....	39 cr.
Master of Business Administration – Management and Strategy Concentration....	39 cr.
Master of Business Administration – Human Resources Management Concentration.....	39 cr.
Master of Business Administration – Marketing Concentration.....	39 cr.
Master of Business Administration – Hospitality Management Concentration .....	39 cr.
MBA – MIB Master of Business Administration – Master of Science in International Business.....	39 cr.

### **Faculty of Engineering**

BE in Civil Engineering.....	151 cr.
BE in Computer and Communication Engineering.....	150 cr.
BE in Electrical Engineering.....	150 cr.
BE in Mechanical Engineering.....	150 cr.

### **Faculty of Humanities**

BA in English – Applied Linguistics.....	102 cr.
BA in English – Litterature Linguistics.....	102 cr.
BA in Translation and Interpretership.....	108 cr.
BA in Education (Early Childhood).....	105 cr.
BA in Education (Learning Disabilities).....	105 cr.
BA in Education (Education of the Gifted).....	105 cr.
BA in Education (School Counseling).....	105 cr.
BA in Education (Education of the Handicapped).....	105 cr.
BA in Physical Education and Sport.....	105 cr.
Teaching Diploma.....	18 cr.
Teaching Certificate.....	18 cr.
BA in Communication Arts (Journalism).....	104 cr.
BA in Communication Arts (Radio/TV).....	106 cr.
BA in Advertising and Marketing.....	105 cr.
BA in Arabic Language and Litterature.....	103 cr.
BA in Psychology - Clinical Psychology Concentration.....	106 cr.
BA in Psychology - Educational Psychology Concentration.....	106 cr.
BA in Psychology - Industrial Psychology Concentration.....	106 cr.
MA in English Literature.....	36 cr.
MA in Applied Linguistics and TEFL.....	36 cr.
MA in Translation and Interpretership.....	36 cr.
MA in Media Studies Advertising Concentration.....	39 cr.
MA in Media Studies Electronic Media Concentration.....	39 cr.
MA in Media Studies Journalism Concentration.....	39 cr.
MA in Arabic Language and Litterature.....	30 cr.
MA in Education.....	33 cr.

### **Faculty of Natural and Applied Sciences**

BS in Business Computing.....	90 cr.
BS in Computer Science.....	104
BS in Computer Science (Computer Information Systems).....	103 cr.
BS in Computer Science (Computer Graphics and Animation).....	108 cr.
BS in Geographical Information Science.....	92 cr.
BS in Actuarial Science and Insurance.....	112 cr.
BS in Applied Statistics.....	91 cr.
BS in Mathematics.....	103 cr.
BS in Biology (General Biology).....	102 cr.
BS in Biology (Environmental Biology).....	102 cr.
BS in Biology (Biotechnology).....	102 cr.
BS in Environmental Science.....	104 cr.
BS in Medical Laboratory Technology.....	103 cr.
BS in Physics.....	94 cr.
BS in Chemistry (Industrial).....	98 cr.
BS in Chemistry (Environmental).....	98 cr.

BS in Nutrition.....	94 cr.
BS in Nutrition & Dietetics.....	114 cr.
MS in Computer Science .....	30 cr.
MS in Computer Science (Computer Information Systems).....	30 cr.
MS in Mathematics .....	33 cr.

**Faculty of Political Science, Public Administration and Diplomacy**

BA in Political Science .....	105 cr.
BA in Political Science (American Studies) .....	105 cr.
BA in Political Science (Euro-Mediterranean Studies).....	105 cr.
BA in Public Administration.....	105 cr.
BA in Criminal Justice.....	105 cr.
BA in International Affairs and Diplomacy.....	105 cr.
MA in Political Science .....	36 cr.
MA in Comparative Law .....	36 cr.
MA in Public Administration.....	36 cr.
MA in International Affairs and Diplomacy.....	36 cr.
MA in International Law.....	36 cr.

**FACULTY OF  
ARCHITECTURE, ART  
AND DESIGN  
(FAAD)**

Dr. Assaad Eid, *Dean*

**DEPARTMENT OF ARCHITECTURE**

Mr. Jean-Pierre El Asmar, *Chairperson*

**DEPARTMENT OF DESIGN**

Mr. Andre Bechara, *Chairperson*

**DEPARTMENT OF MUSIC**

Rev. Dr. Elias Kesrouani, *Chairperson*

**DEPARTMENT OF ART**

## **FACULTY DIRECTORY**

### **Office of the Dean**

Yellow Building, 3rd Floor, Room HB 311

Tel: 09-218-950/51/52 Extension 2073

e-mail: asaadeid@ndu.edu.lb

### **Department of Architecture**

Yellow Building, 3rd Floor, Room HB 303

Tel: 09-218-950/51/52 Extension 2065

e-mail: jasmar@ndu.edu.lb

### **Department of Design**

Yellow Building, 3rd Floor, Room HB 301

Tel: 09-218-950/51/52 Extension 2064

E-mail: abechara@ndu.edu.lb

### **Department of Music**

Yellow Building, 3rd Floor, Room HB 346

Tel: 09-218-950/51/52 Extension 2190

e-mail: adib@ndu.edu.lb

# FACULTY OF ARCHITECTURE, ART AND DESIGN (FAAD)

## LIST OF FULL-TIME FACULTY MEMBERS

### Professors

<sup>9</sup>*Eid, Assaad*, Doctorate in Applied Linguistics and TEFL, 1986, Université Saint Joseph, Lebanon.

*Kesrouani, Rev. Dr. Elias*, Diplôme de Docteur, *Musicologie*, 1989, Sorbonne Paris IV, France.

### Associate Professors

*Haddad, Robert*, Master of Fine Arts, 1980, University of Pennsylvania, USA.

*Saliba, Robert*, Doctorate en Architecture, 2004, Université de Paris-VIII

*Younes, Farid*, Ph.D., 1997, *Aménagement*, Université de Montréal, Québec, Canada.

### Senior Lecturers

*El Asmar, Jean-Pierre*, Laurea Di Dottore in Architettura, 1991, Università Degli Studi Di Firenze, Italy.

*El-Hage, Gabriel*, M.Urb., 1992, *Urbanisme*, Université de Montréal, Québec, Canada.

*Gabriel, Nicolas*, Diplôme D'Etudes Supérieur Spécialisé en Urbanisme, 2000, Université Libanaise, Liban.

*Melki, Habib*, Master of Architecture, 1985, Ball State University, USA.

*Zaccour, Danielle*, Diplôme d'Etudes Supérieures en Arts Plastiques, 1991, Académie Libanaise des Beaux-Arts, Liban.

### Lecturers

*Bechara, André*, Bachelor of Fine Arts, 1991, Parsons School of Design, USA.

*Choueiri, Linda*, Master of Science in Supervision & Administration in the Visual Arts, 2000, Parsons School of Design / Bank Street College, USA.

*Kortbawi, John*, Certificate in Advanced Typographic Design, 1977, London College of Printing, UK.

### Instructors

*Daghfal, Graziella*, Master of Arts in Design, 2002, Middlesex University, UK.

*Matta, Nadim*, Master of Arts, 1999, *Typographic Studies*, London Institute/London College of Printing, UK.

*Mikhael, Diane*, Master of Arts in Design, 2000, Middlesex University, UK.

### Staff Members

*Bteich, Chady, Faculty Assistant*, Bachelor of Architecture, 2000, Notre Dame University, Lebanon

*Dib, Adelle, Secretary*, Lauréate Technique, *Secrétaire administrative*, 1988, Collège et Lycée Technique de l'Annonciation, Liban

*El-Haddad, Nicolas, Faculty Technician*, English Language and Computer Science Studies, 1989, Institut de l'Essor, Sin El Fil, Liban., and 1997, American Lebanese Language Center, Sin El Fil, Lebanon.

*Girgis, Elsy, Secretary*, B.A., *Interior Design*, 1999, Notre Dame University, Lebanon

*Haddad, Liliane, Dark Room Assistant*, Specialization Degree, *System Analyst*, 1983, The Lebanese Establishment for Commercial Sciences, Lebanon.

*Sarkis, Diane, Secretary*, Secretariat, 1976, Computer and Management College, Lebanon

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<sup>9</sup> On tenure appointment

*Sfeir, Joanna, Administrative Assistant, Diplôme D'Arts Graphiques et Publicité, 1997, Université Saint Esprit-Kaslik, Liban.*



# FACULTY OF ARCHITECTURE, ART AND DESIGN (FAAD)

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**Dean:** *Dr. Assaad Eid*

**Administrative Assistant:** *Mrs. Joanna Sfeir*

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## AIM

The aim of the Faculty of Architecture, Art and Design (FAAD) is to provide a creative environment where individuals from different fields of creativity interact, exchange ideas and test them through debates.

Over the course of their education at NDU, students will develop an understanding of the history, theories and principles. While acquiring sophisticated knowledge, students launch into an inquiry of ideas resulting in personal creative works.

FAAD endeavors is to foster creative people who are open-minded, always alert to key concepts and issues of their time, and with the courage to make a new departure.

The challenges for both teaching staff and students are to analyze the grounds we are on, redefine the status quo, and shape the future with a commitment to advancing the fields of architecture, music, arts and design.

## Departments and Programs

The following departments and programs constitute the Faculty of Architecture, Art and Design:

- Department of Architecture
- Department of Design
- Department of Music
- Department of Art

## Degrees

The Department of Architecture offers an undergraduate program leading to the degree of:  
Bachelor of Architecture (182 credits)  
and a graduate program leading to the degree of:  
Master of Architecture in Landscape Urbanism (36 credits)

The Department of Design offers undergraduate programs leading to the degrees of:  
BA in Graphic Design (102 credits)  
BA in Interior Design (136 credits)  
BA in Photography (102 credits)  
BA in Fashion & Textile Design (102 credits)

and offers a graduate program leading to the degree of:  
Master of Arts in Design (36 credits)

The Department of Music offers undergraduate programs leading to the degrees of:  
BA in Music - Musicology concentration (124 credits)  
BA in Music - Music Education concentration (124 credits)  
BA in Music - Musimediology concentration (124 credits)  
BA in Music - Arabic Musicology concentration (124 credits)

The Department of Art offers the following undergraduate degrees:

- BA in Studio Arts (102 credits)
- BA in Performing Arts (102 credits)
- BA in Arts & Crafts (102 credits)

and a graduate degree of:

- Master of Fine Arts (36 credits)

## FOUNDATION STUDIES

Students in the Foundation Studies Program work on the various skills and methods used by artists and designers to convert ideas conceived in their mind into art and design objects. Students are encouraged to develop “heart, head and hand skills”.

The Foundation Studies enable students to discover their talent, strengths and interests. “Learning” in one course is supported and complementary to another course. This ensures that students advance quickly and confidently. At the end of the Foundation Studies students will be ready to join a degree program within the Departments of Architecture and Design, to which he was admitted.

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art and Culture	2cr.
FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.
FAP	315	History of Art	3cr.

### Departmental Admission Requirements:

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. All courses with a grade of less than C- must be repeated (see separate Foundation Studies description). In addition all remedial courses, Math and/or English (if required) must be completed. Students who fail to meet the above requirements will not be allowed to proceed to the Degree within the Department.

## DEPARTMENT OF ARCHITECTURE

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**Chairperson:** *Mr. Jean-Pierre El Asmar*

**Secretary:** *Mrs. Diane Sarkis*

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### **Associate Professor**

*Saliba, Robert*, Doctorat en Architecture, 2004, Université de Paris-VIII

*Younes, Farid*, Ph.D., *Aménagement*, 1997, Université de Montréal, Québec, Canada.

### **Senior Lecturers**

*El Asmar, Jean-Pierre*, Laurea Di Dottore in Architettura, 1991, Università' Degli Studi Di Firenze, Italy.

*El-Hage, Gabriel*, M.Urb., *Urbanisme*, 1992, Université de Montréal, Québec, Canada.

*Gabriel, Nicolas*, Diplôme D'Etudes Supérieur Spécialisé en Urbanisme, 2000, Université Libanaise, Liban.

*Melki, Habib*, Master of Architecture, 1985, Ball State University, USA.

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## **The Degree of Bachelor of Architecture**

### **Admission Requirements**

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. All major courses with a grade of less than C- must be repeated. In addition all remedial courses, Math and/or English must be completed. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Architecture and other majors of the Faculty of Architecture, Art & Design.

Students, who are computer illiterate, are encouraged to take CSC 201 within their GER or free elective courses before starting their major requirements.

### **Graduation Requirements**

To obtain the degree of bachelor of architecture, a student must complete a total of 182 credits with an overall grade-point average of at least 2.0/4.0 and a minimum cumulative grade point average of 2.3/4.0 in the major requirements. In addition, all major requirement courses must be successfully completed with a minimum grade of C- . These 182 credits are divided into:

## **Degree Requirements (182 credits)**

<b>General Education Requirements</b>	<b>18 cr.</b>
The GER are distributed as follows:	
Sophomore English: ENL 213 & ENL 230	6 cr.
Cultural Studies: Religion + Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc...	6 cr.
Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc...	6 cr.
<b>Core Requirements</b>	<b>26 cr.</b>
GEO 202, MAT 213, PHS 203, CSC 273, CSC274, CEN 308; CEN 309; CEN 419; CEN 439	
<b>Foundation Studies (First Year)</b>	<b>20 cr.</b>
FAP 211, GDP 212, ARP 213, FAP 215, FAP 221, GDP 222, ARP 223.	
The student must complete all Foundation Studies with a cumulative grade point average of 2.3/4.0 or above in all major courses. Any major course with a grade of less than C- must be repeated. Students who fail to meet the above requirements will be asked to repeat the Foundation Year for only one additional year or change the major.	
<b>Free Electives</b>	<b>6 cr.</b>
Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.	
<b>Major Requirements</b>	<b>102 cr.</b>
ARP 301, ARP 311, ARP 313, ARP 317, ARP 322, ARP 324, ARP 328, ARP 421, ARP 422, ARP 423, ARP 433, ARP 435, ARP 439, ARP 444, ARP 446, ARP 551, ARP 552, ARP 553, ARP 554, ARP 555, ARP 556, ARP 557, ARP 561, ARP 562, ARP 563, ARP 590, ARP 591, ARP 593.	
Choose two courses from the following Electives I:	6 cr.
ARP 564, ARP 565, ARP 566, ARP 567, ARP 568, ARP 569	
Choose two courses from the following Electives II	4 cr.
ARP 581, ARP 582, ARP 583, ARP 584, ARP 585, ARP 586	

**Bachelor of Architecture**  
**Suggested Program (182 Credits)**

**Foundation Studies (Year 1)**

**Fall Semester I (14 Credits)**

FAP	211	Drawing I	3 cr.
GDP	212	Design Principles I	3 cr.
ARP	213	Basic Technical Skills	3 cr.
FAP	215	Art & Culture	2 cr.
MAT	213	Calculus III	3 cr.

**Spring Semester I (18 Credits)**

FAP	221	Drawing II	3 cr.
GDP	222	Design Principles II	3 cr.
ARP	223	Descriptive Geometry	3 cr.
—	—	Free Elective	3 cr.
PHS	203	General Physics III	3 cr.
—	—	GER	3 cr.

**Summer Semester I**

Summer Session I is left free for remedial courses, GER Courses could also be taken.

**Year 2:**

**Fall Semester II (17 Credits)**

ARP	311	Architectural Design I	5 cr.
ARP	313	History of Architecture I	3 cr.
ARP	301	Technical Drawing II	3 cr.
ARP	317	Building Technology I	3 cr.
CEN	308	Statics for Architects	3 cr.

**Spring Semester II (17 Credits)**

ARP	322	Architectural Design II	5 cr.
ARP	324	History of Architecture II	3 cr.
CEN	309	Mechanics of Materials for Architects	3 cr.
ARP	328	Building Technology II	3 cr.
CSC	273	Computer Aided Architecture Design	3 cr.

**Summer Session II (8 Credits)**

CSC	274	Software Packages for Architects I	3 cr.
ARP	423	Acoustics	2 cr.
—	—	GER	3 cr.

**Year 3:**

**Fall Semester III (15 Credits)**

ARP	433	Architectural Design III	6 cr.
ARP	435	History of Architecture III	3 cr.
CEN	419	Structure for Architects	3 cr.
ARP	439	Mechanical and Sanitary Systems	3 cr.

**Spring Semester III (17 Credits)**

ARP	444	Architectural Design IV	6 cr.
ARP	446	History of Architecture IV	3 cr.
CEN	439	Concrete Design for Architects	3 cr.
GEO	202	Geology for Architects	2 cr.
—	—	GER	3 cr.

**Summer Semester III (7 Credits)**

ARP	421	Architectural Model Making	2 cr.
ARP	422	Lighting Design & Electrical Systems	2 cr.
—	—	GER	3 cr.

## Year 4

### Fall Semester IV (18 Credits)

ARP	555	Architectural Design V	6 cr.
ARP	557	Architectural Theories	3 cr.
ARP	551	Construction Detailing Studio I	3 cr.
ARP	561	Urbanism I	3 cr.
—	—	GER	3 cr.

### Spring Semester IV (18 Credits)

ARP	556	Architectural Design VI	6 cr.
ARP	552	Construction Detailing Studio II	3 cr.
ARP	562	Urbanism II	3 cr.
ARP	—	Elective I <sup>10</sup>	3 cr.
—	—	Free Elective	3 cr.

### Summer Session IV (8 Credits)

ARP	590	Senior Study	2 cr.
ARP	553	Specifications & Quantity Surveying	3 cr.
ARP	554	Surveying	3 cr.

## Year 5

### Fall Semester V (15 Credits)

ARP	591	Senior Project I	6 cr.
ARP	563	Building Rules & Regulations	3 cr.
ARP	—	Elective I <sup>10</sup>	3 cr.
—	—	GER	3 cr.

### Spring Semester V (10 Credits)

ARP	593	Senior Project II	6 cr.
ARP	—	Elective II <sup>11</sup>	2 cr.
ARP	—	Elective II <sup>11</sup>	2 cr.

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## Undergraduate Courses: Architecture

**ARP 213 Basic Technical Skills (2.2); 3 cr.**  
Using different art tools, devices and materials. Preparing and presenting a portfolio.

**ARP 223 Descriptive Geometry (2.2); 3 cr.**  
Study of geometric projections in space. Emphasis on volumetric development, shade and shadow construction.

**ARP 301 Technical Drawing II (2.2); 3 cr.** A continuation of Technical Drawing I, with an emphasis on perspective as a powerful visualization tool for the Architect. The course covers the mechanical construction method same as One, Two and, Three vanishing points

perspective. It also introduces the study of shadows (different light directions) and reflections in perspective. *Prerequisite:* ARP 223.

**ARP 311 Architectural Design I (3.4); 5 cr.**  
This course is the first in a sequential series of design courses. The main purpose of Architectural Design I, is to acquaint student with basic Architectural problems, through the analysis of context and precedents. *Prerequisite:* GDP 222

**ARP 313 History of Architecture I (3.0); 3 cr.**  
The main objectives of studying History of

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<sup>10</sup> Electives I: Choose one of the followings: ARP 564, ARP 565, ARP 566, ARP 567, ARP 568, ARP 569.

<sup>11</sup> Electives II: Choose one of the following courses: ARP 581, ARP 582, ARP 583, ARP 584, ARP 585, ARP 586.

Architecture are the studying of the genesis of the aesthetic phenomena with respect to the human needs and understanding the development, the evolution, the impact of different ideologies, the sequence and the innovations in Architecture through history pertaining to the "spirit of time". The History of Architecture I is a survey and analysis of the architectural production of antiquity: Prehistoric Architecture; Architecture of Egypt; Architecture of the Ancient Near East; Architecture of Greece; Architecture of the Hellenistic Kingdoms.

**ARP 317 Building Technology I (2.2); 3 cr.** A technical and cultural preparation, aiming at assisting the student in resolving technological problems in the design phase and an appropriate use of the different materials in building construction.

**ARP 322 Architectural Design II (3.4); 5 cr.** A continuation of Architectural Design I. The understanding of environmental and residential design principles will be dealt with. Students are exposed to projects that will deal with tackling the appropriate methods in exploring and evaluating the different aspects of the design field. *Prerequisite:* ARP 311.

**ARP 324 History of Architecture II (3.0); 3 cr.** Continuation of History of Architecture I, the course covers the development of architecture from the 4th century BC to the 12th century AD. It covers the Architecture of Etruscans, Republican Rome and the Roman Empire; the Early Christian and the Byzantine Empire; the Early Mediaeval and Romanesque and the Architecture of Islam. *Prerequisite:* ARP 313.

**ARP 328 Building Technology II (2.2); 3 cr.** The course is finalized toward the learning and application of the technologies of building construction, aiming to assist students in the execution project. *Prerequisite:* ARP 317.

**ARP 421 Architectural Model Making (1.2); 2 cr.** The objective of this course is to help students understand deeply and experiment with how to construct architectural models of different scale and different kinds of materials. Students will plan and do research on the use, detail, budget, and techniques before starting construction.

**ARP 422 Lighting Design and Electrical Systems (1.2); 2 cr.** Types of artificial light sources and the human eye. Production, measurement and control of light. Design of lighting systems. Electrical requirements and distribution in buildings and related execution problems. *Prerequisite:* ARP 328.

**ARP 423 Acoustics (1.2); 2 cr.** Analysis, design and detailing of acoustical factors influencing spaces and building design. *Prerequisite:* ARP 328

**ARP 433 Architectural Design III (3.6); 6 cr.** A continuation of the previous Architectural Design courses. This course deals with the contextual peculiarities of an existing structure ( a traditional house, an industrial and urban wastland, etc.): Surveying it, analyzing its morphological components same as its context, and proposing new destinations. *Prerequisite:* ARP 322

**ARP 435 History of Architecture III (3.0); 3 cr.** Continuation of History of Architecture II, from the 12th century to the mid-17th century. It covers the Gothic Architecture and The Renaissance Period. *Prerequisite:* ARP 324

**ARP 439 Mechanical and Sanitary Systems (2.2); 3 cr.** The physiological and environmental aspects of heating, ventilation and air conditioning; comfort tables and charts. Estimating heating and cooling loads and the choice of appropriate systems. The choice and design of water distribution and plumbing systems. Problems encountered with such installations on site. *Prerequisite:* ARP 328.

**ARP 444 Architectural Design IV (3.6); 6 cr.** After having accomplished in the previous Design courses the essentials in an architectural project, this course will tackle the development of architectural projects from multiple stakes and cultural precedents; disengaging the why and the problematical aspect; developing a conceptualizing methodology to concretize the architectural expression; exploring of the complexity of the architectural creation; discovering new significance and meanings through the architectural form. *Prerequisite:* ARP 433.

**ARP 446 History of Architecture IV (3.0); 3 cr.** Continuation of History of Architecture III, to cover the architecture from the mid-17th century to the mid 19th century. It covers The

Baroque and the Rococo architecture.  
*Prerequisite:* ARP 435.

**ARP 551 Construction Detailing Studio I (2.2); 3 cr.** This course is meant to acquaint the student with the elaboration of professional construction document of architectural projects, and the adaptation of standard construction details to various architectural contexts.  
*Prerequisite:* ARP 422, ARP 439, ARP 444.

**ARP 552 Construction Detailing Studio II (2.2); 3 cr.** A continuation of Construction Detailing Studio I, with an emphasis on detail problem solving. Students are expected to develop further their architectural designs to reach the final stage of construction documents.  
*Prerequisite:* ARP 551.

**ARP 553 Specifications and Quantity Surveying (3.0); 3 cr.** Specifications and tender documents writing. The sources and the methods of classification for subsequent use. Practice projects.

**ARP 554 Surveying and Field Surveying (2.2); 3 cr.** Surveying and instrumentation; introduction to optical, photographic, mathematical, and geometrical principles relevant to photogrammetry and remote sensing; introduction to global positioning system. Field plane surveying; topographic mapping; location survey and route surveying.

**ARP 555 Architectural Design V (3.6); 6 cr.** Continuation of Design IV dealing with more complex aspects of the built environment. It initiates students to the “scientific” research by admitting only obviousness (evidences) and theories in the different disciplines. *Prerequisite:* ARP 444

**ARP 556 Architectural Design VI (3.6); 6 cr.** All the accumulation of knowledge acquired in the architectural program and in the sequential series of Design courses must be taken into consideration. This course figures out the developing of the critical thinking and analyzing “objectively” of an Environmental Design issue; Sensibilization to the contextual demand of our society; Application of the different architectural paradigm and methodological conceptualization; The concretization into a well developed architectural expression. The Implementation of a realistic contextual site as well as basic determinant constraints (laws, environment, etc.). *Prerequisite:* ARP 555

**ARP 557 Architectural Theories (3.0); 3 cr.** Survey of architectural theories as stated by architects, historians, and architectural critics. The main objectives of this course are to have a global view on the different schools of thought in architecture and to heighten the student’s awareness of the various interpretations of the architectural paradigm as well as to the evolution of theories in architecture; *Prerequisite:* ARP 446.

**ARP 561 Urbanism I (3.0); 3 cr.** A survey of urban morphology in terms of characteristic phases of development with emphasis on environmental, cultural and economic factors governing urban growth. *Prerequisite:* ARP 444

**ARP 562 Urbanism II (2.2); 3 cr.** A survey of different basic approaches to urban and city planning present and past. A comprehensive and critical survey of urban planning in Lebanon. *Prerequisite:* ARP 561.

**ARP 563 Building Rules & Regulations (3.0); 3 cr.** Professional code of ethics for the practice of the profession. The moral and legal responsibilities of the architect towards the executed project and concerned parties. A survey of construction building codes and a study of the Lebanese construction laws. (taught in Arabic).

**ARP 564 Restoration of Monuments (2.2); 3 cr.** The purpose of this course is to prepare the students for restoration projects, having professional characteristics, on a building which will be freely chosen by themselves. *Prerequisites:* ARP 301, ARP 446.

**ARP 565 Landscape Architecture (2.2); 3 cr.** Theory and principles of design and problem solving processes as applied to fundamentals of design form in the landscape. *Prerequisites:* ARP 301, ARP 446.

**ARP 566 Basic Industrial Design (2.2); 3 cr.** Introduction to the theories, methods and practices of industrial design with primary emphasis on basic visual language and visual encoding practices. *Prerequisites:* ARP 301, ARP 446.

**ARP 567 Archaeology (2.2); 3 cr.** Studying the cultural heritage and rediscovering human experience since its origin to the present. It focuses on the archaeology of Lebanon: Its history, artifact recording or ethnographic data,



composition and description. *Prerequisites:* ARP 301, ARP 446.

**ARP 568 Social Architecture (3.0); 3 cr.** The course objectives are to initiate students to the research in sociology; to give a comprehensive overview of the contribution of the behavioral sciences to architectural theory; to present generalizations on what the built environment affords people and a set of concepts for understanding the relationship between architecture and human behavior. *Prerequisite:* ARP 301, ARP 446.

**ARP 569 Project Planning and Management (3.0); 3 cr.** This course focuses on providing an overall understanding of the project development. The course tackles: Theoretical frameworks and tools; quantitative methods and process used in analyzing project investment decisions; case studies. Project scope definition, phasing, scheduling, and control method. *Prerequisite:* ARP 301, ARP 446.

**ARP 581 Seminar I (2.0); 2 cr.** Lectures and conferences held by visiting instructors.

**ARP 582 Seminar II (2.0); 2 cr.** Lectures and conferences held by visiting instructors.

**ARP 583 Design Theory (2.0); 2 cr.** Some recent examples include virtual and dynamic environments. The architecture of professional architects housing and modernity, 20th Century Design.

**ARP 584 Topics in Oriental Architecture (2.0); 2 cr.** Analysis of theoretical, culture and historical determinants as they may be applied to a select array of oriental architects and buildings.

**ARP 585 Topics in Japanese Architecture (2.0); 2 cr.** Analysis of theoretical, culture and historical determinants as they may be applied to a select array of Japanese architects and buildings.

**ARP 586 Topics in Lebanese Architecture (2.0); 2 cr.** Analysis of theoretical, culture and historical determinants as they may be applied to a select array of Lebanese architects and buildings.

**ARP 590 Senior Study (2.0); 2 cr.** An introduction to the senior design courses that allows students to choose and justify their final senior project. *Prerequisite:* ARP 556

**ARP 591 Senior Project I (4.4); 6 cr.** The course involves a research that includes a theoretical and philosophical thought defining the problematic or situational aspect of the theme and the aim; specifying the hypothesis/concepts and justifying the *raison d'être* of the project. In respect to the theoretical thought, the conceptualization and “operationalization” of the hypothesis into concepts, dimensions and indicators, leads to the embryonic aspect of the proposed project. *Prerequisite:* ARP 590.

**ARP 593 Senior Project II (3.6); 6cr.** This Final senior course proposes a complete and comprehensive development of the project in which the relevance to the thesis presented in Senior Project-I should be demonstrated graphically. A complete set of drawings models, photographs, and recordings must be finalized by the student under the supervision of an advisor and collaborators. *Prerequisite:* ARP 591.

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## The Degree of Master of Architecture in Landscape Urbanism

Boundaries between environmental design disciplines are getting blurred. Increasingly, landscape architecture is being explored from different perspectives pertaining to art, architecture, urbanism, ecology, and technology. As such, it is perceived as an architectural incorporation of nature, an investigation in regional ecologies, an experimental field for installation artists, or as a means for reinforcing regional and urban identities. Hence, landscape architecture is losing its narrow definition as a professional field concerned with designing gardens and urban open spaces. It is widening its scope to embrace contemporary environmental problems and philosophical debates about the evolving attitudes towards nature, design, cities and their interface.

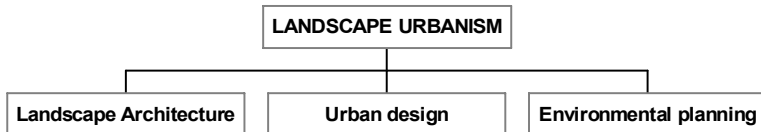
In response to this inclusive attitude toward the environment, this program opens a new perspective for graduate studies bridging the gap between art, architecture, landscape architecture and urbanism. It provides new graduate students as well as experienced professionals the opportunity to explore and to learn to manage emerging and pressing

issues related to environmental conservation and sustainable development. As such the program aims at educating professionals and researchers who are able to respond to the need of ministries, international agencies as well as private developers and consulting offices in devising a culturally-appropriate approach to environmental planning and in formulating landscape and urban design strategies at urban, metropolitan and regional scales. It also encourages aesthetic exploration by individual artists, architects and landscape designers who prefer to follow their own itinerary in professional or research work.

**Structure**

The course is organized around three areas of concentration: Landscape Architecture, Urban Design, and Environmental Planning. Specific requirements depend on the interest of the student and the recommendations of the advisor of the department:

During the first semester, the student is exposed to the breadth of the program through a



series of intensive introductory lecture-workshop courses covering the wide range of theories, methods and issues underlying the three areas of concentration. Starting from the second semester, the student will start focusing on a specialization area that will guide his selection of elective courses as well as his disciplinary focus within the required studio and core courses. The program provides the added flexibility of opting for a design-oriented course of study leading to a professional project thesis or for a research-oriented course of study leading to a written thesis with high analysis content.

**Admission Requirements**

In addition to the university admission requirements for graduate students, the candidate must submit a portfolio of work for assessment and schedule an interview with MLU course faculty.

In addition, applicants for the graduate program may be granted a maximum of nine transfer credits of graduate studies taken at another accredited institution of higher education provided that the transfer course(s) correspond to the NDU course requirements.

In order to be accepted into the program, the students must take a minimum of 6 credits per semester as a part-time candidate and 9 credits as a full-time candidate.

Students applying with a bachelor degree outside of architecture should fulfill the undergraduate requirements of the university admission policy. Students with a degree from FAAD other than architecture will have to consult with MLU course faculty.

**Graduation Requirements**

Students seeking the degree of Master of Landscape Urbanism must meet the university graduation requirements and complete 36 credits with a cumulative average of at least 3.0/4.0.

**Degree Requirements  
(36 credits)**

**Core Courses**

MLU 615, MLU 616, MLU 617, MLU 623/MLU 624, MLU 625/MLU 626, MLU635, MLU636, MLU645

**30 cr.**

**Major Electives**

**6 cr**

**Master of Landscape Urbanism  
Suggested Program (36 Credits)**

**Year I**

**Fall Semester (9 Credits)**

MLU	615	Ecological Foundations of Landscape Urbanism	3cr.
MLU	616	Aesthetic Foundations of Landscape Urbanism	3cr.
MLU	617	Landscape Informatics	3cr.

**Spring Semester (9 Credits)**

MLU	623	Cultural foundations of Landscape Urbanism	3cr.
or			
MLU	624	The coastal environment	3cr.
MLU	625	Generative landscapes	3cr.
or			
MLU	626	Policy and implementation in landscape urbanism	3cr.
—	—	Major Elective	3cr.

**Year II**

**Fall Semester (9 Credits)**

MLU	635	Workshop in Landscape Urbanism	6 cr.
MLU	636	Thesis Seminar	3 cr.

**Spring Semester (9 Credits)**

MLU	645	Thesis	6 cr.
—	—	Major elective	3 cr.

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## Graduate Courses: Landscape Urbanism

**MLU 615 Ecological foundations of Landscape Urbanism; 3 cr.** Combined lecture-workshop on the principles and practice of ecological design and planning with emphasis on the local and regional context.

**MLU 616 Aesthetic foundations of Landscape Urbanism; 3 cr.** Combined lecture-workshop course on the perceptual and spatial structures of landscapes as analytical and design tools.

**MLU 617 Landscape informatics; 3 cr.** The use of digital tools for terrain mapping and analysis, as well as landscape modeling and visualization.

**MLU 623 Cultural foundations of Landscape Urbanism; 3 cr.** Combined lecture-workshop course on the cultural identity of urban and metropolitan landscapes addressing their formative process and their underlying ideological, socio-economical and spatial dialectics. *Prerequisite:* MLU615, MLU 616

**MLU 624 The coastal environment; 3 cr.** The impact of urbanization on the coastal zone in the Mediterranean, regional and local contexts and the dialectics of development and conservation.

**MLU 625 Generative landscapes; 3 cr.** Exploration of landscape typologies, natural and man-made, that epitomize the various social and political orders through history.

**MLU 626 Policy and implementation in landscape urbanism; 3 cr.** The legislative foundations of environmental design and planning with identification of public and private sector stakeholders and the alternative approaches for policy implementation.

**MLU 627 Open space art: from statues to installations; 3 cr.** The historical and contemporary approaches to natural landscapes and public open spaces by artists and environmental designers, and the emerging trends on the international and local levels.

**MLU 628 Emerging International Issues in Landscape Urbanism; 3 cr.** A seminar in which international topics of current relevance to practice and critical thinking in environmental planning, urban design and landscape architecture will be explored. The course content will change each semester to maintain currency within the professions.

**MLU 629 Emerging regional and national Issues in Landscape Urbanism ; 3 cr.** A seminar in which local and regional topics of current relevance to practice and critical thinking in environmental planning, urban design and landscape architecture will be explored. The course content will change each semester to maintain currency within the professions.

**MLU 635 Workshop in Landscape Urbanism; 6 cr.** Key development and conservation issues explored through the perspectives of environmental planning, urban design and landscape architecture. *Prerequisite:* MLU615, MLU 616, MLU 617.

**MLU 636 Thesis Seminar; 3 cr.** Preparation for final project/research thesis including an initial stage of data gathering and analysis leading to research proposal. *Prerequisite:* MLU635.

**MLU 645 Thesis; 6 cr.** Supervised dissertation work in the form of a professional project or written thesis.

## DEPARTMENT OF DESIGN

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**Chairperson:** *Mr. Andre Bechara*

**Secretary:** *Mrs. Elsy Girgis*

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### **Associate Professor**

*Haddad, Robert*, Master of Fine Arts, 1980, University of Pennsylvania, USA.

### **Senior Lecturers**

*Zaccour, Danielle*, Diplôme d'Etudes Supérieures en Arts Plastiques, 1991, Académie Libanaise des Beaux-Arts, Liban.

### **Lecturers**

*Bechara, André*, Bachelor of Fine Arts, 1991, Parsons School of Design, USA.

*Choueiri, Linda*, Master of Science in Supervision & Administration in the Visual Arts, 2000, Parsons School of Design / Bank Street College, USA.

*Kortbawi, John*, Certificate in Advanced Typographic Design, 1977, London College of Printing, UK.

### **Instructors**

*Daghfal, Graziella*, Master of Arts in Design, 2002, Middlesex University, UK.

*Matta, Nadim*, Master of Arts, 1999, *Typographic Studies*, London Institute / London College of Printing, UK.

*Mikhael, Diane*, Master of Arts in Design, 2000, Middlesex University, UK.

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The Department of Design is currently offering four undergraduate degrees:

- A Bachelor of Arts in Graphic Design
- A Bachelor of Arts in Interior Design
- A Bachelor of Arts in Photography & Multimedia
- A Bachelor of Arts in Fashion & Textile Design

The Department of Design offers a graduate degree in:  
Master of Arts in Design

### **The Degree of Bachelor of Arts in Graphic Design**

The overall Graphic Design program is designed to concentrate on study and practice of the background, context, skills and approaches that form a true understanding of professional graphic design, for today and the future. All the courses in the Design Department emphasize "learning by doing".

The Bachelor of Arts Degree in Graphic Design is a 3-year full-time program. This includes a one year full-time Foundation Studies. The student will have different alternatives in choosing from five emphasis areas: typography, illustration, moving image, photography, or packaging. Each program totals 102 credits.

### **Admission Requirements:**

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. All courses with a grade of less than C- must be repeated (see separate Foundation Studies description). In addition all remedial courses, Math and/or English (if required) must be completed. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Graphic Design and other majors in the Design Department of the Faculty of Architecture, Art & Design.

## **Graduation Requirements:**

To receive the degree of Bachelor of Arts in Graphic Design, a student must complete a total of 102 credits with a minimum cumulative grade point average of 2.3/4.0 in all Major Courses. All courses with a grade of less than C- must be repeated. The 102 credits necessary for graduation are divided as follows:

### **Degree Requirements (102 credits)**

#### **General Education Requirements (GER):** **18 cr.**

The GER are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... 6 cr.

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... 6 cr.

#### **Core Requirements** **28 cr.**

Foundation Studies FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225.

The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

#### **Free Electives** **6 cr**

Students are also expected to complete 6 credits of free electives.

The 3-credit course in religion must be included if it has not been already taken within the GER.

#### **Major Requirements** **50 cr.**

##### *Common Courses*

GDP 311, GDP 312, GDP 313, GDP 314, GDP 315, GDP 321, GDP 322, GDP 323, GDP 324, GDP 325, GDP 326, GDP 413, GDP 414, GDP 422, GDP 423.

##### *Concentration Area Courses*

Illustration – GDP 412, GDP 424 & GDP 425

Moving Image – GDP 412, GDP 435 & GDP 436

Photography – GDP 412, GDP 445 & GDP 446

Typography – GDP 412, GDP 454 & GDP 455

Packaging – GDP 465 & GDP 466

**Bachelor of Arts in Graphic Design – Illustration Concentration**  
**Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II of the Degree Course**

**Fall Semester (17 Credits)**

GDP	311	Fundamentals of Graphic Design	3 cr.
GDP	312	Fundamentals of Typography	3 cr.
GDP	313	History of Visual Culture	2 cr.
GDP	314	Applied Graphic Design I	2 cr.
GDP	315	Color & Illustration for Graphic Designers	4 cr.
—	—	GER	3 cr.

**Spring Semester (16 Credits)**

GDP	321	Visual Communication I	3 cr.
GDP	322	Applied Typographic Design	3 cr.
GDP	323	History of Graphic Design & Cont. Issues	2 cr.
GDP	324	Photography for Graphic Designers I	3 cr.
GDP	325	Applied Graphic Design II	2 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

GDP	326	Visual Communication II	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Year III of the Degree Course**

**Fall Semester (14 Credits)**

GDP	412	Packaging	3 cr.
GDP	413	Print Management & Production	3 cr.
GDP	414	Applied Graphic Design III	2 cr.
GDP	424	Advanced Illustration Design I	3 cr.
—	—	GER	3 cr.

**Spring Semester (15 Credits)**

GDP	422	Professional Practice & Internship	3 cr.
GDP	423	Portfolio Preparation	2 cr.
GDP	425	Advanced Illustration Design II	4 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Bachelor of Arts in Graphic Design - Moving Image Concentration**  
**Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3 cr.
GDP	212	Design Principles I	3 cr.
ARP	213	Basic Technical Skills	3 cr.
FAP	214	Performing Arts and Music	3 cr.
FAP	215	Art & Culture	2 cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3 cr.
GDP	222	Design Principles II	3 cr.
ARP	223	Descriptive Geometry	3 cr.
GDP	224	Introduction to Photography	3 cr.
FAP	225	Conceptual Communication	2 cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II of the Degree Course**

**Fall Semester (17 Credits)**

GDP	311	Fundamentals of Graphic Design	3 cr.
GDP	312	Fundamentals of Typography	3 cr.
GDP	313	History of Visual Culture	2 cr.
GDP	314	Applied Graphic Design I	2 cr.
GDP	315	Color & Illustration for Graphic Designers	4 cr.
—	—	GER	3 cr.

**Spring Semester (16 Credits)**

GDP	321	Visual Communication I	3 cr.
GDP	322	Applied Typographic Design	3 cr.
GDP	323	History of Graphic Design & Cont. Issues	2 cr.
GDP	324	Photography for Graphic Designers I	3 cr.
GDP	325	Applied Graphic Design II	2 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

GDP	326	Visual Communication II	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Year III of the Degree Course**

**Fall Semester (14 Credits)**

GDP	412	Packaging	3 cr.
GDP	413	Print Management & Production	3 cr.
GDP	414	Applied Graphic Design III	2 cr.
GDP	435	Moving Image I	3 cr.
—	—	GER	3 cr.

**Spring Semester (15 Credits)**

GDP	422	Professional Practice & Internship	3 cr.
GDP	423	Portfolio Preparation	2 cr.
GDP	436	Moving Image II	4 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.



**Bachelor of Arts in Graphic Design – Photography Concentration**  
**Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

Summer Session is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II of the Degree Course**

**Fall Semester (17 Credits)**

GDP	311	Fundamentals of Graphic Design	3 cr.
GDP	312	Fundamentals of Typography	3 cr.
GDP	313	History of Visual Culture	2 cr.
GDP	314	Applied Graphic Design I	2 cr.
GDP	315	Color & Illustration for Graphic Designers	4 cr.
—	—	GER	3 cr.

**Spring Semester (16 Credits)**

GDP	321	Visual Communication I	3 cr.
GDP	322	Applied Typographic Design	3 cr.
GDP	323	History of Graphic Design & Cont. Issues	2 cr.
GDP	324	Photography for Graphic Designers I	3 cr.
GDP	325	Applied Graphic Design II	2 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

GDP	326	Visual Communication II	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Year III of the Degree Course**

**Fall Semester (14 Credits)**

GDP	412	Packaging	3 cr.
GDP	413	Print Management & Production	3 cr.
GDP	414	Applied Graphic Design III	2 cr.
GDP	445	Photography for Graphic Design II	3 cr.
—	—	GER	3 cr.

**Spring Semester (15 Credits)**

GDP	422	Professional Practice & Internship	3 cr.
GDP	423	Portfolio Preparation	2 cr.
GDP	446	Photography for Graphic Designers III	4 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Bachelor of Arts in Graphic Design – Typography Concentration**  
**Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3 cr.
GDP	212	Design Principles I	3 cr.
ARP	213	Basic Technical Skills	3 cr.
FAP	214	Performing Arts and Music	3 cr.
FAP	215	Art & Culture	2 cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3 cr.
GDP	222	Design Principles II	3 cr.
ARP	223	Descriptive Geometry	3 cr.
GDP	224	Introduction to Photography	3 cr.
FAP	225	Conceptual Communication	2 cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II of the Degree Course**

**Fall Semester (17 Credits)**

GDP	311	Fundamentals of Graphic Design	3 cr.
GDP	312	Fundamentals of Typography	3 cr.
GDP	313	History of Visual Culture	2 cr.
GDP	314	Applied Graphic Design I	2 cr.
GDP	315	Color & Illustration for Graphic Designers	4 cr.
—	—	GER	3 cr.

**Spring Semester (16 Credits)**

GDP	321	Visual Communication I	3 cr.
GDP	322	Applied Typographic Design	3 cr.
GDP	323	History of Graphic Design & Cont. Issues	2 cr.
GDP	324	Photography for Graphic Designers I	3 cr.
GDP	325	Applied Graphic Design II	2 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

GDP	326	Visual Communication II	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Year III of the Degree Course**

**Fall Semester (14 Credits)**

GDP	412	Packaging	3 cr.
GDP	413	Print Management & Production	3 cr.
GDP	414	Applied Graphic Design III	2 cr.
GDP	454	Advanced Typographic Design I	3 cr.
—	—	GER	3 cr.

**Spring Semester (15 Credits)**

GDP	422	Professional Practice & Internship	3 cr.
GDP	423	Portfolio Preparation	2 cr.
GDP	455	Advanced Typographic Design II	4 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Bachelor of Arts in Graphic Design – Packaging Concentration**  
**Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3 cr.
GDP	212	Design Principles I	3 cr.
ARP	213	Basic Technical Skills	3 cr.
FAP	214	Performing Arts and Music	3 cr.
FAP	215	Art & Culture	2 cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3 cr.
GDP	222	Design Principles II	3 cr.
ARP	223	Descriptive Geometry	3 cr.
GDP	224	Introduction to Photography	3 cr.
FAP	225	Conceptual Communication	2 cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II of the Degree Course**

**Fall Semester (17 Credits)**

GDP	311	Fundamentals of Graphic Design	3 cr.
GDP	312	Fundamentals of Typography	3 cr.
GDP	313	History of Visual Culture	2 cr.
GDP	314	Applied Graphic Design I	2 cr.
GDP	315	Color & Illustration for Graphic Designers	4 cr.
—	—	GER	3 cr.

**Spring Semester (16 Credits)**

GDP	321	Visual Communication I	3 cr.
GDP	322	Applied Typographic Design	3 cr.
GDP	323	History of Graphic Design & Cont. Issues	2 cr.
GDP	324	Photography for Graphic Designers I	3 cr.
GDP	325	Applied Graphic Design II	2 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

GDP	326	Visual Communication II	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Year III of the Degree Course**

**Fall Semester (16 Credits)**

GDP	413	Print Management & Production	3 cr.
GDP	414	Applied Graphic Design III	2 cr.
GDP	464	Packaging for Graphic Designers I	5 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester (13 Credits)**

GDP	422	Professional Practice & Internship	3 cr.
GDP	423	Portfolio Preparation	2 cr.
GDP	465	Packaging for Graphic Designers II	5 cr.
—	—	GER	3 cr.

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## Undergraduate Courses: Graphic Design

**GDP 212 Design Principles I (2.2); 3 cr.** Various design elements are introduced such as line, shape, plane, texture, color, style and composition.

**GDP 222 Design Principles II (2.2); 3 cr.** Relations between 3-D structure and space are explored analytically and synthetically.

**GDP 224 Introduction to Photography (2.2); 3 cr.** The use of photography as an aesthetic tool for art and design.

**GDP 311 Fundamentals of Graphic Design (2.2); 3 cr.** This course will explore the development of grids, the use of space (composition), the simple use of typography, the use of a range of materials and media, application of design to a variety of formats i.e. poster, bookcover, shopping bag etc.

**GDP 312 Fundamentals of Typography (2.2); 3 cr.** An introduction to the rudimentary aspects of typography including, the drawing of letterforms, the vocabulary of typography, history of type, classification, etc. The course looks at typography as form in order to help the student develop a sensitivity to the typeface structures rather than on the meaning of words. Students will not use computers and will work primarily in black and white

**GDP 313 History of Visual Culture (2.0); 2 cr.** This course provides a broad overview of the history of visual culture. Periods covered range from the pre- historic to the present. The major historical, cultural, political and intellectual movements of each period will be outlined in order to provide a context for the various visual cultures studied. Consideration will be given to both stylistic trends and subject matter. The goal is to provide students with a solid understanding of the canon.

**GDP 314 Applied Graphic Design I (1.2); 2 cr.** The course will introduce students to the use of new technology as a helpful medium and covers in depth the basic tools. Thus, this will facilitate the coordination of typographic requirements in the studio and typography courses.

**GDP 315 Color & Illustration for Graphic Designers (2.4); 4 cr.** An introduction to color

using traditional tools and materials. The course will cover perceptual understanding of color and the use of color as a communication medium. It will also include the fundamentals in illustration which draws upon use of existing materials, illustration on location, abstract subject matter to assist the student in bringing an idea to life. A range of media will be introduced such as pencil, paints, pastels. *Corequisite:* GDP 311.

**GDP 321 Visual Communication I (2.2); 3 cr.** Introduction of conceptual approaches to design problems, consideration of audience, visual rhetoric, and formats that include sequencing and/or collateral applications. *Prerequisite:* GDP 311.

**GDP 322 Applied Typographic Design (2.2); 3 cr.** This course focuses on type for meaning, communicating a message appropriately, and therefore will move from simple to more complex layouts. A continuation of type history and more specialized vocabulary. Introduction of 1, 2 and 3 colors. *Prerequisite:* GDP 312.

**GDP 323 History of Graphic Design & Contemporary Issues (2.0); 2 cr.** Using the History of Visual Culture as a basis, this course investigates the relationship between the history of visual culture and graphic design. While providing the student with a firm background in the history of graphic design, the course will emphasize the modern period (c. 1900). This would include: formalism, iconography, semiotics, deconstruction, marxism, feminism, orientalism, structuralism, post-structuralism, modernism and post modernism. The relationship between theory and practice will also be considered. This course will aid students in forming a critical analysis in spoken, visual and written formats, and to use historical and contemporary examples from graphic design. *Prerequisite:* GDP 313.

**GDP 324 Photography for Graphic Designers I (2.2); 3 cr.** A more advanced study of 35mm black and white photography building on the basics from Photography I. Students will begin to develop individual concerns and directions for their photography through various theme and content based projects.

**GDP 325 Applied Graphic Design II (1.2); 2 cr.** A continuation of Visual Graphics I with an

in depth approach to the digital realm, in order to work with images and type combined. This would include creating imagery by the use of new technology, as well as transferable existing visuals. *Prerequisite:* GDP 314

**GDP 326 Visual Communication II (2.2); 3 cr.** More complex applications that integrate the knowledge of the previous courses and typography as well. Includes publication and information design projects. *Prerequisite:* GDP 321

**GDP 412 Packaging (2.2); 3 cr.** Packaging is an important factor in retail environments and a key element in marketing strategies. This course focuses on the technical knowledge needed to execute a design. The preparation of die-cuts, molds, paper section and boards, colors, quality and quantity. Size consideration, shapes and practicality will also be covered. Field trips are required in this course.

**GDP 413 Print Management and Production (2.2); 3 cr.** Covers print methods and print techniques including color separation, film preparation, plate processing and the actual production process. It will also include the choice of papers, printing onto various surfaces, paper engineering and management and finishing processes and binding. *Corequisite:* GDP 412

**GDP 414 Applied Graphic Design III (1.2); 2 cr.** This course will introduce the basics of design on the screen, utilizing new technology specifically for web design, where the basics of interactivities will be introduced in combination with the previously studied image and text. *Prerequisite:* GDP 325

**GDP 422 Professional Design Practice and Internship (2.2); 3 cr.** Overview of the business aspects of design: translation of jobs into properly written documents, meetings with clients and presentation of work (design and production processes, understanding the brief, debriefing, coding, encoding, budgets, estimating design, fees, etc.), also how to bill the client (invoices, receipts, etc.), official contracts and how to run a design studio. An internship will be conducted in approved design studios as a first choice. However, students will also have the choice of advertising agencies, pre press, press and post press. It is the student's responsibility to find an internship and to notify

the instructor for approval. Hours for the internship could be an intensive short period. *Corequisite:* GDP 423

**GDP 423 Portfolio Preparation (1.2); 2 cr.** This course assists students in the development of a portfolio for the professional world using their university projects. It intends to build confidence and develop the ability to articulate and explain work in interview situations. *Corequisite:* GDP 422

**GDP 424 Advanced Illustration Design I (2.2); 3 cr.** Students will continue to explore a variety of media to a high level of expertise (dry brush, scratchboard, and others) in creating cover illustrations, card design, social commentary to enable the student to interpret a brief given by a client. *Prerequisite:* GDP 315

**GDP 425 Advanced Illustration Design II (2.4); 4 cr.** Students in this course will consider the development and consistency of a sequence of illustrations in a context and to reflect their personal style. Includes use of computer software such as Illustrator and Photoshop as additional media. Students will be given the opportunity to investigate a specialized area of illustration such as editorial, technical and children's book illustrations and to refine their preferences in media. *Prerequisite:* GDP 424

**GDP 435 Moving Image I (2.4); 3 cr.** This course will utilize new technology, introduce students to the creation and use of moving image/animation for design applications.

**GDP 436 Moving Image II (2.4); 4 cr.** Various experimental projects aimed at exploring different uses and approaches to the utilization of moving image design. Students will work on individual projects, which aim to develop the skills and ideas involved with their main area of interest in the field of moving image design. Projects will be proposed by students and must be approved by the instructor. Class will also discuss work being done in the field. *Prerequisite:* GDP 435

**GDP 445 Photography for Graphic Designers II (2.2); 3 cr.** Continuation of black and white photography with emphasis on documentary and photojournalism. Students will work on both in-class and individual projects with a continued emphasis on combining content and technique. *Prerequisite:* GDP 324

**GDP 446 Photography for Graphic Designers III (2.4); 4 cr.** An introduction to color photography, including studio lighting and techniques as well as an introduction to medium and large format photographic processes. *Prerequisite:* GDP344.

**GDP 454 Advanced Typographic Design I (1.4); 3 cr.** An investigation of typography in context. Development of a typeface, opportunities for experimentation as well as details of text type for refinement. Consideration of theoretical and contemporary issues in typography. *Prerequisite:* GDP 322

**GDP 455 Advanced Typographic Design II (2.4); 4 cr.** Continuation of conceptual approaches to typography within complex applications. In depth exploration of bilingual

situations, cultural issues and an examination of communication. Intensive investigation of selected theoretical approaches applied to typography in both practical and experimental projects. *Prerequisite:* GDP 454

**GDP 464 Packaging for Graphic Designers I (2.2); 5 cr.** A concentrated course to explore the feasibility study, printing techniques, materials, die-cuts and molds, as well as the commercial benefits in product selling. Market research is required.

**GDP 465 Packaging for Graphic Designers II (3.4); 5 cr.** An opportunity to professionally develop and execute a full range of packaging design or any other 3D project including pop-ups. *Prerequisite:* GDP 464

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## The Degree of Bachelor of Arts in Interior Design

The purpose of the Interior Design program is to form professional designers competent enough to create habitable and expressive environments. While learning about planning, designing and detailing interior spaces, students will be able to display originality in the use of materials, colors and textures.

The program combines courses in design theory with technology, building systems, drawing skills, materials and construction, design history, behavioral patterns and professional practice.

Projects are assigned in the context of commercial, institutional and residential buildings. Interior Design students will be encouraged to pursue a range of courses of related professional studies, especially in furniture, textile, industrial, and environmental design.

### Admission Requirements

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. All courses with a grade of less than C- must be repeated (see separate Foundation Studies description). In addition all remedial courses, Math and/or English (if required) must be completed. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Interior Design and other majors in the Design Department of the Faculty of Architecture, Art & Design.

### Graduation Requirements

To receive the degree of Bachelor of Arts in Interior Design, a student must complete a total of 136 credits with a minimum cumulative grade point average of 2.3/4.0 in all Major Courses. All courses with a grade of less than C- must be repeated. The 136 credits necessary for graduation are divided as follows:

## **Degree Requirements (136 credits)**

### **General Education Requirements** **18 cr.**

The GER are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr.

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... 6 cr.

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... 6 cr.

### **Free Electives** **6 cr**

Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.

### **Core Requirements** **28 cr.**

Foundation year Courses FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225. The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

### **Major Requirements** **84 cr.**

IDP 211, IDP 212, IDP 213, IDP 214, IDP 221, IDP 222, IDP 223, IDP 224, IDP 225, IDP 226, IDP 311, IDP 312, IDP 313, IDP 314, IDP 321, IDP 322, IDP 323, IDP 324, IDP 325, IDP 326, IDP 411, IDP 412, IDP 413, IDP 421, IDP 422, IDP 423.

**Bachelor of Arts Degree in Interior Design  
Suggested Program (136 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II of the Degree Course**

**Fall Semester (15 Credits)**

IDP	211	History of Interiors and Furniture I	3cr.
IDP	212	Fundamentals of Interior I	4cr.
IDP	213	Drawing for Interior Design I	2cr.
IDP	214	Materials and Methods of Construction	3cr.
—	—	GER	3cr.

**Spring Semester (15 Credits)**

IDP	221	History of Interior and Furniture II	3cr.
IDP	222	Fundamentals of Interior II	4cr.
IDP	223	Drawing for Interior Design II	3cr.
IDP	224	Colors in Interiors	2cr.
—	—	GER	3cr.

**Summer Session I (9 Credits)**

IDP	225	Materials and Finishes	3cr.
IDP	226	Textiles for Interiors	3cr.
—	—	GER	3cr.

**Year III of the Degree Course**

**Fall Semester (15 Credits)**

IDP	311	History of Modern Contemporary Interiors	3cr.
IDP	312	Interior Design Project I	4cr.
IDP	313	Applied Interior Design I	2cr.
IDP	314	Interior Detailing and Construction I	3cr.
—	—	GER	3cr.

**Spring Semester (16 Credits)**

IDP	321	Environmental Graphic Design	3cr.
IDP	322	Interior Design Project II	4cr.
IDP	323	Applied Interior Design II	3cr.
IDP	324	Interior Detailing and Construction II	3cr.
—	—	GER	3cr.

**Summer Semester (9 Credits)**

IDP	325	Model Making	3cr.
IDP	326	Concepts of Historic Preservation	3cr.
—	—	GER	3cr.



#### Year IV of the Degree Course

##### Fall Semester (15 Credits)

IDP	411	Quantity Surveying for Interior Designers	3 cr.
IDP	412	Interior Design Studio I	6 cr.
IDP	413	Applied Interior Design III	3 cr.
—	—	Free Elective	3 cr.

##### Spring Semester (14 Credits)

IDP	421	Business Practice for Interior Designers	3 cr.
IDP	422	Interior design Studio II	6 cr.
IDP	423	Integrated Building Systems (HVAC and Plumbing)	2 cr.
—	—	Free Elective	3 cr.

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### Undergraduate Courses: Interior Design

**IDP 211 History of Interiors and Furniture I (3.0); 3 cr.** A study of ancient architecture, interiors and furniture from the beginning of human civilization to the Romanesque period. *Corequisite:* IDP 212.

**IDP 212 Fundamentals of Interior I (2.4); 4 cr.** Essentials of planning an interior architectural environment and the relationship of spatial organization.

**IDP 213 Drawing for Interior Design I (1.2) 2 cr.** Development of freehand perspective drawing skills appropriate for the presentation of Interior Architectural design. *Corequisite:* IDP 212.

**IDP 214 Materials and Methods of Construction (2.2); 3 cr.** This course combines case studies with lectures, readings and discussions on concepts of design technology.

**IDP 221 History of Interiors and Furniture II (3.0); 3 cr.** Survey of interiors and furniture from the Gothic period to the end of late Renaissance. *Prerequisite:* IDP 211. *Corequisite:* IDP 222.

**IDP 222 Fundamentals of Interior II (2.4); 4 cr.** Study of structural setting in any architectural space leading to constraints in the design process. *Prerequisite:* IDP 212.

**IDP 223 Drawing for Interior Design II (2.2); 3 cr.** This is an intense studio course developing rendering skills and techniques in traditional and computer media. *Prerequisite:* IDP 213. *Corequisite:* IDP 222.

**IDP 224 Colors in Interiors (1.2); 2 cr.** The student will be involved in exercises that will focus on color as a compositional element and a

vehicle for personal expression. *Corequisite:* IDP 222.

**IDP 225 Materials and Finishes (1.4); 3 cr.** This course will offer an introduction to construction detailing for interiors, focusing on architectural millwork.

**IDP 226 Textiles for Interiors (2.2); 3 cr.** Effects of fibers, yarns, fabrics and finishes on appearance and performance. Study of the construction of textile products used in interiors.

**IDP 311 History of Modern Contemporary Interiors (3.0); 3 cr.** This course will be an overview of the 20th Century art, culture, interior and furniture. *Prerequisite:* IDP 221. *Corequisite:* IDP 312.

**IDP 312 Interior Design Project I (2.4); 4 cr.** This course covers the creative triggering of the design problem solving process through schematics. It will also investigate human factors as an essential ingredient in the design process. *Prerequisite:* IDP 222.

**IDP 313 Applied Interior Design I (1.2); 2 cr.** This course will explore the pragmatics of computer hardware and software as integral tools to contemporary design. *Corequisite:* IDP 312.

**IDP 314 Interior Detailing and Construction I (2.2); 3 cr.** Introduces the students to the various material finishes used in interior design. *Corequisite:* IDP 312.

**IDP 321 Environmental Graphic Design (2.2); 3 cr.** This course will study the presentation of information in the designed environment. *Corequisite:* IDP 322.

**IDP 322 Interior Design Project II (2.4); 4 cr.** The student is challenged to work on a major construction displaying creativity and ability to remodel this space according to new functions. *Prerequisite:* IDP 312.

**IDP 323 Applied Interior Design II (2.2); 3 cr.** Develops a more professional and creative approach to design while broadening the student's technical base. *Prerequisite:* IDP 313, *Corequisite:* IDP 322.

**IDP 324 Interior Detailing and Construction II (2.2); 3 cr.** Review, discussion and analysis of interior construction systems used in commercial and institutional structures. *Prerequisite:* IDP 314, *Corequisite:* IDP 322.

**IDP 325 Modelmaking (1.4); 3 cr.** A course primarily designed to introduce the student to planning and building of various types of models used in interior architecture. *Prerequisite:* IDP 314.

**IDP 326 Concepts of Historic Preservation (2.2); 3 cr.** Projects consist of a search for new remodeling techniques, constructing and preserving historic buildings and monuments. *Corequisite:* IDP 322.

**IDP 411 Quantity Surveying for Interior Designers (2.2); 3 cr.** Emphasis on the principals of construction

**IDP 412 Interior Design Studio I (3.6); 6 cr.** This course covers all aspects of professional presentation of a complete construction drawing-file to secure accurate executions. *Prerequisite:* IDP 323.

**IDP 413 Applied Interior Design III (2.2); 3 cr.** This course will show students how to create computer animation and 3-rendered materials within an interior space. *Prerequisite:* IDP 323, *Corequisite:* IDP 412.

**IDP 421 Business Practice for Interior Designers (3.0); 3 cr.** Focuses on the legal aspects of design and contract documents for interior architecture. *Corequisite:* IDP 422. *Prerequisite:* IDP 411

**IDP 422 Interior Design Studio II (3.6); 6 cr.** This course is structured to challenge the student to deal specifically with contract interiors. *Prerequisite:* IDP 412.

**IDP 423 Integrated Building Systems (HVAC and Plumbing) (1.2); 2 cr.** This course provides a structured opportunity to study and integrate all components of architectural technology into a comprehensive whole.

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## The Degree of Bachelor of Arts in Photography & Multimedia

### Admission Requirements

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. All courses with a grade of less than C- must be repeated (see separate Foundation Studies description). In addition all remedial courses, Math and/or English must be completed. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Photography & Multimedia majors in the Design Department of the Faculty of Architecture, Art & Design.

Students, who are computer illiterate, are encouraged to take CSC 201 within their GER or free elective courses before starting their major requirements.

### Graduation Requirements

To receive the degree of Bachelor of Arts in Photography & Multimedia, a student must complete a total of 102 credits with a minimum cumulative grade point average of 2.3/4.0 in all major courses. Any major course with a grade of less than C- must be repeated. The 102 credits necessary for graduation are divided as follows:

## **Degree Requirements (102 credits)**

### **General Education Requirements (GER):** **18 cr.**

The GER are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... 6 cr.

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... 6 cr.

### **Core Requirements** **28 cr.**

Foundation Studies: FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225.

The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

### **Free Electives** **6 cr**

Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.

### **Major Requirements** **50 cr.**

PDP 311, PDP 312, PDP 313, PDP 314, FAP 315, PDP 321, PDP 322, PDP 323, PDP 324, FAP 325, PDP 326, PDP 327, PDP 328, PDP 411, PDP 412, PDP 413, PDP 414, PDP 421, PDP 422, PDP 423.

**Bachelor of Arts Degree in Photography & Multimedia  
Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II**

**Fall Semester (17 Credits)**

PDP	311	Intermediate principles of photography	3cr.
PDP	312	Visual concepts in photography	3cr.
PDP	313	Color theory	3cr.
PDP	314	Digital Imaging I	2cr.
—	—	GER	3cr.

**Spring Semester (16 Credits)**

PDP	321	Advanced principles of photography	3cr.
PDP	322	Studio lighting workshop	2cr.
PDP	323	Advanced color techniques	3cr.
PDP	324	Digital Imaging II	2cr.
FAP	325	History of Modern Art	3cr.
PDP	326	Studio & Large Format Photography	3cr.

**Summer Semester (8 Credits)**

PDP	327	History of photography	3cr.
PDP	328	Professional business practice	2cr.
—	—	GER	3cr.

**Year III**

**Fall Semester (17 Credits)**

PDP	411	Multimedia I	2cr.
PDP	412	Advertising photography	2cr.
PDP	413	Senior project I	2cr.
PDP	414	Research & Creativity	2cr.
—	—	GER	3cr.
—	—	GER	3cr.
—	—	Free Electives	3cr.

**Spring Semester (13 Credits)**

PDP	421	Multimedia II	2cr.
PDP	422	Photojournalism	2cr.
PDP	423	Senior project II	3cr.
—	—	GER	3cr.
—	—	Free Electives	3cr.

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## Undergraduate Courses: Photography & Multimedia

**PDP 201 Basic Photography (2.2); 3 cr.** An introduction to the camera, dark room, film and processing. Students will learn about basic techniques of exposure, lighting and laboratory.

**PDP 311 Intermediate Principles of photography (2.2); 3 cr.** An intensive exploration of photographic theory covering metering techniques, optics, and chemistry. Students learn how equipment works and complete assignment which strengthen their shooting and printing techniques. with hands-on projects designed to further their understanding of photography theory and technique.

**PDP 312 Visual Concepts in Photography (2.2); 3 cr.** A survey of visual concepts in the philosophy of photography. Students investigate theories of image and photography through lectures, gallery visits, and discussions.

**PDP 313 Color Theory (2.2); 3 cr.** An introduction to color that goes beyond photographic application to emphasize color design theory, composition, and perceptual and psychological aspects of color. Also covered are color materials, processes, and techniques. Emphasis on creating quality images on transparency films. Students develop a technical proficiency and an aesthetic awareness of the creative uses of color photography. Emphasis is placed on negative to positive color printing through the exploration of films, papers, processes, and color temperatures. Lectures, demonstrations, and critiques help students master the fundamentals of exposing, processing, and printing.

**PDP 314 Digital Imaging (Photography) I (1.2); 2 cr.** Introduces students to the world of digital imaging and capture with hands on workshops in the studio and on location. It also introduces the students to the manipulation, retouching, multimedia and desktop and web publishing.

**PDP 321 Advanced Principles of photography (2.2); 3 cr.** An advanced treatment of theory and techniques covers exposure evaluation systems, sensitometry, chemistry, optics, and terminology. Emphasis on understanding why things work the way they do. Students learn to test and evaluate films and papers, mix formulas, and do systematic meter evaluations of shooting

situations. Shooting assignments and critiques augment theoretical understanding. *Prerequisite:* PDP 311.

**PDP 322 Studio lighting Workshop (1.2); 2 cr.** This course introduces beginning level students to the general concepts for studio lighting. It will also give intermediate and advanced level students an opportunity to improve their lighting skills. Students will utilize the technical characteristics and Artistic possibilities of strobe and tungsten lighting as applied in table top, fashion and portrait photography. Shooting sessions will be done in both black and white and color transparency films. *Prerequisite:* PDP 311.

**PDP 323 Advanced Color Techniques (2.2); 3 cr.** Course material integrates the theories and techniques of negative and positive color films with research into specialty films and papers including internegative film and display materials. Emphasis is placed on negative to positive printing processes. *Prerequisite:* PDP 313.

**PDP 324 Digital Imaging (Photography) II (1.2); 2 cr.** Introduces students to the world of digital imaging and capture with hands on workshops in the studio and on location. It also introduces the students to the manipulation, retouching, desktop and web publishing. *Prerequisite:* PDP 314.

**PDP 326 Studio and Large Format Photography (2.2); 3 cr.** Through demonstrations and hands-on experience, students become acquainted with the large format view camera. Studio and location, camera movements and perspective correction, and film processing are explored. *Prerequisite:* PDP 311.

**PDP 327 History of Photography (2.2); 3 cr.** A comprehensive survey of photography from its beginnings in the nineteenth century to the present. Course content covers the medium's technology and aesthetic evolution. Students explore the social and political impact of photography upon the last two centuries.

**PDP 328 Professional Business Practices (1.2); 2 cr.** A survey of various subjects of importance to any photographer wishing to survive in the world including promotion

freelance skills, marketing, taxes and copywriting law. Destinated to help both the commercial and fine art photographers. *Prerequisite:* PDP 311.

**PDP 411 Multimedia I (1.2); 2 cr.** An exploration of the possibilities of a variety of art materials and techniques; line films, halftones, tint screens, press and patterns, and posterization are covered. *Prerequisite:* PDP 321.

**PDP 412 Advertising Photography (1.2); 2 cr.** A treatment of various types of corporate and editorial publications, including magazines brochures and annual reports. Students' concentrate on strengthening their existing portfolios, Promotion, editorial career Access, and marketing strategies are addressed. It expands on beauty and glamour photography, contract shooting and collaborating with advertising and modeling agencies and stylists. Work is done in the studio and on location. Portfolio development is emphasized. *Prerequisite:* PDP 321.

**PDP 413 Senior Project I (1.2); 2 cr.** Is the preparation stage of the senior project. It involves an under supervision research, and presentation that would lead to production of the final project. *Prerequisite:* PDP 321.

**PDP 414 Research and Creativity (2.2); 3 cr.** The course emphasizes photography as a means

of Artistic expression. Students present their work for discussion and critics. Contemporary and historical ideas and movements are discussed. Visits are made to local exhibitions and established fine art photographers, historical, technical and aesthetic approaches. The aim is to further the student's technical proficiency and aesthetic awareness of the creative uses of black-and-white and color photography. *Prerequisite:* PDP 321.

**PDP 421 Multimedia II (1.2); 2 cr.** An introduction to the use of photography for interactive purposes. *Prerequisite:* PDP 411.

**PDP 422 Photojournalism (1.2); 2 cr.** A survey and production course offering a wide perspective of the issues facing newspaper, freelance, and magazine photographers. History of the genre, techniques, ideas and aesthetics are discussed. Students shoot various assignments including a major photo essay. Course also emphasizes historic and contemporary practices of documentary photography. Technical and theoretical concerns are addressed through work on a collaborative black-and-white project. Students learn to write copy photography in a series, and edit images to create effective documentary projects. *Prerequisite:* PDP 411.

**PDP 423 Senior Project II (2.2); 3 cr.** Production of the final project under supervision. *Prerequisite:* PDP 411.

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## The Degree of Bachelor of Arts in Fashion & Textile Design.

The program is organized to teach and practice the skills of dressmaking and tailoring, knit/weave, construction and printing of textiles etc. The graduates will be able to create original and new design concepts with a modern, innovative aesthetic quality for a national and international market; and be able to produce these as individual prototypes or planned to be put into production. All courses within the program stress the ability to 'make' and to 'create'; and specify designs for manufacture into reality.

### Admission Requirements

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. All courses with a grade of less than C- must be repeated (see separate Foundation Studies description). In addition all remedial courses, Math and/or English must be completed. Students who fail to meet the above requirements will not be allowed to proceed to the Bachelor of Arts in Fashion and Textiles Design and other majors in the Design Department of the Faculty of Architecture, Art & Design.

Students, who are computer illiterate, are encouraged to take CSC 201 within their GER or free elective courses before starting their major requirements.

## **Graduation Requirements**

To receive the degree of Bachelor of Arts in Fashion and Textiles Design, a student must complete a total of 102 credits with a minimum cumulative grade point average of 2.3/4.0 in all major courses. Any major course with a grade of less than C- must be repeated. The 102 credits necessary for graduation are divided as follows:

### **Degree Requirements (102 credits)**

#### **General Education Requirements (GER): 18 cr.**

The GER are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... 6 cr.

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... 6 cr.

#### **Core Requirements 28 cr.**

Foundation Studies: FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225.

The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

#### **Free Electives 6 cr**

Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.

#### **Major Requirements 50 cr.**

FTP 311, FAP 312, FTP 313, FAP 314, FAP 315, FTP 316, FTP 321, FAP 322, FTP 323, FTP 324, FAP 325, FTP 411, FTP 412, FAP 413, FTP 414, FTP 412, FTP 421, FTP 422, FTP 423, FAP 423, FTP 424.

**Bachelor of Arts Degree in Fashion & Textile Design**  
**Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II**

**Fall Semester (18 Credits)**

FTP	311	Fashion & Textiles I	3cr.
FAP	312	Drawing III	3cr.
FTP	313	Surface Design I	2cr.
FAP	314	Conceptual Visual Thinking I	2cr.
FAP	315	History of Art	3cr.
FTP	316	Skills & Technology I	2cr.
—	—	GER	3cr.

**Spring Semester (16 Credits)**

FTP	321	Fashion & Textiles II	3cr.
FAP	322	Drawing IV	3cr.
FTP	323	Surface Design II	2cr.
FTP	324	Skills & Technology II	2cr.
FAP	325	History of Modern Art	3cr.
—	—	GER	3cr.

**Summer Semester (9 Credits)**

—	—	GER	3cr.
—	—	GER	3cr.
—	—	GER	3cr.

**Year III**

**Fall Semester (15 Credits)**

FTP	411	Fashion & Textiles III	3cr.
FTP	412	Multi-Media & Personal Development I	3cr.
FAP	413	Digital Media I for the Fine Artist	2cr.
FTP	414	Studio Work I	2cr.
FTP	415	History of Fashion & Textile Design	2cr.
—	—	Free Elective	3cr.

**Spring Semester (13 Credits)**

FTP	421	Fashion & Textiles IV	3cr.
FTP	422	Multi-Media & Personal Development II	3cr.
FTP	423	Professional Practice & Marketing	1cr.
FAP	423	Digital Media II for the Fine Artist	2cr.
FTP	424	Studio Work II	1cr.
—	—	Free Elective	3cr.



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## Undergraduate Courses: Fashion & Textile Design

**FTP 311 Fashion and Textiles I (2.2); 3 cr.** Basic skills for fashion: drawing; pattern cutting and skills (sewing dress making, seamstress and tailoring skills); and basic construction skills for: textiles, rugs, tapestries: weave, knit.

**FTP 313 Surface Design I (1.2); 2cr.** Practice in techniques and processes of: knit, weave, printing, dyeing textiles; tapestries, carpet and rug making, felt, flocking; and, hand made, woven, and machine-printed floor tiles, coverings and wall coverings; and crafts and traditional techniques in metalworking, basket and rug making, and leatherwork; silversmithing and fine craftsmanship in using special gems and materials as part of tapestry and constructed textiles.

**FTP 316 Skills and Technology I (1.2); 2cr.** Continued study and practice in weaving, and all basic production technologies associated with tapestries and constructed textiles.

**FTP 321 Fashion and Textiles II (2.2); 3cr.** Making: entails continued practice throughout the course at seamstress and tailoring skills, cutting and sewing; selecting fabrics etc. Historical and theoretical studies plus associated disciplines. *Prerequisite:* FTP 311.

**FTP 323 Surface Design II (1.2); 2cr.** Study and practice with surface effects, tactile surfaces; wood and metal materials and sheets; metal and natural fibers; rubber, Elasticized, latex and Lycra fabrics, contour-fabrics, etc. *Prerequisite:* FTP 313.

**FTP 324 Skills and Technology II (1.2); 2cr.** Industrial visits to textile and craft workshops and manufacturing, and printing plants. *Prerequisite:* FTP 316.

**FTP 411 Fashion and Textiles III (2.2); 3cr.** Drawing and visual research leading to concept

boards for three dimensional and bas-relief surface designs, for objects and materials. *Prerequisite:* TP 321.

**FTP 412 Multi-Media and Personal Development I (2.2); 3cr.** Professional Practice in a self-employed or employed context; the nature work and the process of commissioning work for the textile, fashion, interior design, art and architecture professions lecture program. *Prerequisite:* FTP 321.

**FTP 414 Studio Work I (1.2); 2cr.** Development of student's final thesis produced to support their personal collection. *Prerequisite:* FTP 321.

**FTP 415 History of Fashion & Textile Design (2.0); 2cr.** International ethnic techniques, and cultural differences; East and West influences: cause and affects.

**FTP 421 Fashion and Textiles IV (2.2); 3cr.** Guided preparation of proposals, submitted by students for planning their contribution to the groups first fashion show based on researched historical and theoretical themes and developed to influence a modern fashion context. *Prerequisite:* FTP 411.

**FTP 422 Multi-Media and Personal Development II (2.2); 3cr.** This course is a continuation of the previous course FTP 412. *Prerequisite:* FTP 412.

**FTP 423 Professional practice and marketing (1.0); 1cr.** Professional practice, marketing and fashion promotion. *Prerequisite:* FTP 411.

**FTP 424 Studio Work II (1.0); 1cr.** Submission and assessment of student's final thesis produced to support their personal collection. *Prerequisite:* FTP 414.

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## The Degree of Master of Arts in Design (MA)

The purpose of the NDU Master of Arts in Design is to prepare students to significantly influence and lead the development of the visual arts and design professions in Lebanon thus contributing to the country's global position and status. The program offers 36 credits in research, theory and studio courses in parallel to the development of a self-initiated thesis or project.

The Master of Arts in Design program allows the student to disengage from the daily pursuit of tasks in their fields that are normally carried out under constraints, and which may limit their exploration of the subject in a holistic sense. Instead, the student is able to look in depth into the history, theory, practice and achievements of design on local, national and international levels.

In addition, the students will utilize a variety of methodologies appropriate to the subject/s under investigation in order to create a basis for further pioneering and exploratory work.

### **Candidate's Profile**

The Master of Arts in Design program is designed for students from the many disciplines that are embraced by the term visual arts and design, who wish to engage in a period of study beyond the bachelor level, and who wish to raise their intellectual and/or professional experience associated with visual arts.

Students with bachelor degrees from other disciplines are invited into the program after they have fulfilled undergraduate requirements of the university admission policy.

### **Admission Requirements**

In addition to the university admission requirements for graduate students, the candidate must submit a portfolio of work for assessment and schedule an interview with MA course faculty.

In addition, applicants for the graduate program may be granted a maximum of nine transfer credits of graduate studies taken at another accredited institution of higher education provided that the transfer course(s) correspond to the NDU course requirements.

In order to be accepted into the program, the students must take a minimum of 6 credits per semester as a part-time candidate and 9 credits as a full-time candidate. The maximum number of credits per semester is 12 credits.

Students applying with a bachelor degree outside of design should first fulfill the undergraduate requirements of the university admission policy. Students with a degree from FAAD other than design will have to consult with MA course faculty.

### **Graduation Requirements**

Students seeking the degree of Master of Design must meet the university graduation requirements and complete 36 credits with a cumulative average of at least 3.0/4.0.

### **Degree Requirements (36 Credits)**

#### **Major Courses**

MAD 615, MAD 616, MAD 617, MAD 625, MAD 626, MAD 627, MAD 635, MAD 636, MAD 645.

**Number of  
Credits (cr.)  
36 cr.**

## The Degree of Master of Arts in Design (MA) Suggested Program (36 Credits)

### Year 1

#### Fall Semester I (6-12 Credits)

MAD	615	Design Research Methodologies	3cr.
MAD	616	Contemporary Issues in Design	3cr.
MAD	617	Design Studio I	6cr.

#### Spring Semester I (6-12 Credits)

MAD	625	Design Research Development	3cr.
MAD	626	Cultural Issues in Design	3cr.
MAD	627	Design Studio II	6cr.

### Year 2

#### Fall Semester II (6 Credits)

MAD	635	Thesis I	3cr.
MAD	636	Special Topic	3cr.

#### Spring Semester II (6 Credits)

MAD	645	Thesis II	6cr.
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### Graduate Courses: Arts in Design

**MAD 615 Design Research Methodologies (2.2); 3 cr.** A survey of current design thinking and research methodologies to aid the student in the development of projects in response to a critical content framework. The course is intended to offer the student support and direction in the formation of the critical thinking that will inform their written and visual solutions. Includes lectures, readings and discussion of contemporary issues in design in social and cultural contexts.

**MAD 616 Contemporary Issues in Design (2.2); 3 cr.** A seminar in which topics of current relevance to design practice and critical thinking will be explored and analyzed. The course content will change each semester to remain up to date within the profession.

**MAD 617 Design Studio I (2.8); 6cr.** Design projects in response to the critical content of Contemporary Issues in Design. Includes the role of designed objects in contemporary culture and the effect on society, including interaction with potential audiences. Co-requisite and/or *Prerequisite*: MAD 616.

**MAD 625 Design Research Development (2.2); 3 cr.** Development of conceptual and analytical skills for the self-initiated design research which will culminate in a written proposal. *Prerequisite*: MAD 615.

**MAD 626 Cultural Issues in Design (2.2); 3 cr.** A seminar that will consider the relevance of culture to design particularly in the Lebanese context. An introduction to recent theories in various disciplines concerning cultural understanding of design. The course content will change each semester to remain up to date within the profession. *Prerequisite*: MAD 616.

**MAD 627 Design Studio II (2.8); 6 cr.** A visual application of the topics and ideas covered in Cultural Issues in Design. The course will be a platform for experimentation and exploration of concepts from the seminars. Focuses on the role of design objects as cultural artifacts and their reflection of social diversity on both designers and audiences. Includes creation, reproduction, distribution and reception of messages. *Co-requisite* and/or *Prerequisite*: MAD 626.

**MAD 635 Thesis I (2.2); 3 cr.** This course will support and assist the student in the development and preparation of their research into a comprehensive written document that will complement the visual work to be undertaken in Thesis II. The two components will interrelate to support the theories, hypothesis and conclusion/s. *Prerequisite*: MAD 627.

**MAD 636 Special Topic (2.2); 3 cr.** This course is given by an invited instructor to explore topics of current interest. *Prerequisite*: MAD 627.

**MAD 645 Thesis II (4.4); 6 cr.** The course will provide guidance during the development of the visual application of the design thesis. The final

outcome should serve as the solution/answer to the written thesis. *Prerequisite:* MAD 635.

### **Substituted Courses**

MAD 611 – Design Research Seminar I; 3 cr. TO MAD 615 Design Research Methodologies; 3 cr.

MAD 612 – Design Research Seminar II; 3 cr. TO MAD 625-Design Research Development; 3 cr.

## DEPARTMENT OF MUSIC AND MUSICOLOGY

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**Chairperson:** *Rev. Dr. Elias Kesrouani*

**Secretary:** *Miss Adele Dib*

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### **Professor**

**Kesrouani, Rev. Dr. Elias**, Diplome de Docteur, *Musicologie*, 1989, Sorbone Paris IV, France

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### **The Degree of Bachelor of Arts in Music – Musicology Concentration**

The B.A. program is designed to help students develop competence and expertise in the areas of music history, theory and analysis.

In addition, students will further acquire professional skills in voice and instrument playing.

#### **Admission Requirements**

In addition to the University admission requirements, prospective candidates must complete all major courses in the music foundation studies with a cumulative average of 2.3/4.0 or above. All major courses with a grade of less than C- must be repeated. All remedial courses, Math and/or English must be completed prior to enrolling in the major courses. Students who fail to meet these requirements will not be allowed to proceed to the degree courses in Musicology and other majors in the Departments of the Faculty of Architecture, Art & Design.

Also, prior to admission, applicants will be subject to a practical assessment, which covers test instrument, voice and musical background.

#### **Graduation Requirements**

To receive the degree of Bachelor of Arts in Music – Musicology Concentration, a student must complete a total of 124 credits with a minimum cumulative grade point average of 2.3/4.0 in all Major Courses. Any major course with a grade of less than C- must be repeated. The 124 credits necessary for graduation are divided as follows:

#### **Degree Requirements (124 credits)**

##### **General Education Requirements (GER):** **18 cr.**

The GER courses are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr.

Cultural Studies: Religion + one of the following courses: Arabic or Western Literature or Sociology of Music or Philosophy or Cultural Sequence or Art or Music or Lebanese Music etc... 6 cr.

Basic Science: Two of the following courses: Music Archeology, Phonetics (ear and vocal cords), Environmental Science, Nutrition, Health, Astronomy, Geology, Psychology, etc. 6 cr.

##### **Foundation Year** **30 cr.**

MUA 227, MUA 254, MUS 211, MUS 214, MUS 221, MUS 222, MUS 223, MUS 224, MUS 232, MUS 233, MUS 234, MUS 243, MUS 244, MUS 245.

The student must complete all Foundation courses with a minimum GPA of 2.3/4.0 or above. Students who fail to meet these requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

**Major Requirements****76 cr.**

MUA 477, MUE 335, MUE 376, MUM 347, MUM 354, MUM 437, MUM 448,  
MUS 201, MUS 324, MUS 331, MUS 334, MUS 341, MUS 342, MUS 343,  
MUS 344, MUS 346, MUS 352, MUS 353, MUS 382, MUS 384, MUS 441,  
MUS 444, MUS 451, MUS 452, MUS 453, MUS 454, MUS 455, MUS 462,  
MUS 463, MUS 464, MUS 474, MUS 475, MUS 484, MUS 485.

**Bachelor of Arts in Music – Musicology Concentration**  
**Suggested Program (124 Credits)**

**Year I**

**Fall Semester (18 Credits)**

MUS	211	Applied Music Instrumental or Vocal I	1 cr.
MUS	222	Theory of Music I	1 cr.
MUS	223	Sight Singing and Ear Training I	1 cr.
MUS	214	Introduction to Musicology	3 cr.
MUS	224	History and Analysis of Western Music: Medieval – Baroque Period	3 cr.
MUA	254	History of Arabic Music I	3 cr.
MUA	227	Arabic Music (Theory, Maqamat, Rhythms, Forms)	3 cr.
<i>ENL</i>	213	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester (18 Credits)**

MUS	221	Applied Music Instrumental or Vocal II	1 cr.
MUS	232	Theory of Music II	1 cr.
MUS	233	Sight Singing and Ear Training II	1 cr.
MUS	234	History and Analysis of Western Music: Classical Period	3 cr.
MUS	244	Ethnomusicology	3 cr.
MUS	245	Musical Forms	3 cr.
<i>ENL</i>	230	English in the Workplace (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session (9 Credits)**

MUS	243	Lebanese Music	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Year II**

**Fall Semester II (18 Credits)**

MUS	331	Applied Music Instrumental or Vocal III	1 cr.
MUS	342	Harmony I	1 cr.
MUS	343	Sight Singing, Rhythmic Chanting, and Ear Training III	1 cr.
MUS	324	History and Analysis of Western Music: Romantic and Post-Romantic Period	3 cr.
MUM	354	Organology of Music	3 cr.
MUS	344	Religious Music (Gregorian, Byzantine, and Syriac)	3 cr.
MUS	382	Methodology (research methods) of Music	3 cr.
MUE	335	Music Education I	3 cr.

**Spring Semester II (18 Credits)**

MUS	341	Applied Music Instrumental or Vocal IV	1 cr.
MUS	352	Harmony II	1 cr.
MUS	353	Sight Singing, Rhythmic Chanting, and Ear Training IV	1 cr.
MUS	334	History and Analysis of Western Music: 20th Century and Contemporary Music	3 cr.
MUS	346	Special Course	3 cr.
MUS	201	Music Archeology	3 cr.
MUM	347	Computer and Music	3 cr.
MUS	384	Research Seminar	3 cr.

**Summer Session II (7 Credits)**

MUE	376	Secondary Instrument (Percussion)	1 cr.
MUS	454	Instrumentation	3 cr.
—	—	GER	3 cr.

**Year III**

**Fall Semester III (18 Credits)**

MUS	441	Applied Music Instrumental or Vocal V	1 cr.
MUS	452	Harmony III	1 cr.
MUS	453	Sight Singing, Rhythmic Chanting, and Ear Training V	1 cr.
MUS	464	Sociology of Music	3 cr.
MUS	444	Philology of Music	3 cr.
MUS	475	Acoustics of Music	3 cr.
MUS	474	Music Ensembles	3 cr.
MUS	484	Project I	3 cr.

**Spring Semester III (18 Credits)**

MUS	451	Applied Music Instrumental or Vocal VI	1 cr.
MUS	462	Counterpoint and Fugue	1 cr.
MUS	463	Sight Singing, Rhythmic Chanting, and Ear Training VI	1 cr.
MUM	437	Art Management	3 cr.
MUS	455	Orchestration	3 cr.
MUS	485	Project II	3 cr.
MUA	477	Andalousian Music	3 cr.
MUM	448	Musical Criticism	3 cr.

**Undergraduate Courses: Musicology**

**MUS 201 Music Archeology (3.0); 3 cr.** Music instruments and inscriptions of the early time.

Introduction to the eighth and 16th notes and syncopation, and the cut-time time signature.

*Prerequisite:* MUS 223.

**MUS 211 Applied Music Instrumental or Vocal I (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument or voice. *Prerequisite:* Knowledge of 20% of the Latin program or its equivalent.

**MUS 234 History and Analysis of Western Music: Classical Period (3.0); 3 cr.** Survey of composers, pieces, languages and styles of the Classical period.

**MUS 214 Introduction to Musicology (3.0); 3 cr.** A survey of musicology, its philosophy and objectives, Relating musicology to auxiliary disciplines.

**MUS 243 Lebanese Music (3.0); 3 cr.** Traditional and popular Lebanese music: forms, metrics, modes rhythms and instruments from early time to the 20th century.

**MUS 221 Applied Music Instrumental or Vocal II (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument. *Prerequisite:* MUS 211

**MUS 244 Ethnomusicology (3.0); 3 cr.** Introduction to music of different cultures and times.

**MUS 222 Theory of Music I (1.0); 1 cr.** Last and general survey of Theory of Music aiming to fill up any lack in theory supposed to be achieved.

**MUS 245 Musical Forms (3.0); 3 cr.** Genres, styles, forms, structures of music throughout history.

**MUS 223 Sight Singing and Ear Training I (1.0); 1 cr.** Ear training and sight singing exercises in the keys of C major, A minor, F major, D minor, G major, and E minor.

**MUS 324 History and Analysis of Western Music: Romantic and Post-Romantic Period (3.0); 3 cr.** Survey of composers, pieces, languages and styles of Romantic, and Post-Romantic periods.

**MUS 224 History and Analysis of Western Music: Medieval – Baroque Period (3.0); 3 cr.** Survey of composers, pieces, languages and styles of Medieval, Renaissance, and Baroque periods.

**MUS 331 Applied Music Instrumental or Vocal III (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument. *Prerequisite:* MUS 221

**MUS 232 Theory of Music II (1.0); 1 cr.** The modes (other than the major and minor modes), chords (up to five tone chords), modulation, phrases and the different kinds of cadences, transposition, ornaments and abbreviations, and the contemporary notation. In brief: open horizon on harmony. *Prerequisite:* MUS 222.

**MUS 334 History and Analysis of Western Music: 20th Century and Contemporary Music (3.0); 3 cr.** Survey of composers, pieces, and styles of 20th Century and contemporary periods.

**MUS 233 Sight Singing and Ear Training II (1.0); 1 cr.** Sight singing and ear training exercises in keys with up to four alterations.

**MUS 341 Applied Music Instrumental or Vocal IV (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument. *Prerequisite:* MUS 331.

**MUS 342 Harmony I (1.0); 1 cr.** Three tone chords, cadences, and modulation. Harmonizing



short pieces and the dominant seventh chords. *Prerequisite:* MUS 232.

**MUS 343 Sight Singing, Rhythmic Chanting, and Ear Training III (1.0); 1 cr.** Sight singing and ear training exercises in keys with up to 6 alterations in the key signature. Introduction to composite measures, and more in depth applications of syncopation. *Prerequisite:* MUS 233

**MUS 344 Religious Music (Gregorian, Byzantine, and Syriac) (3.0); 3 cr.** Survey of Gregorian, Byzantine, and Aramaic chants and their modes.

**MUS 345 History and Analysis of Western Music from Medieval to Classic (3.0); 3 cr.**

**MUS 346 Special course (3.0); 3 cr.** Free specialized advanced course occasionally suggested (like lines and frequencies: architecture and music...)

**MUS 352 Harmony II (1.0); 1 cr.** 9th, 11th, and 13th chords, diminished seventh chords, and altered chords. *Prerequisite:* MUS 342.

**MUS 353 Sight Singing, Rhythmic Chanting, and Ear Training IV (1.0); 1 cr.** Sight singing and ear training exercises in the key of F with advanced rhythms. *Prerequisite:* MUS 343.

**MUS 355 History and Analysis of Western Music: from Romantic to Contemporary (3.0); 3cr.**

**MUS 382 Methodology (research methods) of Music (3.0); 3 cr.** Introduction to musical sources, principles of research, research styles, citations, and formatting. Art of writing theses and scientific works.

**MUS 383 Secondary course (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument. *Prerequisite:* MUS 221

**MUS 384 Research seminar (3.0); 3 cr.** Presentation of a research project under the supervision of the teacher. *Prerequisite:* MUS 382.

**MUS 441 Applied Music Instrumental or Vocal V (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument. *Prerequisite:* MUS 341.

**MUS 444 Philology of Music (3.0); 3 cr.** Musical intelligence, development of musical

principles, intervals, and scales. *Prerequisite:* MUS 352.

**MUS 451 Applied Music Instrumental or Vocal VI (1.0); 1 cr.** Private lessons with the teacher on the student's major instrument.: Knowledge of 50% of the Latin program or its equivalent. *Prerequisite:* MUS 441.

**MUS 452 Harmony III (1.0); 1 cr.** Retardation, pedal points, passing tones, neighboring tones, anticipation, the appoggiatura, and escape notes. *Prerequisite:* MUS 352.

**MUS 453 Sight Singing, Rhythmic Chanting, and Ear Training V (1.0); 1 cr.** Sight singing and ear training exercises in simple keys with advanced rhythms. *Prerequisite:* MUS 353.

**MUS 454 Instrumentation (3.0); 3 cr.** Study of instrumentation and arranging different music to different ensembles. *Prerequisite:* MUS 452.

**MUS 455 Orchestration (3.0); 3 cr.** Art of orchestra composing based on the evolution of instruments and music Schools.

**MUS 462 Counterpoint and Fugue (1.0); 1 cr.** Writing music for more than one voice in the modal styles of the organum, Motet... to fugue. *Prerequisite:* MUS 352.

**MUS 463 Sight Singing, Rhythmic Chanting, and Ear Training VI (1.0); 1 cr.** Sight singing and ear training exercises in all tonalities, and the C-clef. *Prerequisite:* MUS 453.

**MUS 464 Sociology of Music (2.0); 2 cr.** Expressions, principles and symbolism of music in social life.

**MUS 474 Music Ensembles (3.0); 3 cr.** Vocal or instrumental ensembles.

**MUS 475 Acoustics of Music (3.0); 3 cr.** Principles of sounds. Science of sound and the process of hearing. The study of hall acoustics.

**MUS 484 Project I (3.0); 3 cr.** Presentation of a research project under the supervision of the teacher. *Prerequisite:* MUS 384.

**MUS 485 Project II (3.0); 3 cr.** Presentation of a research project under the supervision of the teacher. *Prerequisite:* MUS 484.

**MUS 490 Senior Project (3.0); 3 cr.**

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## **The Degree of Bachelor of Arts in Music – Music Education Concentration**

**A concentration in music education provides students with the professional qualifications to serve in educational settings.**

### **Admission Requirements**

In addition to the University admission requirements, prospective candidates must complete all major courses in the music foundation studies with a cumulative average of 2.3/4.0 or above. In addition all major courses with a grade of less than C- must be repeated. All remedial courses, Math and/or English must be completed prior to enrolling in the major courses. Students who fail to meet these requirements will not be allowed to proceed to the degree courses in Music Education and other majors in the Departments of the Faculty of Architecture, Art & Design.

Also, prior to admission, applicants will be subject to a practical assessment, which covers test instrument, voice and musical background.

### **Graduation Requirements**

To receive the degree of Bachelor of Arts in Music – Music Education Concentration, a student must complete a total of 124 credits with a minimum cumulative grade point average of 2.3/4.0 in Major and Core Requirements. Any major course with a grade of less than C- must be repeated. The 124 credits necessary for graduation are divided as follows:

#### **Degree Requirements (124 credits)**

**General Education Requirements (GER):** **18 cr.**

The GER courses are distributed as follows:

Sophomore English: ENL 213 & ENL 230 **6 cr.**

Cultural Studies: Religion + one of the following courses: Arabic or Western Literature or Sociology of Music or Philosophy or Cultural Sequence or Art or Music etc... **6 cr.**

Basic Science: Two of the following courses: Environmental Science, Nutrition, Health, Astronomy, Music Archeology, Phonetics (ear and vocal cords), Geology, Psychology, etc... **6 cr.**

**Foundation Year** **30 cr.**

MUA 227, MUA 254, MUS 211, MUS 214, MUS 221, MUS 222, MUS 223, MUS 224, MUS 232, MUS 233, MUS 234, MUS 243, MUS 244, MUS 245.

The student must complete all Foundation courses with a minimum GPA of 2.3/4.0 or above. Students who fail to meet these requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

**Core Requirements** **12 cr.**

EDU 212, EDU 355, STA 201, EDU 313

**Major Requirements** **64 cr.**

MUE 335, MUE 336, MUE 446, MUE 456, MUE 476, MUM 354, MUS 201, MUS 324, MUS 331, MUS 334, MUS 341, MUS 342, MUS 343, MUS 352, MUS 353, MUS 382, MUS 383, MUS 384, MUS 441, MUS 444, MUS 451, MUS 452, MUS 453, MUS 455, MUS 462, MUS 463, MUS 464, MUS 474, MUS 475, MUS 484.

**Bachelor of Arts in Music – Music Education Concentration**  
**Suggested Program (124 Credits)**

**Year I**

**Fall Semester (18 Credits)**

MUS	211	Applied Music Instrumental or Vocal I	1 cr.
MUS	222	Theory of Music I	1 cr.
MUS	223	Sight Singing and Ear Training I	1 cr.
MUS	214	Introduction to Musicology	3 cr.
MUS	224	History and Analysis of Western Music: Medieval – Baroque Period	3 cr.
MUA	254	History of Arabic Music I	3 cr.
MUA	227	Arabic Music (Theory, Maqamat, Rhythms, Forms)	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester (18 Credits)**

MUS	221	Applied Music Instrumental or Vocal II	1 cr.
MUS	232	Theory of Music II	1 cr.
MUS	233	Sight Singing and Ear Training II	1 cr.
MUS	234	History and Analysis of Western Music: Classical Period	3 cr.
MUS	244	Ethnomusicology	3 cr.
MUS	245	Musical Forms	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session ( 9 Credits)**

MUS	243	Lebanese Music	3 cr
—	—	GER	3 cr.
—	—	GER	3 cr.

**Year II**

**Fall Semester II (18 Credits)**

MUS	331	Applied Music Instrumental or Vocal III	1 cr.
MUS	342	Harmony I	1 cr.
MUS	343	Sight Singing, Rhythmic Chanting, and Ear Training III	1cr.
MUS	324	History and Analysis of Western Music: Romantic and Post-Romantic Period	3 cr.
MUM	354	Organology of Music	3 cr.
MUE	335	Music Education I	3 cr.
EDU	313	Psychology of Education: Learning	3 cr.
MUS	382	Methodology (research methods) of Music	3 cr.

**Spring Semester II (18 Credits)**

MUS	341	Applied Music Instrumental or Vocal IV	1 cr.
MUS	352	Harmony II	1 cr.
MUS	353	Sight Singing, Rhythmic Chanting, and Ear Training IV	1 cr.
MUS	334	History and Analysis of Western Music: 20th Century and Contemporary Music	3 cr.
MUE	336	Music Education II	3 cr.
EDU	212	Sociological Perspective on Schools	3 cr.
EDU	355	Methods of Teaching: Early Childhood	3 cr.
MUS	384	Research Seminar	3 cr.

**Summer Session II ( 7 Credits)**

		GER	3 cr.
MUS	201	Music Archeology	3 cr.
MUS	383	Secondary course	1cr.

### Year III

#### Fall Semester III ( 18 Credits)

MUS	441	Applied Music Instrumental or Vocal V	1 cr.
MUS	452	Harmony III	1 cr.
MUS	453	Sight Singing, Rhythmic Chanting, and Ear Training V	1 cr.
MUE	446	Teaching Music at the Elementary Level	3 cr.
MUS	474	Music Ensembles	3 cr.
MUS	444	Philology of Music	3 cr.
MUS	475	Acoustics of Music	3 cr.
MUS	464	Sociology of Music	3 cr.

#### Spring Semester III (18 Credits)

MUS	451	Applied Music Instrumental or Vocal VI	1 cr.
MUS	462	Counterpoint and Fugue	1 cr.
MUS	463	Sight Singing, Rhythmic Chanting, and Ear Training VI	1 cr.
MUS	455	Orchestration	3 cr.
STA	201	Statistics for Social Sciences	3 cr.
MUE	476	Teaching Music at Secondary Level	3 cr.
MUS	484	Project I	3 cr.
MUE	456	Philosophy of Music Education	3 cr.

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### Undergraduate Courses: Music Education

**MUE 335 Music Education I (3.0); 3 cr.** A survey of the various musical education methods, such as the Orff, Dalcroze, Kodaly, Suzuki and other methods.

**MUE 336 Music Education II (3.0); 3 cr.** Continuation and development of MUE 335. with student studies of field work.

**MUE 376 Secondary Instrument (Percussion) (1.0); 1 cr.** Techniques on how to perform on percussion instruments. Notation of percussive instruments.

**MUE 446 Teaching Music at the Elementary Level (3.0); 3 cr.** Writing lesson plans

appropriate to the elementary level and applying them. Learning teaching methods suitable for the age group (6-11).

**MUE 456 Philosophy of Music Education (3.0); 3 cr.** A survey of the different schools of thought in education in general, and particularly in music education.

**MUE 476 Teaching Music at Secondary Level (3.0); 3 cr.** Writing lesson plans appropriate to the secondary level and applying them. Learning teaching methods suitable for the age group (12-17).

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### The Degree of Bachelor of Arts in Music – Musimedialogy Concentration

**An avant-garde perspective combining music to all fields of media. Students will master the art of relaying music information via radio, TV, journalism, and the Internet.**

#### Admission Requirements

In addition to the University admission requirements, prospective candidates must complete all major courses in the music foundation studies with a cumulative average of 2.3/4.0 or above. In addition all major courses with a grade of less than C- must be repeated. All remedial courses, Math and/ or English must be completed prior to enrolling in the major courses. Students who fail to meet these requirements will not be allowed to proceed to the degree courses in Musimedialogy and other majors in the Departments of the Faculty of Architecture, Art & Design.

Also, prior to admission, applicants will be subject to a practical assessment, which covers test instrument, voice and musical background.

### **Graduation Requirements**

To receive the degree of Bachelor of Arts in Music – Musimedialogy Concentration, a student must complete a total of 124 credits with a minimum cumulative grade point average of 2.3/4.0 in Major and Core Requirements. Any major course with a grade of less than C- must be repeated. The 124 credits necessary for graduation are divided as follows:

#### **Degree Requirements (124 credits)**

##### **General Education Requirements (GER): 18 cr.**

The GER courses are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr

Cultural Studies: Religion + one of the following courses: Arabic or Western Literature or Philosophy or Cultural Sequence or Art or Music, etc... 6 cr.

Basic Science: Two of the following courses: Environmental Science, Nutrition, Health, Astronomy, Music Archeology, Phonetics (ear and vocal cords), Geology, Psychology, etc... 6 cr.

##### **Foundation Year 30 cr.**

MUA 227, MUA 254, MUS 211, MUS 214, MUS 221, MUS 222, MUS 223, MUS 224, MUS 232, MUS 233, MUS 234, MUS 243, MUS 244, MUS 245.

The student must complete all Foundation courses with a minimum GPA of 2.3/4.0 or above. Students who fail to meet these requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

##### **Core Requirements**

CAO 201, JOU 410, COA 352, JOU 480, COA 252, JOU 370, JOU 310 18 cr.

##### **Major Requirements 58 cr.**

MUM 350, MUM 354, MUM 355, MUM 437, MUM 447, MUM 448, MUM 457, MUS 201, MUS 324, MUS 331, MUS 334, MUS 341, MUS 342, MUS 343, MUS 352, MUS 353, MUS 382, MUS 384, MUS 441, MUS 444, MUS 452, MUS 453, MUS 454, MUS 455, MUS 475, MUS 490.

**Bachelor of Arts in Music – Musimedialogy Concentration**  
**Suggested Program (124 Credits)**

**Year I**

**Fall Semester (18 Credits)**

MUS	211	Applied Music Instrumental or Vocal I	1 cr.
MUS	222	Theory of Music I	1 cr.
MUS	223	Sight Singing and Ear Training I	1 cr.
MUS	224	History and Analysis of Western Music: Medieval – Baroque Period	3 cr.
MUS	214	Introduction to Musicology	3 cr.
MUA	254	History of Arabic Music I	3 cr.
MUA	227	Arabic Music (Theory, Maqamat, Rhythms, Forms)	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester (18 Credits)**

MUS	221	Applied Music Instrumental or Vocal II	1 cr.
MUS	232	Theory of Music II	1 cr.
MUS	233	Sight Singing and Ear Training II	1 cr.
MUS	234	History and Analysis of Western Music: Classical Period	3 cr.
MUS	244	Ethnomusicology	3 cr.
MUS	245	Musical Forms	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session (0 9 Credits)**

MUS	243	Lebanese Music	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Year II**

**Fall Semester II (18 Credits)**

MUS	331	Applied Music Instrumental or Vocal III	1 cr.
MUS	342	Harmony I	1 cr.
MUS	343	Sight Singing, Rhythmic Chanting, and Ear Training III	1 cr.
MUS	324	History and Analysis of Western Music: Romantic and Post-Romantic Period	3 cr.
MUM	355	Audio techniques	3 cr.
MUS	382	Methodology (research methods) of Music	3 cr.
MUM	354	Organology of Music	3 cr.
COA	201	Mass Media Essentials	3 cr.

**Spring Semester II (18 Credits)**

MUS	341	Applied Music Instrumental or Vocal IV	1 cr.
MUS	352	Harmony II	1 cr.
MUS	353	Sight Singing, Rhythmic Chanting, and Ear Training IV	1 cr.
MUS	334	History and Analysis of Western Music: 20th Century and Contemporary Music	3 cr.
MUM	350	Audio-Video Workshop	3 cr.
JOU	410	Newsriting and Reporting II	3 cr.
COA	352	Media Law	3 cr.
—	—	GER	3 cr.

**Summer Session II ( 8 Credits)**

JOU	480	Journalism Internship	1 cr.
MUS	454	Instrumentation	3 cr.
MUS	201	Music Archeology	3 cr.
MUS	452	Harmony III	1 cr.

### Year III

#### Fall Semester III (17 Credits)

MUS	441	Applied Music Instrumental or Vocal V	1 cr.
MUS	453	Sight Singing, Rhythmic Chanting, and Ear Training V	1 cr.
MUM	447	Survey of Art Schools	1 cr.
JOU	370	Newspaper production	2 cr.
MUS	444	Philology of Music	3 cr.
MUS	475	Acoustics of Music	3 cr.
MUS	384	Research Seminar	3 cr.
COA	252	Public Relations	3 cr.

#### Spring Semester III (18 Credits)

MUS	455	Orchestration	3 cr.
JOU	310	Newsriting and Reporting I	3cr.
MUM	457	Radio and Television Music Casting	3 cr.
MUS	490	Senior Project	3 cr.
MUM	437	Art Management	3cr.
MUM	448	Musical Criticism	3 cr.

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### Undergraduate Courses: Musimedialogy

#### **MUM 347 Computer and Music (3.0); 3 cr.**

Introduction to different musical notation and MIDI programs.

#### **MUM 350 Audio-Video Workshop (3.0); 3cr.**

Broadcasting, diffusion, mixers, cameras, editing (Montage from classic to computerized)

#### **MUM 354 Organology of music (3.0); 3 cr.**

Music Prototype Instruments manufacture and evolution through history: Strings, winds..., ear and vocal cords.

#### **MUM 355 Audio techniques (3.0) ; 3cr. AC,**

DC, Frequency definition, signals, frequencies modulation, AM, FM, mic – ampli – speaker, sound qualification, acoustic studio treatment and recording.

#### **MUM 437Art Management (3.0); 3 cr.**

Business aspects of the arts; selecting suitable

musical acts for performances, providing the venue, selecting the program, promoting the act, and selling the tickets, rules and P.R. required for musician relation with consumer public and producers.

#### **MUM 447 Survey of Art Schools (1.0); 1 cr. A**

course surveying the Art schools aiming at preparing the Musical Criticism.

#### **MUM 448 Musical Criticism (3.0); 3 cr.**

Writing musical critiques, reviews, and previews, of musical events.

#### **MUM 457 Radio and Television Music Casting (3.0); 3 cr.**

Performing critiques, reviews, and previews of musical events, live or taped on the radio or the television.

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### The Degree of Bachelor of Arts in Music - Arabic Musicology Concentration

بكالوريوس في الموسيقى والعلوم الموسيقية العربية (تُعطى في اللغة العربية)

**A concentration in the different schools of Arabic Music, from Alfarabi to modern era. Students will be proficient in at least one oriental instrument.**

#### **Admission Requirements**

In addition to the University admission requirements, prospective candidates must complete all major courses in the music foundation studies with a cumulative average of 2.3/4.0 or above. In addition, all major courses with a grade of less than C- must be repeated. All remedial courses, Math and/or English may be completed during the first two years of study. Students who fail to meet these requirements will not be allowed to proceed to the degree courses in Arabic Musicology and other majors in the Departments of the Faculty of Architecture, Art & Design.

Also, prior to admission, applicants will be subject to a practical assessment, which covers test instrument, voice and musical background.

### **Graduation Requirements**

To receive the degree of Bachelor of Arts in Music - Arabic Musicology Concentration, a student must complete a total of 124 credits with a minimum cumulative grade point average of 2.3/4.0 in all Major Courses. Any major course with a grade of less than C- must be repeated. The 124 credits necessary for graduation are divided as follows:

#### **Degree Requirements (124 credits)**

##### **General Education Requirements (GER):** **18 cr.**

The GER courses are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr.

Cultural Studies: Religion + one of the following courses: Arabic or Western Literature or Philosophy or Cultural Sequence or Art or Music, etc... 6 cr.

Basic Science: Two of the following courses: Environmental Science, Nutrition, Health, Astronomy, Music Archeology, Phonetics (ear and vocal cords), Geology, Psychology, etc. 6 cr.

##### **Foundation Year** **32 cr.**

MUA 218, MUA 222, MUA 227, MUA 234, MUA 254, MUS 211, MUS 214, MUS 221, MUS 222, MUS 223, MUS 232, MUS 233, MUS 243, MUS 244, MUS 245.

The student must complete all Foundation courses with a GPA of 2.3/4.0 or above. Students who fail to meet these requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

##### **Major Requirements** **74 cr.**

MUA 318, MUA 324, MUA 332, MUA 334, MUA 342, MUA 343, MUA 353, MUA 363, MUA 424, MUA 434, MUA 444, MUA 463, MUM 347, MUM 354, MUS 201, MUS 331, MUS 341, MUS 342, MUS 343, MUS 344, MUS 345, MUS 352, MUS 355, MUS 382, MUS 384, MUS 441, MUS 444, MUS 451, MUS 455, MUS 462, MUS 475, MUS 484.



**Bachelor of Arts in Music - Arabic Musicology Concentration**  
**Suggested Program (124 Credits)**

**Year I**

**Fall Semester (17 credits)**

MUS	211	Applied Music Instrumental or Vocal I	1cr.
MUS	222	Theory of Music I	1cr.
MUS	223	Sight Singing and Ear Training I	1cr.
MUS	214	Introduction to Musicology	3cr.
MUA	254	History of Arabic Music I	3cr.
MUA	218	Arabic Prosody;	2cr.
MUA	227	Arabic Music (Theory, Maqamat, Rhythms, Forms)	3cr.
ENL	213	Sophomore Rhetoric (GER)	3cr.

**Spring Semester (18 credits)**

MUS	221	Applied Music Instrumental or Vocal II	1cr.
MUS	232	Theory of Music II;	1cr.
MUS	233	Sight Singing and Ear Training II	1cr.
MUS	245	Musical Forms	3cr.
MUA	234	History and Analysis of Arabic Music II	3cr.
MUS	244	Ethnomusicology	3cr.
ENL	230	English in the Workplace	3cr.
—	—	GER Elective	3cr.

**Summer Session (9 credits)**

MUA	222	Arabic Music Theory II	3cr.
MUS	243	Lebanese Music	3cr.
—	—	GER	3cr.

**Year II**

**Fall Semester (18 credits)**

MUS	331	Applied Music Instrumental or Vocal III	1cr.
MUS	343	Sight Singing Rhythmic chanting and Ear Training III	1cr.
MUA	343	Oriental Sight Singing 1	1cr.
MUS	342	Harmony I	1cr.
MUA	332	Arabic Music Theory III	3cr.
MUA	324	History and Analysis of Arabic Music III	3cr.
MUM	354	Organology of Music	3cr.
MUA	318	Qoran Chanting	2cr.
MUS	382	Methodology (research methods) of Music	3cr.

**Spring Semester (18 credits)**

MUS	341	Applied Music Instrumental or Vocal IV	1cr.
MUA	353	Oriental Sight Singing 2	1 cr.
MUS	352	Harmony II	1cr.
MUA	342	Arabic Music Theory IV	3cr.
MUA	334	History and Analysis of Arabic Music IV	3cr.
MUS	344	Religious Music (Gregorian, Byzantine, and Syriac)	3cr.
—	—	GER	3cr.

**Summer Session (9 credits)**

MUS	345	History and Analysis of Western Music: from Medieval to Classic	3cr.
MUS	201	Music Archeology	3cr.
—	—	GER	3cr.

**Year III**

**Fall Semester (18 credits)**

MUS	441	Applied Music Instrumental or Vocal V	1cr.
MUS	343	Sight Singing, Rhythmic Chanting and Ear Training III	1cr.
MUA	363	Oriental Sight Singing and Ear Training 3	1cr.
MUA	424	History and Analysis of Arabic Music V	3cr.
MUS	355	History and Analysis of Western Music: from Romantic to Contemporary	3cr.

MUS	444	Philology of Music	3cr.
MUS	384	Research Seminar	3cr.
MUS	475	Acoustics of Music	3cr.

**Spring Semester ( 17 credits)**

MUS	451	Applied Music Instrumental or Vocal VI	1cr.
MUA	463	Oriental Sight Singing and Ear Training 4	1cr.
MUS	462	Counterpoint and Fugue	1cr.
MUA	444	History and Analysis of Arabic Music VI	3cr.
MUM	347	Computer and Music	3cr.
MUS	484	Project I	3cr.
MUS	455	Orchestration	3cr.
MUA	434	Arabic Musical Forms	2cr.

## Undergraduate Courses: Arabic Musicology

**MUA 218 Arabic Prosody (2.0); 2 cr.** ( علم لأوزان الشعر العربية وإيقاعاتها، موسيقى الشعر (العروض

**MUA 222 Arabic Music Theory II (3.0); 3cr.** تحاليل معمقة للنظريات (نظريات الموسيقى العربية) المركبة المقامات المركبة والإيقاعات المركبة  
*Prerequisite:* MUA 227.

**MUA 227 Arabic Music (3.0); 3 cr.** (Theory, Maqamat, rhythms and forms).

**MUA 234 History and Analysis of Arabic Music II (3.0); 3cr.** Al-Kindy - Andalusian music

**MUA 254 History of Arabic music I. (3.0); 3cr.** A general survey of the history of of Arabic music from the beginning to the contemporary era.

**MUA 318 Qoran Chanting(2.0); 2 cr.** ( الانشاد القرآني)

**MUA 324 History and Analysis of Arabic Music III (3.0); 3cr.** Al-Farabi.

**MUA 332 Arabic Music Theory III (3.0); 3 cr.** تحاليل مؤلفات عربية كلاسيكية واستخراج النظريات الموسيقية العربية : المقامات المركبة والإيقاعات المركبة منها .

**MUA 334 History and Analysis of Arabic Music IV (3.0); 3 cr.** Ibn Sina, Al-Ikhawan Al-Safa, Ibn Rushd.

**MUA 342 Arabic Music Theory IV (3.0); 3 cr.** (لي نظريات الموسيقى العربية ٣ وتحليلها)

**MUA 343 Oriental Sight Singing 1 (1.0); 1 cr.** صولفيج شرقي ١

**MUA 353 Oriental Sight Singing 2 (1.0); 1 cr.** صولفيج شرقي ٢. *Prerequisite:* MUA 343.

**MUA 363 Oriental Sight Singing & Ear Training 3 (1.0); 1cr.** صولفيج شرقي ٣. *Prerequisite:* MUA 353.

**MUA 424 History and Analysis of Arabic Music V (3.0); 3cr.** Cairo Congress of Arabic Music 1932-1934 Michael Moushaqa and contemporary theorists.

**MUA 444 History and Analysis of Arabic Music VI (3.0); 3 cr.** Arab Renaissance-Modern Arabic Music.

**MUA 463 Oriental Sight Singing & Ear Training 4 (1.0); 1 cr.** (صولفيج شرقي ٤) *Prerequisite:* MUA 363.

**MUA 477 Andalusian Music (3.0); 3 cr.** الوزن الشعري للموشحات الأندلسية والموسيقى الناتجة عنه ( في الحقبة الأندلسية ؛ ومميزات هذه الموسيقى من حيث النغم والشكل والإيقاع وانتقالها من الأندلس الى المغرب العربي ثم الى حلب ومصر ...)

## **DEPARTMENT OF ART**

The Department offers degree programs at both the undergraduate and the graduate levels:

- BA in Studio Arts (102 credits)
- BA in Performing Arts (102 credits)
- BA in Arts & Crafts (102 credits)
- Master of Fine Arts (36 credits)

### **The Degree of Bachelor of Arts In Studio Arts**

This degree is designed to offer the student a possibility to engage critically with the contemporary Lebanese art culture. It is fundamentally a cross disciplinary pedagogical program which aims at developing in the student, and consequently in the context of a transformed art scene, a desire to reformulate the arts relation with the public sphere. It is a program, which elaborates the tradition of the studio process of art making by equally emphasizing art historical and theoretical studies.

The Bachelor of Arts Degree in Studio Arts spans 3 years of full-time studies including a one-year Foundation Studies common to all other degree courses in the Faculty. The program totals 102 credits including the Foundation Year (28 credits). The Studio Arts program is divided into three full-time phases each of one academic year, (sophomore, junior and senior), commencing each September and concluding each July.

There is no entrance to the course at Mid-term or spring semesters. The final degree assessment is in June/July of the third (Senior) year.

#### **Admission Requirements**

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. In addition all major courses with a grade of less than C- must be repeated (see separate Foundation Studies description). All remedial courses, Math and/or English must be completed prior to entering the major courses. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Studio Arts and other majors in the Departments of the Faculty of Architecture, Art & Design.

Students, who are computer illiterate, are encouraged to take CSC 201 within their GER or free elective courses before starting their major requirements.

#### **Graduation Requirements**

To receive the degree of Bachelor of Arts in Studio Arts, a student must complete a total of 102 credits with a minimum cumulative grade point average of 2.3/4.0 in all Major Courses. Any major course with a grade of less than C- must be repeated. The 102 credits necessary for graduation are divided as follows:

## **Degree Requirements (102 credits)**

### **General Education Requirements (GER):** **18 cr.**

Sophomore English: ENL 213 & ENL 230 6 cr

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... 6 cr.

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... 6 cr.

### **Core Requirements** **28 cr.**

Foundation Studies: FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225.

The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

### **Free Electives** **6 cr**

Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.

### **Major Requirements** **50 cr.**

FAP 311, FAP 312, FAP 313, FAP 314, FAP 315, FAP 321, FAP 322, FAP 323, FAP 324, FAP 325, FAP 411, FAP 412, FAP 413, FAP 414, FAP 415, FAP 421, FAP 422, FAP 423, FAP 424.

**Bachelor of Arts Degree in Studio Arts  
Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II**

**Fall Semester (17 Credits)**

FAP	311	Painting I	3cr.
FAP	312	Drawing III	3cr.
FAP	313	Sculpture I	3cr.
FAP	314	Conceptual Visual Thinking I	2cr.
FAP	315	History of Art	3cr.
—	—	GER	3cr.

**Spring Semester (17 Credits)**

FAP	321	Painting II	3cr.
FAP	322	Drawing IV	3cr.
FAP	323	Sculpture II	3cr.
FAP	324	Conceptual Visual Thinking II	2cr.
FAP	325	History of Modern Art	3cr.
—	—	GER	3cr.

**Summer Semester (9 Credits)**

—	—	GER	3cr.
—	—	GER	3cr.
—	—	GER	3cr.

**Year III**

**Fall Semester (14 Credits)**

FAP	411	Multi-Media & Image Develop. I (Painters/Sculptors)	3cr.
FAP	412	Print Media	3cr.
FAP	413	Digital Media I for the Fine Artist	2cr.
FAP	414	Studio Work I	1cr.
FAP	415	Conceptual Visual Thinking III	2cr.
—	—	Free Elective	3cr.

**Spring Semester (13 Credits)**

FAP	421	Multi-Media & Image Develop. II (Painters/Sculptors)	3cr.
FAP	422	Installation Art	3cr.
FAP	423	Digital Media II for the Fine Artist	2cr.
FAP	424	Studio Work II	3cr.
—	—	Free Elective	3cr.

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## Undergraduate Courses: Studio Arts

**FAP 101 Introduction to Music and Art (3.0); 3 cr.** Introduces students to techniques and representative works in the music and arts of various periods.

**FAP 201 Intro to Painting (2.2); 3 cr.** Introduces the student to different materials of painting, construction, composition and paint handling.

**FAP 202 Intro to Sculpture (2.2); 3 cr.** A course designed to introduce the student to 3-dimensional forms. Emphasis will be on the concept of modeling, carving, casting and constructing as well as developing new modes of expression.

**FAP 203 Intro to Ceramics (2.2); 3 cr.** This course will allow the students to build forms from clay using basic handbuilding techniques and the potter's wheel.

**FAP 204 Intro to Printmaking (2.2); 3 cr.** Students experiment with classical and contemporary methods for creating multiple originals.

**FAP 205 Intro to Textiles (2.2); 3 cr.** Introduction to weaving and surface design. Basic elements of color, texture, and structure.

**FAP 211 Drawing I (2.2); 3 cr.** Eye and hand coordination are developed through the use of different drawing techniques.

**FAP 214 Performing Arts and Music (2.2); 3 cr.** Designed to enhance student's creativity in discovering the fields of theater, dance and music.

**FAP 215 Art & Culture (1.2); 2 cr.** The aim of this course is to broaden the students' culture understanding. Students will experience a variety of forms of expression, which may include sound, movement, time, and space.

**FAP 221 Drawing II (2.2); 3 cr.** Drawing is encouraged through observation and application. The human figure is considered in relation to the environment. *Prerequisite:* FAP 211.

**FAP 225 Conceptual Communication (1.2) 2 cr.** A course based on "visual thinking" exercises for the development of the students' ideas and visual expressions.

**FAP 311 Painting I (2.2); 3 cr.** This is a beginning course dealing with different painting techniques.

**FAP 312 Drawing III (2.2); 3 cr.** This course consists of a complete study of the human anatomy (skeletal & muscular system). It is designed to improve the sense of observation, proportion, structure while drawing the figure in different movement considering its different expressions. *Prerequisite:* FAP 221.

**FAP 313 Sculpture I (2.2); 3 cr.** The course is designed to introduce the three dimensions form as well as expose the various sculptural techniques of modeling, carving, casting, mold making. Emphasis will be on clay modeling and Plaster. Traditional & conceptual approach to sculpture will be addressed.

**FAP 314 Conceptual Visual Thinking I (1.2); 2 cr.** This course challenge the students' capacity to conceptualize ideas related to contemporary art and presented by the instructor. The student will be using a variety of materials in order to communicate and develop his or her concept.

**FAP 315 History of Art (3.0); 3 cr.** This course is an exposure to a discussion of the major concepts and developments in the classical period in the history of art.

**FAP 321 Painting II (2.2); 3 cr.** This is an advanced course in painting techniques using modern and contemporary approaches. An investigation of new material techniques using different painting surfaces. *Prerequisite:* FAP 311.

**FAP 322 Drawing IV (2.2); 3 cr.** This course is designed to explore various approaches and techniques through sketching. It consists of a quick and rough representation of an object, a scene, an activity etc...The goal of this course is to develop and explore individual expression. *Prerequisite:* FAP 312.

**FAP 323 Sculpture II (2.2); 3 cr.** This course is a continuation of Sculpture I with more advanced projects. New materials and techniques will be introduced and more individual freedom in choosing the media will be given, which will enhance personal vision

and develop individual expression. Prerequisite FAP 313.

**FAP 324 Conceptual Visual Thinking II (1.2); 2 cr.** This course challenges the students' capacity to conceptualize ideas related to contemporary culture and presented by the instructor. The student will be using a variety of materials in order to communicate and develop his or her concept. *Prerequisite:* FAP 314.

**FAP 325 History of Modern Art (3.0); 3 cr.** This course is an exposure to a discussion of the major concepts and developments in the modern contemporary history of art.

**FAP 411 Multi-Media & Image Development I (Painters / Sculptors) (2.2); 3 cr.** This is the course where student can choose to work with different techniques from video and computer art to realistic painting and sculpture. This multi-media approach is geared towards the development of a personal vocabulary as well as acquisition of the needed skills. *Prerequisites:* FAP 321 & FAP 323.

**FAP 412 Print Media (2.2); 3 cr.** General introduction to printmaking techniques such as intaglio: etching, relief, etc...*Prerequisites:* FAP 321 & FAP 323.

**FAP 413 Digital Media I for the Fine Artist (1.2); 2 cr.** Students are exposed to different softwares pertaining to fine arts. *Prerequisites:* FAP 321 & FAP 323.

**FAP 414 Studio Work I (0.2); 1 cr.** Third year students will have access to a small but permanent and private space, where they would spend at least 3 hours per week developing their research and work. A faculty member will meet privately with each student to discuss and critique the developed work. Independent studio work is where the student gets a preview of what it feels to work independently in a studio, not guided by a classroom project or a teacher. This is the place to acquire self-motivation while

guided for one year by an encouraging faculty member. *Prerequisites:* FAP 321 and FAP 323.

**FAP 415 Conceptual Visual Thinking III (1.2); 2 cr.** This course challenges the students' capacity to conceptualize ideas related to contemporary issues and presented by the instructor. The student will be using a variety of materials in order to communicate and develop his or her concept. *Prerequisite:* FAP 324.

**FAP 421 Multi-Media & Image Development II (Painters / Sculptors) (2.2) 3 cr.** Advanced level of the multi-media approach studied in FAP 411 and is geared towards the development of a personal vocabulary. Prerequisite FAP 411.

**FAP 422 Installation Art (2.2); 3 cr.** This course attempts to synthesize several intersecting problematics from the practices of painting, sculpture, architecture, theater and theories dealing with the issues of 'spectatorship'. These issues are studied both within the parameters of an interior space and on the site of a public space. *Prerequisite:* FAP 411.

**FAP 423 Digital Media II for the Fine Artist (1.2); 2 cr.** This course builds on the technical skills acquired during the previous course. *Prerequisite:* FAP 413.

**FAP 424 Studio Work II (1.4); 3 cr.** This course is a continuation of the previous course FAP 414. *Prerequisite:* FAP 414.

**FDP 201 Basic Design (2.2); 3 cr.** Introduces students to basics of visual expression and organization. *Prerequisite:* Sophomore Standing.

**FDP 214 Design for Advertising (2.2); 3 cr.** This course is designed for the communication art students. It emphasizes both the functional and the aesthetic aspects of design. *Prerequisite:* FDP 201.

**FDP 490 Senior Study (2.2); 3 cr.** Research in any special topic dealing with history of architecture, furniture, antiques, textiles or costume design. *Prerequisite:* Senior Standing.



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## The Degree of Bachelor of Arts In Performing Arts

### Admission Requirements

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. In addition all major courses with a grade of less than C- must be repeated (see separate Foundation Studies description). All remedial courses, Math and/or English must be completed prior to entering the major courses. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Performing Arts and other majors in the Departments of the Faculty of Architecture, Art & Design.

Students, who are computer illiterate, are encouraged to take CSC 201 within their GER or free elective courses before starting their major requirements.

### Graduation Requirements

To receive the degree of Bachelor of Arts in Performing Arts, a student must complete a total of 102 credits with a minimum cumulative grade point average of 2.3/4.0 in all major courses. Any major course with a grade of less than C- must be repeated. The 102 credits necessary for graduation are divided as follows:

#### Degree Requirements (102 credits)

#### General Education Requirements (GER): 18 cr.

The GER are distributed as follows:

Sophomore English: ENL 213 & ENL 230 6 cr

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... 6 cr.

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... 6 cr.

#### Core Requirements 28 cr.

Foundation Studies: FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225.

The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

#### Free Electives 6 cr

Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.

#### Major Requirements 50 cr.

FPA 311, FPA 312, FTA 313, FPA 314, FPA 315, FPA 316, FPA 321, FPA 322, FPA 323, FPA 324, FPA 325, FPA 326, FPA 411, FPA 412, FPA 413, FPA 414, FPA 421, FPA 422, FPA 423, FPA 424.

**Bachelor of Arts Degree in Performing Arts  
Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II**

**Fall Semester (16 Credits)**

FPA	311	Acting I	3cr.
FPA	312	Make-up, Costume and Set Design	3cr.
FTA	313	History of the Theatre	2cr.
FPA	314	Movement I	2cr.
FPA	315	Voice and Text I	2cr.
FPA	316	Resident Workshop	1cr.
—	—	GER	3cr.

**Spring Semester (16 Credits)**

FPA	321	Acting II	3cr.
FPA	322	Light, Sound, and Multi-Media	3cr.
FPA	323	Text Analysis	2cr.
FPA	324	Movement II	2cr.
FPA	325	Voice & Text II	3cr.
—	—	GER	3cr.

**Summer Semester (9 Credits)**

FPA	326	Theater in Performance	3cr.
—	—	GER	3cr.
—	—	GER	3cr.

**Year III**

**Fall Semester (16 Credits)**

FPA	411	Acting III	3cr.
FPA	412	Creative dramatics	2cr.
FPA	413	Fields of Performances I	2cr.
FPA	414	Directing I	3cr.
—	—	GER	3cr.
—	—	Free Elective	3cr.

**Spring Semester (14 Credits)**

FPA	421	Directing II	3cr.
FPA	422	Senior Study	3cr.
FPA	423	Fields of Performance II	2cr.
FPA	424	Playwriting Workshop	3cr.
—	—	Free Elective	3cr.

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## Undergraduate Courses: Performing Arts

**FPA 311 Acting I (2.2); 3 cr.** English/ Arabic. The course explores movement for the actor and establishes basic physical warm-up techniques that serve the student throughout his or her studies. Includes the actor's exploration of stage space, and building character, through improvisation and text work.

**FPA 312 Make-up, Costume and Set Design (2.2); 3 cr.** An exploration of the collaborative process of designing for the live theatre. (1) Basic techniques of make-up for the stage including corrective make-up, and fantasy make-up. (2) Basic techniques of costume design for the stage including research, patterning, setting, constructing and fitting costumes. (3) Basic techniques of set design for the stage. Emphasis on the analysis of the dramatic text, research and the use of imagery to support the dramatic intent of a particular production, class project will engage students in using a variety of medium to explore how architecture, the arrangement of space, and the elements of design are used dramatically.

**FPA 314 Movement I (1.2); 2 cr.** This course is a physically demanding exploration of the role of the body as a main tool of performance. Training student in making connections with their bodies as a mean of assimilating and reacting to external/ internal stimuli without allowing the mind faculties and/or normative social behavior to mask the process.

**FPA 315 Voice and Text I (1.2); 2 cr.** English/ Arabic. The course consists of breathing and vocal exercises that aim at developing the actor's capacity of vocal expression.

**FPA 316 Resident Workshop (0.2); 1 cr.** English/ Arabic. Workshop with visiting theatre professionals which may include stage directors, designers, choreographers, and professional performers. This workshop leads to student's performances based on workshops, and supervised by the visiting practitioner and co-instructor.

**FPA 321 Acting II (2.2); 3 cr.** English/ Arabic. A continuation of Acting I with specific periods of theatrical and dramatic history explored; for instance, Greek and Roman theatre, Period Drama, Spanish Golden Age, Arabic Modern and others. *Prerequisite:* FPA 311.

**FPA 322 Light, Sound, and Multi-Media (2.2); 3 cr.** This course will consider design and technology in theatre. It will entail three distinctive parts: (1) Light Design: an exploration of the process of seeing, basic theories of color, and the psychological and physical characteristics of light. This part of the course considers the role of light as a flexible, expressive art medium. (2) Sound Design: the use of sound as a medium of design for the theatre; research and creation of sound score, recording and engineering techniques, live effects and projects in live and studio sound production. (3) Digital multimedia as an option of stage design. Students will be exposed to a variety of media and to techniques such as video, computer animation, and projection. Students will learn how to incorporate such elements within the other elements of stage design through research and projects. *Prerequisite:* FPA 311.

**FPA 323 Text Analysis (2.0); 2 cr.** Through an exploration of various plays from different periods, the course aims at equipping the students with the necessary tools of analyzing, and interpreting texts. *Prerequisite:* FPA 311.

**FPA 324 Movement II (1.2); 2 cr.** A continuation of Movement I. *Prerequisite:* FPA 314.

**FPA 325 Voice & Text II (2.2); 3 cr.** A continuation of Voice and Text I. *Prerequisite:* FPA 315.

**FPA 326 Theatre in Performance (2.2); 3 cr.** English/Arabic This course entails a collaborative process that leads to a production, which will represent the department in festivals. A part from the registered students, the course is open to students from across the program, as well as, to the community. *Prerequisite:* FPA 311.

**FPA 411 Acting III (2.2); 3 cr.** English/ Arabic. A continuation of Acting II with a survey and workshops on different schools of acting; for instance, Stanislavski, Brecht, Boal, Grotowski, Mnouchkine. *Prerequisite:* FPA 321.

**FPA 412 Creative Dramatics (1.2); 2 cr.** English/ Arabic A study of the principles and methods of developing original dramatization

with children. Observation of children 's classes in creative dramatics is included. *Prerequisite:* FPA 321.

**FPA 413 Fields of Performances I (1.2); 2 cr.** English/ Arabic. This course offers the students the opportunity to be exposed to fields of performances such as: children theatre, puppetry, mime, musical, "Attitudologie", story telling, stage combat, dance, circus and others.

**FPA 414 Directing I (2.2); 3 cr.** English/ Arabic. Methods, theories, exercise, and practice in directing and presenting theatrical and non-theatrical texts. Special attention will be given to dramaturgy, and composition in space and time. *Prerequisite:* FPA 321.

**FPA 421 Directing II (2.2); 3 cr.** English/Arabic. A continuation of "Directing I" on a more advanced level. *Prerequisite:* FPA 414.

**FPA 422 Senior Study (2.2); 3 cr.** English/ Arabic. Individual study directed by the instructor in a selected area of study. *Prerequisite:* FPA 411.

**FPA 423 Fields of Performance II (1.2); 2 cr.** English/ Arabic. Same structure as "Fields of Performances I". Different fields will be explored. *Prerequisite:* FPA 411.

**FPA 424 Playwriting Workshop (2.2); 3 cr.** English/ Arabic. Focus is on creativity in the writing of theatrical texts. Students will engage in analytical exercises in which they will learn to build characters, construct plot and develop point of view. *Prerequisite:* FPA 411.

**FTA 313 History of Theatre (2.0); 2 cr.** The development of the theatre from its beginning till present.

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## The Degree of Bachelor of Arts in Arts and Crafts

The Bachelor of Arts in Arts and Crafts combines: Arts, Crafts, Ceramics, Jewelry, Metal Working, Leather Working with textile design for fiber arts so as to express the individuals' aesthetic capabilities.

Students learn both traditional and innovative techniques, working in two and three dimensions, with an emphasis on creative approaches to design, use of media including computer applications and technical information.

Ceramics, jewelry, metal working and leather work will be studied and practiced in a workshop environment involving traditional methods and new technologies. Courses in weaving cover four-harness and multi-harness structures, open weaves, dyed and painted warps, tapestry, computer aided techniques and others which allow the properties of color, fiber and texture to interact.

In surface design courses, students will learn processes such as silk-screen printing, resist dyeing, block-printing and design technologies where patterns are designed on paper and computer.

A variety of non-loom methods will be experienced such as hand-made paper, knotting, basketry, and others.

Projects assigned may include creations such as rugs, wall pieces, installations, garments, or sample designs; ceramics, jewelry; metal worked products and leather goods.

Graduates may design for industry, while others start their own business or build an exhibition portfolio as a Fine Artist within their chosen field of arts and crafts.

### Admission Requirements

In addition to the University admission requirements, prospective candidates must complete the Foundation Studies with a 2.3/4.0 grade or above. In addition all major courses with a grade of less than C- must be repeated (see separate Foundation Studies description). All remedial courses, Math and/or English must be completed prior to entering the major

courses. Students who fail to meet the above requirements will not be allowed to proceed to the degree courses in Arts & Crafts and other majors in the Departments of the Faculty of Architecture, Art & Design.

Students, who are computer illiterate, are encouraged to take CSC 201 within their GER or free elective courses before starting their major requirements.

### **Graduation Requirements**

To receive the degree of Bachelor of Arts in Arts & Crafts, a student must complete a total of 102 credits with a minimum cumulative grade point average of 2.3/4.0 in all Major Courses. Any major course with a grade of less than C- must be repeated. The 102 credits necessary for graduation are divided as follows:

#### **Degree Requirements (102 credits)**

**General Education Requirements (GER):** **18 cr.**

The GER are distributed as follows:

Sophomore English: ENL 213 & ENL 230 **6 cr**

Cultural Studies: Religion, Arabic, Western Literature, Philosophy, Cultural Sequence, Art, Music, etc... **6 cr.**

Basic Science: Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc... **6 cr.**

**Core Requirements** **28 cr.**

Foundation Studies: FAP 211, GDP 212, ARP 213, FAP 214, FAP 215, FAP 221, GDP 222, ARP 223, GDP 224, FAP 225.

The student must complete all Foundation courses with a grade of 2.3/4.0 or above. Students who fail to meet the above requirements will be asked to repeat the Foundation Studies for only one additional year or change the major.

**Free Electives** **6 cr**

Students are also expected to complete 6 credits of free electives. The 3-credit course in religion must be included if it has not been already taken within the GER.

**Major Requirements** **50 cr.**

FAC 311, FAP 312, FAC 313, FAP 314, FAP 315, FAC 316, FAC 321, FAP 322, FAC 323, FAC 324, FAP 325, FAC 411, FAC 412, FAP 413, FAC 414, FAC 412, FAC 421, FAC 422, FAC 423, FAP 423, FAC 424.

**Bachelor of Arts Degree in Arts and Crafts  
Suggested Program (102 Credits)**

**Year I of the Foundation Studies**

**Fall Semester (14 Credits)**

FAP	211	Drawing I	3cr.
GDP	212	Design Principles I	3cr.
ARP	213	Basic Technical Skills	3cr.
FAP	214	Performing Arts and Music	3cr.
FAP	215	Art & Culture	2cr.

**Spring Semester (14 Credits)**

FAP	221	Drawing II	3cr.
GDP	222	Design Principles II	3cr.
ARP	223	Descriptive Geometry	3cr.
GDP	224	Introduction to Photography	3cr.
FAP	225	Conceptual Communication	2cr.

**Summer Session** is left for remedial courses not completed within the Foundation studies. GER courses could also be taken.

—	—	GER	3 cr.
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**Year II**

**Fall Semester (18 Credits)**

FAC	311	Arts & Crafts I	3cr.
FAP	312	Drawing III	3cr.
FAC	313	Technique I	2cr.
FAP	314	Conceptual Visual Thinking I	2cr.
FAP	315	History of Art	3cr.
FAC	316	Studio Art I	2cr.
—	—	GER	3cr.

**Spring Semester (16 Credits)**

FAC	321	Arts & Crafts II	3cr.
FAP	322	Drawing IV	3cr.
FAC	323	Technique II	2cr.
FAC	324	Studio Art II	2cr.
FAP	325	History of Modern Art	3cr.
—	—	GER	3cr.

**Summer Semester (9 Credits)**

—	—	GER	3cr.
—	—	GER	3cr.
—	—	GER	3cr.

**Year III**

**Fall Semester (15 Credits)**

FAC	411	Arts & Crafts III	3cr.
FAC	412	Multi-Media & Personal Development I	3cr.
FAP	413	Digital Media I for the Fine Artist	2cr.
FAC	414	Studio Work I	2cr.
FAC	415	History of Arts & Crafts	2cr.
—	—	Free Elective	3cr.

**Spring Semester (14 Credits)**

FAC	421	Arts & Crafts IV	3cr.
FAC	422	Multi-Media & Personal Development II	3cr.
FAC	423	Digital Media II for the Fine Artist	2cr.
FAC	424	Studio Work II	1cr.
FAC	425	Internship	1cr.
—	—	Free Elective	3cr.

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## Undergraduate Courses: Arts and Crafts

**FAC 311 Arts and Crafts I (2.2); 3 cr.** An introduction to the surface design of decorative arts and crafts, including fabric dyes, material and techniques used in traditional and non-traditional methods of surface design for ceramics, jewelry, metal-working, leather work, and fiber arts. Japanese, African, Indonesian techniques for tie-dye, batik, paste resist and hand painting on fabric are also studied. Projects emphasize development of personal expression as well as technical proficiency.

**FAC 313 Technique I (1.2); 2 cr.** This is an overview of traditional and contemporary methods of form making using a variety of materials. Projects explore both technical and conceptual possibilities in two and three-dimensional constructions, and the development of images and ideas.

**FAC 316 Studio Art I (1.2); 2 cr.** This course addresses all aspects of commercial design production, including different rendering techniques, production standards and terminology, and professional practices for rendering the presentation of designs for crafts, ceramics, jewelry, metal working, leather work, and constructed fiber arts. Students develop a work methodology to design flat patterns from conceptual evolution to final presentation. The development of professional portfolios are encouraged. Students may start using computer aided design.

**FAC 321 Arts & Crafts II (2.2); 3 cr.** This course focuses on the development of the creative and technical skills necessary to produce a variety of design; including, tooling leather work, embossing and engraving metal surfaces, applying decoration to ceramics, and printing fabrics. Various medias are explored. Students are encouraged to be experimental and inventive in their approach to using the various surfaces available to the decorative arts and crafts. *Prerequisite:* FAC 311.

**FAC 323 Technique II (1.2); 2 cr.** This course exposes students to the use of the computer as a design tool. Students draw and alter images on the computer as well as develop design units for execution. A number of applications for the computer-generated designs are investigated, including the production of photo-ready

positives for portfolio presentation. *Prerequisite:* FAC 313.

**FAC 324 Studio Art II (1.2); 2 cr.** This is a studio course in which all the student's works as well as the many areas of professional practice in the field are directed towards a specific career goal. Some of the topics covered are artists statements, curriculum vitae, portfolio preparation, cover letter and contracts. Professionalism in presentation and documentation is emphasized. Students also investigate marketing and merchandising techniques. *Prerequisite:* FAC 316.

**FAC 411 Arts & Crafts III (2.2); 3 cr.** Students develop skills necessary to translate single graphic images into interconnecting repetitive patterns suitable for use in all commercial and hand-crafted media. *Prerequisite:* FAC 321.

**FAC 412 Multi-Media & Personal Development I (2.2); 3 cr.** Students research information and artists, which are important to their personal development. With faculty assistance, students define and develop a body of work for the whole semester. An active journal related to the work is required. Mid-semester critiques and final review are also required. *Prerequisite:* FAC 321.

**FAC 414 Studio Work I (1.4); 3 cr.** Third year students will have access to a small but permanent and private space, where they would spend at least 3 hours per week developing their research and work. A faculty member will meet privately with each student to discuss and critique the development work. Independent studio work is where the student gets a preview of what it feels to work independently in a studio, not guided by a classroom project or a teacher. This is the place to acquire self-motivation while guided for one year by an encouraging faculty member. *Prerequisite:* FAC 321.

**FAC 415 History of Arts & Crafts (3.0); 3 cr.** An exploration of the beginnings of arts, crafts, weaving, and, textile printing and their evolution through the Middle ages to the present. This study becomes a source for many individual studio projects.

**FAC 421 Arts & Crafts IV (2.2); 3 cr.** Traditional and non-traditional techniques are used to develop conceptual and functional ideas. *Prerequisite:* FAC 411.

**FAC 422 Multi-Media & Personal Development II (2.2); 3 cr.** Students work with faculty to develop a personal body of work that represents depth and breadth of exploration and a maturing sense of aesthetic direction and self-expression. Group and individual discussions emphasize the development of critical

vocabulary along with advanced technical exploration. Students plan and prepare setting up and displaying of their major works. A Journal must be kept along with schedules of exhibition details and plans. *Prerequisite:* FAC 412.

**FAC 424 Studio Work II (0.2); 1 cr.** This course is a continuation of the previous course FAC 414. *Prerequisite:* FAC 414.

**FAC 425 Internship (0.2); 1 cr.** Practical training within a professional environment. *Prerequisite:* FAC 411.

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### **The Degree of Master of Arts in Fine Arts (MA)**

The purpose of the NDU Master of Arts in Fine Arts is to prepare students to significantly influence and lead the development of the visual arts professions in Lebanon thus contributing to the country's global position and status. The program offers 36 credits in research, theory and studio courses in parallel with the development of a self-initiated thesis or project.

The Master of Arts in Fine Arts program allows the student to disengage from the daily pursuit of tasks in their fields that are normally carried out under constraints, and which may limit their exploration of the subject in a holistic sense. Instead, the student is able to look in depth into the history, theory, practice and achievements of art on local, national and international levels.

In addition, the students will utilize a variety of methodologies appropriate to the subject/s under investigation in order to create a basis for further pioneering and exploratory work.

Students follow a number of common courses which focus on the activity of theory and practice at an informed and exploratory level; and, managerial and professional aspects of project research and development.

Groups of students engage in several activities which enable them to produce a significant body of work, including major projects carried out with the support of industry or sponsors, and will demonstrate their mastery of their assignments, self initiated work, disciplines and technology; demonstrating their ability to initiate and manage their own work program and the work of others involved in the production of their ultimate assignments.

#### **Candidate's Profile**

The Master of Arts in Fine Arts program is designed for students from the many disciplines that are embraced by the term visual arts, who wish to engage in a period of study beyond the bachelor level, and who wish to raise their intellectual and/or professional experience associated with visual arts.

Students with bachelor degrees from other disciplines are invited into the program after they have fulfilled undergraduate requirements of the university admission policy.

#### **Admission Requirements**

In addition to the university admission requirements for graduate students, the candidate must submit a portfolio of work for assessment and schedule an interview with MA course faculty.



In addition, applicants for the graduate program may be granted a maximum of nine transfer credits of graduate studies taken at another accredited institution of higher education provided that the transfer course(s) correspond to the NDU course requirements.

In order to be accepted into the program, the students must take a minimum of 6 credits per semester as a part-time candidate and 9 credits as a full-time candidate. The maximum number of credits per semester is 12 credits.

Students applying with a bachelor degree outside of arts should first fulfill the undergraduate requirements of the university admission policy. Students with a degree from FAAD other than art will have to consult with MA course faculty.

### Graduation Requirements

Students seeking the degree of Master of Art must meet the university graduation requirements and complete 36 credits with a cumulative average of at least 3.0/4.0.

### Degree Requirements Thesis Option (36 Credits)

#### Major Requirements

MAA 611, MAA 612, MAA 613, MAA 621, MAA 622, MAA 623, MAA 631, MAA 632, MAA 641.

**Number of  
Credits (cr.)  
36 cr.**

### Master of Arts in Fine Arts Suggested Program (36 credits)

#### Year 1

##### Fall semester (6 – 12 credits)

MAA	611	Art Research Methodologies	3cr.
MAA	612	Contemporary Issues in Art	3cr.
MAA	613	Art Studio I	6cr.

##### Spring semester (6 – 12 credits)

MAA	621	Art Research Development	3cr.
MAA	622	Cultural Issues in Art	3cr.
MAA	623	Art Studio II	6cr.

#### Year 2

##### Fall semester (6 credits)

MAA	631	Thesis I	3cr.
MAA	632	Special Topic	3cr.

##### Spring semester (6 credits)

MAA	641	Thesis II	6cr.
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### Graduate Courses: Fine Arts

**MAA 611 Art Research Methodologies (2.2); 3cr.** A survey of current art thinking and research methodologies to aid the student in the development of projects in response to a critical content framework. The course is intended to offer the student support and direction in the formation of the critical thinking that will inform their written and visual solutions. Includes lectures, readings and discussion of

contemporary issues in art in social and cultural contexts. A lecture program, group seminar and personal tutorial program on a number of assignments connected to the student's main field of study

**MAA 612 Contemporary Issues in Arts (2.2); 3 cr.** A seminar in which topics of current relevance to art practice and critical thinking

will be explored and analyzed. The course content will change each semester to remain up to date within the profession.

**MAA 613 Art Studio I (2.8); 6 cr.** Art projects in response to the critical content of contemporary issues in arts. Includes the role of designed objects in contemporary culture and the effect on society, including interaction with potential audiences. *Co-requisite and/or Prerequisite:* MAA 612.

**MAA 621 Art Research Development (2.2); 3 cr.** Development of conceptual and analytical skills for the self-initiated art research which will culminate in a written proposal. *Prerequisite:* MAD 615.

**MAA 622 Cultural Issues in Arts (2.2); 3 cr.** A seminar that will consider the relevance of culture to design particularly in the Lebanese context. An introduction to recent theories in various disciplines concerning cultural understanding of art. The course content will change each semester to remain up to date within the profession. *Prerequisite:* MAD 616.

**MAA 623 Art Studio II (2.8); 6 cr.** A visual application of the topics and ideas covered in

Cultural Issues in Arts. The course will be a platform for experimentation and exploration of concepts from the seminars. Focuses on the role of art objects as cultural artifacts and their reflection of social diversity on both designers and audiences. Includes creation, reproduction, distribution and reception of messages. *Co-requisite and/or Prerequisite:* MAD 626.

**MAA 631 Thesis I (2.2); 3 cr.** This course will support and assist the student in the development and preparation of their research into a comprehensive written document that will complement the visual work to be undertaken in Thesis II. The two components will interrelate to support the theories, hypothesis and conclusions. *Prerequisite:* MAD 627.

**MAA 632 Special Topic (2.2); 3 cr.** This course is given by an invited instructor to explore topics of current interest. *Prerequisite:* MAD 627.

**MAA 645 Thesis II (4.4); 6 cr.** The course will provide guidance during the development of the visual application of the art thesis. The final outcome should serve as the solution/answer to the written thesis. *Prerequisite:* MAD 635.

# **FACULTY OF BUSINESS ADMINISTRATION AND ECONOMICS (FBAE)**

Dr. Elie Yachoui, *Dean*

DEPARTMENT OF ACCOUNTING, FINANCE  
AND ECONOMICS

Dr. Mohamad Hamadeh, *Chairperson*

DEPARTMENT OF MANAGEMENT AND MARKETING

Dr. Tanos Touma, *Chairperson*

DEPARTMENT OF HOSPITALITY AND TOURISM  
MANAGEMENT

Dr. Youssef Zgheib, *Chairperson*

MASTER PROGRAM

## **FACULTY DIRECTORY**

### **Office of the Dean**

HB Building, 2nd Floor, Room B 330  
Tel: 09–218950/51/52, Extension 2488  
Email: eyachoui@ndu.edu.lb

### **Department of Accounting, Finance and Economics**

HB Building, 2nd Floor, Room B 336  
Tel: 09–218950/51/52, Extension 2489  
Email: mhamade@ndu.edu.lb

### **Department of Management and Marketing**

HB Building, 2nd Floor, Room B 338  
Tel: 09–218950/51/52, Extension 2467  
Email: ttouma@ndu.edu.lb

### **Department of Hospitality and Tourism Management**

HB Building, 2<sup>nd</sup> Floor, Room B 341  
Tel: 09–218950/51/52, Extension 2484, 2486  
Email: yzgheib@ndu.edu.lb

**The Faculty of Business Administration and Economics reserves the right to change a program of study without prior notice.**

# FACULTY OF BUSINESS ADMINISTRATION AND ECONOMICS

## LIST OF FULL-TIME FACULTY MEMBERS

### Professors

*Yachoui, Elie*, Ph.D., 1982, *Economics*, Dauphine, France

*Hobeika, Louis*, Ph.D., 1980, *Economics*, University of Pennsylvania, U.S.A.

### Associate Professors

*Hadjetian, Hratch*, Ph.D., 1972, *Economics and Labor-Management Relations*, University of Delhi, India

*Karam, Antoine*, Ph.D., 1974, *Economics*, Temple University, USA

### Assistant Professors

*Bahous, Victor*, Ph.D. 2004, University of Newcastle Upon Tyne, Britain.

*Hamadeh, Mhamad*, Ph.D., 1998, *Economics*, Syracuse University, USA

*Hamadi, Hassan*, Ph.D., 2005, *Finance*, University of Surrey, U.K.

*Harb, Atef*, Ph.D., 1996, *Economics-Operations Research*, Ecole Polytechnique de Montreal, Canada

*Hasham, Elham S.*, Ph.D. 2004, Educational Leadership, Management and Administration, Leicester University, United Kingdom.

*Khalil, Antoine*, M.B.A., 1981, *Finance*, Pace University, USA

*Naimy, Viviane*, Doctorate, 2001, *Economics and Finance*, University de Paris XI, France

*Saber, Rashid*, Ph.D., 1998, *Marketing and Management*, California Coast University, USA

*Touma, Tanos*, M.D. 1988, MBA 1993, *Strategy and Management*, Carnegie Mellon University, USA

*Zgheib, Youssef*, Ph.D. 2002, International Hospitality Management, University of Strathclyde, Scotland, U.K.

### Senior Lecturers

*Barakat, Edgard*, M.B.A., 1981, *Marketing*, University of Dayton, USA

*Frayha, Norma*, M.B.A., 1982, *Accounting*, American University of Beirut, Lebanon

*Hovivian, Hrair*, M.S., 1984, *Finance and Economics*, Beirut University College, Lebanon

*Shaffu, Raja*, M.B.A., 1970, *Finance*, American University of Beirut, Lebanon

*Zakhour, Kamal*, M.B.A., 1982, *Marketing*, University of Pittsburgh, USA

### Lecturer

*Assaker, Guy*, MBA, 2003, *Hospitality Management*, IMHI Cornell University/ Essec, France. MSc (DESS), 2004, *Tourism*, Université Paris 1, Sorbone

*Nakhlé, Vivianne*, M.S., 1993, *Business Administration*, Strayer College, Washington D.C.

*Assaf Carole*, M.B.A., 1995, *Tourism and Marketing*, Notre Dame University - Louaize, Lebanon

*Akhras, Caroline*, Ed.D., 2006, *Doctor of Education*, University of Leicester, UK

*Menassa, Joyce*, M.S., 1984, *Marketing*, Beirut University College, Lebanon

### Instructor

*Beyrouthy, Ghassan*, M.B.A., 1999, *Hospitality Management and Tourism*, Notre Dame University - Louaize, Lebanon.

## **List of Staff Members**

**Orfali, Rita**, M.S., 2000, *Social Sciences*, Lebanese University, Lebanon, *Administrative Assistant to the Dean*

**Khairallah, Gilberte**, Bachelor of Arts in Business Administration with concentrations in Finance and Information System, 2001, University of Washigton, USA, *Administrative Assistant*, MBA and MIB Programs

**Tohmeé, Nidale**, Bachelor of Arts in Business Administration, 2000, Notre Dame University, *Secretary*, Department of Accounting, Finance and Economics

**Kanaan, Grace**, Secreterial Studies, 1982, Ecole Pigier pour le Commerce, Gemmeyze – *Secretary, Department of Management and Marketing*

**Mrad, Samar**, Bachelor of Arts in Business Administration- International Business Management, 2004, Notre Dame University, *Secretary*, Department of Hospitality and Tourism Management

**Khalil, Rita**, *Executive Secretary* 1989, Clerk

# FACULTY OF BUSINESS ADMINISTRATION AND ECONOMICS

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**Dean:** *Dr. Elie Yachoui*

**Administrative Assistant:** *Miss Rita Orfali*

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## INTRODUCTION

The Faculty of Business Administration and Economics is a professional faculty. It offers a range of academically balanced programs to meet the needs of the various sectors of the economy. The programs of study are dynamic to keep pace with the rapidly evolving environment of business, management, hospitality, tourism and technology. The qualified and experienced academics at the Faculty are dedicated to providing theoretical and practical knowledge of high standard in a stimulating atmosphere. That is why the Faculty, in a short time, has developed to become a major provider of high quality business and management leaders.

### Faculty Objectives:

The primary objectives of the Faculty are:

- To serve the community by providing programs of study that are professionally oriented, comprehensive, relevant to today's business world, and of high standard.
- To prepare well-rounded business graduates who are equipped with analytical, quantitative, managerial and human skills to make sound and responsible decisions.
- To develop business graduates who are aware of the connection between business-management decisions and political, social, economic, legal, ethical, technological and environmental factors .
- To develop business graduates who are able to identify management and organizational problems, isolate critical factors, generate feasible alternatives and, after critical thinking and analysis, come up with the most appropriate solution.

### Summary of Degree Programs Offered

The Faculty of Business Administration and Economics consists of:

- Department of Accounting, Finance and Economics
- Department of Management and Marketing
- Department of Hotel Management and Tourism

The Department of Accounting, Finance and Economics offers programs leading to the degrees of Bachelor of Business Administration with emphasis on:

- Accounting areas: Accounting Information Systems, General Accounting, Management Accounting and Control, Auditing.
- Finance areas: Investment management, Corporate Finance, Real Estate, banking, Personal Financial Planning, General Finance.
- Economics

The Department of Management and Marketing offers programs leading to the degree of Bachelor of Business Administration (B.B.A.) and the degrees of Bachelor of Business Administration with concentrations on:

- Management
- International Business Management
- Marketing

The Bachelor's degree is a three-year and two-summer program of full-time study.

The Department of Management and Marketing also offers a program leading to the degree of Master of Business Administration (M.B.A.).

The Master's degree follows a two-year full-time program or its equivalent in part-time work.

The Department of Hotel Management and Tourism offers a program leading to the degree of Bachelor of Hotel Management and Tourism. This degree is a three-year and two-summer program of full-time study.

## **Undergraduate Degrees**

### **Admission Procedures and Requirements**

For admission procedures and requirements to the undergraduate degree programs offered by the Faculty of Business Administration and Economics, see the appropriate page numbers in this catalog.

### **Registration Procedure**

For registration procedure for newly admitted and old students, late registration, course load, withdrawal from courses, and change of courses, see the appropriate page numbers in this catalog.

## **Undergraduate Degree Curricula**

### **I. Bachelor of Business Administration (B.B.A.)**

All candidates for the degrees offered by the Department of Accounting, Finance and Economics and the Department of Management and Marketing must satisfy the following curricula:

#### **A- General Education Requirements**

It is strongly believed that graduating business students should have a well-rounded education irrespective of their area of study. For this reason all candidates for a Bachelor's degree must complete a set of courses chosen from a wide range of academic disciplines: religion, English, environmental science, Arabic, computer science, psychology, sociology, history, and political science. The purpose of these courses is to provide basic skills which are essential to success, to clear communication orally and in writing, and to the breadth and depth of education.

#### **B- Required Common Core courses**

All candidates for the B.B.A. degree, irrespective of their area of concentration, must complete the following required common courses. These courses are designed to provide business students with basic management skills - quantitative, behavioral, and technical - which every manager should possess in order to meet the demanding requirements of modern business organizations and to be able to face new challenges. The courses are:

ACO	201	Principles of Accounting I <sup>12</sup>
ACO	202	Principles of Accounting II <sup>1</sup>
ACO	311	Managerial Accounting <sup>13</sup>
BAD	201	Fundamentals of Management
BAD	311	Business Law
BAD	323	Software Tools for Bus. Application
BAD	453	e-Business

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<sup>12</sup> Minimum passing grade is C.

<sup>13</sup> Not required from majors in the Marketing and Management Department. Instead, it is substituted with BAD 433.



BAF	311	Principles of Financial Management I <sup>1</sup>
ECN	211	Principles of Microeconomics <sup>1</sup>
ECN	212	Principles of Macroeconomics <sup>1</sup>
ECN	333	Managerial Economics
MRK	201	Fundamentals of Marketing
STA	206	Applied Statistics for Bus. and Eco. I
STA	207	Applied Statistics for Bus. and Eco. II
MAT	204	Math for Business and Economics I
MAT	205	Math for Business and Economics II

### **C- Major Requirements**

Those B.B.A. candidates should complete certain concentration courses specified by their respective departments. Together with the common required courses, these courses provide some depth in one particular area of business. For the courses required for each concentration, see the concerned degree requirements.

### **D- Free Electives**

Business students have the opportunity to choose six credits offered by any Faculty to satisfy their non-business interests, diversify their background, and even be of additional business knowledge.

### **Internship Program**

Internship provides an opportunity for business majors to test and utilize theories learned in the classroom. It gives valuable on-the-job experience, and facilitates finding employment. The internship should be related to the students' majors, and should consist of a specific project. Seniors are placed in the offices of cooperating firms under the supervision of staff of the firm. The student earns 1 credit. To earn this credit, the intern should work for at least 350 hours. He/she should keep a record for hours worked signed by his/her direct supervisor. He/she should present periodic reports and at the end of the internship, he/she should write a 10-page report on the internship, verified by the authorized supervisor. It is preferable to have the internship in the summer.

Additional details are available with the internship advisors.

## **II. Bachelor of Hotel Management and Tourism**

All candidates to the degree of Bachelor of Hotel Management and Tourism must satisfy the following curricula:

### **A- General Education Requirements**

The general education requirements are the same as for the Bachelor of Business Administration, in as long as they contribute to widen the candidate's professional, societal and personal perspectives.

### **B- Major Requirements**

All candidates for the Bachelor of Hotel Management and Tourism degree have to complete a 17 3-credit courses as specified by the Department, 2 courses of Lab application, and an Internship to be preferably taken during the summer vacation. These courses provide the core Business, and Hospitality and Tourism operational skills needed prior to choosing a field of concentration.

### **C- Concentration Requirements**

Consists of six 3-credit courses and 1 Internship depending on the chosen concentration and the candidates preferred sub-specialization. These courses are to equip students with advance knowledge in their future professional field.

## **D- Electives**

In addition to the major requirements, candidates need to fulfill 3 credits as free electives according to their personal interests.

## **Academic Rules and Regulations**

*For complete and detailed information regarding academic rules and regulations for the undergraduate degree programs, students should refer to the appropriate page numbers in this catalog. The following additions and amendments pertain to the Faculty of Business Administration and Economics.*

## **Repeating Courses**

A student in the Faculty of Business Administration and Economics cannot register for a core or major course more than three times. At the third attempt, if the student still fails to get a passing grade, he/she should shift to another major or Faculty.

## **Academic Probation**

A student in the Faculty of Business Administration and Economics will be placed on academic probation if at the end of a semester his/her overall GPA falls below 2.0/4.0.

## **Dropping a Major**

A student in the Faculty of Business Administration and Economics who is on probation and fails at the end of a semester or summer session in two or more core and/or major courses, will be asked to change his/her major. Also, a student will be asked to change his/her major or Faculty if his/her GPA in the core and major courses drop below 2.0/4.0 for two consecutive semesters, provided he/she has completed 15 credits in the core and major courses.

## **Readmission**

A business student who was asked to change his/her major or his/her Faculty of study due to poor performance in his/her major will not be readmitted in the same major or in the Faculty.

## **Change of Major**

A change of major to the Faculty of Business Administration and Economics may be approved if the student meets the admission requirements and academic standards established by the Faculty. The student should follow the latest program of the new major.

## **Incomplete Grade**

This grade is used only when the student, for reasons beyond his/her control, is unable to finish the work of the course, and there is reasonable expectation that he/she will successfully complete course requirements. If this grade is not resolved by the end of the eighth week of the following semester, the Registrar's Office will convert the "I" to "F". Granting "I" needs the prior approval of the Dean of the Faculty.

## **Graduate Degree – Master of Business Administration (MBA)**

The graduate program of the Faculty of Business Administration and Economics was established in 1992. It was revised last in June 2004 to be effective for the Fall semester 2004. The program is designed to provide advanced business and management studies for students who have shown distinct academic ability and for practicing managers who aim at higher achievement in their present position.

The objectives of the program are:

- To provide advanced knowledge and skills in management and the capability to apply them;

- To develop the graduates' capacity for independent study and continued professional growth;
- To form graduates who are able to think logically and critically, and are able to apply analytical tools to decision making.
- To form graduates who can adapt to rapidly changing business and technological environments and are able to make flexible adjustments;
- To develop in graduates the desire for continued self-improvement.

Students may attend on a full-time or part-time basis. All the courses are offered after 4:30 p.m. to allow the student to complete the program on a part-time basis. The program is a two-year full-time course of study or its equivalent in part-time work.

Instructional methods include regular lectures, seminars, case studies, field work, and lectures by guest speakers.

Although the graduate program is designed as a terminal degree program, the graduates are well prepared to pursue higher degrees in business and finance.

### **Admission Procedure**

For admission procedures to the graduate degree program offered by the Faculty of Business Administration and Economics, see the appropriate page numbers in this catalog.

### **Admission Requirements**

Admission to the graduate program is based on evidence that the applicant will be able to complete successfully the MBA program.

The admission requirements include:

- BBA or an equivalent degree from a recognized institution of higher learning.
- Acceptable scores on both the verbal and quantitative parts of the Graduate Management Admission Test (GMAT)<sup>14</sup> (or GRE in special cases).
- Applicants for admission must submit their scores on the GMAT before candidacy can be confirmed. GMAT test can be repeated only once.
- Cumulative GPA of 3.0/4.0.
- Applicants from institutions where English is not the language of instruction, a minimum of 600 in the English Entrance Test.
- Three letters of recommendation.

Applicants' major GPA, relevant work experience, motivation for a career in management, and trend of grades earned during undergraduate education are given due consideration.

The Faculty of Business Administration and Economics also admits to its MBA program students holding Bachelor's degrees other than BBA. These students will be asked to take a certain number of preparatory courses whose credits *are not counted* toward the MBA graduation.

### **Registration Procedure**

For registration procedure to the graduate program, see corresponding pages in this catalog.

### **Graduate Degrees**

Starting with Fall 2004, candidates for the MBA degree can pursue an MBA with a concentration in the following areas: Finance, Economics, Marketing, Management and Strategy, Hotel Management and Tourism, Human Resources Management, Project and

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<sup>14</sup> Information about the exact dates of the exam, fees, testing location, and a test registration form can be obtained from AMIDEAST (Beirut Central District, Bazerkan Building, 1<sup>st</sup> floor, Nijmeh Square, Tel. 01-989901; website: [www.amideast.org](http://www.amideast.org) Email: [lebanon@amideast.org](mailto:lebanon@amideast.org). Since the University sends out its acceptances in June, it is wise to take the exam as early as possible to ensure that the University receives the scores in time.

Operations Management and International Management. For the non-thesis option, the student should complete 36 semester hours of regular course work plus a 3-credit research project. For the thesis option, the student should complete 33 semester hours of regular course work plus a six-credit thesis.

The details of the graduate degree curricula are given below.

### **Academic Rules and Regulations**

*For complete and detailed information regarding academic rules and regulations of the graduate degree programs, students should refer to corresponding pages in this catalog. The following additions and amendments pertain to the Faculty of Business Administration and Economics.*

It is the responsibility of the graduate student to read and observe the academic rules and regulations set by the University and the Faculty. Ignorance of a rule or a regulation is not a justification for not applying that rule.

### **Course Load**

The maximum course load for a full-time student is 12 credits per semester and for a part-time student 6 credits.

### **Academic Advisor**

Each graduate student shall be assigned an academic advisor to assist him/her in the preparation of the plan of study and in selecting a supervisor for his/her thesis. However, it is the student's ultimate responsibility to insure that all graduation requirements are met.

### **Repeating Graduate Courses**

A graduate course may be repeated only once. In the calculation of the student's cumulative GPA, only the higher grade is considered.

### **Dismissal from the Graduate Program**

A graduate student will be dismissed from the program for one of the following reasons:

- Failure to remove probation at the end of the semester that follows the placement on probation.
- Getting two "F"s or three grades below "B".
- Failing the research project or the thesis defense twice.

## DEPARTMENT OF ACCOUNTING, FINANCE AND ECONOMICS

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**Chairperson:** *Dr. Mohamad Hamadeh*

**Secretary:** *Ms Nidale Tohmé*

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### **Professors**

**Yachoui, Elie**, Ph.D., 1982, Dauphine, France

*Economics*

**Hobeika, Louis**, Ph.D., 1980, University of Pennsylvania, U.S.A.

*Economics*

### **Associate Professors**

**Hadjetian, Hrach**, Ph.D., 1972, University of Delhi, India

*Economics and Labor-Management Relations*

**Karam, Antoine**, Ph.D., 1974, Temple University, USA

*Economics*

### **Assistant Professors**

**Bahous, Victor**, Ph.D 2004, University of Newcastle Upon Tyne, Britain.

*Accounting and Finance*

**Hamadeh, Mohamad**, Ph.D., 1998, Syracuse University, USA

*Economics*

**Hamadi, Hassan**, Ph.D., 2005, University of Surrey, U.K.

*Finance*

**Khalil, Antoine**, M.B.A., 1981, Pace University, USA

*Finance*

<sup>15</sup>**Naimy, Viviane**, Ph.D., 2001, Université de Paris XI, France

*Economics and Finance*

### **Senior Lecturers**

**Frayha, Norma**, M.B.A., 1982, American University of Beirut, Lebanon

*Accounting*

**Hovivian, Hrair**, M.S., 1984, Beirut University College, Lebanon

*Finance and Economics*

**Shaffu, Raja**, M.B.A., 1970, American University of Beirut, Lebanon.

*Finance*

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## **Designing a professional BBA program at the Department of Finance, Accounting, Finance and Economics (DAFE)**

It is somewhat difficult to suggest a typical three years and a half program in Business, because each student's program should be specifically tailored to his or her needs and interest. This revised program in the DAFE lends itself easily to a certain degree of specialization, as is the recent trend with an increasing number of American Universities. Students considering graduate work in business, computer, law or engineering will find the training received in any of the different BBA degrees in the department to be quite valuable.

In Accounting, Finance, and Economics, the Department offers major Business/Economics elective courses for students who want to deepen and sharpen the focus of their major. In addition, students can pursue their course / job interest by working with their respective

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<sup>15</sup> On leave

advisors on choosing faculty elective courses in the following areas: General Finance, Investment, Corporate Finance, Banking, Real Estate Finance, Financial Planning, Accounting Information Systems, General Accounting, Management Accounting and Control, Auditing, and Economics.

Graduate schools of business are now primarily looking for students' background that focuses on both writing and quantitative skills. Thus an appropriate business program would balance liberal arts and business contents, and the judicious use of mathematical concepts, methods, and techniques. The DAFE business curriculum provides such a program.

Not all courses listed in the suggested program below will necessarily be offered in any given semester, or year. New courses will be gradually offered when appropriate and when the human resources needs are secured.

In the required common courses, a new course, E-Business, is now added, a course which is a must for any business curriculum in these days. Also two Math courses for Business and Economics have been added because, as experience has shown, many of our incoming students are ill-prepared in Math.

### **Graduation Requirements**

Students seeking the degree of Bachelor of Business Administration – Finance, Accounting or Economics Concentration must complete a total of 106 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the common core and major requirements. These 106 credits are divided into: General Education Requirements, Common Core Requirements, Major Requirements, Faculty Electives, Free Electives. In addition, the passing grade for Principles of Accounting I and II, Principles of Microeconomics and Macroeconomics, and Principles of Financial Management I, is “C”. The passing grade for remedial Math courses is “C”. Students are strongly advised to plan in advance their courses for the entire program.

### **Admissions Requirements**

Applicants must pass the Lebanese Baccalaureate Part II (Any Strand) or its equivalent as identified by the Lebanese Ministry of Education. They are required to sit for an English Entrance Test (EET) or TOEFL. Mathematics Entrance Exam Test is required from all High School students. Upon the Entrance Exam results accepted students may be assigned MAT 001 and / or MAT 100 and / or MAT 105 by the Admissions Committee in light of their scores on the Math entrance exam.

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## **The Degree of Bachelor of Business Administration (BBA)**

### **Objectives**

The purpose of the Bachelor of Business Administration BBA is to provide students with the skills necessary to meet the Business demands of the future in a variety of organizational settings. Specifically, a graduate of this major should be able to:

- Develop initial thinking, analytical, problem solving, and decision making skills.
- Develop human relation skills and successfully apply those skills to a variety of business situations.
- Evaluate and use professional literature.
- Understand the international arena and its place in current business environment.
- Know the components of continuous business process improvement.
- Increase individual knowledge and understanding of self and other in the work environment.

- Develop the ability to plan, organize, direct and control within an organizational environment.
- Understand how modern business functions.
- Develop specific business skills (e.g. Economics, Accounting, Finance, etc...) critical to effective and efficient management.

### General Description

A degree in Bachelor of Business Administration in the Department of Accounting, Finance & Economics requires 106 credit hours. No minor or second major is required. A common body of knowledge is required of all students majoring in the Department of Accounting, Finance & Economics. Students are required to supplement the required courses with a number of Business and non-business elective courses. By carefully selecting these elective courses, students may develop a program of study that fits with their interests and career preparation needs. In order to maximize the benefits of their program, students are strongly encouraged to work closely with their assigned advisor in developing their program of study.

If students are unsure of career goals, as a Business Administration student you will have an opportunity to take a variety of business courses to see what type of work might appeal to you most.

### Career Opportunities

The career opportunities for Finance, Accounting & Economics majors are varied and challenging. The program of study prepares graduates for decision – making positions in both the public and private sectors. So many graduates accept positions within the banking industry, including local and international commercial banks and governmental agencies. The majority of these opportunities require indepth knowledge of finance and a solid foundation in analytical and communication skills. Graduates have also found career opportunities with major corporations and private enterprises here in Lebanon and specially in the Gulf countries. Below are just a few of the careers from which students may choose:

Finance	Accounting	Economics
<ul style="list-style-type: none"> <li>• Corporate Financial Manager</li> <li>• Commercial Bank Officer</li> <li>• Financial Planner</li> <li>• Management Consultant</li> <li>• Financial Analyst</li> <li>• Investment Manager</li> <li>• Bank Examiner</li> <li>• Credit Analyst</li> <li>• Loan Officer</li> <li>• Real Estate Appraiser and Broker</li> <li>• Estate Management Officer</li> <li>• Real Estate Developer</li> <li>• Real Estate Consultant</li> <li>• Stockbroker</li> <li>• Mortgage lending</li> <li>• Insurance: sales representative</li> <li>• Securities: sales representative</li> <li>• Investment counselors</li> </ul>	<ul style="list-style-type: none"> <li>• Corporate Accountant</li> <li>• Public Accountant</li> <li>• Tax Accountant</li> <li>• Auditor</li> <li>• Accountant Consultant</li> <li>• Tax Reporter and Planner</li> <li>• Accounting System Designers</li> <li>• Accounting System Auditors</li> <li>• Industrial Accountants</li> </ul>	<ul style="list-style-type: none"> <li>• Economics Department of Large Corporations</li> <li>• Government and Government Agencies; Departments of treasury, agriculture and labor</li> <li>• Career in Financial Institutions</li> <li>• Career in Research and Consulting Firms</li> <li>• Career in the Central Bank as bank examiner and the Public Sector inside and outside Lebanon such as Foreign Service</li> </ul>

## Activities

Faculty at the Department of Accounting, Finance & Economics believe it is important to expose you to a variety of practical and theoretical aspects of business, then give you an opportunity to apply your newly gained knowledge in business situations.

For that reason, the Department along with the Student Affairs Office, sponsor student organizations. In addition the Department uses faculty help to place students in internships, and invites visiting executives and scholars to campus.

Being involved in organizations will allow students to plan, budget and share responsibilities for projects and events. You can learn to manage meetings, deal with conflict, motivate peers of different personalities, express opinions and follow through to the last detail. Student organizations also provide the opportunity to start networking with business professionals and to meet students with similar interests.

As students progress in their studies, they will participate in an internship. Internships give students an opportunity to apply classroom knowledge in a variety of part-time, business – related jobs. Students might be placed in an entry – level position in a bank, corporation or insurance company. Following graduation, some students find full-time positions with the companies that sponsor their internships.

## General Education Requirements

27 cr.

CSC 201, REG 212 or REG 213, ARB 211 or ARB 231, ENL 213, ENL 230, and two courses (6 cr.) from the following: ENS 201, ENS 202, ENS 206  
NTR 201, HEA 201, BIO 202, BIO 203, AST 201

Choose two (2) courses from the following

HIT 211, HUT 305 or HUT 306, PHL 311, POS 201, PSL 201, SOL 201

## Required Common Core Courses

48 cr.

ACO 201<sup>16</sup>, ACO 202<sup>16</sup>, ACO 311, BAD 201, BAD 311, BAD 323, BAD 453, BAF 311<sup>16</sup>, ECN 211<sup>16</sup>, ECN 212<sup>16</sup>, ECN 333, MRK 201, MAT 204, MAT 205, STA 206, STA 207

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<sup>16</sup> Passing grade is “C”



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## **The Degree of Bachelor of Business Administration - Finance**

The major in Finance is designed to develop an understanding of the financial aspects of the contemporary economy, the operations of financial institutions and markets, and the financial management of business operations. The major develops analytical skills in the planning, management and control of financial resources to achieve the financial goals of the organization. Central to this task is the evaluation of the risk and return consequences of finance decisions. The major financial decisions studied are selection of assets, (equipment, buildings, inventories, securities, etc,...) and among financing alternatives (selling stock, borrowing from a bank, issuing bonds, etc...)

Finance majors will become familiar with computer applications in finance, and will know how to access and utilize financial information; they are increasingly taking and passing the Chartered Financial Analysts (CFA) examination and the Certified Financial Planner (CFP) examination. The program in Finance and related fields provide the practical and theoretical background needed to succeed in the dynamic and fascinating world of domestic and international finance.

### **Degree Requirements (106 credits)**

**General Education Requirements** **27 cr.**

**Required Common Core Courses** **48 cr.**

**Major Requirements (MR)** **25 cr.**

BAF 312, BAF 315, BAF 321, BAF 433, BAF 438, BAF 450, BAF 481

Choose two (2) Faculty Elective Courses from the following

BAF 317, BAF 319, BAF 325, BAF 352, BAF 421, BAF 452, BAF 444, BAF 461, BAF 485, ACS 310, ECN 313, ACO 411, BAD 425, ECN 431, ECN 435

**Free Electives** **6 cr.**

Students are free to choose any six (6) credits offered by the university.

**Note: In rare cases graduating students may petition to substitute one business course for another, if the required business course is not offered in any one semester.**

The Finance major highlights six (6) areas where students, along with their respective advisors, can develop their business elective courses in a way to meet their potential job / career requirements. The following six areas are:

- Investments Management (*IM*)
- Corporate Finance (*CF*)
- Real Estate Finance (*REF*)
- Banking (*B*)
- Personal Financial Planning (*PFP*)
- General Finance (*GF*)

All Banking & Finance majors must complete an Internship course which provides field experience prior to graduation.

*Investment Management (IM)* has been revolutionized by rapid advances in computerization. Modern investment theory of portfolio selection, asset pricing models, pricing of options and other derivative securities, and views on the efficiency of security markets have contributed to major improvements in investment management practice.

Other Finance majors can choose the elective courses to meet the requirements of career such as *Corporate Finance (CF)* Corporate financial officers oversee the efficient allocation of funds within enterprises and borrow funds on the most favorable terms possible through banks, corporate commercial papers, bonds, or new stock issue. Corporate financial managers examine corporate policies toward dividends, debt leverage, and agency conflicts between firm stakeholders.

The *Real Estate (RE)* courses deal with the acquisition, ownership and management of real assets such as shopping centers, office buildings, industrial parks, and housing. Majors acquire broad, multidisciplinary background designed to make them effective in controlling assets with significant wealth. Knowledge of financial management is initial to the success of any real estate activity – brokerage, development, property management or mortgage lending. Throughout the various areas of real estate and finance, there exists a natural interrelationship between the two disciplines. The Real Estate major prepares students for a broad range of international careers in consulting, trust and estate management, appraisal, brokerage, real estate development and government.

The banking industry has undergone massive transformations due to competition from non-bank financial institutions. The *Banking (B)* area of interest is established to provide the Banking community with timely Research and source of new employees who recognize the specialized needs of financial institutions and the banking industry.

NDU banking courses provide students with the necessary qualifications and preparation to meet the industry new demands. NDU students, with their knowledge of more than one language, are ideally qualified for employment in international banking. Banking and Finance graduates assume increasingly responsible positions over time and move up the management ranks.

Financial services is one of the most rapidly growing and dynamic fields in finance. It includes Banking, Securities, Insurance and Personal Financial Planning. *Personal Financial Planning (PFP)* is a new service industry which has sprung from its insurance, securities and banking roots to become an important link between a variety of individuals and businesses and the broad spectrum of finance information. Students interested in working directly with people to organize their finances and plan for their financial futures should consider a major in Personal Financial Planning. Students need to know about all areas of business and finance and they must be able to deal with quantitative measures and information, as well as understand sophisticated theoretical concepts.

In the *General Finance (GF)* field, students can choose courses among several courses. By carefully selecting these courses, students may develop a program of study that fits with their interests and career preparation needs. In order to maximize the benefit of their programs, students are strongly encouraged to work closely with their assigned advisor in developing their program of study.

**Bachelor of Business Administration - Finance  
Suggested Program (106 Credits)**

**Fall Semester I (15 cr.)**

ACO	201	Principles of Accounting I (CCR) <sup>17</sup>	3 cr.
BAD	201	Fundamentals of Management (CCR)	3 cr.
CSC	201	Computers and their use (GER) <sup>18</sup>	3 cr.
MAT	204	Math for Business & Economics I (CCR)	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester I (15 cr.)**

ACO	202	Principles of Accounting II (CCR)	3 cr.
ECN	212	Principles of Macroeconomics (CCR)	3 cr.
MAT	205	Math for Business & Economics II (CCR)	3 cr.
STA	206	Applied Statistics for Bus. & Econ. I (CCR)	3 cr.
ENL	230	English in Workplace	3 cr.

**Summer Module I (6 cr.)**

MRK	201	Fundamentals of Marketing (CCR)	3 cr.
ECN	211	Principles of Microeconomics (CCR)	3 cr.

**Fall Semester II (15 cr.)**

BAF	311	Principles of Financial Management I (CCR)	3 cr.
STA	207	Applied Statistics for Bus. & Econ. II (CCR)	3 cr.
BAD	323	Software Tools for Business Application (CCR)	3 cr.
ARB	211	Appreciation of Arabic Literature (GER)	3 cr.
or			
ARB	231	Technical Arabic (GER)	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.

**Spring Semester II (15 cr.)**

BAF	312	Principles of Financial Management II (MR) <sup>19</sup>	3 cr.
BAF	315	Financial Institutions & Markets (MR) <sup>19</sup>	3 cr.
BAD	313	Managerial Economics (CCR)	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	(GER)	3 cr.

**Summer Module II (9 cr.)**

BAD	311	Business Law (CCR) <sup>17</sup>	3 cr.
BAF	321	Fundamentals of Investments (MR)	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 cr.)**

ACO	311	Managerial Accounting (CCR)	3 cr.
BAF	433	International Business Finance (MR)	3 cr.
—	—	Faculty Elective	3 cr.
—	—	Faculty Elective	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (16 cr.)**

BAF	450	Futures & Options (MR)	3 cr.
BAF	438	Credit Analysis and Commercial Lending(MR)	3 cr.
BAD	453	E-Business (CCR)	3 cr.
—	—	Free Elective	3 cr.
BAF	481	Finance Internship (MR)	1 cr.
REG	212	Religion and Social issue (GER)	3 cr.
or			
REG	213	Catholicism (GER)	3 cr.

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<sup>17</sup>Common Core Requirements

<sup>18</sup>General Education Requirements

<sup>19</sup>Major Requirements

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## Undergraduate Courses: Finance

**BAF 311 Principles of Financial Management I (3.0); 3 cr.** An introduction to the role of the financial manager and to the techniques for obtaining and using funds to maximize the value of the firm. Topics covered include: discounted cash-flow analysis; valuation methods; risk and rates of return; financial analysis and forecasting; financial planning and control; working-capital policy; cash and marketable securities management. The passing grade for this course is "C". *Prerequisites:* ACO 202, STA 206.

**BAF 312 Principles of Financial Management II (3.0); 3 cr.** This course is the continuation of BAF 311. Topics covered include: capital budgeting techniques; project cash flows and risk; the cost of capital, capital structure and leverage; dividend policy; common stock financing; long term debt; short-term financing; inventory and credit management. *Prerequisite:* BAF 311.

**BAF 315 Financial Institutions and Markets (3.0); 3 cr.** An introduction to the objectives and roles of various financial institutions and markets. Topics covered include: various financial intermediaries and their function in the economy; determination of interest rate levels; financial markets; financial claims; distribution channels for financial products; performance analysis and foreign exchange. *Prerequisite:* BAF 311.

**BAF 317 Personal Financial Planning: Concepts and Principles (3.0);3 cr.** Designed to serve the personal finance needs of students regardless of their major fields. Practical applications in personal and family financial problems planning, including credit money management, buying, borrowing, banking, insurance, savings, investments, taxation, estate planning and home ownership. Discusses the method integrating these disciplines into an overall financial plan tailored to individual needs. *Prerequisite:* BAF 311, Junior Standing.

**BAF 319 Estate Planning Techniques (3.0); 3 cr.** This course, which is complementary to Personal Financial Planning, concentrates on taxation and estate planning. These concepts are applied to special situations and techniques are described for minimizing taxes and achievement of client objectives. Planning for retirement plan

distributions also is explored. Tax system is described covering both estate and gift taxes. Further management of property and its disposition is described with use of such tools as of wills and wills substitute such as life insurance. This course also reviews various business structuring and the special issues associated with creation, retention or disposition of a business interest in a family's financial planning. *Prerequisite:* BAF 317.

**BAF 321 Fundamentals of Investments (3.0); 3 cr.** Principles and practices involved in the field of investment. Topics covered include: sources and determination of holding period; determination of security prices; capital asset pricing models; portfolio selection problems; investment companies. *Prerequisites:* BAF 312, STA 207.

**BAF 325 Real Estate Principles (3.0); 3cr.** Deals generally with urban real estate with emphasis on principles and practices of the real estate business. The course will include discussion of markets and methods of financing real property. An investment strategy will be developed. The real estate market in Lebanon will be emphasized. *Prerequisite:* BAF 312.

**BAF 352 Commercial and Investment Banking (3.0); 3 cr.** This course is designed to equip students with principles and tools which allow them to tackle realistic risk management problems associated with financial institutions. Another objective is to provide students with an understanding of the fundamental principles and concepts that underlie the Investment Banking process including market making, underwriting, and syndication. Also this course will examine recent trends in regulations and product innovation by both commercial and investment banks. This includes origination, underwriting, and distribution of new securities to the public. In addition formulation of objectives and policies of banks are discussed, including management of assets & liabilities, sources and uses of funds, administration of reports and loans and evaluation of bank performance. *Prerequisites:* BAF 312, BAF 315.

**BAF 421 Advanced Investment Finance (3.0); 3 cr.** An advanced level treatment of current theory and practice relating to contingent securities, speculative markets and portfolio

management issues. Emphasis on recent innovations and developments in financial markets, including options, futures and portfolio insurance, etc... *Prerequisite:* BAF 321.

**BAF 433 International Business Finance (3.0); 3 cr.** Discussion of the environment and problems facing a financial manager in a multinational enterprise. Topics covered include: balance of payments; foreign exchange markets; transactions and operating exposure; financing of international trade; international financial markets; risk evaluation in foreign direct investments; international banking. *Prerequisites:* BAF 311, ECN 212.

**BAF 438 Credit Analysis and Commercial Lending (3.0); 3 cr.** Focuses on how organization of the commercial lending business contributes to bank profitability; covers the commercial lending process from the initial loan request through collection. Topics include loan interviewing and credit investigation, credit analysis, structuring and negotiation, documentation and closing, problem loans, and follow-up. Also examination of analytical techniques to assume the role of credit officer. *Prerequisite:* BAF 312.

**BAF 444 International Banking (3.0); 3 cr.** Internationalization of banks to meet the global financial needs of multinational activities. Theory and practice of international banking; subjects include current international monetary and financial environment and typical problems of international banking from a management perspective. Interaction with international financial markets and financial centers. *Prerequisite:* BAF 312.

**BAF 450 Futures and Options (3.0); 3 cr.** Provides an introduction to financial futures such as currency futures, swaps and interest rate futures. Explore the markets on which they are traded. Also analyzes pricing of options and

other derivative securities. Includes the leverage and risk aspects of options. *Prerequisite:* BAF 321.

**BAF 452 Financial Modeling (3.0); 3 cr.** This course is wrap-up of financial, statistical and computational concepts and techniques needed in the field of Financial Engineering and Computational Finance. Topics include: Introduction to Financial programming in VBA, Java and C/C++, overview of statistical techniques used in Finance (Regression, Time Series, Sampling, Data Analysis), and overview of financial concepts, such as financial price simulation, and cash flow maps. *Prerequisites:* BAD 323, BAF 321.

**BAF 461 Special Topics in Finance (1.0 - 3.0); 1-3 cr.** Various topics in Finance are considered. They will vary depending upon recent developments in the field and upon the research interests of the instructor. The topics to be included are announced at the time of the course offerings, offered only when faculty are available and sufficient student interest exists. *Prerequisite:* Senior Standing.

**BAF 481 Finance Internship; (1.0) 1 cr.** Interns will have the opportunity to develop new and practical skills by working under the direction and supervision of an experienced practitioner. The internship will be done in cooperating and department approved firms. A minimum of 150 hours of internship is required. *Prerequisite:* Senior Standing.

**BAF 485 Advanced Corporate Finance (3.0); 3 cr.** This course is about corporate financial management from the stand point of the general manager. Integration of financial operations with other operations of a business unit, including working capital management, financial planning and financial control, capital budgeting, the theory of corporate finance. *Prerequisite:* Senior Standing.

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## The Degree of Bachelor of Business Administration - Accounting

The Major in Accounting is designed to provide students with the opportunity to acquire the basic and advanced knowledge of accounting theory and practice in addition to the analytical skills and tools essential to a solid business education. Courses are designed to enable a student to understand the intellectual threads of modern accounting and its interrelationship to the various fields of business and management.

Accounting majors are increasingly taking and passing the Certified Public Accountant (CPA) Certified Management Accountant (CMA) and Certified International Audit (CIA) examinations through training in Accounting and related fields. It provides the practical and theoretical background needed to succeed in the dynamic and fascinating world of Accounting.

### Degree Requirements (106 credits)

**General Education Requirements** **27 cr.**

**Required Common Core Courses** **48 cr.**

**Major Requirements (MR)** **25 cr.**

ACO 323, ACO 313, ACO 411, ACO 413, ACO 421, ACO 48, BAF 312,

Choose two (2) faculty elective courses from the following:

ACO 314, ACO 321, ACO 350, ACO 406, ACO 414, BAD 429, BAD 431,

.BAF 452, BAF 485, CSC 221, CSC 315, CSC 321

**Free Electives** **6 cr.**

Students are free to choose any six (6) credits offered by the university.

**Note: In rare cases graduating students may petition to substitute one business course for another, if the required business course is not offered in any one semester.**

The accounting major highlights four (4) areas where students along with their respective advisors can develop their business elective courses in a way to meet their potential job / career requirements. The following four areas are::

- Accounting Information Systems (*AIS*)
- General Accounting (*GA*)
- Management Accounting & Control (*MA&C*)
- Auditing (*A*)

All Accounting majors must complete an internship course which provides field experience prior to graduation.

The *Accounting Information Systems (AIS)* field was developed in response to employers indicating an increased need for accounting majors with computer expertise.

The AIS program prepares students for career opportunities in the field of accounting systems design, accounting systems management and accounting systems auditing and other systems – related areas of accounting. Electronic processing of financial transactions is now the norm in small and large businesses alike. Accountants must be prepared to design, select, install and configure numerous accounting applications such as accounts receivable and billing systems, human resources management systems, and financial reporting systems.

Other Accounting majors may choose business elective courses meeting the track of *General Accounting (GA)*. This field is designed to provide graduates with the knowledge

and skills necessary to enter professional careers leading to an accounting designation or entry – level positions in accounting. Students can expect to develop conceptual and technical accounting competence and analytical abilities.

The *Management Accounting & Control* (MA&C) field of concentration was established to better serve the needs of students interested in industry or government. Typically, careers begin in one area of a company but soon involve work in a number of different functions within the organization such as the Controller's Department, Internal Audit, Treasury and Finance, Cost Accounting, planning and budgeting, etc... The purpose of the required courses in this track is to give students an understanding of these areas and the basic skills required to successfully enter the organization in any of these positions.

This track is distinct, because it gives an increased emphasis on understanding the role of Accounting and in assisting management with decision making and organizational control as well as producing necessary information for external reporting.

The *Auditing (A)* field of concentration is designed for students who desire to reach the top levels in public accounting. It provides the students with a strong technical and theoretical background which is helpful in solving today's complex auditing and reporting problems.

**Bachelor of Business Administration - Accounting  
Suggested Program (106 Credits)**

**Fall Semester I (15 cr.)**

ACO	201	Principles of Accounting I (CCR) <sup>20</sup>	3 cr.
ENL	213	Sophomore Rhetoric (GER) <sup>21</sup>	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
STA	206	Applied Statistics for Business & Econ. I (CCR)	3 cr.
MAT	204	Mathematics for Business & Economics I (CCR)	3 cr.

**Spring Semester I (15)**

ACO	202	Principles of Accounting II (CCR)	3 cr.
STA	207	Applied Statistics for Business & Econ. II (CCR)	3 cr.
ECN	212	Principles of Macroeconomics (CCR)	3 cr.
BAD	201	Fundamentals of Management (CCR)	3 cr.
MAT	205	Math for Business & Economics II (CCR)	3 cr.

**Summer Module I (9 cr.)**

ACO	311	Managerial Accounting (CCR)	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
ECN	211	Principles of Microeconomics (CCR)	3 cr.

**Fall Semester II (15 cr.)**

ACO	313	Intermediate Accounting I (MR) <sup>22</sup>	3 cr.
BAD	311	Business Law (CCR)	3 cr.
BAF	311	Fundamentals of Financial Management I (CCR)	3 cr.
BAD	323	Software Tools for Business Applications (CCR)	3 cr.
—	—	(GER)	3 cr.

**Spring Semester II (15 cr.)**

ACO	323	Accounting Information System (MR)	3 cr.
BAF	312	Fundamentals of Financial Management II (MR)	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
—	—	(GER)	3 cr.
—	—	Faculty Elective	3 cr.

**Summer Module II (9 cr.)**

BAD	313	Managerial Economics (CCR)	3 cr.
MRK	201	Fundamentals of Marketing (CCR)	3 cr.
ARB	211	Appreciation of Arabic Literature (GER)	3 cr.
or			
ARB	231	Technical Arabic (GER)	3 cr.

**Fall Semester III (15 cr.)**

ACO	421	Advanced Accounting (MR)	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
ACO	413	Auditing I (MR)	3 cr.
—	—	Faculty Elective	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (13 cr.)**

ACO	481	Accounting Internship (MR)	1 cr.
BAD	453	E-Business (CCR)	3 cr.
ACO	411	Taxation (MR)	3 cr.
REG	212	Religion and Social Issues (GER)	3 cr.
or			
REG	213	Catholicism (GER)	3 cr.
—	—	Free Elective	3 cr.

<sup>20</sup> Common Core Requirements

<sup>21</sup> General Education Requirements

<sup>22</sup> Major Requirements



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## Undergraduate Courses: Accounting

**ACO 201 Principles of Accounting I (3.0); 3 cr.** Introduction to the basic principles, concepts, and techniques of financial accounting. Explanation of the basic techniques of measuring, classifying, summarizing, reporting, and interpreting financial information. The passing grade for this course is “C”.

**ACO 202 Principles of Accounting II (3.0); 3 cr.** A continuation of ACO 201. Explanation and understanding of more advanced procedures of accounting for partnerships, corporations, long-term debts and marketable securities. Includes use of accounting software. The passing grade for this course is “C”. *Prerequisite:* ACO 201.

**ACO 311 Managerial Accounting (3.0); 3 cr.** Fundamental managerial accounting procedures and techniques used in management decision-making. Topics covered include: cost types; cost behavior patterns; cost-volume-profit relationships; budgeting and planning; and performance evaluation. *Prerequisite:* ACO 202.

**ACO 313 Intermediate Accounting I (3.0); 3 cr.** An in-depth study of accounting theory and concepts. Topics covered include: issues related to recording revenues, assets, liabilities and equity structure. *Prerequisite:* ACO 202.

**ACO 314 Intermediate Accounting II (3.0); 3 cr.** This course is the continuation of ACO 313. Topics include: handling of long-term investments, stockholders’ equity, accounting for leases, analysis of financial statements, and other accounting topics. *Prerequisite:* ACO 313.

**ACO 321 Cost Accounting (3.0); 3 cr.** In-depth study of the procedures for gathering cost information. Topics covered include: mixed cost analysis; relevant costs; capital budgeting; and decision models. *Prerequisite:* ACO 311.

**ACO 323 Accounting Information Systems (3.0); 3 cr.** Examination of the systems for collecting and processing data necessary in planning, decision-making, and the control of business organizations. Includes use of accounting software packages. *Prerequisites:* ACO 202, CSC 201.

**ACO 350 Corporate Financial Reporting (3.0); 3 cr.** This course covers the financial

reporting system, principal financial statements other sources of financial information, statement of cash flows, foundations of ratio and financial analysis, analysis of business combinations, analysis of multinational operations, valuation and forecasting. *Prerequisite:* BAF 311.

**ACO 406 Government and Non-Profit Accounting (3.0); 3 cr.** Principles, procedures and ethics of financial reporting for non-profit organizations including state & local government. Includes the use of funds, budgets appropriations and encumbrances as means of control. *Prerequisite:* ACO 313.

**ACO 411 Taxation (3.0); 3 cr.** Application of the Lebanese income taxes to business entities and its reporting procedures. Also discussion of the issues related to the Lebanese accounting system such as multi-currency transactions, chart of accounts and closing procedures. *Prerequisite:* Senior Standing.

**ACO 413 Auditing I (3.0); 3 cr.** This course covers the functions and work of the independent auditor. Topics include: the auditing profession, the professional ethics auditor liabilities, overview of the audit process including the audit evidence, objective, audit program, working papers, planning audit, materiality and risk, post audit and reporting on audited income statement. *Prerequisite:* ACO 313.

**ACO 414 Auditing II (3.0); 3 cr.** This course is the continuation of Auditing I. This course provides a thorough understanding of the detailed audit procedure, audit planning, complete audit and post audit. The audit covers cash changes (cash flow) assets, inventory, accounts receivable, accounts payable, fixed assets, auditing revenue cycle, other services and reports and assurance services. *Prerequisite:* ACO 413.

**ACO 421 Advanced Accounting (3.0); 3 cr.** A comprehensive study of financial accounting for partnerships, branches, business combinations, and the reporting of consolidated financial statements. Also discussion of accounting for non-profit organizations. *Prerequisite:* Senior Standing.

**ACO 481 Accounting Internship (1.0); 1 cr.** Interns will have the opportunity to develop new

skills by working under the direction and supervision of an experienced practitioner and acquiring practical skills. The internship will be

done in cooperating and department approved firms. A minimum of 150 hours of internship is required. *Prerequisite:* Senior Standing.

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### **The Degree of Bachelor of Business Administration (BBA) - Economics**

The Economics Major is designed to provide the student with an understanding of the principles and institutions governing economic decisions made by Households, Businesses and Governments. This type of knowledge combined with studies in related areas, provides an appropriate background for employment in financial and non-financial business firms and governmental agencies. It also provides a solid basis for graduate study in economics, business and public administration, international studies, urban planning and law.

#### **Degree Requirements (106 credits)**

**General Education Requirements** **27 cr.**

**Required Common Core Courses** **48 cr.**

**Major Requirements** **25 cr.**

ECN 313, ECN 321, ECN 323, ECN 431, ECN 436, ECN 439, ECN 481

Choose two (2) faculty elective courses from the following: (6 cr.)

ECN 314, ECN 325, ECN 327, ECN 432, ECN 434, ECN 435, ECN 437, BAF 312

**Free Electives** **6 cr.**

Students are free to choose any six (6) credits offered by the university.

**Note: In rare cases graduating students may petition to substitute one business course for another, if the required business course is not offered in any one semester.**

**Bachelor of Business Administration - Economics  
Suggested Program (106 Credits)**

**Fall Semester I (15 cr.)**

ACO	201	Principles of Accounting I (CCR) <sup>23</sup>	3 cr.
BAD	201	Fundamentals of Management (CCR)	3 cr.
MAT	204	Mathematics for Business and Economics I (CCR)	3 cr.
ECN	211	Principles of Microeconomics (CCR)	3 cr.
ENL	213	Sophomore Rhetoric (GER) <sup>24</sup>	3 cr.

**Spring Semester I (15)**

ACO	202	Principles of Accounting II (CCR)	3 cr.
ECN	212	Principles of Macroeconomics (CCR)	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	205	Mathematics for Business and Economics II (CCR)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 cr.)**

MRK	201	Fundamentals of Marketing (CCR)	3 cr.
STA	206	Applied Statistics for Business and Economics I (CCR)	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 cr.)**

CSC	201	Computers and Their Use (GER)	3 cr.
BAD	311	Business Law (CCR)	3 cr.
BAF	311	Principles of Financial Management I (CCR)	3 cr.
ECN	321	Intermediate Microeconomics Analysis (MR) <sup>25</sup>	3 cr.
STA	207	Applied Statistics for Business and Economics II (CCR)	3 cr.

**Spring Semester II (15 cr.)**

ACO	311	Managerial Accounting (CCR)	3 cr.
BAD	323	Software Tools for Business Applications (CCR)	3 cr.
ECN	323	Intermediate Macroeconomics Analysis (MR)	3 cr.
ECN	313	Introduction to Econometrics (MR)	3 cr.
—	—	Free Elective	3 cr.

**Summer Module II (9 cr.)**

ENS	201	Introduction to Environmental Science (GER)	3 cr.
BAD	313	Managerial Economics (CCR)	3 cr.
—	—	Faculty Elective	3 cr.

**Fall Semester III (15 cr.)**

NTR	201	Basic Human Nutrition (GER)	3 cr.
ECN	436	Public Finance and Fiscal Policy (MR)	3 cr.
ECN	431	International Economics (MR)	3 cr.
ARB	211	Appreciation of Arabic Literature (GER)	3 cr.
OR			3 cr.
ARB	231	Technical Arabic (GER)	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (13 cr.)**

ECN	439	Economics of Developing Countries (MR)	3 cr.
ECN	481	Seminar in Economics (MR)	1 cr.
REG	212	Religion and Social Issues (GER)	3 cr.
OR			
REG	213	Catholicism (GER)	3 cr.
BAD	453	E-Business (CCR)	3 cr.
—	—	Faculty Elective	3 cr.

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<sup>23</sup> Common Core Requirements

<sup>24</sup> General Education Requirements

<sup>25</sup> Major Requirements

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## Undergraduate Courses: Economics

**ECN 200 Survey of Economics (3.0); 3 cr.** Survey of microeconomics and macroeconomics principles for non-Business Administration students. Students cannot receive credit for both ECN 200 and ECN 211 or ECN 212.

**ECN 211 Principles of Microeconomics (3.0); 3 cr.** An introduction to economic concepts, principles, and microeconomics analysis. Topics covered include: demand and supply analysis; consumers' choice; production and costs; price and output determination under different market conditions; and pricing of factors of production. The passing grade for this course for DFAE students only is "C".

**ECN 212 Principles of Macroeconomics (3.0); 3 cr.** An introduction to macroeconomics analysis. Topics covered include: national income determination; money and banking; unemployment and inflation; fiscal and monetary policy; international trade and finance. The passing grade for this course for DFAE students only is "C".

**ECN 313 Introduction to Econometrics (3.0); 3 cr.** The classical linear regression model and the multiple regression model in matrix form; the criteria for estimators; multicollinearity, serial correlation, heteroscedasticity; identification and estimation of simultaneous equation models and applications. *Prerequisites:* ECN 211, 212, STA 207, and MAT 205.

**ECN 314 Applied Econometrics and Time Series (3.0); 3 cr.** The main purpose of this course is to provide a comprehensive treatment of econometric techniques applied in time series models. Topics include: stationary and non-stationary time series models, modeling economic time series, multiequation time series models, notation and interpretation of ARIMA models, forecasting, ... An interactive econometric software package is used: Data-Fit or TSP (Time Series Processing). *Prerequisite:* ECN 313.

**ECN 321 Intermediate Microeconomic Analysis (3.0); 3 cr.** Theory of the firm and consumer. Topics covered include: maximizing behavior of consumers; business firm behavior in price and output decisions under different types of market structures; factor price

determination; welfare implications of marketplace performance. *Prerequisites:* ECN 211, ECN 212.

**ECN 323 Intermediate Macroeconomic Analysis (3.0); 3 cr.** Macroeconomics theory and policy. Topics covered include: measurement of aggregate economic activity; theories of inflation and unemployment; Monetarist-Keynesian-Rational Expectation controversy; business cycles; fiscal and monetary policies. *Prerequisites:* ECN 211, ECN 212.

**ECN 325 Labor Economics (3.0); 3 cr.** An analytic study of the labor market. Topics covered include: labor force participation and composition; human capital theory; wage determination; demand for and supply of labor; trade-unions; collective bargaining; public policy and unemployment; and the economics of discrimination. *Prerequisites:* ECN 211, ECN 212.

**ECN 327 History of Economic Thought (3.0); 3 cr.** A study of origins and development of economic thought from mercantilism to the present. *Prerequisites:* ECN 211, ECN 212.

**ECN 333 Managerial Economics (3.0); 3 cr.** Application of economic analysis to business problems. Topics covered include: risk analysis; theory of consumer choice; estimation and analysis of demand, production and cost functions; forms of competition; pricing techniques; profits; game theory. *Prerequisites:* ECN 211, STA207.

**ECN 431 International Economics (3.0); 3 cr.** Theoretical and policy approach to the study of international trade and finance. Topics covered include: trade theory; instruments of commercial policy; trade policy in developing countries; economic integration; foreign exchange markets; balance of payments; international monetary system; world debt crisis. *Prerequisites:* ECN 211, ECN 212.

**ECN 432 Urban Economics (3.0); 3 cr.** An introduction to the existence and growth of cities, and the application of economic principles to the major problems of the modern urban community. Topics covered include: reasons for the existence of cities; market forces in the development of cities; urban economic growth;

land rent and land use; land use controls and zoning; causes of poverty and public policy; housing problems and policies; urban transportation; autos and highways; mass transit; education and crime; discrimination; programs for alleviation or solution of urban problems. *Prerequisite:* Senior standing.

**ECN 434 Environmental and Natural Resource Economics (3.0); 3 cr.** An introduction to the natural resource and environmental economics, and sustainable development. Topics covered include: introduction to resource and environmental economics; ethical foundations of environmental economics; economic concepts and analysis for examining natural resource use; the valuation of environmental resources; the population problem; sustainability and sustainable development; depletable, recyclable, non-recyclable, replenishable, storable, renewable and reproducible resources; the efficient and optimal use of environmental resources; the economics of pollution and pollution control policy; international and global environmental pollution problems. *Prerequisite:* ECN 321.

**ECN 435 Monetary Theory and Policy (3.0); 3 cr.** A study of the development of monetary theory and policy. Topics covered include: demand for and supply of money; nature of the Monetarist-Keynesian-Rational Expectation controversy; policy coordination; government monetary policy; inflation and unemployment; international constraints; empirical verification of some theories. *Prerequisites:* ECN 211, ECN 212.

**ECN 436 Public Finance and Fiscal Policy (3.0); 3 cr.** This course examines the economics

of the public sector. It has two broad topics: government expenditures and revenues. Topics include: market failures and optimal taxation; cost/benefit analysis of government projects; income redistribution and poverty programs; political economy and voting; the economics of local governments; budget deficits, inflation and the lack of adequate financing in the developing countries; tax systems with special emphasis on the Lebanese case. *Prerequisites:* ECN 321, ECN 323.

**ECN 437 Contemporary Economic Systems (3.0); 3 cr.** An examination and comparison of the organization, operation and performance of contemporary economic systems. Also study of the changing pattern of ideologies and practices. *Prerequisites:* ECN 211, ECN 212.

**ECN 439 Economics of Developing Countries (3.0); 3 cr.** A study of the economics of developing countries. Topics covered include: meaning of underdevelopment; historical patterns of economic change in the developing countries; population problems; obstacles to development; role of industry and agriculture; inequality of income and wealth distribution; economic planning; foreign aid and indebtedness. *Prerequisites:* ECN 211, ECN 212.

**ECN 481 Seminar in Economics (1.0); 1 cr.** An in-depth study of a selected topic in theoretical or applied economic. Students have to present a term-paper on a Lebanese government economic institution. With the permission of the instructor, students may repeat this course if topics vary. *Prerequisite:* Senior standing.

## DEPARTMENT OF MANAGEMENT AND MARKETING

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**Chairperson:** *Dr. Tanios R. Touma*

**Secretary:** *Mrs. Grace Kanaan*

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### **Assistant Professors**

**Harb, Atef**, Ph.D., 1996, Ecole Polytechnique de Montreal, Canada

*Economics-Operations Research*

**Saber, Rashid**, Ph.D., 1998, California Coast University, USA

*Marketing and Management*

**Touma, Tanios**, M.D. ParisVI 1988, MBA 1993, Carnegie Mellon University, USA

*Strategy and Management*

**Hasham, Elham**, D.E.A., 1997, USEK; ABD, 1999, USEK; ABD, 2001, Leicester University, UK

*Management,*

### **Senior Lecturers**

**Barakat, Edgard**, M.B.A., 1981, University of Dayton, USA

*Marketing*

**Zakhour, Kamal**, M.B.A., 1982, University of Pittsburgh, USA

*Marketing*

### **Lecturer**

Nakhlé Vivianne, M.S., 1993, Strayer College, Washington D.C.

*Business Administration*

**Akhras, Caroline**, M.B.A, 1989, American University of Beirut, Lebanon

*Management*

**Menassa, Joyce**, M.S., 1984, Beirut University College, Lebanon

*Marketing*

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The Department of Management and Marketing offers the following undergraduate degree programs.

### **The Degree of Bachelor of Business Administration (B.B.A.) - Management**

The BBA-Management option is designed to provide students with an understanding of the processes and structures of organizations to enable them to be more effective managers. The courses taken in addition to the required common courses provide the students with proficiency in management skills and decision-making. The program prepares candidates for managerial responsibilities in both the private and public sectors.

### **Graduation Requirements**

Students seeking the degree of Bachelor of Business Administration must complete a total of 106 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the common core and major requirements. These 106 credits are divided into:

**Degree Requirements  
(106 credits)**

**General Education Requirements** **27 cr.**

**Communication Skills**

ENL 213, ENL 230

**Computer Skills**

CSC 201

**Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

**Social Science Studies**

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

**Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

**Required Common Courses** **48 cr.**

ACO 201<sup>26</sup>, ACO 202<sup>26</sup>, BAD 201, BAD 311, BAD 323, BAD 433, BAD 453, BAF, 311<sup>26</sup>, ECN 211<sup>26</sup>, ECN 212<sup>26</sup>, ECN 333, MRK 201, STA 206, STA 207, MAT 204, MAT 205

**Required Major Courses** **25 cr.**

BAD 315, BAD 317, BAD 425, BAD 429, BAD 431, BAD 482, MRK 421

**Plus two additional courses from the following:** BAF 312, BAD 321, BAD 329, BAD 421, BAD 423, BAD 427, ACO 311

**Free Electives** **6 cr.**

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<sup>26</sup> Minimum passing grade is C

**Bachelor of Business Administration (B.B.A.) – Management  
Suggested Program ( 106 credits)**

**Fall Semester I (15 Credits)**

ACO	201	Principles of Accounting I	3 cr.
BAD	201	Fundamentals of Management	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester I (15 Credits)**

ACO	202	Principles of Accounting II	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	204	Mathematics for Business and Economics I	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.

**Summer Session I (9 Credits)**

MRK	201	Fundamentals of Marketing	3 cr.
STA	207	Applied Statistics for Business and Economics II	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

MAT	205	Mathematics for Business and Economics II	3 cr.
ECN	333	Managerial Economics	3 cr.
BAD	315	International Business	3 cr.
BAF	311	Principles of Financial Management I	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits.)**

BAD	311	Business Law	3 cr.
ACO	311	Managerial Accounting	3 cr.
BAD	317	Organizational Behavior	3 cr.
BAD	323	Software Tools for Business Applications	3 cr.
BAF	312	Principles of Financial Management II	3 cr.

**Summer Session II (7 Credits)**

BAD	482	Management Internship	1 cr.
—	—	GER	6 cr.

**Fall Semester III (15 Credits)**

MRK	421	Sales Management	3 cr.
BAD	453	E-Business	3 cr.
BAD	425	Quantitative Techniques for Management	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

BAD	429	Operations Management	3 cr.
BAD	431	Ethics in Business	3 cr.
BAD	433	Business Policy and Strategic Management	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.



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## Undergraduate Courses: Business Administration

**BAD 101 Introduction to Business (3.0); 3 cr.** An orientation to the field of business. Topics covered include: types of business organizations; financing of businesses; marketing functions; management functions; human resources management; production management; accounting; international business.

**BAD 201 Fundamentals of Management (3.0); 3 cr.** An introduction to the basic elements of the managerial process and the basic theories of management. Topics covered include: management objectives; organizational structure; material and human resource utilization; human relations; decision making, planning, organizing, staffing, directing and controlling.

**BAD 311 Business Law (3.0); 3 cr.** Survey of Lebanese Commercial Law. Topics covered include: the nature of the law; the courts system; contracts; property sales and secured transactions; insurance; commercial papers; agency; business organizations; bailment; bankruptcy; banking operations; taxation.

**BAD 315 International Business (3.0); 3 cr.** An introduction to international business management principles and an overview of global organizations. Topics covered include: nature and importance of international business; human, cultural, political, economic and legal considerations in international business; commercial policies; international agreements; international trade and investment; the international monetary system. *Prerequisites:* BAD 201, ECN 212.

**BAD 317 Organizational Behavior (3.0); 3 cr.** An examination of the study of individual and group behavior in organizations. Topics covered include: perception; motivation; leadership; organizational development; communication; power politics; group behavior; conflicts; work design. *Prerequisite:* BAD 201.

**BAD 321 Managing a Small Business (3.0); 3 cr.** Procedures and techniques needed to start-up, purchase and manage a small firm. Emphasis on the differences between small and large firm environments and problems. Topics covered include: franchising; market research; site selection; sales and advertising; pricing and credit policies; managing human resources;

financial planning; accounting and budgeting. *Prerequisites:* BAD 201, BAF 311.

**BAD 323 Software Tools for Business Applications (3.0); 3 cr.** Application of software to business information processing and decision making in different business areas. *Prerequisite:* CSC 201.

**BAD 325 International Business Law (3.0); 3 cr.** An introduction to the legal aspects and ramifications of international trade. Topics covered include: international business transactions including sales contracts, agency and distribution contracts, investment contracts, licensing agreement, joint ventures; intellectual property; arbitration; dispute settlement before the WTO; problems in foreign investment; tariff regulation; taxation regulation; technology transfer. *Prerequisite:* BAD 311.

**BAD 329 Labor and Social Security Law (3.0); 3 cr.** Exploration of individual and collective aspects of employment in Lebanon. Topics covered include: employment contract; duties of employers and employees; impact of legislation providing for health, safety and welfare; workers' compensation; industrial disputes; strikes; social security law. *Prerequisite:* BAD 311.

**BAD 421 International Business Management (3.0); 3 cr.** An examination of management problems of organizations with international interests. Topics covered include: nature and role of international business management; impact of cultural, political, social and economic factors on management policies and practices; strategic planning; organizing international operations; human resource management in international corporations; managing foreign-exchange risk; production and marketing; asset management; ethics and social responsibility. *Prerequisite:* Senior Standing.

**BAD 423 Business Research (3.0); 3 cr.** An intensive study of the objectives and methodologies of research for business decisions. Topics covered include science and the scientific method; techniques of defining problems; research design; methods for collecting, analyzing and interpreting data. Includes presentation of a research proposal. *Prerequisite:* Senior Standing.

**BAD 425 Quantitative Techniques for Management (3.0); 3 cr.** Quantitative techniques in problem solving and decision making using mathematical methods and modeling. Topics covered include: linear programming; network models; Markov analysis; queuing theory; decision theory; project management; simulation. *Prerequisite:* Senior Standing.

**BAD 427 Human Resource Management (3.0); 3 cr.** Theories, policies and practices of human resource management in a firm. Topics covered include: employee selection; training and development; performance appraisal and compensation; job analysis and design; benefits administration; labor-management relations. *Prerequisite:* BAD 317.

**BAD 429 Operations Management (3.0); 3 cr.** Introduction to the concepts, techniques and methodology of modern operations management. Topics covered include: forecasting; production planning and scheduling; facility location and layout; quality control; productivity; inventory systems; process design; maintenance and reliability. *Prerequisite:* Senior Standing.

**BAD 431 Ethics in Business (3.0); 3 cr.** A practical rather than philosophical approach to the ethical dimension of business actions. The course deals with the ethical problem and dilemmas of individuals, managers, and organizations. *Prerequisite:* Senior Standing.

**BAD 433 Business Policy and Strategic Management (3.0); 3 cr.** A capstone course in

management. Understanding of strategies pursued by contemporary organisations. Integration of concepts and skills previously learnt, utilizing readings, projects, simulations, and case studies. Emphasis on the strategic issues facing domestic and international firms. *Prerequisite:* Senior Standing.

**BAD 453 e-Business (3.0); 3 cr.** The course examines the history, foundations, tools, and major issues surrounding the electronic commerce. Students will develop skills and learn how the economic framework and electronic technology come together in actual business applications, and how these applications become operational in the global business environment. *Prerequisite:* Senior Standing.

**BAD 481 International Business Management Internship; 1 cr.** Interns will have the opportunity to develop new skills by working under the direction and supervision of an experienced practitioner and acquire practical skills. The internship will be done in cooperating and department approved firms. A minimum of 120 hours of internship is required. *Prerequisite:* Senior Standing.

**BAD 482 Management Internship 1 cr.** Interns will have the opportunity to develop new skills by working under the direction and supervision of an experienced practitioner and acquire practical skills. The internship will be done in cooperating and department approved firms. A minimum of 120 hours of internship is required. *Prerequisite:* Senior Standing.

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## **The Degree of Bachelor of Business Administration (B.B.A.) - *International Business Management***

Economic and business activity is becoming increasingly internationalized. There is a great demand for business students who are equipped with conceptual and analytical skills and can formulate feasible and effective management policies in a complex international setting. The objective of B.B.A. - International Business Management Concentration program is to answer this need.

The program provides useful preparation for careers in a variety of organizations, including local business firms with international trade, licensing or financial arrangements; headquarters or subsidiaries of multinational companies; banks and other international financial institutions; and various governmental organizations.

### **Graduation Requirements**

Students seeking the degree of Bachelor of Business Administration -International Business Management Concentration must complete a total of 107 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the core and concentration requirements. These 107 credits are divided into:

#### **Degree Requirements (107 credits)**

**General Education Requirements** **27 cr.**

##### **Communication Skills**

ENL 213, ENL 230

##### **Computer Skills**

CSC 201

##### **Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

##### **Social Science Studies**

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

##### **Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

##### **Required Common Courses**

ACO 201<sup>27</sup>, ACO 202<sup>27</sup>, BAD 201, BAD 311, BAD 323, BAD 433, BAD 453, BAF 311<sup>27</sup>, ECN 211<sup>27</sup>, ECN 212<sup>27</sup>, ECN 333, MRK 201, STA 206, STA 207, MAT 204, MAT 205

##### **Required Major Courses**

BAD 315, BAD 317, BAD 421, ECN 431, BAF 433, MRK 423, BAD 481

**Plus two additional courses from the following:** BAD 325, ACO 311, BAD 427, BAD 429, BAD 431, ECN 439, MRK 425

##### **Free Electives**

**7 cr.**

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<sup>27</sup> Minimum passing grade is C

**Bachelor of Business Administration—International Business Management  
Suggested Program (107 Credits)**

**Fall Semester I (15 Credits)**

ACO	201	Principles of Accounting I	3 cr.
BAD	201	Fundamentals of Management	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	213	English in the Workplace (GER)	3 cr.

**Spring Semester I (15 Credits)**

ACO	202	Principles of Accounting II	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	204	Mathematics for Business and Economics I	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.

**Summer Session I (9 Credits)**

MRK	201	Fundamentals of Marketing	3 cr.
STA	207	Applied Statistics for Business and Economics II	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

MAT	205	Mathematics for Business and Economics II	3 cr.
BAD	311	Business Law	3 cr.
ECN	333	Managerial Economics	3 cr.
BAF	311	Principles of Financial Management I	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits.)**

BAD	315	International Business	3 cr.
BAD	317	Organizational Behavior	3 cr.
BAD	323	Software Tools for Business Applications	3 cr.
BAD	453	E-Business	3 cr.
—	—	Business Elective	3 cr.

**Summer Session II (7 Credits)**

BAD	481	International Business Management Internship	1 cr.
—	—	GER	6 cr.

**Fall Semester III (15 Credits)**

MRK	423	International Marketing	3 cr.
BAD	421	International Business Management	3 cr.
—	—	Business Elective	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

BAF	433	International Business Finance	3 cr.
ECN	431	International Economics	3 cr.
BAD	433	Business Policy and Strategic Management	3 cr.
—	—	Free Elective	4 cr.
—	—	GER	3 cr.

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## **The Degree of Bachelor of Business Administration (B.B.A.) - Marketing**

The marketing curriculum is organized around a managerial framework to provide students with an understanding of the operations and problems associated with getting the wide range of products and services required by modern society from the producer to the user. Students learn to successfully confront problems in a variety of areas and to make sound marketing decisions on the basis of careful analysis.

Marketing is a dynamic profession. There is a wide range of opportunities in marketing, including marketing management, marketing research, purchasing management, market analysis, product/brand management, retailing, sales promotion, and international marketing.

### **Graduation Requirements**

Students seeking the degree of Bachelor of Business Administration - Marketing Concentration must complete a total of 106 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the core and concentration requirements. These 106 credits are divided into:

#### **Degree Requirements (106 credits)**

#### **General Education Requirements 27 cr.**

##### **Communication Skills**

ENL 213, ENL 230

##### **Computer Skills**

CSC 201

##### **Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

Social Science Studies

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

##### **Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

#### **Required Common Courses 48 cr.**

ACO 201<sup>28</sup>, ACO 202<sup>28</sup>, BAD 201, BAD 311, BAD 323, BAD 433, BAD 453, BAF 311<sup>28</sup>, ECN 211<sup>28</sup>, ECN 212<sup>28</sup>, ECN 333, MRK 201, STA 206, STA 207, MAT 204, MAT 205.

#### **Required Major Courses 25 cr.**

MRK 313, MRK 321, MRK 423, MRK 311, MRK 431, MRK 433, MRK 481

**Plus two additional courses from the following:** ACO 311, BAD 317, BAD 431, MRK 315, MRK 323, MRK 325, MRK 421, MRK 425, MRK 372

#### **Free Electives 6 cr.**

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<sup>28</sup> Minimum passing grade is C

**Bachelor of Business Administration (B.B.A.) – Marketing  
Suggested Program ( 106 credits)**

**Fall Semester I (15 Credits)**

ACO	201	Principles of Accounting I	3 cr.
BAD	201	Fundamentals of Management	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester I (15 Credits)**

ACO	202	Principles of Accounting II	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	204	Mathematics for Business and Economics I	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.

**Summer Session I (9 Credits)**

MRK	201	Fundamentals of Marketing	3 cr.
—	—	GER	6 cr.

**Fall Semester II (15 Credits)**

MAT	205	Mathematics for Business and Economics II	3 cr.
MRK	311	Consumer Behavior	3 cr.
STA	207	Applied Statistics for Business and Economics II	3 cr.
BAF	311	Principles of Financial Management I	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits.)**

ECN	333	Managerial Economics	3 cr.
MRK	313	Principles of Selling	3 cr.
MRK	321	Promotional Strategy	3 cr.
BAD	323	Software Tools for Business Applications	3 cr.
BAD	311	Business Law	3 cr.

**Summer Session II (7 Credits)**

BAD	481	International Business Management Internship	1 cr.
—	—	GER	6 cr.

**Fall Semester III (15 Credits)**

MRK	423	International Marketing	3 cr.
MRK	431	Marketing Research	3 cr.
BAD	453	E-Business	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

MRK	433	Business Policy and Strategic Management	3 cr.
BAD	433	Business Policy and Strategic Management	3 cr.
—	—	Business Elective	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

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**The Degree of Bachelor of Business Administration (B.B.A.) - *Distribution and Logistics Management***

**Degree Requirements  
(106 credits)**

<b>General Education Requirements</b>	<b>27 cr.</b>
<b>Communication Skills</b> ENL 213, ENL 230	
<b>Computer Skills</b> CSC 201	
<b>Cultural Studies</b> 9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc. A religion course shall always be part of any 9 credits of cultural studies. Social Science Studies 3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.	
<b>Basic Science Studies</b> 6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.	
<b>Required Common Courses</b> ACO 201 <sup>29</sup> , ACO 202 <sup>29</sup> , BAD 201, BAD 311, BAD 317, BAD 323, BAD 433, BAD 453, BAF 311 <sup>29</sup> , ECN 211 <sup>29</sup> , ECN 212 <sup>1</sup> , MRK 201, STA 206, STA 207, MAT 204, MAT 205.	<b>48 cr.</b>
<b>Required Major Courses</b> MRK 205, MRK 215, MRK 335, MRK 345, MRK 422, MRK 431, MRK 482.	<b>19 cr.</b>
<b>Plus <u>three</u> additional courses from the following:</b> MRK 311, MRK 315, MRK 323, MRK 372, MRK 404, MRK 421, MRK 423, MRK 425.	<b>9 cr.</b>
<b>1 Free Electives</b>	<b>3 cr.</b>

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<sup>29</sup> Minimum passing grade is C

**Bachelor of Business Administration (BBA)- Distribution and Logistics Management**  
**Suggested program (106 credits)**

**Fall Semester I (15 credits)**

ACO	201	Principles of accounting I	3 cr.
MRK	201	Fundamentals of Marketing	3 cr.
CSC	201	Computers and their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	222	Sophomore Rhetoric (GER)	3 cr.

**Spring Semester I (15 credits)**

ACO	202	Principles of Accounting II	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
ENL	235	Technical English for Business (GER)	3 cr.
MAT	204	Mathematics for Business and Economics I	3 cr.
MRK	205	Principles of Channel Management	3 cr.

**Summer Session I (9 credits)**

BAD	201	Fundamentals of Management	3 cr.
MAT	205	Mathematics for Business and Economics II	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 credits)**

BAD	311	Business Law	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.
BAD	323	Software Tools for Business Application	3 cr.
MRK	215	Fundamentals of Purchasing	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 credits)**

STA	207	Applied Statistics for Business and Economics II	3 cr.
BAF	311	Principles of Financial Management I	3 cr.
MRK	335	Materials and Warehouse Management	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Summer Session II (9 credits)**

BAD	433	Business Policy and Strategic Management	3 cr.
—	—	GER	3 cr.

**Fall Semester III (16 credits)**

MRK	345	Logistics and Supply Chain Management	3 cr.
ECN	333	Managerial Economics	3 cr.
MRK	422	Packaging, Warehousing & Inventory Control	3 cr.
MRK	—	Major elective	3 cr.
MRK	482	Distribution and Logistics Management Internship	1 cr.
—	—	GER	3 cr.

**Spring Semester III (15 credits)**

MRK	431	Marketing Research	3 cr.
BAD	453	e-Business	3 cr.
MRK	—	Major elective	3 cr.
MRK	—	Major elective	3 cr.
—	—	GER	3 cr.



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## Undergraduate Courses: Marketing

**MRK 201 Fundamentals of Marketing (3.0); 3 cr.** Introduction to the marketing process in social, economic and legal environments. Topics covered include: consumer and institutional behavior patterns; market segmentation; product and service development; pricing strategy and promotion; channels of distribution; retailing and wholesaling; marketing research.

**MRK 205 Principles of Channel Management (3.0); 3 cr.;** This course surveys, organizes, and integrates theories and practices relative to current issues of marketing channel management, with a focus on key strategic marketing principles. Physical distribution is reviewed as a functional area within the firm and its interface with channel intermediaries is analyzed. Topics include retailing, wholesaling, industrial marketing, transportation, warehousing, location, inventory control, and channel design. *Prerequisite:* MRK 201

**MRK 215 Fundamentals of Purchasing (3.0); 3 cr;** This course is designed to present the purchasing process as it relates to such topics as inventory control, price determination, vendor selection, negotiation techniques, and ethical issues. The focus of the course will be on the role and function of purchasing in the Logistics Management Process. *Prerequisite:* MRK 201

**MRK 311 Consumer Behavior (3.0); 3 cr.** Concepts and theories to explain the decision making process of consumer and organizational buying. Attention is focused on economic, psychological, sociological and anthropological variables to understand, predict and control purchasing behavior. *Prerequisite:* MRK 201.

**MRK 313 Salesmanship (3.0); 3 cr.** Examination of persuasive techniques used in promotional presentations conducted on a person-to-person basis. Emphasis on effective selling techniques, understanding the company and its products, understanding the customer and the selling environment, recognizing selling opportunities, and planning, implementing, and control of the personal selling programs. *Prerequisite:* MRK 311.

**MRK 315 Import-Export Management (3.0); 3 cr.** Application of management theories to efficient management of an import-export business. Topics covered include: starting an

import-export business; international trade; export financing; import-export documentation; export promotion; tariffs and duties. *Prerequisites:* BAD 315, MRK 311.

**MRK 321 Promotional Strategy (3.0); 3 cr.** Introduction to various promotional strategies adopted by different companies and guidelines for determining a company's promotional mix. Topics covered include: advertising; personal selling; publicity and promotion; determination of objectives and budgets; situation analysis. Also, discussion of managerial issues and problems. *Prerequisite:* MRK 311.

**MRK 323 Retail Management (3.0); 3 cr;** Application of management and marketing theories to retailing. Topics covered include: Management, organization and control of retail outlets, consumer behavior, store location, financial management, promotion, presentation, pricing, control of inventories, advertising, personnel, and wholesaler-retailer relationship. *Prerequisite:* MRK 205, MRK 311

**MRK 325 Services Marketing (3.0); 3 cr.** An introduction to the distinctive aspects of service marketing. Topics covered include: understanding services marketing; improving service quality and productivity; positioning a service in the marketplace; managing the customer portfolio; creating and delivering services; developing and managing the customer service function. *Prerequisite:* MRK 311.

**MRK 335 Materials and Warehouse Management (3.0); 3 cr.** This course covers the organization and operations of warehouses and distribution centers. Topics covered include the role, types and functions of warehouses and distribution centers, location analysis, facility layout and design, equipment handling, employee safety, public and private warehouses, computer control and tracking, conveyance equipment, and hazardous materials handling. *Prerequisite:* MRK 205.

**MRK 345 Logistics and Supply Chain Management (3.0); 3 cr.** This course develops an integrated approach to the analysis of physical distribution problems. It deals with transportation and assignment problems; application of network techniques to production; distribution systems design; optimal allocation

of inventory; cost allocation methods; pricing policies; and power structure of shareholders within a firm. *Prerequisite:* MRK 205

**MRK 372 Internet Marketing (3.0); 3 cr.** e-marketing is traditional marketing using electronic methods. It helps students develop the skills necessary to understand and integrate Internet technology and characteristics into marketing strategy. It helps students recognize and understand the implications of the Internet not only as a market place but also as a set of tools and opportunities. *Prerequisite:* MRK 201, BAD 323.

**MRK 404 Transportation Management (3.0); 3 cr.** This course includes an introduction to the principles of transportation with emphasis on transportation modal operations (rail, highway, air, pipeline, water transportation) and transportation management. Consideration is given to the economical, social and political aspects of the transportation industry and strategic issues in transportation management. *Prerequisite:* MRK 345

**MRK 421 Sales Management (3.0); 3 cr.** Development, operation and control of a sales organization. Topics covered include: managing the sales force; selecting, training and compensating the sales force; forecasting sales and establishing budgets; structuring a sales organization; motivating salespeople. *Prerequisite:* Senior Standing

**MRK 422 Packaging, Warehousing and Inventory Control (3.0); 3 cr.** The course deals with important supports for a modern material handling process. Among other things, it discusses packaging and carriers and their importance to logistics. Furthermore, it deals with systems and IT tools for material handling, such as warehouse management systems (WMS), bar codes and other identification systems, transport administration systems and systems for controlling material flows in logistical networks. The course also gives an overview of material handling equipment, such as forklifts, storage systems, bar code scanners etc. *Prerequisite:* MRK 335

**MRK 423 International Marketing (3.0); 3 cr.** Analysis and strategies for marketing in an area with different social, political, legal and

economic environment. Topics covered include: cross-national consumer behavior; direct foreign investment; strategy of international product development, pricing, promotion and distribution policies; forms of international involvement. *Prerequisite:* MRK 201; ECN 212.

**MRK 425 Business-to-Business Marketing (3.0); 3 cr.** Development of principles of distribution of industrial goods and management of industrial marketing organizations. Topics covered include: industrial marketing system and organization buying behavior; management of industrial marketing mix; industrial market-research; planning, pricing, selling and advertising decisions; strategies for industrial markets. *Prerequisite:* MRK 423

**MRK 431 Marketing Research (3.0); 3 cr.** Techniques and procedures of collecting and analyzing information to identify marketing problems and facilitate their solution. Topics covered include: marketing research design; questionnaire construction; sample design; data analysis. *Prerequisite:* MRK 201, STA 207.

**MRK 433 Marketing Strategies and Policies (3.0); 3 cr.** A capstone course in marketing. Emphasis on strategic and executional issues connected to marketing policy. Integration of materials previously taken, utilizing readings, projects and case studies. *Prerequisite:* Senior Standing.

**MRK 481 Marketing Internship (1.0); 1 cr.** Interns will have the opportunity to develop new skills by working under the direction and supervision of an experienced practitioner and acquire practical skills. The internship will be done in cooperating and department approved firms. A minimum of 120 hours of internship is required. *Prerequisite:* Senior Standing.

**MRK 482 Distribution and Logistics Management Internship (3.0); 3 cr.** Interns will have the opportunity to develop new skills by working under the direction and supervision of an experienced practitioner and acquire practical skills in logistics and distribution. The internship will be done in cooperating and department approved firms. A minimum of 120 hours of internship is required. *Prerequisite:* Senior Standing

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## **The Degree of Bachelor of Business Administration (B.B.A.) - *Human Resources Management***

Theories, policies and practices of human resources management in a firm. Topics covered include employee selection, training and development, performance appraisal and compensation, job analysis and design, benefits administration, and labor-management relations.

### **Degree Requirements (106 credits)**

**General Education Requirements** **27 cr.**

#### **Communication Skills**

ENL 213, ENL 230

#### **Computer Skills**

CSC 201

#### **Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

#### **Social Science Studies**

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

#### **Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

**Required Common Courses** **48 cr.**

ACO 201<sup>30</sup>, ACO 202<sup>30</sup>, BAD 201, BAD 311, BAD 317, BAD 323, BAD 433, BAD 453, BAF 311<sup>30</sup>, ECN 211<sup>30</sup>, ECN 212<sup>30</sup>, MRK 201, STA 206, STA 207, MAT 204, MAT 205.

**Required Major Courses** **25 cr.**

MGT 201, MGT 210, MGT 312, MGT 325, MGT 453, BAD 329, MGT 483, **Plus two additional courses from the following:** MGT 202, MGT 337, MGT 411, MGT 475, BAD 427, BAD 429, BAD 431.

**Free Electives** **6 cr.**

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<sup>30</sup> Minimum passing grade is C

## Bachelor of Business Administration (BBA)- Human Resources Management Suggested Program (106 Credits)

### Fall Semester I (15 Credits)

ACO	201	Principles of Accounting I	3 cr.
BAD	201	Fundamentals of Management	3 cr.
CSC	201	Computers and their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	222	Sophomore Rhetoric (GER)	3 cr.

### Spring Semester I (15 Credits)

ACO	202	Principles of Accounting II	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
ENL	235	Technical English for Business (GER)	3 cr.
MAT	204	Mathematics for Business and Economics I	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.

### Summer Session I (9 Credits)

MRK	201	Fundamentals of Marketing	3 cr.
STA	207	Applied Statistics for Business and Economics II	3 cr.
—	—	GER	3 cr.

### Fall Semester II (15 Credits)

BAD	311	Business Law	3 cr.
MGT	201	Principles of Human Resources Management	3 cr.
BAD	323	Software Tools for Business Application	3 cr.
BAF	311	Principles of Financial Management I	3 cr.
—	—	GER	3 cr.

### Spring Semester II (15 Credits)

MAT	205	Mathematics for Business and Economics II	3 cr.
BAD	317	Organizational Behavior	3 cr.
BAD	329	Labor and Social Security Law	3 cr.
—	—	Free Elective	3 cr.
MGT	210	Organizational Staffing	3 cr.

### Summer Session II (6 Credits)

BAD	433	Business Policy and Strategic Management	3 cr.
MGT	312	Training and Career Development	3 cr.

### Fall Semester III (16 Credits)

MGT	325	Compensation and Reward System	3 cr.
BAD	453	e-Business	3 cr.
MGT	483	Human Resources Management Internship	1 cr.
—	—	GER	6 cr.
and one course and one course from elective to Major Courses			3 cr.

MGT	202	Business Negotiations
MGT	337	Recruitment and Selection
MGT	411	Leadership, Quality and Performance

### Spring Semester III (15 Credits)

MGT	453	Global Human Resources Management	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	6 cr.
and one course from elective to Major Courses:			3 cr.

MGT	475	Managing Employment Relations
BAD	427	Advanced Human Resources Management
BAD	431	Ethics in Business
BAD	429	Operations Management
MGT	201	Principles of Human Resources Management

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## Undergraduate Courses: Human Resource Management

**MGT 201 Principles of Human Resources Management (3.0); 3 cr.** Theories, policies and practices of human resources management in a firm. Topics covered include employee selection, training and development, performance appraisal and compensation, job analysis and design, benefits administration, and labor-management relations.

**MGT 202 Business Negotiations (3.0); 3 cr.** Negotiation permeates human interactions. It affects the balance and distribution of resources among nations, organizations, families, and individuals. Students will understand the theory behind successful negotiation, recognize situations that call for negotiation, and study the utilization of alternative negotiating strategies and tactics. *Prerequisite:* MGT 201

**MGT 210 Organizational Staffing (3.0); 3 cr.** This course provides an in-depth examination of the organizational staffing process. Procedures for human resources needs assessment such as personnel audits and forecasting are discussed. Recruitment strategies and the process of organizational choice of candidates are explored. There is emphasis on understanding basic types of assessment tools and procedures for choosing new employees. *Prerequisite:* MGT 201

**MGT 312 Training and Career Development (3.0); 3 cr.** The course is an advanced study of personnel training and development in contemporary organizations. Emphasis is placed on the identification of training needs, program design, selection of training methods, monitoring the process, and evaluating the results. *Prerequisite:* MGT 210

**MGT 325 Compensation and Reward Systems (3.0); 3 cr.** This course provides the study of labor markets and examines the general structure of an organization and the rewards employees seek in exchange for their services and contributions to the firm. Topics covered include developing pay structure, measuring performance, providing employee benefits, rewards and a motivating work environment, and administering the compensation plan. *Prerequisite:* MGT 210

**MGT 337 Recruitment and Selection (3.0); 3 cr.** The objective of this course is to describe to students how organizations search for prospective employees and influence them to apply for available jobs. It is an advanced study of recruitment and selection practices of organizations. *Prerequisite:* MGT 210

**MGT 411 Leadership, Quality and Performance (3.0); 3 cr.** The purpose of this course is to focus on the major traits which come together in a leader to produce Leadership. Theory, Power, Motivation, and Communication, this course explores the causes and consequences of effective leadership in organizations. *Prerequisite:* Senior Standing

**MGT 453 Global Human Resources Management (3.0); 3 cr.** This course is designed to help students develop skills as global managers and to provide them with an understanding of critical issues in the management of multinational organizations. Topics covered include international leadership skills, cross-cultural negotiations, ethical dilemmas in cross-cultural environments, and designing and managing multinational organizations. *Prerequisite:* Senior Standing

**MGT 475 Managing Employment Relations (3.0); 3 cr.** This course provides an overview of the relationships between human resources and parties to employment. It considers contract negotiations, discipline and grievance procedures, and human resources department assistance in conflict resolutions. Special attention is given to the organizational structure of the parties and their diversified objectives. *Prerequisite:* MGT 210 and BAD 329

**MGT 483 Human Resources Management Internship (1.0); 1 cr.** The Internship program is designed to provide the Interns with the opportunity to develop professional skills related to their studies by working under the supervision of an experienced business practitioner. Internship is conducted under the supervision of a program director at NDU and in cooperation with the Interns employer. A minimum of 120 working hours are required. *Prerequisite:* Senior Standing

## DEPARTMENT OF HOSPITALITY AND TOURISM MANAGEMENT

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**Chairperson:** *Dr. Yussef Zgheib*

**Secretary:** *Miss Samar Mrad*

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### **Assistant Professor**

**Zgheib, Yussef**, Ph.D. 2002, *University of Strathclyde, Scotland, U.K.*  
*International Hospitality Management*

### **Lecturer**

**Assaf, Carole**, M.B.A., 1995, Notre Dame University - Louaize, Lebanon  
*Tourism and Marketing*

**Assaker, Guy**, M.B.A., 2003, IMHI CornellUniversity/Essec, France. MSc (DESS), 2004,  
Université Paris 1, Sorbone.  
*Hotel Management and Tourism*

### **Instructor**

**Beyrouthy, Ghassan**, M.B.A., 1999, Notre Dame University- Louaize, Lebanon  
*Hospitality and Tourism Management*

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## **The Degree of Bachelor of Hotel Management and Tourism**

Hospitality, travel and tourism are rapidly growing industries. The program of Bachelor of Hotel Management and Tourism is designed to prepare students for professional and executive careers in the hospitality and tourist industries by providing a sound foundation in hotel and restaurant management as well as tourism administration through focused academic coursework and hands-on work experience. It also provides relevant education for persons currently employed in these industries and wishing to upgrade their skills.

### **Graduation Requirements**

Students seeking the degree of Bachelor of Hotel Management and Tourism must complete a total of 103 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the major and concentration requirements. The passing grade for all courses is D except for ENL 213 and ENL 230 whereby it is C.

These 103 credits are divided into:

<b>Degree Requirements (103 credits)</b>		<b>Number of Credits</b>
<b>General Education Requirements</b>		<b>27 cr.</b>
<b>a) Communications Skills</b>		6 cr.
	ENL 213, ENL 230	
<b>b) Computer Skills</b>		3 cr.
	CSC 201	
<b>c) Cultural Studies</b> <sup>31 32</sup>		9 cr.
	Arabic, Western Litterature, Religion, Philosophy, Cultural Sequence, Art, Music, etc.	

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<sup>31</sup> Includes mandatory 3 credits of religion (REG 215 or REG 216) and 3 credits of living language (GEM 201, ITL 201, SPN 201...)

<b>d) Social Science Studies<sup>2</sup></b>	<b>3 cr.</b>
3 credits in Sociology, Psychology, Political Science, History, Economics, Anthropology etc.	
<b>e) Basic Science Studies<sup>2</sup></b>	<b>6 cr.</b>
6 credits in Environmental Science, Nutrition, Health, Astronomy, Archeology, Biology, Geology, etc.	
<b>Major Requirements</b>	<b>54 cr.</b>
TTM 201, TTM 204, HSM 205, HSM 211, HSM 224, HSM 226, TTM 237, HSM 281, HSM 311, FBM 313, HSM 314, FBM 315, HSM 319, FBM 324, TTM 326, FBM 351, HSM 411, HSM 451, HSM 459, STA 206	
<b>Concentration Requirements</b>	<b>19 cr.</b>
Food and Beverage Management Concentration Hospitality Management Concentration Travel and Tourism Management Concentration	
<b>Free Electives</b>	<b>3 cr.</b>
Halfway through their university education, students majoring in hotel management and tourism are provided with the opportunity to choose one of three concentration schemes. These options allow graduates to enhance their expert knowledge in one of the three most englobing fields of hospitality and tourism, thus differentiate themselves from their peers and improve their potentials for professional success.	
<b>Food and Beverage Management Concentration (19 cr.):</b>	
<b>Major Requirements</b>	<b>10 cr.</b>
FBM 332, FBM 381, FBM 413, FBM 424	
<b>A choice of 3 courses from the following</b>	<b>9 cr.</b>
HSM 334, FBM 335, FBM 343, FBM 349, HSM 412, HSM 432, HSM 437, HSM 439, TTM 440, FBM 444, FBM 446, HSM 447, HSM 449, FBM 464, HSM 450, HSM 485, MAT 204, STA 207, ECN 211, COA 252, BAF 312, NTR 212, GEM 202 or ITL 202 or SPN 202	
<b>Hospitality Management Concentration (19 cr.):</b>	
<b>Major Requirements</b>	<b>7 cr.</b>
FBM 381 or TTM 382, HSM 432, HSM 437	
<b>A choice of 4 courses from the following</b>	<b>12 cr.</b>
FBM 332, HSM 334, TTM 342, FBM 343, TTM 344, TTM 346, FBM 349, HSM 412, FBM 424, HSM 439, TTM 440, FBM 444, TTM 445, FBM 446, HSM 447, HSM 449, HSM 450, HSM 460, HSM 485, MAT 204, STA 207, ECN 211, COA 252, BAF 312, NTR 212, GEM 202 or ITL 202 or SPN 202	

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<sup>32</sup> Specific courses to be selected from the reviewed curricula and syllabi proposed by the related departments. The selection will be based on the contribution of such course to the professional and cultural development of the student. Details specified on the contract sheet.

**Travel and Tourism Management Concentration (19 cr.):**

**Major Requirements**

**10 cr.**

TTM 342, TTM 345, TTM 382, TTM 445

**A choice of 3 courses from the following**

**9 cr.**

HSM 334, TTM 341, FBM 343, TTM 344, TTM 346, FBM 349, HSM 412, HSM 432, HSM 437, HSM 439, TTM 440, FBM 444, FBM 446, HSM 447, HSM 449, HSM 450, TTM 454, TTM 462, HSM 485, MAT 204, STA 207, ECN 211, COA 252, BAF 312, NTR 212, GEM 202 or ITL 202 or SPN 202, ARP 567

NB: Clarification of acronyms and symbols used:

FBM Food and Beverage Management

HSM Hospitality Services Management

TTM Travel and Tourism Management



**Bachelor of Hotel Management and Tourism - Food & Beverage Management Concentration  
Suggested Program (103 Credits)**

**Fall Semester I (15 Credits)**

TTM	201	Introduction to Tourism and Hospitality Management	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.
—	—	GER	3 cr.

**Spring Semester I (16 Credits)**

HSM	211	Hospitality and Tourism Law	3 cr.
HSM	224	Front Office Operations and Management <sup>33</sup>	3 cr.
HSM	226	Housekeeping Operations and Management <sup>1</sup>	1 cr.
ENL	230	English in the Workplace (GER)	3 cr.
HSM	205	Principles of Hospitality Financial Accounting	3 cr.
—	—	GER	3 cr.

**Summer Session I (4 Credits)**

HSM	281	Internship I: Rooms Division Operations	1 cr.
—	—	GER	3 cr.

**Fall Semester II (16Credits)**

HSM	311	Hospitality Managerial Accounting	3 cr.
FBM	313	Food Production <sup>34</sup>	3 cr.
FBM	315	Food Production Lab <sup>2</sup>	1 cr.
FBM	324	Restaurant Operations and Floor Management <sup>2</sup>	3 cr.
TTM	237	Hospitality and Tourism Marketing	3 cr.
—	—	GER	3 cr.

**Final deadline to declare concentration choice.**

**Spring Semester II (15 Credits.)**

TTM	204	Economics of Tourism	3 cr.
HSM	314	Human Resources Management in the Hospitality Industry	3 cr.
HSM	319	Information Technology in the Hospitality Industry	3 cr.
FBM	351	Food, Beverage and Labor Cost Control	3 cr.
—	—	GER	3 cr.

**Summer Session II (7 Credits)**

FBM	381	Internship II: Food and Beverage Operations	1 cr.
FBM	332	Catering, Functions and Banqueting Management	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

FBM	424	Restaurant Development and Management	3 cr.
FBM	413	Advanced Food Production	3 cr.
HSM	411	Hospitality Managerial Finance	3 cr.
HSM	451	Hospitality Management	3 cr.
—	—	Major Elective	3 cr.

**Spring Semester III (15 Credits)**

TTM	326	Domestic Travel and Tourism Development	3 cr.
TTM	459	Hospitality and Tourism Strategic Management	3 cr.
—	—	Major Elective	6 cr.
—	—	Free Elective	3 cr.

<sup>33</sup> HSM 224, 226 should be taken concurrently.

<sup>34</sup> FBM 313, 315, 324 should be taken concurrently.

**Bachelor of Hotel Management and Tourism - Hospitality Management Concentration**  
**Suggested Program (103 Credits)**

**Fall Semester I (15 Credits)**

TTM	201	Introduction to Tourism and Hospitality Management	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.
—	—	GER	3 cr.

**Spring Semester I (16 Credits)**

HSM	211	Hospitality and Tourism Law	3 cr.
HSM	224	Front Office Operations and Management <sup>35</sup>	3 cr.
HSM	226	Housekeeping Operations and Management <sup>1</sup>	1 cr.
ENL	230	English in the Workplace (GER)	3 cr.
HSM	205	Principles of Hospitality Financial Accounting	3 cr.
—	—	GER	3 cr.

**Summer Session I (4 Credits)**

HSM	281	Internship I: Rooms Division Operations	1 cr.
—	—	GER	3 cr.

**Fall Semester II (16Credits)**

HSM	311	Hospitality Managerial Accounting	3 cr.
FBM	313	Food Production <sup>36</sup>	3 cr.
FBM	315	Food Production Lab <sup>2</sup>	1 cr.
FBM	324	Restaurant Operations and Floor Management <sup>2</sup>	3 cr.
TTM	237	Hospitality and Tourism Marketing	3 cr.
—	—	GER	3 cr.

**Final deadline to declare concentration choice.**

**Spring Semester II (15 Credits.)**

TTM	204	Economics of Tourism	3 cr.
HSM	314	Human Resources Management in the Hospitality Industry	3 cr.
HSM	319	Information Technology in the Hospitality Industry	3 cr.
—	—	Major Elective (TTM 342 if planning to take 382)	3 cr.
—	—	GER	3 cr.

**Summer Session II (7 Credits)**

FBM	381	Internship II: Food and Beverage Operations	
or			1 cr.
TTM	382	Internship III: Travel Agency and Tour Operations	
HSM	437	Hospitality Sales and Promotional Techniques	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

FBM	351	Food, Beverage and Labor Cost Control	3 cr.
HSM	432	Hospitality Property Management	3 cr.
HSM	451	Hospitality Management	3 cr.
—	—	Major Elective	3 cr.
—	—	GER	3 cr.

**Spring Semester III (15 Credits)**

HSM	411	Hospitality Managerial Finance	3 cr.
HSM	459	Hospitality and Tourism Strategic Management	3 cr.
—	—	Major Elective	6 cr.
—	—	Free Elective	3 cr.

<sup>35</sup> HSM 224, 226 should be taken concurrently.

<sup>36</sup> FBM 313, 315, 324 should be taken concurrently.

**Bachelor of Hotel Management and Tourism - Travel & Tourism Management Concentration**  
**Suggested Program (103 Credits)**

**Fall Semester I (15 Credits)**

TTM	201	Introduction to Tourism and Hospitality Management	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
STA	206	Applied Statistics for Business and Economics I	3 cr.
—	—	GER	3 cr.

**Spring Semester I (16 Credits)**

HSM	211	Hospitality and Tourism Law	3 cr.
HSM	224	Front Office Operations and Management <sup>37</sup>	3 cr.
HSM	226	Housekeeping Operations and Management <sup>1</sup>	1 cr.
ENL	230	English in the Workplace (GER)	3 cr.
HSM	205	Principles of Hospitality Financial Accounting	3 cr.
—	—	GER	3 cr.

**Summer Session I (4 Credits)**

HSM	281	Internship I: Rooms Division Operations	1 cr.
—	—	GER	3 cr.

**Fall Semester II (16Credits)**

HSM	311	Hospitality Managerial Accounting	3 cr.
FBM	313	Food Production <sup>38</sup>	3 cr.
FBM	315	Food Production Lab <sup>2</sup>	1 cr.
FBM	324	Restaurant Operations and Floor Management <sup>2</sup>	3 cr.
TTM	237	Hospitality and Tourism Marketing	3 cr.
—	—	GER	3 cr.

**Final deadline to declare concentration choice.**

**Spring Semester II (15 Credits.)**

TTM	204	Economics of Tourism	3 cr.
HSM	314	Human Resources Management in the Hospitality Industry	3 cr.
HSM	319	Information Technology in the Hospitality Industry	3 cr.
TTM	342	Travel Agency and Tour Management	3 cr.
—	—	GER	3 cr.

**Summer Session II (7 Credits)**

TTM	382	Internship III: Travel Agency and Tour Operations	1 cr.
TTM	345	Passenger Operation Services	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

FBM	351	Food, Beverage and Labor Cost Control	3 cr.
HSM	451	Hospitality Management	3 cr.
TTM	326	Domestic Travel and Tourism Development	3 cr.
TTM	445	Sustainable Tourism	3 cr.
—	—	Major Elective	3 cr.

**Spring Semester III (15 Credits)**

HSM	411	Hospitality Managerial Finance	3 cr.
HSM	459	Hospitality and Tourism Strategic Management	3 cr.
—	—	Major Elective	6 cr.
—	—	Free Elective	3 cr.

<sup>37</sup> HSM 224, 226 should be taken concurrently.

<sup>38</sup> FBM 313, 315, 324 should be taken concurrently.

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## Undergraduate Courses: Hotel Management And Tourism

**TTM 201 (HTM 201) Introduction to Tourism & Hospitality Management (3.0); 3 cr.** A comprehensive overview of the tourism and hospitality global industry. The course is a broad introduction of the industry's scope, supply and demand components, socio-economic and environmental impacts, operations, career opportunities and requirements for success. Students further gain exposure to the basic managerial functions and how they relate to the tourism and hospitality industry.

**TTM 204 (ECN 212) Economics of Tourism (3.0); 3 cr.** This course applies economic principles to the tourism and hospitality industry. Special emphasis is placed on supply and demand and the determination of prices. It also discusses the impact of the GDP, growth and fluctuations on the Tourism industry. The course further focuses on the contribution of tourism to the overall performance of the economy.

**HSM 205 (ACO 201) Principles of Hospitality Financial Accounting (3.0); 3 cr.** Hospitality accounting principles, concepts and practices pursuant to the industry's systems of accounts. Careful consideration is given to practical transaction analysis, flow of accounting data to the financial statements and their implications with respect to cash flow, revenues, expenses, assets, liabilities and equity management. *Corequisite:* TTM 201

**HSM 211 (HTM 211) Hospitality and Tourism Law (3.0); 3 cr.** A study of the legal responsibilities affecting the operations of the hospitality and tourist industries, including aspects of innkeeping, occupier's liability, trades practices, licensing, health, taxation and employment. Other topics include: corporation legislation, the law of contract, the role of ethics and a comparative approach to foreign legislations relating to hospitality and tourism industries. *Prerequisite:* TTM 201.

**HSM 224 (HTM 225) Front Office Operations and Management (3.1); 3 cr.** The course acquaints the student with the operations and procedures involved in managing the guest services area of a lodging operation. Functions covered deal with the guest cycle from reservations through checkout including the night audit and their interaction with other

operations. Intensive lab applications. *Prerequisite:* TTM 201.

**HSM 226 Housekeeping Operations and Management (1.3); 1 cr.** This course is a guide to various aspects of housekeeping in a lodging industry from cleanliness, hygiene, maintenance and aesthetic upkeep of the property. It deals with duties from those of executive housekeeper to room attendant. Intensive lab applications. *Corequisite:* HSM 224.

**TTM 237 (HTM 237) Hospitality and Tourism Marketing (3.0); 3 cr.** An introduction to the concept, principles and practices of contemporary marketing as they apply to the specialized needs of the hospitality industry. Subjects covered are marketing concepts and environment, segmentation and positioning, consumer behavior and marketing mixed strategies. The development of a practical marketing plan for an actual hospitality business is a special feature of this course. *Prerequisite:* TTM 201.

**HSM 281 (HTM 281) Internship I: Rooms Division Operations 1 cr.** A supervised on-the-job work experience in the lodging business. Arranged with a Department approved cooperating institution. This field experience - of no less than 500 hours - emphasizes front office and housekeeping operations and management tasks. Student must check course guidelines before registering. *Prerequisite:* HSM 224.

**HSM 311 (HTM 311) Hospitality Managerial Accounting (3.0); 3 cr.** This course focuses on the use of accounting information for management decision-making and control. Topics include costing, management control systems and performance measurement. Emphasis is on cost-volume analysis, budgeting and pricing decisions. *Prerequisite:* HSM 205.

**FBM 313 (HTM 313) Food Production (3.1); 3 cr.** An introduction to food production techniques and management. The course is designed to familiarize students with food composition and properties, commercial food preparation, safety and sanitation. Students will develop the ability to standardize recipes, plan menus and manage potential production problems. Practical involvement in food production is included. Intensive lab

applications. *Prerequisite:* TTM 201 (for HTM students only); *Corequisite:* FBM 315 (for HTM students only).

**HSM 314 (HTM 314) Human Resources Management in the Hospitality Industry (3.0); 3 cr.** Knowledge of the human resources management function in the context of hospitality organizations is developed. In addition to personnel management techniques, exposure will focus on the HRM activities aimed at attracting, retaining and motivating hospitality employees. *Prerequisite:* TTM 201.

**FBM 315 Food Production Lab (0,3); 1 cr.** Practical implementation of the culinary concepts and techniques taught in Food Production (FBM 313). *Corequisite:* FBM 313 (for HTM students only).

**HSM 319 (HTM 320) Information Technology in the Hospitality Industry (3.1); 3 cr.** This course aims to provide students with a competence in the computerized property management systems used in hotels and restaurants. Information processing concepts, equipments and systems with respect to front office and restaurant automation are introduced. Applied software programs are used intensively. Intensive lab applications. *Corequisite:* HSM 224.

**FBM 324 (HTM 323) Restaurant Operations and Floor Management (3.1); 3 cr.** An extensive theoretical and practical exposure to dining room operations and management. Students learn and practice different service and functions concepts as well as learn to manage scheduling, hosting, selling, cashiering, sanitation and safety, and operational performance. Service and related software labs are intensely used. *Prerequisite:* FBM 313.

**TTM 326 (HTM 325) Domestic Travel and Tourism Development (3.0); 3 cr.** The course provides a complete description and geography of domestic tourism from the view-point of the traveler and the travel/tourism entrepreneur. Students will gain a solid practical understanding of local travel and tourism development and potentials from a specific destination and potentials. Field trips and projects are part of this course. *Prerequisites:* TTM 201, TTM 237.

**FBM 332 (HTM 333) Catering, Functions and Banqueting Management (3.0); 3 cr.** Course

leading to a thorough understanding of the different catering concepts for special functions. Lectures and demonstrations focus on menu planning, working methods, catering equipment, kitchen and service layout, service, events preparation and execution, sales, and human resources organization. The course will equip students to operate and manage different types of food and beverage service, on and off premises. *Prerequisite:* FBM 313.

**HSM 334 Resort & Receptions Management (3.0); 3 cr.** Resorts & Recreation systems include the environmental, social, managerial resources and the methods for development of full service resorts and recreations. Comparison of specialized requirements for different types of resorts based on location, climate, activities, human resources and life style. The goal of this course is to help students develop a related understanding of the principles of project development, construction, supervision, pre-opening requirements and operations.

**FBM 335 (HTM 345) Institutional and Contract Foodservice Management (3.0); 3 cr.** Administration of foodservice operations in noncommercial, convenience and contract-managed facilities. Characteristics and operations of specialty businesses such as health-care, cafeteria, industrial, foodservice vending and in-flight catering are studied. Field Trips and projects supplement classroom sessions. *Corequisites:* FBM 324.

**TTM 341 International Air Law (3.0); 3 cr.** This course establishes a solid core of knowledge of the principal instruments of international air law. It will allow the student to understand interpret and apply the main rules and regulations of air law. It will also explain the legal framework governing aircraft security, interception of aircraft & piracy, alliances & their impact, and the legal issues surrounding the airline distribution.

**TTM 342 (HTM 342) Travel Agency and Tour Management (3.0); 3 cr.** A thorough examination of the services and functions of retail and wholesale travel agencies. Specifically covered are agency organization, automation and operations as well as wholesale package planning, implementation and evaluation. Field trips and actual projects will

supplement classroom discussions. *Corequisite:* TTM 326.

**FBM 343 (HTM 343) Purchasing for Hospitality Operations (3.0); 3 cr.** . A comprehensive exposure to the basic principles of purchasing food, beverage, equipment, supplies and contract services. Specific topics include product specifications and ordering, supplier selection, store management and negotiations. Field Trips included. *Prerequisite:* FBM 313.

**TTM 344 (HTM 344) International Travel and Tourism (3.0); 3 cr.** A complete description and geography of international travel, notably current trends and cultural behavior, popular destinations, and international tourism organizations as well as major international travel transportation modes and routes. A comparative approach and evaluation of national and international destinations organization, management and marketing.

**TTM 345 Airline Passenger Services (3.0); 3 cr.** An introduction to the most important air transport service and safety skills essential to maintain traveller satisfaction. The course enables students to understand the application of international air transport standards relating to passenger and baggage handling functions. Practical working knowledge of airport passenger service functions will be acquired. *Corequisite:* TTM 342

**TTM 346 (HTM 346) Automated Travel System (3.0) 3 cr.** A comprehensive, hands-on computer learning experience. Students will progress from the characteristics and development of automation in the retail travel agency to practical applications in computerized reservations and back-office systems. *Corequisite:* TTM 342.

**FBM 349 (HTM 349) International Cuisine (3.1); 3 cr.** Broadens students knowledge of menus and the popular national cuisines riding the international trendy wave. Emphasis is placed on concepts, cultural contexts, food preparation and service characteristics. Managerial perspective is also used related to nutrition, menu adaptability, architectural layouts, costing and marketing. Course is heavily application oriented. *Prerequisite:* FBM 313.

**FBM 351 (HTM 351) Food, Beverage and Labor Cost Control (3.0); 3 cr.** This fundamental course is designed to familiarize the student with the theory and practice of internal cost controls in the hospitality industry. A comprehensive and thorough understanding of quality assurance versus cost impact on profitability management is provided. Practical financial problems and actual operational techniques of functioning systems of internal control are studied. The focus is to provide future hospitality managers with the ability to handle the diverse issues regarding service quality, employee morale and cost management. *Prerequisites:* HSM 311, FBM 313.

**FBM 381 (HTM 381) Internship II: Food and Beverage Operations 1 cr.** A supervised on-the-job work experience in the food and beverage business, particularly restaurants and catering. Arranged with a Department approved cooperating institution, this field experience - of no less than 500 hours - emphasizes operations and management functions in service, production, inventory and cost control. Student must check course guidelines before registering. *Prerequisite:* FBM 324.

**TTM 382 (HTM 382) Internship III: Travel Agency and Tour Operations 1 cr.** A supervised on-the-job work experience in the travel and tourism business, particularly travel agency and tour operations. Arranged with a Department approved cooperating institution, this field experience - of no less than 500 hours - emphasizes agency and group travel operations and management functions. Student must check course guidelines before registering. *Corequisites:* TTM 326, TTM 342, TTM 344.

**HSM 411 (HTM 411) Hospitality Managerial Finance (3.0); 3 cr.** Understanding the role of the hospitality financial controller through the application of accounting, finance and cost control principles, aimed at maximizing the organization value. Focus areas include: preparation of financial statements, bond and stock valuation, working capital management, short-term financing, capital budgeting and alternative financing arrangements. *Prerequisite:* HSM 311.

**HSM 412 Intermediate Business Finance (3.0); 3 cr.** Building on the concepts developed in HSM 411, this course focuses on corporate financial management including risk analysis,

security markets operations and international finance. *Prerequisite:* HSM 411.

**FBM 413 (HTM 413) Advanced Food Production (3.1); 3 cr.** The course aims to examine latest techniques and production systems in the food service industry. Commercialized innovations in forms of food, techniques in production, storing and serving, and new technological developments in food service equipments are explored. *Prerequisite:* FBM 313.

**FBM 424 Restaurant Development and Management (3.0); 3 cr.** Students systematically plan and develop a restaurant from concept to operations. The course comprises concept analysis, feasibility study, menu development and pricing, technical and architectural planning, staffing, and pre-opening, opening and operational administration. An applied project approach is used. *Prerequisite:* FBM 324.

**HSM 432 (HTM 432) Hospitality Property Management (3.0); 3 cr.** This course provides an understanding of the peculiar responsibilities of the engineering and maintenance department. It includes a basic technical understanding of the major building operating systems (HVAC, sound, water, safety and security), landscaping as well as the related operating energy and cost management. Field property visits included.

**HSM 437 Hospitality Sales and Promotional Techniques (3.0); 3 cr.** An analysis of hospitality buyers' motivations and behavior, and the related effective promotional and sales techniques. This partly experiential course provides the opportunity to develop and practice promotional and personal-selling skills. *Prerequisite:* TTM 237

**HSM 439 Market and Feasibility Studies (3.0) 3 cr.** Study of the techniques used to conduct standard market and feasibility studies for hospitality properties and tourism developments. Analysis include supply, demand, site evaluation, risk assessment and operational and financial projections. *Prerequisite:* TTM 237, STA 206.

**TTM 440 Tourism and Multicultural Management (3.0) 3 cr.** In-depth examination

of differences in culture, customs and behaviors in the hospitality / tourism industry. Students will focus on cultural differences and the varying needs of international tourists. This course addresses the significance of art, customs, traditions, and visitor management to educate the traveler and preserve cultural diversity.

**FBM 444 (HTM 443) Alcoholic Beverages Appreciation (3.0); 3 cr.** This course provides knowledge and appreciation of the major alcoholic beverage from cultural background to production, evaluation purchasing, storing and service etiquette. Wine, whisky, arak, beer and spirits are emphasized. A further introduction to coffee, tea and non-alcoholic beverages is provided. Evaluation by tasting is an integral part of the course. Laboratory fee.

**TTM 445 (HTM 445) Sustainable Tourism (3.0); 3 cr.** A deeper understanding and analysis of the business-society interface. Policy guidelines to bring both hospitality business and society towards sustainable, workable and mutually beneficial solutions are studied. Topics investigated: ecotourism, corporate policy and social responsibility, ethics and values in business, business interests and community issues, business and media relations, corporation and government relations.

**FBM 446 Bartending and Beverage Operations Management (3.1); 3 cr.** The course deals specifically with the operations and administration of beverage businesses. Students acquire valuable practical knowledge in planning, mixology, cost control, loss prevention, creative merchandising and alcohol liability. The course is highly application oriented. Laboratory fee. *Corequisite:* FBM 444.

**HSM 447 (HTM 447) Advanced Hospitality and Tourism Marketing (3.0) 3 cr.** This elective course builds on the student's previous exposure to the principles and practices of marketing. The key feature is the comprehensive and in-depth coverage of global market analysis for business opportunities and sustainable competitive advantage. A strong emphasis is placed upon the development of a greater appreciation of consumer behavior and competition analysis, selling and communication strategies and management as well as business negotiations. The course is heavily case oriented. *Prerequisite:* TTM 237.

**HSM 449 (HTM 449) Meetings, Conventions, Exhibitions and Events Management (3.0); 3 cr.** Introduction to the environment and characteristics of the meetings, conventions and exhibitions segments of the hospitality industry. Emphasis is on managerial decisions involved in targeting, planning, organizing, selling and servicing. Applied case analysis and field projects.

**HSM 450 Hospitality Project Planning and Facilities Design (3.0) 3 cr.** An introduction to project management from concept and feasibility planning to space and architectural design then construction and procurement management. Emphasis is on setting appropriate facilities requirement, layout and detailed design them, the implementation of properties decisions within a balanced design, operations and financial framework.

**HSM 451 (HTM 451) Hospitality Management (3.0); 3 cr.** Analysis of hospitality operating practices and policies and their managerial implications on the individual and group behavior in the organizational setting. The focus is on the acquisition and implementation of leadership styles to enhance organizational effectiveness and individual well being. The course includes the study of group behavior, attitudes and stress management, communication, motivation, leadership, power politics, conflict and organizational culture. Life case discussions and field projects are included.  
*Prerequisite:* HSM 314.

**TTM 454 Strategic Airline Business Operations (3.0); 3 cr.** This course aims at emphasizing the strategic airline business planning through the development of key airline success factors and how to influence them. The student is introduced to Airline economics, bilateral agreements, contemporary issues, product specification and distribution that are necessary to formulate integrated and effective plans.

**HSM 459 (HTM 459) Hospitality and Tourism Strategic Management (3.0); 3 cr.** This

capstone course in hospitality and tourism features the integration of business theories and practices into strategic decision making. Focus is on external and internal analysis for business opportunities, organizing for market competitive orientation, quality assurance and sustainable competitive advantage. The course is heavily case-oriented to bring forward realism, and develop critical thinking and decision making ability.

**HSM 460 (HTM 460) Special Topics in Hospitality (3.0); 3 cr.** Selected readings and case studies referring to current topics and developments within the lodging and food service industries. The purpose is to expose students to recent developments, current challenges and future trends affecting the industry. Studied during the course is the impact of change on hotel and food service management. This is a seminar and case study course.

**TTM 462 (HTM 462) Special Topics in Travel and Tourism (3.0); 3 cr.** An overview and analysis of current developments, trends and challenges in travel and tourism. Studied during the course are the impact and decision challenges faced by management due to macro and micro environmental changes with the resulting shifts of tourism destinations and expectations. This is a seminar and case study course.

**FBM 464 Special Topics in Food & Beverages (3.0); 3 cr.** This course provides students discussion and problem solving in major and current topics in the F&B field. Topics are announced in the term schedule

**HSM 485 (HTM 485) Seminar in Hospitality and Tourism Management (3.0); 3 cr.** Individual and group studies of a hospitality and tourism business in an area of special interest. It is an in-depth dissection of the managerial functions of the business concern. Findings and decisions are reported and discussed in class.  
*Corequisite:* HSM 451.



## MASTER PROGRAMS

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**Dean:** *Dr. Elie Yachoui*

**Administrative Assistant:** *Miss Gilberte Khairallah*

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### The Degree of Master of Business Administration (MBA)

#### The Graduate Program

The graduate program consists of four parts:

#### *I. Preparatory Courses*

Applicants to a graduate degree program who do not have a BBA or its equivalent will be required to take some preparatory courses. These courses provide a management base upon which students can build the courses required for a graduate degree.

These courses are in addition to the MBA degree requirements. The grades of these courses are not included in the GPA. MBA candidates should score an overall average of “B” in these courses. Only upon successful completion of these courses candidates join the regular MBA program.

The preparatory courses are:

ACO	500	Fundamentals of Financial Accounting	3 cr.
BAD	500	Fundamentals of Management	3 cr.
BAF	500	Fundamentals of Financial Management	3 cr.
ECN	500	Fundamentals of Micro and Macro Economics	3 cr.
<sup>39</sup> HTM	500	Fundamentals of Hospitality Management and Tourism	3 cr.
STA	500	Applied Statistics for Business and Economics	3 cr.

These or some of these courses may be waived upon the recommendation of the Faculty Graduate Committee based upon the undergraduate degree or work experience of the student. They could also be waived based on proficiency tests.

#### *II. Required Common Core Courses (18 cr.)*

All candidates for the graduate degree, irrespective of their area of concentration, must complete the following six common core courses. These courses develop an understanding of the modern business organizations and their functioning, and build a strong foundation in principles, theories of business, upon which students can build a variety of specializations within the degree program.

The required common courses are:

ACO	603	Financial and Managerial Accounting	3 cr.
BAD	601	Contemporary Management	3 cr.
BAF	601	Financial Management	3 cr.
ECN	601	Microeconomic and Macroeconomic Theory I	3 cr.
MRK	601	Marketing Strategy	3 cr.
RMC	605	Research Methodology	3 cr.

These core courses are thought not as separate, independent disciplines but as integrated, coordinated basic set of tools for managerial decision making, and they can be applied in a broad range of professional settings in the private and the public sectors.

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<sup>39</sup> Required only of candidates who choose the MBA-Hotel Management and Tourism program.

### **III. Concentration Requirements (12 cr.)**

After completing the core courses, degree candidates build further skills and depth of knowledge in their choice of concentration in one particular area of business. See below the curriculum of each area of concentration.

### **IV. Faculty Electives (3-6 cr.)**

Graduate students have the opportunity to choose three credits (in case they choose the thesis option) or six credits (in case they choose the research project option) offered by the Faculty to either diversify their background, or widen their area of concentration.

### **V. Research (3-6 cr.)**

After completing 30 graduate credits, students have to write a thesis (6 cr.) on a significant problem in business administration selected from their area of concentration, or work on a research project (3 cr.).

### **The Curriculum of MBA- Economics Concentration Degree Requirements (39 credits)**

**Required Common Core Courses** 18 cr.  
ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.  
ECN 603, ECN 607, ECN 609, ECN 615.

**Faculty Electives** 3-6 cr.  
*Option I:* Thesis Option

ONE course to be chosen from the following:  
BAD 617, ECN 605, ECN 611, ECN 619, ECN 629, ECN 631, ECN 635,  
ECN 639.

*Option II:* Research Project Option:

TWO courses to be chosen from the following:  
BAD 617, ECN 605, ECN 611, ECN 619, ECN 629, ECN 631, ECN 635,  
ECN 639.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

### **The Curriculum of MBA- Finance Concentration**

#### **Degree Requirements (39 credits)**

**Required Common Core Courses** 18 cr.  
ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.  
BAF 603, BAF 605, BAF 619, BAF 625.

**Faculty Electives** 3-6 cr.  
*Option I:* Thesis Option

ONE course to be chosen from the following: BAD 639, BAF 607, BAF 609,  
BAF 613, BAF 615, BAF 617, BAF 621, ECN 615.

*Option II:* Research Project Option:

TWO courses to be chosen from the following: BAD 639, BAF 607, BAF 609, BAF 613, BAF 615, BAF 617, BAF 621, ECN 615.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

### **The Curriculum of MBA- Project and Operations Management Concentration**

#### **Degree Requirements (39 credits)**

**Required Common Core Courses** 18 cr.

ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.

PRM 601, PRM 603, PRM 605, BAF 607.

**Faculty Electives** 3-6 cr.

*Option I:* Thesis Option

ONE course to be chosen from the following: BAD 639, BAF 609, BAF 613, BAF 615, BAF 617, BAF 621, ECN 615, ECN 639.

*Option II:* Research Project Option:

TWO courses to be chosen from the following: BAD 639, BAF 609, BAF 613, BAF 615, BAF 617, BAF 621, ECN 615, ECN 639.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

### **The Curriculum of MBA- Management and Strategy Concentration**

#### **Degree Requirements (39 credits)**

**Required Common Core Courses** 18 cr.

ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.

BAD 603, BAD 611, BAD 631, BAD 645.

**Faculty Electives** 3-6 cr.

*Option I:* Thesis Option

ONE course to be chosen from the following: BAD 605, BAD 609, BAD 615, BAD 617, BAD 621, BAD 639, MRK 613, PRM 601.

*Option II:* Research Project Option:

TWO courses to be chosen from the following: BAD 605, BAD 609, BAD 615, BAD 617, BAD 621, BAD 639, MRK 613, PRM 601.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

## The Curriculum of MBA- Human Resources Management Concentration

### Degree Requirements (39 credits)

**Required Common Core Courses** 18 cr.  
ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.  
BAD 623, BAD 625, BAD 630, BAD 642.

**Faculty Electives** 3-6 cr.

*Option I:* Thesis Option

ONE course to be chosen from the following: BAD 605, BAD 609, BAD 621, BAD 631, BAD 634.

*Option II:* Research Project Option:

TWO courses to be chosen from the following: BAD 605, BAD 609, BAD 621, BAD 631, BAD 634.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

## The Curriculum of MBA- Marketing Concentration

### Degree Requirements (39 credits)

**Required Common Core Courses** 18 cr.  
ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.  
BAD 627, MRK 603, MRK 611, MRK 621.

**Faculty Electives** 3-6 cr.

*Option I:* Thesis Option

ONE course to be chosen from the following: BAD 605, BAD 609, BAD 621, MRK 605, MRK 613, MRK 615, MRK 619.

*Option II:* Research Project Option:

TWO courses to be chosen from the following: BAD 605, BAD 609, BAD 621, MRK 605, MRK 613, MRK 615, MRK 619.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

## The Curriculum of MBA- Hospitality Management Concentration

### Degree Requirements (39 credits)

**Required Common Core Courses** 18 cr.  
ACO 603, BAD 601, BAF 601, ECN 601, MRK 601, RMC 605.

**Concentration Requirements** 12 cr.  
BAD 623, HTM 605, HTM 607, HTM 609

**Faculty Electives** 3-6 cr.

*Option I:* Thesis Option

ONE course to be chosen from the following: HTM 613, HTM 629, HTM 637, HTM 640, HTM 650, HTM 654, BAD 605, BAD 609, BAD 621.

*Option II:* Research Project Option:

TWO courses to be chosen from the following: HTM 613, HTM 629, HTM 637, HTM 640, HTM 650, HTM 654, BAD 605, BAD 609, BAD 621.

**Research** 3-6 cr.

*Option I:* Thesis Option BAD 690 (6 cr.)

*Option II:* Research Project Option: BAD 680 (3 cr.)

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## Preparatory Courses: For Non-Business Undergraduate Degree Holders

**ACO 500 Fundamentals of Financial Accounting (3.0); 3 cr.** Focuses on the basic financial accounting principles and more advanced procedures of accounting for sole proprietorships, partnerships and corporations. Explanation of the techniques of measuring, classifying, summarizing, reporting and interpreting financial information. Accounting software is used.

**BAD 500 Fundamentals of Management (3.0); 3 cr.** An introduction to the basic principles and theories of management. It covers management objectives, organizational structures, material and human resource utilization, decision making, planning, and organizing.

**BAF 500 Fundamentals of Financial Management (3.0); 3 cr.** A condensed version of financial management including the role of the financial manager and the techniques for obtaining and using funds to maximize the value of the firm. Topics covered include: discounted CF analysis, valuation methods, risk and return, financial analysis, financial planning and control, working capital management, cost of capital, capital structure, common stock and long term debt financing, and credit management.

**ECN 500 Fundamentals of Micro and Macro Economics (3.0); 3 cr.** Covers the basic principles, theories, and policies in both Micro and Macro Economics. At the Micro level, it covers demand and supply analysis, consumer's theory, production costs, and market structure. At the Macro level it covers national income and output determination, money and banking, unemployment and inflation, and fiscal and monetary policies

**HTM 500 Fundamentals of Hospitality Management and Tourism (3.0); 3 cr.** An examination of hospitality operations and the areas of critical importance to the tourism industry. Required only of students with no academic background in hospitality and tourism management

**STA 500 Applied Statistics for Business and Economics (3.0); 3 cr.** The course covers the following main topics: Introduction to statistics and probability, discrete and continuous random variables, sampling distribution, hypothesis testing and estimations, analysis of variance, simple and multiple regression, and time-series analysis. The course also applies these concepts and techniques to actual real world business and economic situations.

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## Graduate Courses: Accounting

**ACO 603 Financial and Managerial Accounting (3.0); 3 cr.** The course reviews the accounting system used to prepare financial statements of companies and groups in a national and international environment. It

analyzes the business transactions, deals with financial recording and accounting procedures, contributes to the measuring of product and activity segment performance, and provides managers with decision analysis tools.

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## Graduate Courses: Economics

**ECN 601 Microeconomic and Macroeconomic Theory I (3.0); 3 cr.** This course focuses on the fundamental foundations of microeconomic and macroeconomic theories. Topics covered include: theory of choice; elasticity; utility theory; production and cost theories; production and pricing under different market structures; factor markets; determination of national income; economic growth models; money and central banking; fiscal and monetary policies and economic activity; inflation and unemployment.

**ECN 603 Microeconomic and Macroeconomic Theory II (3.0); 3 cr.** This course investigates more thoroughly and more rigorously the topics covered in ECN 601. Additional topics will cover: intertemporal choice; decision making under uncertainty; general equilibrium analysis; New Classical, New Keynesian and Real Business Cycle models of macroeconomy; open economy macroeconomics. *Prerequisite:* ECN 601.

**ECN 605 Monetary Economics (3.0); 3 cr.** The course examines the theoretical and practical aspects of money's role in the economy. Topics covered include: definitions of money; demand and supply of money; the transmission mechanism of monetary policy; central banking and money supply control; the theory of monetary policy; money, inflation, and unemployment; Keynesian-Monetarist-Neoclassical debate. *Prerequisite:* ECN 601.

**ECN 607 Public Finance and Fiscal Policy (3.0); 3 cr.** This course analyzes the role of the public sector in the economy. The aim is to understand the reasons for government interventions and the extent of intervention, and the response of individuals and firms to government intervention. Topics covered include: different views about government role, market failures, externalities, public goods, voting, the efficiency and equity consequences of welfare policies and programs, the efficiency and equality consequences of different tax systems and deficit financing. *Prerequisite:* ECN 601.

**ECN 609 Econometrics (3.0); 3 cr.** This course represents an introduction to the basic tools of econometrics. It offers a combination of econometric theory and hands-on practical training for graduate courses. The aim of this course is to provide realistic applications through numerous real-world examples of model specification, estimation, and hypothesis testing. The course includes background information on mathematics, probability, statistics, and software applications. Moreover, this course will present a balanced treatment of both microeconomic analysis (cross-sectional) and macroeconomic analysis (time-series). *Prerequisites:* ECN 601 and RMC 605.

**ECN 611 Economics and Politics (3.0); 3 cr.** The course explores the most important frameworks for understanding the relation between politics and economics. It studies for example how the timing of elections, the ideological orientation of governments, and competition among political parties influence unemployment, economic growth, inflation, and various monetary and fiscal policy instruments. *Prerequisite:* ECN 601.

**ECN 615 International Economics (3.0); 3 cr.** The course is designed to apply international trade theory in order to provide an understanding

of the principles governing the design, formulation, and implementation of trade policies, and the international financial aspects of foreign trade. Topics covered include: survey of international trade theories; foreign direct investment; regional trading agreements; instruments of trade policy; trade regulations and industrial policies; balance of payments; foreign exchange rate systems; foreign exchange forwards, futures and options; balance of payments adjustment; open economy macroeconomics; the international financial system. *Prerequisite:* ECN 601.

**ECN 619 E- Commerce Economics (3.0); 3 cr.** The purpose of this course is to apply the basic principles of economics to the area of electronic commerce and to study the impact of the economic commerce revolution on the economy. Topics covered include: Foundations of electronic commerce; business strategies and conduct in electronic marketplace; internet marketing and advertising; intellectual property rights and the internet; online financial markets; economics of online banking; digital cash and electronic payments; regulatory issues in electronic markets; electronic marketplace and aggregate economic activity; electronic commerce and the world trading system. *Prerequisite:* ECN 601.

**ECN 629 Economic Development (3.0); 3 cr.** The purpose of this course is to survey the socio-economic problems of the developing countries with a special focus on ME countries and to sharpen the student's analytical skills in analyzing these problems and finding solutions. The course will be covering theories of underdevelopment and development, structural diversity and common characteristics of developing countries, strategies of economic development and the financing of economic development. *Prerequisite:* ECN 601.

**ECN 631 Environmental and Natural Resource Economics (3.0); 3 cr.** This course is an introduction to the natural resources, environmental economics, and sustainable development. Topics covered include: introduction to resources and environmental economics; ethical foundations of environmental economics; economic concepts and analysis for examining natural resource use; the valuation of environmental resources; the sustainable development; depletable, recyclable, non-recyclable, replenishable, storable, renewable and

reproducible resources; the efficient and optimal use of environmental resources; the economics of pollution and pollution control policy; international and global environmental pollution problems; global warming; oil economics. *Prerequisite:* ECN 601.

**ECN 635 Behavioral Economics (3.0); 3 cr.** The course integrates psychological and economic analysis of behavior. Psychological topics include social preferences, impulsivity, bounded rationality, loss aversion, over-confidence, etc. It discusses how psychological experiments have been used to learn about preferences, cognition, behavior, etc. Economic topics include arbitrage, equilibrium, rational choice, game theory, etc. It integrates these

psychological and economic concepts to understand behavioral phenomena, such as portfolio choice, credit-card borrowing, retirement saving, auction bidding, etc. *Prerequisite:* ECN 601.

**ECN 639 Labor Economics (3.0); 3 cr.** The course studies the labor market, collective bargaining and union impacts. Topics covered include: demand for and supply of labor; wage determination; labor force participation rates; investment in human capital; labor unions and collective bargaining; economic impacts of unions; labor legislation; labor market discrimination; wage structure; wage theories; labor productivity; inflation and unemployment. *Prerequisite:* ECN 601.

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## Graduate Courses: Finance

**BAF 601 Financial Management (3.0); 3 cr.** This course provides a comprehensive and contemporary coverage of the financial management, focusing on shareholder wealth maximization and cash flow management, as well as on the international aspects of financial management. In addition, this course covers financial analysis and financial decisions, capital budgeting decisions under risk, and capital structure theory. *Prerequisite:* ACO 603.

**BAF 603 Investment and Portfolio Analysis (3.0); 3 cr.** The course covers the functioning of the credit markets in both the advanced and the developing economies (emerging markets). It evaluates the role of credit markets in financing economic development both at the project level (micro) and the level of a whole sector or the over-all economy (macro). In addition the course focuses on the analysis of marketable securities, other types of investments, evaluation, trading systems. Case studies will be widely used. *Prerequisite:* BAF 601.

**BAF 605 Commercial Bank Financial Management (3.0); 3 cr.** The objective of this course is equip students with principles and tools which allow them to understand sources and uses of bank funds and the risk of banking, to manipulate economic models of bank performance and valuation, to properly operate the bank's Asset-Liability Management and interest rate risk, to be familiar with the traditional approach to business lending and with modern methods for analyzing and managing

credit, to perform the liquidity risk and liquidity management, and to go into the operational risk, securitization, and derivatives in greater depth. *Prerequisite:* BAF 601.

**BAF 607 Investment Valuation (3.0); 3 cr.** Valuation is at the heart of every investment decision, whether that decision is to buy, sell, or hold. But the pricing of any financial asset has become a more complex task in modern financial markets. Investment Valuation provides expert instruction on how to value any type of asset-stocks, bonds, options, futures, real assets, and much more. The use of real-world examples and the most current valuation tools will be done through the theory and application of valuation models. *Prerequisite:* BAF 601.

**BAF 609 Entrepreneurial Finance (3.0); 3 cr.** This course covers the process of starting a business, raising capital, managing the finances of the business throughout its growth, and ultimately cashing out of the business. It also includes the process on purchasing a business via a leveraged buyout. The course is very practical but rigorous to fit middle market and emerging business firms. It gives students real-world experiences and approaches rather than theories. Entrepreneurial Finance delivers real-world advice and insightful information sought by those who want to start their own businesses. *Prerequisite:* BAF 601.

**BAF 613 Short Term Financial Management (3.0); 3 cr.** This course includes broader and



integrated coverage of treasury and working capital management, while using valuation and the cash flow timeline as integrating themes. Up to date presentations of developments in treasury management, banking deregulation, globalization of financial services delivery, electronic commerce, international cash management, and foreign exchange risk, will be covered in this course. *Prerequisite:* BAF 601.

**BAF 615 Financial Engineering (3.0); 3 cr.** The objective of this course is to present the numerous tools and the different techniques enabling a company or a shareholder to conserve or to acquire the control of a company while minimizing Financial contribution in terms of equity. Main subjects to be covered: leverage (legal leverage, earn-out, financial leverage, financial set-up with leverage effect, Leverage Build-Up LBO, Leverage Buy-out, etc.), consolidation and acquisition strategies (MBI, MBO, etc), operations concerned with financial engineering (Take Over Bid TOB, Share Exchange Offer SEO, acquisitions, mergers, etc). *Prerequisite:* BAF 601.

**BAF 617 Investment Banking (3.0); 3 cr.** The course focuses on the theory and practice of investment banking. Topics covered include corporate restructuring, evaluation of the cost-benefit of mergers, underwriting, packaged syndicated loans, and other forms of financing corporate deals emphasized. *Prerequisite:* BAF 601.

**BAF 619 Corporate Financial Analysis in a Global Environment (3.0); 3 cr.** Corporate

Financial Analysis in a Global Environment emphasizes the financial concepts and tools essential for understanding the financial impacts of business decisions. Current examples of actual business situations will be applied to demonstrate how financial tools, concepts, and theories can be used by managers to improve decision-making and enhance business performance. The course includes a discussion of international financial statements and the financial impacts of changes in foreign exchange rates. *Prerequisite:* BAF 601.

**BAF 621 Capital Budgeting (3.0); 3 cr.** This course explores all areas of capital budgeting and all the strategies used to make long-term financing decisions. Utilizing a strategic framework, it discusses how the key concepts synchronize with overall corporate strategies and goals. Most important topics to be covered: Alternate measures of capital investment desirability, measuring incremental cash flows, single investment risk analysis, Arbitrage Pricing Theory, Option Pricing Theory, lease analysis, capital rationing, etc. *Prerequisite:* BAF 601.

**BAF 625 Derivatives (3.0); 3 cr.** This course focuses on options and/ or futures, derivatives, and/ or risk management at an advanced level. It presents a detailed but flexible coverage of options, futures, forwards, swaps, and risk management – as well as a solid introduction to pricing, trading, and strategy – and offers an outstanding blend of institution material, theory, and practical applications. *Prerequisite:* BAF 601.

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## Graduate Courses: Hospitality Management

**HTM 605 Legal and Ethical Aspects in Hospitality and Tourism (3.0); 3 cr.** An advanced study of the local and international legislation and directives as they apply to the hospitality and tourism industry. Special emphasis on the application of contemporary law and ethics in employee, guest, vendor and environment relations. Contract negotiation, specification and interpretation are also reviewed. Cases of legal risks in tourism are examined.

**HTM 607 Cost Control in Hospitality Operations (3.0); 3 cr.** In-depth analysis of different methods of cost control strategy and

operations, including information systems and computerized cost control. Focusing on issues that affect a manager's decisions using real-world cases in order to provide solutions to cost control problems and improve performance in hospitality operations. *Prerequisite:* ACO 603.

**HTM 609 Competitive Strategic Management for Hospitality and Tourism (3.0); 3 cr.** An integrative course designed to develop strategic thinking, planning and implementation for competitive advantage. Focus is on change management in the global dynamic corporate environment. Prerequisites: ECN 601, MRK 601, HTM 607

**HTM 613 Creating and Managing for Service Excellence (3.0); 3 cr.** Advance usage of marketing concepts and techniques to create, operate and evaluate service systems for hospitality/ tourism enterprises. Emphasis on managing the design, communication and delivery of differentiating quality service.

**HTM 629 Advanced Food and Beverage Management (3.0); 3 cr.** Advanced operational and managerial skills needed to be successful in food & beverage operations. Emphasis on market-based analysis, concept development, menu planning, operations and catering management, customer service processes, and analysis of food and beverage current issues.

**HTM 637 Productivity and Quality Performance in Hospitality Management (3.0); 3 cr.** Holistic implementation of contemporary management principles and leadership styles in the hospitality industry. Emphasis on continuous service improvement, human resource involvement and customer satisfaction through the use of total quality management. Current issues, workplace diversity, organizational change and global citizenship are examined and challenged.

**HTM 640 Hospitality Asset Management (3.0); 3 cr.** Managing the hospitality investment portfolios to meet the specific objectives of shareholders in order to maximize return on investment and build strategies for value creation through optimization of asset management. Topics include analyses and negotiation of management contracts, benchmarking property performance, capital improvement decisions, and financial projections and valuations. *Prerequisite:* BAF 601.

**HTM 650 Hospitality Strategies and Operational Simulation (3.0); 3 cr.** An extensive problem-solving course integrating all aspects of hospitality operations management handling internal and external challenges and changes. Group workshop style of instruction throughout. *Corequisite:* HTM 609.

**HTM 654 Problems and Critical Issues in Hospitality Operations (3.0); 3 cr.** Analysis of special recurring problems and issues confronting the hospitality and tourism industry. Extensive use of critical thinking skills, synthesis of information, impact assessment and decision making skills to solve operational dilemmas. *Prerequisite:* HTM 607.

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## Graduate Courses: Management and Strategy

**BAD 601 Contemporary Management (3.0); 3 cr.** The complexity of management as a field of study is reflected in the range of approaches taken to its presentation in this course students will learn how to relate traditional management concepts to contemporary management challenges on issues such as people, governance, total quality, social responsibility, and the global business environment.

**BAD 603 Management of Organizations (3.0); 3 cr.** This course prepares students to manage organizations and to develop their leadership and management skills. It helps students to better read the business environment, handle a variety of critical situations, understand the behavioral nature of management and explore the means by which managers can achieve successful results in organizations.

**BAD 605 Intercultural Management (3.0); 3 cr.** The course enables students to better understand the national and international specificity of organizations. It compares and

analyzes organizations worldwide from managerial, sociological and ethnological standpoints as open systems interacting with economic and institutional environments.

**BAD 609 Managing Information Technology (3.0); 3 cr.** The course explores the competitive and strategic uses of information technology (IT) in modern business organizations. Topics covered include management in the information age, IT's strategic business role, the need for planning and developing an IT strategy, modern telecommunications system, and controlling information resources.

**BAD 611 Entrepreneurship I (3.0); 3 cr.** This course will be an overview of entrepreneurship, with emphasis on the role of entrepreneurs, finding products/ services suitable for new ventures, financing new ventures, and preparing business plans. Case studies will be discussed. Each student will prepare an abbreviated business plan for a venture developed by the student. The projects will be flexible enough to

accommodate students with special interests. Ideally, projects will have the potential of becoming significant businesses. There will be several guest entrepreneurs and some cases illustrating new business creation in Lebanon and the Middle East.

**BAD 615 Entrepreneurship II (3.0); 3 cr.** This course will focus in further depth on developing a plan for a new business. Class work will consist of additional topics related to entrepreneurship, including legal, accounting, managerial, and financial aspects of starting new companies. Some cases and guest lectures will be included. The principal project will be a group assignment of up to four students to develop a complete business plan for a new venture normally taken from those developed in the Entrepreneurship I course.

**BAD 617 Corporate Governance (3.0); 3 cr.** Corporate governance has become an important issue because of its vital role in the well being of a company as a whole. Market globalization widens the possibilities of financing companies but creates new constraints to satisfy requirements of transparency, efficiency, profitability, and risk minimization for investors.

**BAD 621 Personality Theory (3.0); 3 cr.** The course develops in students the knowledge of the main psychological theories of personality and individual behavior and presents the main schools of thought in personality and behavioral analysis. It deals also with personal development in professional life and with the techniques of personal development.

**BAD 623 Strategic Human Resources Development (3.0); 3 cr.** Strategic Human Resources Development, needs to be seen as part of the strategic management process of a given organization, since the organization is dependent on effectively utilizing and enhancing all of its sources to cope with current and future contingencies. It is about human resources development strategies which can contribute to the over all direction of organization.

**BAD 625 Aligning Human Resources and Business Strategy (3.0); 3 cr.** As a company's strategies change, the type of management competencies and styles need to change as well, and human resources development is responsible for this alignment. This course will help the student to identify and evaluate current and

emergent themes which professionals in the human resources development field need to know in order to increase their strategic awareness and effectiveness.

**BAD 627 E-Marketing and Business Models (3.0); 3 cr.** The course explores the latest applications in electronic trading and the necessary infrastructure needed to make e-business possible and efficient. It deals also with the concepts and tools that marketing managers have to master in order to design and implement their company's e-marketing strategies.

**BAD 630 Organization Theory and Design (3.0); 3 cr.** The course studies the crucial issue of leadership in large and small businesses, in local and international setting, and evaluates the different theoretical models on management leadership. It also applies the models to specific cases and eminent individuals that symbolize leadership in business and other settings.

**BAD 631 Strategic Management (3.0); 3 cr.** The course integrates the relevant dynamic components of all the functional areas of management. Emphasis is put on strategy formulation and implementation. Decision simulation models for strategic global planning are analyzed and applied.

**BAD 634 Labor-Management Relations (3.0); 3 cr.** The course discusses the relationships between unions, workers, management and government. Topics covered include collective bargaining, labor disputes resolution, strikes, arbitration, wages, employment security and labor legislation.

**BAD 639 Financial Criminal Law (3.0); 3 cr.** The purpose of this course is to identify all kind of penal risks such as: money laundering, hunch backed, fraudulent bankruptcy, forgery, breach of trust, checks without provision, fraud, etc. Moreover, this course will provide students with real-life cases.

**BAD 642 Management Leadership (3.0); 3 cr.** The course is an in-depth examination of the nature of contemporary complex organizations. Topics covered include organizational goals, environment, technology, change, information, power, conflicts, structures and personal satisfaction.

**BAD 645 Operations Management (3.0); 3 cr.** The course covers topics such as operations

strategy, product and process designs, the choice of appropriate technology, quality control, scheduling, supply chain management, JIT systems, etc...

**BAD 680 Research Project 3 cr.** The purpose of this course is the application of research methodology and is related to the required

research project to be completed by each MBA student after the accomplishment of his/her 30 credits.

**BAD 690 Thesis 6 cr.** Research on a significant problem in business administration selected by the candidate from a concentration area or from other topics of the MBA program.

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### Graduate Courses: Marketing

**MRK 601 Marketing Strategy (3.0); 3 cr.** This course examines the business environment and the strategic marketing decisions faced by the top management. It presents the key concepts of marketing strategy, strategic decision-making, and develops a business strategy in a field project. Examples of different types of organizations are utilized, with emphasis on finding solutions to real world business problems.

**MRK 603 Product Development and Management (3.0); 3 cr.** The course explores each step in the strategy, opportunity identification, design, testing, launching, and management stages of a new product. Topics include perpetual mapping, estimating potential sales, quality control and customer services. Students are expected to create complete programs for new products.

**MRK 605 Interactive Marketing (3.0); 3 cr.** The media tools, the Internet and interactive television are dramatically changing marketing practices and consumer relations to the firm. The course introduces students to the key concepts of this new marketing medium as well as to promoting a brand over the Internet, and the emergence of new services on interactive media.

**MRK 611 Marketing Research (3.0); 3 cr.** The course makes use of both quantitative and qualitative research methods for obtaining and analyzing data for marketing decisions. Topics include the marketing research process, research design procedure and choices, techniques of primary and secondary data collection, analytical methods such as regression analysis, multidimensional scaling and conjoint, cluster, factor, discriminate and logic analyses. An appropriate software is used in the course.

**MRK 613 Brand Management (3.0); 3 cr.** This course deals with brands, why they are important, what they represent to consumer, and what should be done by firms to manage them properly. The course materials will provide the student with insight into how profitable brand strategies can be created by building, measuring, and managing the most valuable intangible assets "Brand".

**MRK 615 Consumer Behavior and Rights (3.0); 3 cr.** This course examines the many forms of consumer behavior, the principles explaining why consumers behave the way they do, the implications for marketing and advertising, and the methodologies and research techniques used for studying consumer behavior. It focuses on the main rights of the consumer and the different means to protect them.

**MRK 619 Customer Relationship Management (3.0); 3 cr.** Customer relationship management is at the core of consumer and business-to-business markets. The concept of (CRM) is based on the simple idea of treating different customers differently, it can be applied to all industries and in numerous business settings. The commonly held view is that business success hinges on creating long-term, profitable, customer relationship.

**MRK 621 Sales Force and Sales Promotion (3.0); 3cr.** The course shows how to enhance selling effectiveness, sales organization, and sales management decision problems. It presents the different stages of behavioral communication policy, and the techniques for measuring promotional results.

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### Graduate Courses: Project and Operations Management

**PRM 601 Project and Operations Management (3.0); 3 cr.** This course covers tools and keys used to project success. The system development life cycle will be drawn and deeply analyzed. Major topics to be treated: concept of a project, analysis & design, development, transition to development, scope, time estimation and management, cost estimation, cost tracking, and procurement management, reducing risk, defining and delivering quality, teamwork, integration, etc. *Prerequisite:* BAF 601.

**PRM 603 Project Planning and Control (3.0); 3 cr.** This course teaches students how to create a business plan. Many real-life examples and exercises demonstrating in detail the process of writing a business plan are provided in this course. Examples will be drawn from product type companies, service companies and retailers,

covering the majority of issues that are unique to each of these industries. The course also discusses the techniques of controlling the project. *Prerequisite:* BAF 601.

**PRM 605 IT Tool for Project Management (3.0); 3 cr.** This course focuses on systems issues. The primary focus is to examine the many issues facing MIS project managers. It incorporates the Project Management Institutes Body of Knowledge (PMBOK). Traditional project management topics will be covered such as project adoption, planning, scheduling, and implementation while encouraging students to view the projects holistically and analytically. Utilizing the most current software and project management tools, the course provides students with the most effective strategies for today's IT project managers.

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### Graduate Courses: Research Methodology

**RMC 605 Research Methodology (3.0); 3 cr.** This course develops an intensive and advanced study of the objectives and methodologies of research for business decisions and how to design and report experiments. Topics covered include Techniques for defining problems; Research Design; Research proposal; how to write a research; Fundamental of data Manipulation; Analysis and Interpretation using the statistical package "SPSS"; Multiple Regression; ANOVA; MANOVA; Principal Components Analysis; Factor Analysis and Canonical Correlation.

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## **The Degree of Master of Business Administration And Master of Science In International Business**

### **MBA – MIB Program**

The MBA-MIB is an Executive Program, specializing in International Business, taught entirely in English. It is composed of an 11-month period of formal teaching in class at NDU (four evenings between 5:30 and 9:30 pm weekly and, occasionally on Saturday mornings). This is followed by a 4-full month internship, and the formal presentation of an individual Memoir related to the internship, in front of a professional jury. The executive program includes 600 hours of formal teaching.

Common courses are divided into 9 Teaching Units:

- International Environment
- Corporate Strategy and Management
- Commerce/Marketing/Negotiation
- Production, Operations & Logistics
- Business Law
- Accounting & Information Technologies
- Corporate Finance
- Human Resources & Communication
- Industrial Goods
- Multi-Disciplinary Case Study, under the supervision of a team of Consultants and Academics.

There are two different formulas for the 4-month internship required by the program:

- Participants can do their internship abroad, or
- Participants can do their internship in Lebanon.

There is a formal presentation of Memoirs, which may be held in Beirut, Bordeaux or Paris.

### **Summer Program**

It is highly recommended to applicants having no – or little – background in economics, business or management, to attend the Summer Program, which consists of 40 contact-hours covering the basics in Accounting, Marketing, Macro- and Micro Economics, as well as Organization Theory.

## MBA-MIB Suggested Program

### Winter Semester I (300 hours)

The following modules will be offered and taught by NDU faculty members.

1. International Environment (68 hours)
  - United States and Europe: Cultural Differences (*Prof. Akl KEYROUZ*) 10 hrs
  - The West, and the Arab and Muslim World (*Prof. Akl KEYROUZ*) 10 hrs
  - China, Japan, and the Arab and Muslim World (*Prof. George LABAKI*) 4 hrs
  - The Arab World as an Economic Etnity (Prof. Akl Keyrouz) 10 hrs
  - World Prospects and Issues (*Prof. George LABAKI*) 6 hrs
  - Economic Analysis: Prices and Markets (*Prof. Hratch HADJETIAN*) 6 hrs
  - International Trade and Public Policies (*Prof. Mohamed HAMADEH*) 10 hrs
  - Monetary Systems and Capital Markets (*Prof. Mohamed HAMADEH*) 6 hrs
  - New Challenges and Stakes in International Trade (*Prof. Louis HOBEIKA*) 6 hrs
2. Corporate Strategy / Management (16 hours)
  - Mergers ,Acquisitions, and Strategic Alliances (*Prof. Tanios TOUMA*)1 6 hrs
3. Commerce / Marketing/Negotiation (46 hours)
  - Commercial Negotiation: Principles (*Prof. Louis HOBEIKA*) 20 hrs
  - International Marketing (*Prof. Tanios TOUMA*) 16 hrs
  - E-Commerce and E-Marketing (*Prof. Tanios TOUMA*) 10 hrs
4. Corporate Finance (34 hours)
  - Advanced Corporate Finance (*Prof. Raja Shaffu*) 20 hrs
  - Financial Instruments and Risks Management (*Faculty Member*) 14 hrs
5. Business Law (14 hours)
  - Industrial and Intellectual Property Rights (*Prof. Georges LABAKI*) 14 hrs
6. Production / Operations / Logistics (16 hours)
  - Operation Management (*Prof. Atef HARB*) 16hrs
7. Human Resources and Communication (44 Hours)
  - International Human Resources Management (*Prof Rashid SABER*) 16hrs
  - Introduction to Global Labor Market (*Prof Edward SAYAH*) 4 hrs
  - Career Preparation (resumes, applications...) (*Prof. Guilda Sfeir*) 4 hrs
  - Making Effective Presentation & Public Speaking (Prof. V. Nakhle) 6 hrs
  - Integration Seminar & Personal Development (*Prof Youssef ZGHEIB*) 14 hrs
8. Accounting and Information Technoloies (28 hrs)
  - Accounting (*Faculty Member*) 6 hrs
  - Information Technology (*Prof. Armen BALLAN*) 16 hrs
  - Research Methodology (*Prof. Atef HARB*) 6 hrs
9. Specialization (0)
  - Industrial Goods and Services to the Industries 0 hrs
10. Cross-Disciplinary (10 hours)
  - Supervision of multidisciplinary case studies by Consultants (*Academic Committee NDU-Faculties, to be determined,with BBS Faculties*) 10 hrs

**Please note that same Modules may spread over 2 Semesters, hence semester hour totals may not exactly amount to 300.**

## Spring Semester II (300 hours)

The following modules will be offered and taught by MIB/MACI International faculty members.

1. International Environment (34 hours)
  - China and Asia, Culture and Economic Development (*Prof. Antoine BASTIEN*) 10 hrs
  - India and SouthJapan, Culture and Geopolitics (*Prof. Hervé GUILLARD*) 10 hrs
  - Geo-economy and Competitive Intelligence (*Prof. Eric DENECE*) 14 hrs
2. Corporate Strategy / Management (90 hours)
  - Corporate Strategy (*Prof. Bertrand MARCAIS*) 24 hrs
  - Strategic Risks Management (Prof. J.L. Terrier) 16 hrs
  - Intercultural Management (*Prof. Alexandra Y. BENZ*) 20 hrs
  - Strategic Decision Making – (*Prof. antoine BASTIEN*) 10 hrs
  - Business Ethics - *Prof. Alexandra Y. BENZ* 10 hrs
  - E-Business and Strategy (Prof. Tawfik JELASSI) 10 hrs
3. Commerce / Marketing / Negotiation (44 hours)
  - Effective Major Account Management (*Prof. Marek WINLARZ*) 20 hrs
  - International Commercial Negotiation: Latin Countries (*Prof. Claude NASSAR*) 10hrs
  - International Commercial Negotiation: The Harvard Negotiation Project and Beyond (Prof. Anthony *WANNIS ST. JOHN*) 14 hrs
4. Corporate Finance (44 hours)
  - Corporate Finance (*Prof. Jocelyn HUSSER*) 20 hrs
  - Funding International Trade and Investment Operations (*Prof. Bernard FREMONT*) 16 hrs
  - International Credit Management (*Prof. Jean Cl. ASFOUR*) 10 hrs
5. Business Law (14 hours)
  - International Business Transactions (*Prof. Djenita PASIC*) 12 hrs
6. Production / Operations / Logistics (14 hours)
  - International Logistics(*Prof. Thierry ROQUES*) 14 hrs
7. Human Resources and Communication (6 hours)
  - Integration Seminar & Personal Development 6 hrs
8. Accounting & Information Technologies (-)
9. Industrial Goods and Services to Industries (50 hrs)
  - International Strategy of Industrial Firms (*Prof. Bertrand MARCAIS*) 6 hrs
  - International Industrial Marketing (*Prof. Bertrand MARCAIS*) 10 hrs
  - Negotiation of International Industrial Contracts (*Prof. Bertrand MARCAIS*) 4 hrs
  - International Contracts of Transfer of Technology (*Prof. E. GOUGE*) 16 hrs
  - International Logistics of Industrial Goods (Faculty Member) 4 hrs
  - International Project Management - (*Faculty Member*) 10 hrs
10. Cross Dicipinary Cases (10 hours)
  - Supervision of multidisciplinary case studies by Consultants (Academic Committee BBS-Faculties: Prof. Bertrand de VIVIES, Alexandra Y. BENZ & Bertrand MARCAIS, together with NDU Faculties)* 10 hrs

Please note that same Modules may spread over 2 Semesters, hence semester hour totals may not exactly amount to 300.



# FACULTY OF ENGINEERING (FE)

Dr. Shahwan Khoury, *Dean*

DEPARTMENT OF CIVIL AND ENVIRONMENTAL  
ENGINEERING

Dr. Jacques Harb, *Chairperson*

DEPARTMENT OF ELECTRICAL AND COMPUTER AND  
COMMUNICATION ENGINEERING

Dr. Elias Nassar, *Chairperson*

DEPARTMENT OF MECHANICAL ENGINEERING

Dr. Walid Assaf, *Chairperson*

## FACULTY DIRECTORY

### **Office of the Dean**

Engineering Building, 3rd floor,  
Room E 311  
Tel: 09-218-950/51/52 Extension 2028  
e-mail: skhoury@ndu.edu.lb

### **Department of Civil and Environmental Engineering**

Engineering Building, 3rd floor,  
Room E 308  
Tel: 09-218-950/51/52 Extension 2029  
e-mail: jharb@ndu.edu.lb

### **Department of Electrical and Computer and Communication Engineering**

Engineering Building, 3rd floor,  
Room E 302  
Tel: 09-218-950/51/52 Extension 2174  
e-mail: enassar@ndu.edu.lb

### **Department of Mechanical Engineering**

Engineering Building, 3rd floor,  
Room E 306  
Tel: 09-218-950/51/52 Extension 2232  
e-mail: wassaf@ndu.edu.lb

# FACULTY OF ENGINEERING

## LIST OF FULL-TIME FACULTY MEMBERS

### Professors

*Assaf, Walid*, Ph.D., 1965, Iowa State University, U.S.A.

<sup>40</sup>*Khoury, Shahwan*, Ph.D., 1965, *Electrical Engineering (Applied Space Science)*, Carnegie Institute of Technology, CMU, U.S.A.

### Associate Professor

*Elmurr, Sami*, Ph.D., 1986, Mississippi State University, U.S.A.

*Hamad, Moustapha*, Ph.D., 1995, University of South Florida, U.S.A.

<sup>1</sup>*Helou, Fares A.*, Doctor of Engineering, 1991, Cleveland State University, U.S.A.

*Nassar, Elias*, Ph.D., 1997, The Ohio State University, U.S.A.

### Assistant Professors

*Asmar, Ghazi*, Ph.D., 1998, *Mechanical and Aerospace Engineering*, University of Missouri, U.S.A.

*Chakar, Elie*, Docteur, 1994, *Sciences et techniques du bâtiment*, Ecole Nationale des Ponts et Chaussées, France.

*El-Hayek, Michel*, Docteur Européen, 1997, *Sciences Appliquées*, Faculté Polytechnique de Mons, Belgium.

*Francis, Francis*, Ph.D., 2003, *Engineering*, University of New South Wales, Australia

*Georges, Semaan*, Ph.D., 2001, Ecole de Technologie Supérieure, Canada.

*Harb, Jacques*, Ph.D., 1996, Northeastern University, USA.

*Hassoun, George*, Ph.D., 1996, University of Adelaide, Australia.

*Jabr, Rabih*, Ph.D., 2000, Imperial College, University of London, U.K.

*Kassem, Abdallah*, Ph.D., 2005, Ecole Polytechnique de Montreal, Canada.

*Mendalek, Nassar*, Ph.D., 2003, Ecole de Technologie Supérieure, Canada.

### Laboratory Instructors

*Breidy, George*, M.B.A., 2004, *Business Administration*, NDU, Lebanon.

*Mounsef, Jinane*, M.E., 2003, *Computer and Communication Engineering*, AUB, Lebanon.

*Nissi, Sophia Ghanimeh*, M.E., 2004, *Civil Engineering*, AUB, Lebanon.

### Laboratory Assistants

*Daou, Wissam*, B.E., 2000, *Mechanical Engineering*, NDU, Lebanon.

*El-Turky, Nisrine*, B.E., 2003, *Computer & Communication Engineering*, NDU, Lebanon.

*Siranosian, Aline*, B.E., 2001, *Electrical Engineering*, NDU, Lebanon.

### List of Staff Members

*Bassil, Edward*, *Printing Officer*, Faculty of Engineering.

*Cattan, Ghada*, Diploma, *ECP-V*, 1995, USEK, Lebanon, *Secretary*.

*Eid, Maroun*, *Laboratory Technician*, Mechanical Engineering Laboratories.

*Elias, Jeanette*, B.A., *Advertising and Marketing*, 1996, Notre Dame University, *Administrative Assistant*, Office of the Dean.

*Fahed, Nathalie*, B.A., *Advertising and Marketing*, 2001, NDU, Lebanon, *Secretary*.

*Lahoud, Elie*, *Laboratory Technician*, Civil and Environmental Engineering Laboratories.

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<sup>40</sup> On tenure appointment

# FACULTY OF ENGINEERING

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**Dean:** *Dr. Shahwan Khoury*

**Administrative Assistant:** *Miss. Jeanette Elias*

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## AIMS

The Faculty of Engineering endeavors to graduate engineers who understand the ethical, social, economic and environmental context of their profession and who apply their knowledge with judgment and responsibility to develop ways to utilize the materials and forces of nature for the benefit of mankind.

The programs in civil, computer and communication, electrical and mechanical engineering prepare the students to enter immediately the professional practice upon graduation and to pursue graduate study.

The curricula of the Engineering Departments share three basic tenants: scientific and technological competence, balance between theory and practice, and commitment to self-maintained and enduring personal and professional development.

Courses are enhanced by excellent computing facilities and by extensive hands-on state-of-the-art laboratory experiences that are integrated throughout the five-year curricula.

Class and laboratory enrollment is maintained at small class sizes to ensure personal attention by a faculty that is committed to outstanding instruction as well as close student-faculty interaction both within and outside the classroom.

The Faculty supports and counsels on-campus chapters of international professional organizations that engage in a variety of activities to provide the students with national and international exposure.

## Academic departments and Programs

The Faculty of Engineering (FE) consists of the following departments:

Department of Civil and Environmental Engineering

Department of Electrical and Computer and Communication Engineering

Department of Mechanical Engineering

and offers programs in Civil Engineering (CE), Mechanical Engineering (ME), Electrical Engineering (EE), and Computer and Communication Engineering (CCE), leading to the degree of Bachelor of Engineering.

## Facilities

The states-of-the-art and extensive laboratories of the Faculty of Engineering are available for faculty and student research, senior engineering projects, engineering competition projects and instruction, through open hours and scores of regularly scheduled laboratory courses.

Faculty members in the academic ranks are responsible for the lab course content, relevance to the curriculum, project supervision and the facilities development and update. Dedicated instructors supported by the laboratory staff are in charge of the laboratory courses instruction.

With these academic functions, laboratories have the effective capabilities, practical functionalities and excellent quality to provide wide-ranging services to the engineering profession. These services include certified testing to the construction industry as well as advanced and unique experimental research.

## Curricula

The curriculum of each program is listed under the appropriate department. All engineering curricula share a common General Education Requirements (GER) component of 24 credits distributed as follows:

<b>General Education Requirements</b>	<b>24 cr.</b>
<b>Communications Skills</b>	6 cr.
ENL 213 and ENL 230	
<b>Cultural Studies</b>	6 cr.
a One course from:	
REG 212, REG 213	
b. One course from:	
ARB 211, ARB 212, ARB 231,	
HUT 305, HUT 306, HUT 411	
LIR 211, LIR 212, or equivalent LIR	
FDP 201, FAP 214	
GDP 224, PDP 201	
<b>Basic Science Studies</b>	6 cr.
Two courses from:	
ENS 201, ENS 202, ENS 206	
NTR 201	
HEA 201	
BIO 202, BIO 203	
AST 201	
<b>GER Free Elective</b>	6 cr.
Two additional courses from the above indicated courses with the stipulation that GER may not include:	
a) More than one Arabic course	
b) Any course required for the major.	

and Faculty of Engineering Requirements (FER) component of 6 credits as follows:

ENG 101 Introduction to Engineering (3.0); 3 cr. Engineering design: needs, specifications, feasibility, models. System, detailed alternative and optimum design. Reliability and liability. Communication. Patents and copyrights. Ethics.

ENG 102 Computers and Engineering (3.0); 3 cr. Operating systems. Application softwares: MATLAB. Programming and Languages. Computer Architecture. Input/output. Storage. Network Architecture. Hardware applications: Data acquisition, PLC.

## DEPARTMENT OF CIVIL AND ENVIRONMENTAL ENGINEERING

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**Chairperson:** *Dr. Jacques Harb*

**Secretary:** *Mrs. Ghada Cattan*

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### **Associate Professor**

**Helou, Fares A.**, Doctor of Engineering, 1991, Cleveland State University, U.S.A.

### **Assistant Professors**

**Chakar, Elie**, Docteur, 1994, *Sciences et Techniques du Bâtiment*, Ecole Nationale des Ponts et Chaussées, France.

**Harb, Jacques**, Ph.D., 1996, Northeastern University, U.S.A.

### **Laboratory Instructor**

**Nissi, Sophia Ghanimeh**, M.E., 2004, *Civil Engineering*, American University of Beirut, Lebanon.

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## **The Degree of Bachelor of Engineering in Civil Engineering**

This program aims at graduating civil engineers capable of applying their knowledge to serve society's needs in the design and construction of civil systems, while respecting nature and environmental ethics.

### **Admission Requirements**

In addition to the University general admission requirements, Civil Engineering transfer students may be accepted in the Faculty of Engineering provided they have a grade-point average of at least 2.0/4.0 in a minimum of 12 credits of transferable courses. The number of transfer credits is determined by the Department of Civil and Environmental Engineering according to the guidelines of the Faculty of Engineering.

### **Residency Requirements**

Full time students entering the civil engineering program of first year standing must complete the listed program within eight years of the date of enrollment in the program.

A transfer candidate with a bachelor degree in Civil Engineering from an accredited institution is required to successfully complete a minimum of 32 credits of upper-division course work including a graduation project. A transfer student without a bachelor degree in civil engineering is required to successfully complete a minimum of 45 credits of upper-division course work including 6 credits of project work.

### **Course Load Requirements**

In general, students are not allowed to carry more than 16 credits per semester, nor more than 7 credits in a summer session unless otherwise specified in their suggested program. Restrictions may be imposed on students whose overall grade-point average is less than 2.3/4.0. Upon the approval of the advisor, a student whose overall grade-point average is no less than 3.2/4.0 may be permitted to carry a maximum load of 18 credits per semester.

### **Graduation Requirements**

To obtain the degree of bachelor of engineering in civil engineering, a student must complete a total of 150 credits with an overall grade-point average of at least 2.0/4.0 and a minimum average of 2.0/4.0 in the major requirements and electives. In addition, all major requirement courses as well as the elective courses must be successfully completed with a minimum grade of C. These 150 credits are divided into:

**Degree Requirements  
(150 credits)**

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>24 cr.</b>
<b>Core Requirements</b> CHM 211, CSC 212, CSC 270, EEN 205, ENG 101, ENG 102, MAT 213, MAT 215, MAT 224, MAT 235, MAT 326, MEN 101, MEN 210, MEN 320, PHS 203, GEO 201	<b>46 cr.</b>
<b>Major Requirements</b> CEN 100, CEN 102, CEN 150, CEN 151, CEN 170, CEN 200, CEN 210, CEN 211, CEN 220, CEN 300, CEN 320, CEN 321, CEN 330, CEN 350, CEN 351, CEN 360, CEN 361, CEN 362, CEN 363, CEN 365, CEN 430, CEN 431, CEN 440, CEN 490	<b>57 cr.</b>
<b>Approved Summer Training</b> CEN 491	<b>6 cr.</b>
<b>Technical Electives</b> Choose any four courses from the following pool: CEN 400, CEN 401, CEN 402, CEN 403, CEN 404, CEN 405, CEN 406, CEN 410, CEN 411, CEN 412, CEN 420, CEN 421, CEN 432N, CEN 433, CEN 441, CEN 450, CEN 451, CEN 452, CEN 460, CEN 461, CEN 470, CEN 471, CEN 480, CEN 481, CEN 482, CEN 492, CEN 493, CEN 494, MEN 400, MAT 339 Or follow one of the tracks below: <b>Track A: Structural and Material Engineering</b> CEN 400N, CEN 401, CEN 402, CEN 403, CEN 404, CEN 405, CEN 406, CEN 410, CEN 411, CEN 412, CEN 432N, CEN 433, CEN 441, CEN 480, CEN 481, CEN 482, CEN 492, CEN 493, CEN 494, CEN 495, CEN 496, MEN 400, MAT 339. <b>Track B: GeoEnvironmental Engineering</b> CEN 420, CEN 421, CEN 460N, CEN 461, CEN 480, CEN 481, CEN 482, CEN 492, CEN 493, CEN 494, CEN 495, CEN 496, MAT 339. <b>Track C: Transportation and Surveying Engineering</b> CEN 450, CEN 451, CEN 452, CEN 453, CEN 492, CEN 493, CEN 494, CEN 495, CEN 496, MAT 339. <b>Track D: Construction Management</b> CEN 470N, CEN 471, CEN 492, CEN 493, CEN 494, CEN 495, CEN 496, MAT 339.	<b>12 cr.</b>
<b>Free Electives</b>	<b>5 cr.</b>

**Bachelor of Engineering in Civil Engineering  
Suggested Program (150 Credits)**

**Year 1**

**Fall Semester I (15 Credits)**

CEN	100	Statics	3 cr.
CEN	170	Engineering Graphics	1 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
ENG	101	Introduction to Engineering	3 cr.
MAT	213	Calculus III	3 cr.
CEN	150	Surveying	2 cr.

**Spring Semester I (16 Credits)**

CEN	102	Mechanics of Materials	3 cr.
PHS	203	General Physics III	3 cr.
ENG	102	Computers & Engineering	3 cr.
MAT	224	Calculus IV	3 cr.
MEN	101	Dynamics	3 cr.
CEN	151	Field Surveying	1 cr.

**Summer Session I (9 Credits)**

ENL	230	English in the Workplace (GER)	3 cr.
—	—	General Education Requirements	3 cr.
—	—	Free Elective	3 cr.

**Year 2**

**Fall Semester II (16 Credits)**

CEN	200	Mechanics of Materials Laboratory	1 cr.
CEN	210	Structures I	3 cr.
MAT	215	Linear Algebra I	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
MEN	210	Thermodynamics I	3 cr.
CHM	211	Principles of Chemistry	3 cr.

**Spring Semester II (16 Credits)**

CEN	211	Structures II	3 cr.
CEN	220	Soil Mechanics	3 cr.
CSC	270	Computer Aided Engineering Design	1 cr.
EEN	205	Electric Circuits	3 cr.
CSC	212	Program Design and Data Abstraction	3 cr.
MEN	320	Fluid Mechanics I	3 cr.

**Summer Session II (9 Credits)**

—	—	General Education Requirements	3 cr.
—	—	General Education Requirements	3 cr.
—	—	General Education Requirements	3 cr.

**Year 3**

**Fall Semester III (16 Credits)**

CEN	300	Advanced Mechanics of Materials	3 cr.
GEO	201	Physical Geology	3 cr.
CEN	321	Soil Mechanics Laboratory	1 cr.
CEN	350	Transportation Engineering I	3 cr.
CEN	360	Hydraulics	3 cr.
—	—	General Education Requirements	3 cr.



**Spring Semester III (16 Credits)**

CEN	330	Concrete Design I	3 cr.
CEN	351	Transportation Engineering II	3 cr.
CEN	361	Hydraulics Laboratory	1 cr.
CEN	362	Environmental Engineering	3 cr.
CEN	363	Water and Waste Water Networks	3 cr.
—	—	General Education Requirements	3 cr.

**Summer Session III ( 6 Credits)**

CEN	491	Approved Summer Training <sup>41</sup>	6 cr.
	Or	2 CEN Courses	

**Year 4****Fall Semester IV (16 Credits)**

CEN	430	Concrete Design II	3 cr.
CEN	431	Concrete and Pavement Design Lab	1 cr.
CEN	440	Steel Design	3 cr.
CEN	320	Shallow Foundations	3 cr.
MAT	326	Probability and Statistics for Engineers	3 cr.
—	—	Technical Elective	3 cr.

**Spring Semester IV (15 Credits)**

CEN	365	Environmental Engineering Laboratory	1 cr.
CEN	490	Civil Engineering Project	3 cr.
—	—	Free Elective	2 cr.
—	—	Technical Elective	3 cr.
—	—	Technical Elective	3 cr.
—	—	Technical Elective	3 cr.

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**Civil Engineering Courses**

**CEN 100 Statics (3.0); 3cr.** Forces, moments and couples; free body diagrams; problems involving beams, trusses, and various engineering applications.

**CEN 102 Mechanics of Materials (3.0); 3cr.** Tension, compression, shear and bending moment diagrams; torsion; stress-strain relationship; stresses in beams; pressure vessel; combined loading and unsymmetric bending; Mohr's circle beam deflections; buckling of columns. *Prerequisite:* CEN 100

**CEN 150 Surveying (2.0); 2 cr.** Surveying and instrumentation; Introduction to optical, photographic, mathematical, and geometrical principles relevant to photogrammetry and remote sensing; introduction to global positioning system.

**CEN 151 Field Surveying (0.2); 1 cr.** Field plane surveying; topographic mapping; location survey and route surveying. *Prerequisite:* CEN 150.

**CEN 170 Engineering Graphics (0.2); 1 cr.** Drawing of three-dimensional objects, orthographic, sectional, pictorial view. Developed surfaces and intersections.

**CEN 200 Mechanics of Materials Laboratory (0.2); 1cr.** Testing for material characterization. Experiments related to static and fatigue testing of various types of materials. Tests include tension, compression, shear and buckling. *Prerequisite:* CEN 102.

**CEN 201 Engineering Mechanics (3.0); 3cr.** Forces; free body diagrams; beams; trusses, tension, compression, shear and bending moment diagrams; stress-strain relationship;

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<sup>41</sup> Summer Training requirement may be waived by taking 6 credits of technical Civil Engineering courses. Pass/Fail grades are awarded for the summer training course.

stress in beams due to bending and shear forces; torsion of circular members, buckling of columns. Opened only to EE and CCE students.

**CEN 210 Structures I (3.0); 3cr.** Structural forms; analysis of structurally determinate structures; moving loads, influence lines; introduction to indeterminate structures. Collapse and analysis. *Prerequisite:* CEN 102.

**CEN 211 Structures II (3.0); 3 cr.** Analysis of statically indeterminate structures; methods of consistent deformations, slope, deflection, and moment distribution. Energy theorems and applications to trusses, beams, and frames. *Prerequisite:* CEN 210.

**CEN 220 Soil Mechanics (3.0); 3cr.** Stress-strain relations and properties of soil, seepage and flow nets. Bearing capacity of soils, footings on sand and clay. *Prerequisite:* CEN 102

**CEN 300 Advanced Mechanics of Materials (3.0); 3 cr.** Three dimensional strain and stress states, application of energy methods, torsion of noncircular members, nonsymmetrical bending of straight beams, shear center for thin-wall beam cross sections, curved beams. *Prerequisite:* CEN 102

**CEN 308 Statics for Architects (3.0); 3 cr.** Forces, moments and couples; free body diagrams; centroids; moment of inertia; problems involving beams, trusses, and frames.

**CEN 309 Mechanics of Materials for Architects (3.0); 3 cr.** Axial members; shear and bending moment diagrams; stress-strain relationship; flexural and shear stresses in beams; Mohr circles; beam deflections; buckling of columns. *Prerequisite:* CEN 308.

**CEN 320 Shallow Foundations (3.0); 3cr.** Subsurface explorations, methods of exploration and sampling, design of sheeting and bracing systems for shallow foundations. Consolidation theory, settlement analysis. *Prerequisite:* CEN 220

**CEN 321 Soil Mechanics Laboratory (0.2); 1 cr.** The nature of soil behavior; laboratory tests include physical properties of soils, stress-strain relationships, compressibility, and shear strength. *Prerequisite:* CEN 220.

**CEN 330 Concrete Design I (3.0); 3 cr.** Behavior of reinforced concrete. Ultimate strength design method. Design of beams for

flexure and shear, one-way slabs, and short columns. *Prerequisite:* CEN 210, or instructor's approval.

**CEN 350 Transportation Engineering I (3.0); 3 cr.** Transportation in society, transportation modes; highway classification. Design elements and criteria, geometric design of highways, intersections and interchanges, earthworks and roadbed construction. Level-of-service, vehicle flow and capacity concepts; traffic control. Parking. *Prerequisites:* CEN 150, CEN 220

**CEN 351 Transportation Engineering II (3.0); 3 cr.** Road networks supply, traffic demand relationships, introduction to operating principles and procedures for transportation systems; cost concepts. Airports and air transportation systems. Ports, harbors, and water transportation systems. Railways. Pavement design. *Prerequisite:* CEN 350

**CEN 360 Hydraulics (3.0); 3 cr.** Open channel flow, momentum and energy principles; water surface profiles; flow measurement. *Prerequisite:* MEN 320

**CEN 361 Hydraulics Laboratory (0.2); 1 cr.** Applying continuity, momentum, and energy principles to flow problems. Experiments include laminar and turbulent flows, major and minor losses, hydraulic jump, weirs, flow measurements. *Prerequisite:* CEN 360

**CEN 362 Environmental Engineering (3.0); 3 cr.** Quantitative evaluation of the environmental, economic, and technical problems involved in control of pollutants of the air, water, and land. *Prerequisite:* MEN 320

**CEN 363 Water and Waste Water Networks (3.0); 3 cr.** Quantities of water and wastewater; collection, transportation, and distribution; water distribution network; design of sanitary and storm- water sewer systems. *Prerequisite:* CEN 360

**CEN 365 Environmental engineering Laboratory (1.0); 1 cr.** Laboratory and field experiments related to pollution of air, water and soil. Tests include air sampling, water testing, sound measurement, wastewater treatment, compost tests and landfill cover performance. *Prerequisite:* CEN 362

**CEN 400 Elasticity (3.0); 3 cr.** Stress-Strain, elasticity formulation, solution by potentials, stress functions, torsion, thick cylinders, rotating

disks, thermal stresses, straight simple beams, curved beams. Prerequisite: CEN 300.

**CEN 401 Advanced Elasticity (3.0); 3 cr.** Semi-infinite elastic medium and related problems, energy problems, variational methods, columns, beam columns, bending of thin plate, theory of thin shells. *Prerequisite:* CEN 400.

**CEN 402 Stress Wave Propagation (3.0); 3 cr.** Waves and vibration in strings, longitudinal waves in thin rods, flexural waves in thin rods, waves in membranes, thin plates, and shells. Waves in infinite media. *Prerequisite:* CEN 400.

**CEN 403 Advanced Stress Wave Propagation (3.0); 3 cr.** Waves in infinite media, waves in semi-infinite media scattering and diffraction of elastic waves, wave propagation in plates and rods. *Prerequisite:* CEN 402.

**CEN 404 Experimental Stress Analysis (3.0); 3 cr.** Methods of strain measurements and strain determination, brittle coating, electrical resistance gage, photo elastic techniques. *Prerequisite:* CEN 200.

**CEN 405 Energy Methods (3.0); 3 cr.** Principles of virtual work, total potential energy, complimentary virtual work, total complimentary energy, and Reissner's principle for solid mechanics problems. Applications to bars, columns and plates. *Prerequisite:* CEN 300.

**CEN 406 Continuum Mechanics (3.0); 3 cr.** Tensor notation and manipulation, stress and deformation in a continuum. Eulerian forms of physical laws governing the motion of a continuum. Application to solids. *Prerequisite:* CEN 300.

**CEN 410 Matrix Method for Structural Analysis (3.0); 3 cr.** Displacement (stiffness) method, truss applications, rectilinear, tapered and curved beams, matrix transformation, frame analysis, influence coefficients and coordinate transformation, force method. *Prerequisite:* CEN 211.

**CEN 411 Dynamics of Structures (3.0); 3 cr.** Theory and application of structural dynamics for single and multiple degree-of-freedom models of buildings due to dynamic forces. Concepts of overall seismic design of buildings, proportioning, and detailing to achieve satisfactory seismic response. *Prerequisite:* CEN 410 or instructor's approval.

**CEN 412 Structural Project (3.0); 3 cr.** Usage of commercial software packages in the analysis and design of multi-story concrete and steel buildings, Bridges and storage tanks. *Prerequisites:* CEN 430, CEN 440.

**CEN 419 Structures for Architects (3.0); 3cr.** Structural forms; analysis of structurally determinate structures; moving loads, influence lines; introduction to indeterminate structures and approximate solutions; modeling and analysis of structures using structural analysis software packages. *Prerequisite:* CEN 309.

**CEN 420 Slope Stability (3.0); 3 cr.** Slope stability analysis methods. Use of software packages. *Prerequisite:* CEN 320.

**CEN 421 Deep Foundations (3.0); 3 cr.** Subsurface exploration and sampling, design of sheeting and bracing systems for deep foundations. Pile and corrosion analysis. *Prerequisite:* CEN 320.

**CEN 430 Concrete Design II (3.0); 3 cr.** Study of the strength, behavior, and design of indeterminate reinforced concrete structures, with primary emphasis on slab systems; emphasis on the strength of slabs and on the available methods of design of slabs spanning in two directions, with or without supporting beams. Analysis and design of long columns, and footings. *Prerequisite:* CEN 330N.

**CEN 431 Concrete and Pavement Design Laboratory (0.2); 1 cr.** Experiments dealing with concrete and asphalt properties, proportioning, design and analysis. *Prerequisites:* CEN 330, CEN 351.

**CEN 432 Design of Structural Systems (3.0); 3 cr.** The whole structural design process including definition of functional requirements, selection of structural scheme, formulation of design criteria, preliminary and computer-aided proportioning, and analysis of response, detailing. *Prerequisites:* CEN 430, CEN 440, or instructor's approval.

**CEN 433 Prestressed Concrete (3.0); 3 cr.** Fundamentals of analysis and design of post-tensioned and pre-tensioned structural members, proportioning of members, calculation of the amount and positioning of reinforcement. *Prerequisite:* CEN 430 or instructor's approval.

**CEN 439 Concrete Design for Architects (3.0); 3 cr.** Behavior of reinforced concrete;

ultimate strength design method; pre-dimensioning of concrete structural elements; design of beams for flexure and shear, one-way slabs, footings, and short columns. Analysis methods of concrete frames. *Prerequisite:* CEN 419.

**CEN 440 Steel Design (3.0); 3 cr.** Design of steel beam girders, tension member columns, bolted, riveted, and welded connections. *Prerequisite:* CEN 210.

**CEN 441 Advanced Steel Design (3.0); 3 cr.** Design of structural systems for multiple loads, combined loading, torsion, and fatigue in structural members, plate and box members. *Prerequisite:* CEN 440.

**CEN 450 Advanced Surveying (3.0); 3 cr.** Subdivision theory, usage of total station in field surveying. *Prerequisites:* CEN 150, CEN 151.

**CEN 451 Highway Design (3.0); 3 cr.** Design criteria including capacity and level of service. Geometric design and construction practices; alignment and right of way consideration; earthworks. Intersection design elements. Pavement materials. *Prerequisite:* CEN 350.

**CEN 452 Bridge Engineering (3.0); 3 cr.** Principles and methods used in the design and construction of bridge structures. *Corequisites:* CEN 430, CEN 440.

**CEN 460 Air pollution Engineering (3.0); 3 cr.** Characterization of sources, emissions, transport, transformation, effects, and control of air pollutants. *Prerequisites:* CEN 362, or instructor's approval.

**CEN 461 Water Pollution control and treatment (3.0); 3 cr.** Fundamental principles and engineering application of physical, chemical, and biological processes (like sedimentation, filtration, coagulation, flocculation, membranes, aerobic, anaerobic biological processes) are discussed. *Prerequisite:* CEN 362, or instructor's approval.

**CEN 470 Electrical, Mechanical, and Sanitary Systems (3.0); 3 cr.** Electrical requirements and distribution in buildings; design of heating, cooling, and ventilation systems; selection and design of water distribution and plumbing systems.

**CEN 471 Civil Engineering Laws and Ethics (3.0); 3 cr.** Survey of Lebanese construction codes and regulations; civil engineering practice as related to environmental destruction and moral behavior.

**CEN 480 Finite Element Methods I (3.0); 3 cr.** Theory and application of finite element methods as an analysis tool for two-dimensional stress problems in engineering. *Prerequisite:* CEN 300 or instructor's approval.

**CEN 481 Finite Element Methods II (3.0); 3 cr.** Solution of advanced three-dimensional stress problems in engineering. *Prerequisite:* CEN 480.

**CEN 482 Nonlinear Finite Element Methods (3.0); 3 cr.** Isoparametric finite element discretization, incremental equations of motion. Total and update lagrangian formulation. Nonlinear geometry, nonlinear material problems. Use of software packages for final solutions. *Prerequisite:* CEN 481.

**CEN 490 Engineering Project; 3 cr.** Individual supervised work in one of the main field of Civil Engineering. *Prerequisite:* CEN 491.

**CEN 491 Approved Summer Training; 6 cr.** Department approved summer training practice in Civil Engineering. A report is required. *Prerequisite:* Senior Standing

**CEN 492 Engineering Economy (3.0); 3 cr.** Interest and time value of money. Investment, financing, depreciation, and economic selection. Analysis of engineering costs and capital investment in the design and implementation of engineering projects.

**CEN 493 Construction Planning (3.0); 3 cr.** Job Planning and management, selection of construction equipment, soil stabilization, tractors, scrapers, excavating equipment, trucks, operation analysis, drilling rock, blasting, tunneling.

**CEN 494 Selected Topics in Civil Engineering (3.0); 3 cr.** Structured presentations of new and developing areas of knowledge in civil engineering offered by the department to augment the formal courses available. *Prerequisites:* Individually identified for each offering under this course number.

## DEPARTMENT OF ELECTRICAL AND COMPUTER AND COMMUNICATION ENGINEERING

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**Chairperson:** *Dr. Elias Nassar*

**Secretary:** *Ms Nathalie Fahed*

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### **Professor**

*Khoury, Shahwan*, Ph.D, 1965, *Electrical Engineering (Applied Space Science)*, Carnegie Institute of Technology, CMU, U.S.A.

### **Associate Professors**

*Elmurr, Sami*, Ph.D, 1986, Mississippi State University, U.S.A.

*Hamad, Mustapha*, Ph.D, 1995, University of South Florida, U.S.A.

*Nassar, Elias*, Ph.D, 1997, The Ohio State University, U.S.A.

### **Assistant Professors**

*Georges, Semaan*, Ph.D, 2001, Ecole de Technologie Superieure, Canada.

*Hassoun George*, Ph.D, 1996, University of Adelaide, Australia.

*Jabr, Rabih*, Ph.D, 2000, Imperial College, University of London, U.K.

*Kassem, Abdallah*, Ph.D, 2005, Ecole Polytechnique de Montreal, Canada.

*Mendalek, Nassar*, Ph.D, 2003, Ecole de Technologie Superieure, Canada.

### **Laboratory Instructors**

*Breidy, George*, M.B.A., 2004, *Business Administration*, NDU, Lebanon.

*Mounsef, Jinane*, M.E., 2003, *Computer and Communication Engineering*, AUB, Lebanon.

### **Laboratory Assistant**

*El-Turky, Nisrine*, B.E., 2003, *Computer & Communication Engineering*, NDU, Lebanon.

*Siranossian, Aline*, B.E., 2001, *Electrical Engineering*, NDU, Lebanon.

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## **The Degree of Bachelor of Engineering in Computer and Communication Engineering**

This program is concerned with the design and use of computing devices and communication systems for processing, retrieval and storage of information. Areas include design of computer hardware, software and networks and design of telecommunication devices and systems.

### **Admission Requirements**

Admission to the Computer and Communication Engineering program is governed by the university admission requirements as outlined in the university catalog.

In addition to the university general admission requirements, computer and communication engineering students may be accepted into the Faculty of Engineering provided they have a grade point average of at least 2.0/4.0 in a minimum of 12 credits of transferable courses. The number of transfer credits is determined by the Faculty of Engineering.

### **Residency Requirements**

Full time students entering the computer and communication engineering program of first year standing must complete the listed program within eight years of the date of enrollment in the program.

A transfer candidate with a bachelor degree in computer and communication engineering from an accredited institution is required to successfully complete a minimum of 32 credits of upper-division course work including a graduation project. A transfer student without a bachelor degree in computer and communication engineering is required to successfully complete a minimum of 45 credits of upper-division course work including 3 credits of project work.

### Course Load Requirements

In general students are not allowed to carry more than 16 credits per term and not more than 7 credits in a summer session unless otherwise specified in their suggested program.

Restrictions may be imposed on students whose overall grade point average is less than 2.3/4.0. Upon the approval of the advisor, a student whose overall grade-point average is no less than 3.2/4.0 may be permitted to carry a maximum load of 18 credits per semester.

### Graduation Requirements

To receive a degree of Bachelor of Engineering in computer and communication engineering, a student must complete a total of 150 credits with an overall grade point average of at least 2.0/4.0 and a minimum average of 2.0/4.0 in the major requirements and technical electives. In addition all major requirements and technical elective courses must be successfully completed with a minimum grade of C-. These 150 credits are divided into:

#### Degree Requirements (150 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>24 cr.</b>
<b>Core Requirements</b> CEN 201, ENG 101, ENG 102, MAT 211, MAT 213, MAT 215, MAT 224, MAT 235, MAT 326, MAT 335 CHM 211, PHS 212, PHS 213.	<b>39 cr.</b>
<b>Major Requirements</b> CSC 212, CSC 213, CSC 312, CSC 414, CSC 425. EEN 201, EEN 202, EEN 203, EEN 210, EEN 220, EEN 221, EEN 311, EEN 312, EEN 322, EEN 324, EEN 325, EEN 330, EEN 331, EEN 340, EEN 344, EEN 370, EEN 443, EEN 471.	<b>64 cr.</b>
<b>Technical Electives</b> Students should complete 20 credits of approved technical electives in EEN and CSC courses including two elective laboratories. <i>Year 3 Technical Electives (2 CSC courses):</i> CSC 311, CSC 313, CSC 315, CSC 316, CSC 323, CSC 385, CSC 387. <i>Year 4 Technical Electives (2 EEN and 2 EEN/CSC courses, at most one EEN 300 level course may be taken as part of Year 4 Electives):</i> CSC 412, CSC 415, CSC 422, CSC 423, CSC 426, CSC 431, CSC 432, CSC 463, EEN 315, EEN 326, EEN 327, EEN 342, EEN 350, EEN 360, EEN 416, EEN 421, EEN 422, EEN 423, EEN 426, EEN 430, EEN 432, EEN 433, EEN 436, EEN 445, EEN 446, EEN 447, EEN 448, EEN 473, EEN 480, EEN 485. <i>Technical Elective Lab. 1 courses:</i> EEN 328, EEN 363, EEN 365. <i>Technical Elective Lab. 2 courses:</i> EEN 439, EEN 444, EEN 481. Students can substitute practical training (EEN 370) for two technical	<b>20 cr.</b>

elective courses taken in Summer of Year 3 if desired. These electives contain a significant design component and include: EEN 315, EEN 326, EEN 412, EEN 421, EEN 430, EEN 435, or a Department approved course.

**Free Elective**

**3 cr.**

This elective is chosen by the students according to their interests in broadening their knowledge and can be any course offered by the university.

**Bachelor of Engineering in Computer and Communication Engineering**  
**Suggested Program (150 Credits)**

**Year 1**

**Fall Semester I (15 Credits)**

CHM	211	Principles of Chemistry	3 cr.
ENG	101	Introduction to Engineering	3 cr.
ENL	221	Sophomore English for Science	3 cr.
MAT	213	Calculus III	3 cr.
MAT	215	Linear Algebra I	3 cr.

**Spring Semester I (15 Credits)**

CEN	201	Engineering Mechanics	3 cr.
ENG	102	Computers & Engineering	3 cr.
MAT	224	Calculus IV	3 cr.
PHS	212	Electricity & Magnetism	3 cr.
—	—	General Education Requirement	3 cr.

**Summer Session I (9 Credits)**

ENL	230	English in the Workplace (GER)	3 cr.
MAT	211	Discrete Mathematics	3 cr.
—	—	General Education Requirement	3 cr.

**Year 2**

**Fall Semester II (16 Credits)**

CSC	212	Program Design and Data Abstraction I	3 cr.
EEN	201	Circuits Analysis I	3 cr.
EEN	220	Introduction to Logic Design	3 cr.
EEN	221	Logic Design Laboratory	1 cr.
MAT	235	Ordinary Differential Equations	3 cr.
—	—	General Education Requirement	3 cr.

**Spring Semester II (16 Credits)**

CSC	213	Program Design and Data Abstraction II	3 cr.
EEN	202	Circuits Analysis II	3 cr.
EEN	203	Circuits Laboratory	1 cr.
EEN	210	Electronic Circuits I	3 cr.
MAT	335	Partial Differential Equations	3 cr.
PHS	213	Modern Physics	3 cr.

**Summer Session II (9 Credits)**

CSC	312	Computer Architecture	3 cr.
MAT	326	Probability and Statistics for Engineers	3 cr.
—	—	General Education Requirement	3 cr.

**Year 3**

**Fall Semester III (16 Credits)**

CSC	—	Technical Elective 1	3 cr.
EEN	311	Electronic Circuits II	3 cr.
EEN	312	Electronic Circuits Laboratory	1 cr.
EEN	330	Electromagnetics I	3 cr.
EEN	340	Signals & Systems	3 cr.
—	—	General Education Requirement	3 cr.

**Spring Semester III (16 Credits)**

CSC	—	Technical Elective 3	3 cr.
EEN	322	Digital Integrated Circuits	3 cr.
EEN	324	Microprocessor System Design	3 cr.
EEN	325	Microprocessor Laboratory	1 cr.
EEN	331	Electromagnetics II	3 cr.
EEN	344	Communication Systems I	3 cr.



**Summer Session III (6 Credits)**

EEN	370	Practical Training or 2 CCE Design Electives	6 cr.
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**Year 4****Fall Semester IV (16 Credits)**

CSC	414	Applied Operating Systems	3 cr.
EEN/CSC	—	Technical Elective 4	3 cr.
EEN	—	Technical Elective 5	3 cr.
EEN	—	Technical Elective Lab 1	1 cr.
EEN	443	Communication Systems II	3 cr.
EEN	471	Engineering Project	3 cr.

**Spring Semester IV (16 Credits)**

CSC	425	Data Communications & Comp. Networks	3 cr.
EEN/CSC	—	Technical Elective 6	3 cr.
EEN	—	Technical Elective 7	3 cr.
EEN	—	Technical Elective Lab 2	1 cr.
—	—	Free Elective	3 cr.
—	—	General Education Requirement	3 cr.

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**The Degree of Bachelor of Engineering in Electrical Engineering**

The electrical engineering program promotes the development of technologies that affect our every day life. An Electrical Engineer's work includes the design of analog and digital electronic systems, design and operation of power systems (generation, transmission and distribution), design of auxiliary models to stabilize and/or modify the dynamics of systems (autopilot of aircraft, on-board control systems of automobiles), design of devices for telecommunication systems (cellular phones, microwave links).

**Admission Requirements**

Admission to the Electrical Engineering program is governed by the university admission requirements as outlined in the university catalog.

In addition to the university general admission requirements, electrical engineering transfer students may be accepted into the Faculty of Engineering provided they have a grade point average of at least 2.0/4.0 in a minimum of 12 credits of transferable courses. The number of transfer credits is determined by the Faculty of Engineering.

**Residency Requirements**

Full time students entering the electrical engineering program of first year standing must complete the listed program within eight years of the date of enrollment in the program.

A transfer candidate with a bachelor degree in electrical engineering from an accredited institution is required to successfully complete a minimum of 32 credits of upper division course work including a graduation project. A transfer student without a bachelor degree in electrical engineering is required to successfully complete a minimum of 45 credits of upper-division course work including 3 credits of project work.

**Course Load Requirements**

In general, students are not allowed to carry more than 16 credits per term and not more than 7 credits in a summer session unless otherwise specified in their suggested program.

Restrictions may be imposed on students whose overall grade point average is less than 2.3/4.0. Upon the approval of the advisor, a student whose overall grade-point average is no less than 3.2/4.0 may be permitted to carry a maximum load of 18 credits per semester.

## Graduation Requirements

To receive a degree of Bachelor of Engineering in electrical engineering, a student must complete a total of 150 credits with an overall grade point average of at least 2.0/4.0 and a minimum average of 2.0/4.0 in the major requirements and technical electives. In addition, all major requirement and technical elective courses must be successfully completed with a minimum grade of C-. These 150 credits are divided into:

### Degree Requirements (150 credits)

	<b>Number of Credits</b>
<b>General Education Requirements</b>	<b>24 cr.</b>
<b>Core Requirements</b> CEN 201, ENG 101, ENG 102, MEN 210, MAT 213, MAT 215, MAT 224, MAT 235, MAT 324, MAT 326, MAT 335, CHM 211, PHS 212, PHS 213	<b>42 cr.</b>
<b>Major Requirements</b> CSC 212, CSC 213, CSC 312, EEN 201, EEN 202, EEN 203, EEN 210, EEN 220, EEN 221, EEN 311, EEN 312, EEN 324, EEN 330, EEN 331, EEN 340, EEN 350, EEN 352, EEN 360, EEN 370, EEN 416, EEN 471.	<b>58 cr.</b>
<b>Technical Electives</b> Students should complete 23 credits of approved technical electives in EEN and CSC courses including two elective laboratories. <i>Year 3 Technical Electives</i> (1 EEN course and 1 EEN/CSC course): CSC 313, CSC 318, CSC 387, EEN 315, EEN 322, EEN 326, EEN 327, EEN 344. <i>Year 4 Technical Electives</i> (4 EEN and 1 EEN/CSC course): One course from the Electronics pool: EEN 411, EEN 412, EEN 413, EEN 421, EEN 422, EEN 423, EEN 426, EEN 455. One course from the Electromagnetics pool: EEN 430, EEN 431, EEN 432, EEN 433, EEN 434, EEN 435, EEN 436, EEN 437. Two courses from the Power and Control pool: EEN 353, EEN 355, EEN 356, EEN 357, EEN 451, EEN 455, EEN 457, EEN 458, EEN 461. One course chosen from the above areas or from the following courses: (Communication Pool): EEN 342, EEN 443, EEN 445, EEN 446, EEN 448. (Signal Processing Pool): EEN 473, EEN 480, EEN 483, EEN 485. (Computer Science Pool): CSC 414, CSC 425, CSC 426. <i>Technical Elective Lab. 1 courses:</i> EEN 325, EEN 328, EEN 363, EEN 365, EEN 462. <i>Technical Elective Lab. 2 courses:</i> EEN 439, EEN 444, EEN 456, EEN 459, EEN 481. Students can substitute practical training (EEN 370) for two technical elective courses taken in Summer of Year 3 if desired. These electives contain a significant design component and include: EEN 315, EEN 326, EEN 355, EEN 412, EEN 413, EEN 430, EEN 431, EEN 435, EEN 457, EEN 458 or a Department approved course.	<b>23 cr.</b>
<b>Free Elective</b> This elective is chosen by the students according to their interests in broadening their knowledge and can be any course offered by the university.	<b>3 cr.</b>

**Bachelor of Engineering in Electrical Engineering**  
**Suggested Program (150 Credits)**

**Year 1**

**Fall Semester I (15 Credits)**

CHM	211	Principles of Chemistry	3 cr.
ENG	101	Introduction to Engineering	3 cr.
ENL	221	Sophomore English for Science	3 cr.
MAT	213	Calculus III	3 cr.
MAT	215	Linear Algebra I	3 cr.

**Spring Semester I (15 Credits)**

CEN	201	Engineering Mechanics	3 cr.
ENG	102	Computers & Engineering	3 cr.
MAT	224	Calculus IV	3 cr.
PHS	212	Electricity & Magnetism	3 cr.
—	—	General Education Requirement	3 cr.

**Summer Session I (9 Credits)**

ENL	230	English in the Workplace (GER)	3 cr.
MAT	324	Mathematics for Engineering	3 cr.
—	—	General Education Requirement	3 cr.

**Year 2**

**Fall Semester II (16 Credits)**

CSC	212	Program Design and Data Abstraction I	3 cr.
EEN	201	Circuits Analysis I	3 cr.
EEN	220	Introduction to Logic Design	3 cr.
EEN	221	Logic Design Laboratory	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
PHS	213	Modern Physics	3 cr.

**Spring Semester II (16 Credits)**

CSC	213	Program Design and Data Abstraction II	3 cr.
EEN	202	Circuits Analysis II	3 cr.
EEN	203	Circuits Laboratory	1 cr.
EEN	210	Electronic Circuits I	3 cr.
MAT	335	Partial Differential Equations	3 cr.
MEN	210	Thermodynamics I	3 cr.

**Summer Session II (9 Credits)**

CSC	312	Computer Architecture	3 cr.
MAT	326	Probability and Statistics for Engineers	3 cr.
—	—	General Education Requirement	3 cr.

**Year 3**

**Fall Semester III (16 Credits)**

EEN	311	Electronic Circuits II	3 cr.
EEN	312	Electronic Circuits Laboratory	1 cr.
EEN	324	Microprocessor System Design	3 cr.
EEN	330	Electromagnetics I	3 cr.
EEN	340	Signals & Systems	3 cr.
—	—	General Education Requirement	3 cr.

**Spring Semester III (16 Credits)**

EEN/CSC	—	Technical Elective 1	3 cr.
EEN	—	Technical Elective 2	3 cr.
EEN	331	Electromagnetics II	3 cr.
EEN	350	Energy Conversion	3 cr.
EEN	352	Energy Conversion Laboratory	1 cr.
EEN	360	Modern Control Systems	3 cr.

**Summer Semester III ( 6 Credits)**

EEN	370	Practical Training or 2 EE Design Electives	6 cr.
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**Year 4****Fall Semester IV (16 Credits)**

EEN	—	Technical Elective 3	3 cr.
EEN	—	Technical Elective 4	3 cr.
EEN	—	Technical Elective Lab 1	1 cr.
EEN	416	Solid State Devices	3 cr.
EEN	471	Engineering Project	3 cr.
—	—	General Education Requirement	3 cr.

**Spring Semester IV (16 Credits)**

EEN	—	Technical Elective 5	3 cr.
EEN	—	Technical Elective 6	3 cr.
EEN/CSC	—	Technical Elective 7	3 cr.
EEN	—	Technical Elective Lab 2	1 cr.
—	—	Free Elective	3 cr.
—	—	General Education Requirement	3 cr.

## Electrical Engineering and Computer and Communication Engineering Courses

**EEN 201 Circuits Analysis I (3.0); 3 cr.** Passive elements. Circuits laws. Node and mesh analysis. Introduction to ideal Operational Amplifier circuits. Energy storage elements. RC, RL and RLC circuits. Forced and natural response. *Corequisite:* MAT 235

**EEN 202 Circuits Analysis II (3.0); 3 cr.** Analysis of AC networks. Fourier and Laplace analysis. Frequency domain circuit analysis Bode plots. Driving point and network transfer functions. Synthesis and design of first and second order linear time invariant circuit systems. Two port networks. One-phase and polyphase networks. *Prerequisite:* EEN 201.

**EEN 203 Circuits Laboratory (0.2); 1 cr.** Introduction to circuit laboratory instruments, Ohm's, Kirchhoff's laws. Mesh, Nodal, Superposition, Thevenin's. RC, RL, RLC networks, Op-amps. *Corequisite:* EEN 202.

**EEN 205 Electric Circuits (3.0); 3 cr.** Fundamentals of electric circuits. Resistive circuit techniques and methods of analysis. Introduction to operational amplifiers. AC network analysis. Sinusoidal frequency response. Transient analysis. AC power and transformers. Polyphase systems. Not open to EE and CCE students. *Prerequisite:* MAT 224.

**EEN 206 Electronics (3.0); 3 cr.** Semiconductor theory. Diodes and applications.

Transistor fundamentals. Transistor amplifiers and switches. Operational amplifiers. Digital Logic circuits. Digital Systems. Principles of electromechanics. Introduction to electric machines. Not open to EE and CCE students. *Prerequisite:* EEN 205.

**EEN 207 Instrumentation and Circuits Laboratory (0.2); 1 cr.** Measuring equipment such as voltmeter, ammeter, ohmmeter, function generator, and oscilloscope. Experiments in circuits, electronics, digital circuits, electronic transducers and machines. Not open to EE and CCE students. *Prerequisite:* EEN 206.

**EEN 210 Electronic Circuits I (3.0); 3 cr.** Properties, operation, and biasing of pn junction diodes, bipolar junction and field-effect transistors. Large and small signal models and their applications. Analog signal amplification. Op amp applications. *Corequisite:* EEN 202.

**EEN 220 Introduction to Logic Design (3.0); 3 cr.** Binary and non-binary systems. Boolean algebra. Logic gates. Logic minimization, combinational circuits, sequential circuits, flip-flops, synthesis of synchronous sequential circuits. PLDs (ROM, PLA, PAL). *Prerequisite:* ENG 102

**EEN 221 Logic Design Laboratory (0.2); 1 cr.** Experiments with basic Logic gates, combinational network design, sequential

network design, Designing with counters, registers, decoders, multiplexers, and adders. *Prerequisite: Corequisite: EEN 220.*

**EEN 311 Electronic Circuits II (3.0); 3 cr.** Differential amplifiers. Frequency response of amplifiers. Concepts of feedback. Audio amplifiers. Concept of active filters. *Prerequisite: EEN 210.*

**EEN 312 Electronic Circuits Laboratory (0.2); 1 cr.** Experiments based on EEN 210 and EEN 311. Introduces the practical applications of analog circuits, including transistor and diode circuits, op amp applications, simple amplifiers, filters, and oscillators. *Corequisite: EEN 311, Prerequisite: EEN 203.*

**EEN 315 Simulation and Design Tools in Electrical and Computer Engineering (3.0); 3 cr.** Introduction to circuit simulation tools such as Orcad/Pspice. Introduction to engineering applications of Matlab and other engineering packages. Design examples from circuits, electronics, and signal processing. *Prerequisite: EEN 202.*

**EEN 322 Digital Integrated Circuits (3.0); 3 cr.** Properties and definitions of digital ICs. Basic logic circuit families: TTL, CMOS, dynamic CMOS, BiCMOS, ECL, and GaAs; with emphasis on CMOS digital logic. Oscillators, Schmitt Trigger. *Prerequisites: EEN 220 and EEN 311.*

**EEN 324 Microprocessor System Design (3.0); 3 cr.** Microprocessor internal architecture. Registers, CPU, memory organization. Instructions, execution and timing. Interfacing with peripherals. Interrupts. Designing and Interfacing with state of the art microprocessors. Assembly language programming. *Prerequisite: CSC 312.*

**EEN 325 Microprocessor Laboratory (0.2); 1 cr.** Experiments and design project related to the course EEN 324. *Corequisite: EEN 324, Prerequisite: EEN 221.*

**EEN 326 Microcontroller System (3.0); 3 cr.** Highly integrated processors and peripherals on a single microchip. System architecture. Embedded and real-time system specification and mapping this hardware. Machine language programming for monitoring and control applications. Include a design project. *Prerequisite: EEN 324.*

**EEN 327 Advanced Digital Design (3.0); 3 cr.** Combinational and sequential network design, State machine SM charts, Asynchronous sequential Networks, State Assignment and Flow Tables, Hazards, PLDs and hardware description languages (HDL). *Prerequisite: EEN 220.*

**EEN 328 Advanced Digital Design laboratory (0.2); 1 cr.** Designing combinational and sequential digital circuits with an FPGA board (Xilinx, Altera or similar) and a CAD tool (HDL). *Prerequisite: EEN 327*

**EEN 330 Electromagnetics I (3.0); 3 cr.** Static electric and magnetic fields. Laplace and Poisson's equations. Resistance, inductance and capacitance. Conductors, dielectrics and magnetic materials. Polarization and magnetization. Electromagnetic devices. Bioelectromagnetics. *Prerequisites: MAT 335 and PHS 212.*

**EEN 331 Electromagnetics II (3.0); 3 cr.** Maxwell's equations. Plane wave propagation reflection and transmission in lossless and lossy media. Normal and oblique incidence. Transient and sinusoidal steady state analysis of transmission lines. Waveguides. Impedance matching. Electromagnetic effects in high-speed circuits. Computer simulation. *Prerequisite: EEN 330.*

**EEN 340 Signals and Systems (3.0); 3 cr.** Basic concepts in linear system theory. Analyzing continuous and discrete signals and linear systems. Superposition, Convolution and Impulse response. Sampling theorem. Spectral analysis. Fourier series and transforms. Laplace transforms. Transfer functions. Bode plots and stability. Discrete-Time Fourier transform. Introduction to z-transforms. *Prerequisites: EEN 202 and MAT 335.*

**EEN 342 Random Signals and Noise (3.0); 3 cr.** Probability and random variables, density functions, statistics of one and two random variables, estimation theory, hypothesis testing. Random processes, correlation and cross-correlation functions. Applications to filtering. *Prerequisites: EEN 340 and MAT 326.*

**EEN 344 Communication Systems I (3.0); 3 cr.** Mathematical analysis and signal processing used in analog communication systems. Spectral analysis. Signal transmission. Amplitude, phase, frequency and pulse modulations. Modulation

and demodulation techniques. Frequency and time multiplexing. Application to radio and television. Random processes and noise. Signal-to-noise ratios in analog communication systems. *Prerequisites:* EEN 340 and MAT 326.

**EEN 350 Energy Conversion (3.0); 3 cr.** Magnetic materials. Fundamental operation of transformers, DC and AC machines. Design considerations of rotating machinery. *Prerequisite:* EEN 202, *Corequisite:* EEN 331.

**EEN 352 Energy Conversion Laboratory (0.2); 1 cr.** Experiments with single phase and three-phase transformers. DC and AC machines. *Prerequisite:* EEN 350.

**EEN 353 Electric Machines (3.0); 3 cr.** Operation of DC and AC machines. Control of electric machines. Induction motor, stepper motor. *Prerequisite:* EEN 350.

**EEN 355 Fundamentals of Power Engineering (3.0); 3 cr.** Steady state and transient operation of power transmission lines. Overhead and underground cable types and ratings. Resistance, inductance and capacitance of transmission lines. Power system modeling. *Prerequisites:* EEN 330 and EEN 350

**EEN 356 Power System Analysis (3.0); 3 cr.** Power system modeling. Load flow studies using computer tools. Economic operation. Symmetrical and asymmetrical short-circuit studies. *Corequisite:* EEN 355.

**EEN 357 Power Plant Engineering (3.0); 3 cr.** Generation of electric power. Overview of the different types of power plants. Investigation of new and environment-friendly methods for power generation. *Prerequisite:* EEN 355.

**EEN 360 Modern Control Systems (3.0); 3 cr.** Mathematical models for control systems. State variables and transfer functions representations. System performance and design criteria. Stability, sensitivity, time response of linear control systems. Use of Hurwitz, root-locus, Nyquist and Bode methods for analysis and synthesis of linear systems. *Prerequisite:* EEN 340.

**EEN 363 Instrumentation Laboratory (0.2); 1 cr.** Input and output transducers. Position, temperature, light intensity, force, speed and sound measurements and display. Introduction to PCB design techniques. design project. *Prerequisite:* EEN 312

**EEN 365 Programmable Logic Control Laboratory (0.2); 1 cr.** Programmable control applications. Advanced PLC control techniques using pneumatic sequencer. Control of an automation system. *Prerequisite:* knowledge of a programming language. *Prerequisite:* EEN 324.

**EEN 370 Practical Training, 6 cr.** Department approved practice in industry in one of the areas of Electrical, Computer and Communication Engineering. A report is required. *Prerequisite:* Senior Standing.

**EEN 411 Integrated Circuit Fabrication Processes (3.0); 3 cr.** Topics: the fundamental principles of integrated circuit fabrication processes, physical and chemical models for crystal growth, oxidation, ion implantation, etching, deposition, lithography, and back-end processing. *Prerequisites:* EEN 331 and PHS 213.

**EEN 412 Analog Integrated Circuit Design (3.0); 3 cr.** Analysis and design of MOS analog integrated circuits, emphasizing quantitative measures of performance, figures of merit, and circuit limitations. Evaluation of circuit performance by means of hand calculations and computer-aided circuit simulations. Design of operational amplifiers, broadband amplifiers, biasing circuits, and voltage references. *Prerequisite:* EEN 311.

**EEN 413 Analog Filter Design (3.0); 3 cr.** Systematic analysis and design for active filters. Bilinear transfer function. Cascade design. The Biquad circuit. Filter approximations and synthesis techniques. Monolithic integrated filters. Computer simulation verification. *Prerequisite:* EEN 311

**EEN 416 Solid State Devices (3.0); 3 cr.** The fundamentals of carrier generation, transport, recombination, and storage in semiconductors. The physical principles of operation of the p-n junction, metal semiconductor contact, bipolar junction transistor, MOS capacitor, MOS and junction field-effect transistors. *Prerequisites:* EEN 331 and PHS 213.

**EEN 421 Introduction to VLSI Design (3.0); 3 cr.** Large-scale MOS Design. Topics: MOS transistors, static and dynamic MOS gates, MOS circuit fabrication, design rules, resistance and capacitance extraction, power and delay estimation, scaling, MOS combinational and sequential logic design, registers and clocking

schemes, memory and data-path. Elements of computer-aided circuit analysis, synthesis, and layout techniques. *Prerequisite:* EEN 322.

**EEN 422 Testing and Fault Tolerance of Digital Systems (3.0); 3 cr.** The fundamental principles of testing computer systems and designing for testability. Failure and fault models. Deterministic and probabilistic techniques of test generation and testing. Design for testability. Basic considerations in the design of reliable computing systems. Concurrent checking techniques. Redundancy and evaluation methods. *Prerequisite:* EEN 327.

**EEN 423 Neural Networks (3.0); 3 cr.** Principles of neural networks, architecture and circuit implementations. *Prerequisites:* MAT 235 and MAT 326.

**EEN 426 Biomedical Engineering (3.0); 3 cr.** Design consideration for clinical and health care devices. Design of biomedical devices. It involves analog, digital and microprocessor/microcontroller based designs. Design of monitoring devices. *Prerequisites:* EEN 311 and EEN 324.

**EEN 430 Antenna Design for Wireless Communications (3.0); 3 cr.** Fundamentals of radiation from antennas. Wire antennas such as monopole, dipole and loop antennas. Aperture antennas such as horn and reflector antennas. Wideband antennas. Antenna arrays. Application to cellular systems. Course includes design project. *Prerequisite:* EEN 331.

**EEN 431 Microwave Circuit Design (3.0); 3 cr.** Coverage of passive and active microwave devices including transformers, couplers, resonators, circulators, oscillators and amplifiers. Course includes project consisting of computer-aided design of a microwave circuit. *Prerequisites:* EEN 331, EEN 311.

**EEN 432 Numerical Methods for Wireless Propagation (3.0); 3 cr.** Basic coverage of the main numerical techniques in electromagnetics. Topics include the Finite Difference Time Domain (FDTD) and Finite Element (FE) methods. Use of a high level programming language such as Fortran, C, Pascal or Matlab to simulate radiation and propagation of waves in a wireless communication environment. *Prerequisite:* EEN 331.

**EEN 433 Wave Propagation for Wireless Communications (3.0); 3 cr.** Prediction methods for tropospheric, ground wave and ionospheric propagation. Propagation, diffraction and reflection in cellular communication systems and wireless local area networks. *Prerequisite:* EEN 331.

**EEN 434 Radar Systems and Remote Sensing (3.0); 3 cr.** Operation of a radar system including antennas, circuitry and wave propagation. Remote sensing and mapping of the earth. Ground penetrating radar, intelligent vehicle highway system. Aircraft navigation. *Prerequisite:* EEN 344, EEN 430.

**EEN 435 Electromagnetic Compatibility (3.0); 3 cr.** Fundamentals of Electromagnetic Compatibility (EMC) are covered including regulations, grounding, shielding and cross talk. Modeling and reduction techniques of noise and interference phenomena in electrical circuits. Effect of radiation on the human body. Design of electronic devices to minimize undesired radiation and susceptibility to electromagnetic emissions. *Prerequisite:* EEN 331.

**EEN 436 Optical Fibers (3.0); 3 cr.** Waveguide analysis of optical fibers. Fiber losses. Sources and detectors. Optical fiber link design. *Prerequisite:* EEN 331.

**EEN 437 Lasers (3.0); 3 cr.** Wave equation and ray optics. Optical matrices. Diffraction theory. Fourier optics, holography, polarization. Semiconductor lasers. *Prerequisite:* EEN 331.

**EEN 439 Electromagnetics Laboratory (0.2); 1 cr.** Properties of magnetic materials. Electromagnetic devices. Transmission lines. Impedance matching. Antennas and microwave circuits. Includes design project and computer simulations. *Prerequisite:* EEN 331.

**EEN 443 Communication Systems II (3.0); 3 cr.** Digital transmission techniques with application to computer and space communications. Digital modulation. Equalizers. Baseband data transmission. Digital switching. Multiplexing. Design and detection of digital signals for low error rate. Forward and feedback transmission techniques. Matched filters. Modems, block and convolution coding. *Prerequisite:* EEN 344.

**EEN 444 Communication Systems Laboratory (0.2); 1 cr.** Introduction to

Amplitude Modulation. Fault Detection in DSB and SSB Systems; FM Modulators Demodulators. Analog to Digital Conversion A/D, Digital to Analog Conversion D/A, Encoding/Decoding. Pulse Modulation, PAM, PPM, PDM. Coherent Detection of Signal in Noise. Frequency Shift Keying (FSK). *Corequisite:* EEN 443.

**EEN 445 Optical Communication (3.0); 3 cr.** Fundamental of lightwave communication systems. Propagation of waves in dielectric thin films and cylindrical guides. Bit limitation rate due to dispersion and multimoding step-index and multi-index fibers. Switching and modulation by integrated optics techniques. *Prerequisites:* EEN 331 and EEN 443.

**EEN 446 Algebraic Coding and Information Theory (3.0); 3 cr.** Information theory and its relation to statistics. Kolmogorov complexity, entropy and inference. Shannon theory of communication. Source coding for noisy channels. Capacity theorems for multiple user channels. *Prerequisite:* EEN 443.

**EEN 447 Statistical Communication Theory (3.0); 3 cr.** Concepts of probability and random process theory necessary for advanced study of communications. Stochastic control. Detection and estimation problems. *Prerequisite:* EEN 443.

**EEN 448 Wireless Communications (3.0); 3 cr.** Introduction to wireless systems and cellular principles, modulation techniques for mobile radio, speech and channel coding, multiple access techniques, applications to wireless systems. *Prerequisites:* EEN 331 and EEN 443.

**EEN 451 Power System Protection and Switchgear (3.0); 3 cr.** Relays, circuit breakers and fuses for power system protection. Protection of machines, transformers and lines. Instrument transformers. *Prerequisite:* EEN 356.

**EEN 455 Power Electronics (3.0); 3 cr.** Switching power supplies. AC power controllers. Controlled rectifiers. DC choppers and DC-AC converters. Bridge structure inverters. *Prerequisites:* EEN 210 and EEN 350.

**EEN 456 Power Electronics Laboratory (0.2); 1 cr.** Experiments based on EEN 455. *Corequisite:* EEN 455.

**EEN 457 Industrial Electrification (3.0); 3 cr.** Lighting design for residential and industrial

facilities. Emphasis on latest lighting technologies. Cable types and sizing. Motor control centers. Includes design project. *Prerequisite:* EEN 350.

**EEN 458 Computer Methods for Power System Analysis and Design (3.0); 3 cr.** Use of computer software to simulate power flow and other power engineering problems. *Prerequisite:* EEN 356.

**EEN 459 Power Engineering Laboratory (0.2); 1 cr.** Experiments and simulations in power engineering and power system analysis. *Prerequisite:* EEN 355

**EEN 461 Digital Control (3.0); 3 cr.** Sampling and data reconstruction in computer control systems. Z-transforms and state equations to describe discrete and mixed data systems. Analysis of digital feedback systems using frequency domain techniques and state space techniques. Non-linear digital feedback systems. *Prerequisite:* EEN 360.

**EEN 462 Control Systems Laboratory (0.2); 1 cr.** Laboratory based on EEN 360 and EEN 461. Analog and digital control systems, PID control, PLC systems. *Prerequisite:* EEN 461.

**EEN 471 Engineering Project; 3 cr.** Design project approved by a faculty advisor. Includes report, final presentation. *Prerequisite:* Senior Standing and ENL 230.

**EEN 473 Special Topics in Electrical Engineering (3.0); 3 cr.** Material includes coverage of recent developments in Electrical Engineering that are needed to update students on the latest technologies. Department determines topics to be covered and prerequisites when offered. Open to EE and CCE students.

**EEN 480 Discrete-Time Signal Processing (3.0); 3 cr.** Digital signal processing of continuous and discrete signals. Discrete Fourier sampling and reconstruction. Design and analysis of digital filters. *Prerequisite:* EEN 340.

**EEN 481 Signal Processing Laboratory (0.2); 1 cr.** Digital filtering techniques. Architectural feature of single-chip DSP processors. Design project. *Prerequisite:* EEN 480.

**EEN 483 Advanced Signal Processing (3.0); 3 cr.** Advanced techniques in signal processing. Windowing, the Short Time Fourier Transform.



Correlation and spectral estimation. Non-stationary signals. Time/frequency analysis STFT. The wavelet transform. *Prerequisite:* EEN 480.

**EEN 485 Biomedical Signal Processing (3.0); 3 cr.** Analysis of biological signals. Random

signals. Windowing with Fourier transform, z-transform, and wavelet transform. Signal processing techniques applied to vital signs signals such as: ECG, EEG, and EMG. High resolution CG and signal averaging. *Prerequisite:* EEN 480.

## DEPARTMENT OF MECHANICAL ENGINEERING

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**Chairperson:** *Dr. Walid Assaf*

**Secretary:** *Miss Marise Abboud*

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### **Professor**

*Assaf, Walid*, Ph.D., 1965, Iowa State University, U.S.A,

### **Assistant Professors**

*Asmar, Ghazi*, Ph.D., 1998, *Mechanical and Aerospace Engineering*, University of Missouri, Columbia, USA.

*El-Hayek, Michel*, Docteur Européen, 1997, *Sciences Appliquées*, Faculté Polytechnique de Mons, Belgium.

*Francis, Francis*, Ph.D., 2003, *Engineering*, University of New South Wales, Sydney, Australia

### **Laboratory Assistant**

*Daou, Wissam*, B.E., 2000, *Mechanical Engineering*, NDU, Lebanon.

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## **The Degree of Bachelor of Engineering in Mechanical Engineering**

This program is designed to give students the background needed to define and solve problems related to the conception and construction of mechanical systems. It is concerned with all forms of power generation, the design of machines, control, and material handling.

### **Admission Requirements**

In addition to the University's general admission requirements, mechanical engineering transfer students may be accepted to the Faculty of Engineering provided they have a grade-point average of at least 2.0/4.0 in a minimum of 12 credits of transferable courses. The number of transfer credits is determined by the Department of Mechanical Engineering.

### **Residency Requirements**

A transfer candidate with a bachelor degree in mechanical engineering from an accredited institution is required to successfully complete a minimum of 32 credits of upper-division course work including a senior project. A transfer student without a bachelor degree in mechanical engineering is required to successfully complete a minimum of 45 credits of upper-division course work including 3 credits of project work.

Full time students entering the mechanical engineering program of first year standing must complete the listed program within eight years of the date of enrollment in the program.

### **Course Load Requirements**

In general, students are not allowed to carry more than 16 credits per term, nor more than 6 credits in a summer session unless otherwise specified in their suggested program. Restrictions may be imposed on students whose overall grade-point average is less than 2.3/4.0. Upon the approval of the advisor, a student whose overall grade-point average is not less than 3.2/4.0 may be permitted to carry a maximum load of 18 credits per term.

### **Graduation Requirements**

To receive the degree of Bachelor of Engineering in Mechanical Engineering, a student must complete a total of 150 credits with an overall grade-point average of at least 2.0/4.0. In addition, all major requirement courses and mechanical engineering electives must be successfully completed with a minimum grade of C-. These 150 credits are divided into:

**Degree Requirements  
(150 credits)**

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>24 cr.</b>
<b>Core Requirements</b> CHM 211, PHS 203, PHS 212, EEN 205, EEN 206, ENG 101, ENG 102, CSC212, MAT 215, MAT 235, MAT 335.	<b>33 cr.</b>
<b>Major Requirements</b> CEN 100, CEN 170, CEN 200, CSC 270, MAT 213, MAT 224, MEN 101, MEN 102, MEN 200, MEN 210, MEN 211, MEN 302, MEN 310, MEN 320, MEN 321, MEN 325, MEN 330, MEN 340, MEN 360, MEN 399, MEN 401, MEN 430, MEN 431, MEN 435, MEN 437, MEN 440, MEN 460.	<b>72 cr.</b>
<b>Mechanical Engineering Electives</b> Choose any five courses from the following pool: MEN 400, MEN 410, MEN 439, MEN 500, MEN 501, MEN 502, MEN 503, MEN504, MEN 505, MEN 507, MEN 510, MEN 515, MEN 517, MEN 520, MEN 521, MEN 525, MEN 530, MEN 540, MEN 550, MEN 580, MEN 590, MAT 339.	<b>15 cr.</b>
<b>Electives</b> Choose any two courses offered by the university.	<b>6 cr.</b>

**Bachelor of Engineering in Mechanical Engineering**  
**Suggested Program (150 Credits)**

**Year I**

**Fall Semester I (16 Credits)**

ENG	101	Introduction to Engineering	3 cr.
CEN	100	Statics	3 cr.
CEN	170	Engineering Graphics	1 cr.
MAT	213	Calculus III	3 cr.
ENG	102	Computers & Engineering	3 cr.
ENL	213	Sophomore English for Science (GER)	3 cr.

**Spring Semester I (15 Credits)**

MEN	101	Dynamics	3 cr.
MEN	102	Mechanics of Materials I	3 cr.
MAT	224	Calculus IV	3 cr.
CSC	212	Computing for Engineers : C++	3 cr.
PHS	203	General Physics III	3 cr.

**Summer Semester I (9 Credits)**

ENL	230	English in the Workplace (GER)	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
—	—	GER Elective	3 cr.

**Year II**

**Fall Semester II (16 Credits)**

MEN	200	Science of Materials	3 cr.
MEN	210	Thermodynamics I	3 cr.
CEN	200	Mechanics of Materials Laboratory	1 cr.
MAT	215	Linear Algebra I	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
CHM	211	Principles of Chemistry	3 cr.

**Spring Semester II (16 Credits)**

MEN	211	Thermodynamics II	3 cr.
MEN	320	Fluid Mechanics I	3 cr.
EEN	205	Electric Circuits Analysis for ME	3 cr.
CSC	270	Computer Aided Engineering Design	1 cr.
PHS	212	Electricity and Magnetism	3 cr.
MAT	335	Partial Differential Equations	3 cr.

**Summer Semester II (9 Credits)**

NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	GER Elective	3 cr.
—	—	Free Elective	3 cr.

**Year III**

**Fall Semester III (16 Credits)**

MEN	302	Mechanics of Materials II	3 cr.
MEN	321	Fluid Mechanics II	3 cr.
MEN	360	Engineering Graphics II	1 cr.
EEN	206	Electronics and Digital Systems	3 cr.
REG	212/213	Religion and Social Issues (GER)	3 cr.
—	—	GER Elective	3 cr.

**Spring Semester III (16 Credits)**

MEN	310	Heat Transfer	3 cr.
MEN	325	Thermo/ Fluid Laboratory	1 cr.
MEN	330	Mechanical Vibrations	3 cr.
MEN	340	Manufacturing Processes	3 cr.
MEN	430	Theory of Machines	3 cr.
MEN	401	Introduction to Mechatronics	3 cr.

**Summer Semester III (6 Credits)**

MEN	399	Practical Training in Mechanical Engineering <i>or</i> 2 ME Electives	6 cr.
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**Year IV****Fall Semester IV (16 Credits)**

MEN	431	Mechanical Engineering Laboratory	1 cr.
MEN	435	Automated Controls	3 cr.
MEN	437	Mechanical Design	3 cr.
MEN	440	Computer Aided Design and Manufacturing	3 cr.
MEN	—	ME Elective	6 cr.

**Spring Semester IV (15 Credits)**

MEN	460	Senior Project	3 cr.
MEN	—	ME Elective	3 cr.
MEN	—	ME Elective	3 cr.
MEN	—	ME Elective	3 cr.
—	—	Free Elective	3 cr.

**Mechanical Engineering Courses**

**MEN 101 Engineering Mechanics: Dynamics (3.0); 3 cr.** Description of force, position, velocity and acceleration in fixed and moving reference frames. Kinematics and kinetics of particles, of collections of particles and of rigid bodies. Energy and momentum concepts. *Prerequisite:* CEN 100.

**MEN 102 Mechanics of Materials I (3.0); 3 cr.** Equilibrium, force and moment resultants. Stress/strain concepts, generalized Hooke's law, classification of material behavior. Axial loads, torsion of rods and circular bars. Pressure vessels. Bending and shear stresses in beams. Analysis of Statically determinate and indeterminate structures. Stress transformation, combined loading. *Prerequisite:* CEN 100.

**MEN 200 Science of Materials (3.0); 3 cr.** Material microstructures, dislocations and defects. Alloying and analysis of phase diagrams. Mechanical properties of metals, polymers, and composites. Heat treatment of metals, elastic and plastic behavior of materials, strain hardening, and fracture.

**MEN 210 Thermodynamics I (3.0); 3 cr.** Fundamentals of engineering thermodynamics:

properties and behavior of pure substances, concepts of work and heat, systems and control volume analyses, first law, second law, entropy and entropy production, introduction to availability, Carnot cycle.

**MEN 211 Thermodynamics II (3.0); 3 cr.** Thermodynamic cycles: steam and gas power systems, refrigeration and heat pump systems. Compressible substances: thermodynamic properties, general thermodynamic relations, virial equations of state. Introduction to psychrometrics. Introduction to combustion and equilibrium calculation. *Prerequisite:* MEN 210.

**MEN 302 Mechanics of Materials II (3.0); 3 cr.** Analysis of more complicated problems in stress and strain. Energy methods, torsion of non-circular members. Shear center concept. Curved beams, thick cylinders and rotating disks. Contact stresses. *Prerequisites:* MEN 102, MAT 235.

**MEN 310 Heat Transfer (3.0); 3 cr.** Mechanisms of heat transfer. Steady and transient conduction: one and multiple dimensions, approximate and exact solution procedure, introduction to numerical methods.

Forced and free convection. Applications to heat exchanger design and performance evaluation. The Introduction to thermal radiation. *Corequisite:* MEN 321.

**MEN 320 Fluid Mechanics I (3.0); 3 cr.** Fundamentals of fluid mechanics: Fluid properties, fluid statics and kinematics, inviscid flow, potential flow, simple viscous incompressible flow. Flow analyses: Control volume analysis, differential analysis, dimensional analysis and similitude. Flow equations: continuity, momentum and energy equations. *Prerequisites:* MEN 210, MAT 235.

**MEN 321 Fluid Mechanics II (3.0); 3 cr.** Incompressible and compressible flows: laminar/turbulent flows, pipe flow, boundary layers, lift and drag, introduction to turbulence, elementary gas dynamics. Unsteady flow phenomena. Introduction to centrifugal and axial flow machinery: pumps, fans, hydraulic turbines, and torque converters. *Prerequisite:* MEN 320.

**MEN 325 Thermo/Fluid Laboratory; 1 cr.** Experiments related to thermofluid engineering. Topics include laminar/turbulent flows, piping systems, transient flow phenomena, heat transfer modes, pressure and temperature measurement, data acquisition. *Corequisites:* MEN 310, MEN 321.

**MEN 330 Mechanical Vibrations (3.0); 3 cr.** Free and forced vibrations for undamped and viscously damped single-degree-of-freedom systems. Conservation of energy approach and Rayleigh's method. Vibration of multi-degree-of-freedom systems, eigenvalue problems and mode shapes. Modal analysis. *Prerequisites:* MEN 101, MEN 102, MAT 235

**MEN 340 Manufacturing Processes (3.0); 3 cr.** Fundamentals and technologies used in processing various industrial materials: casting, forging, machining, metal-sheet processing, joining techniques, etc. *Prerequisites:* MEN 200, MEN 360.

**MEN 360 Engineering Graphics II (1.0); 1 cr.** Details and assembly drawing of machine parts: shafts, bearings, fasteners, keys, springs, gears, cams, joining techniques. Standards and tolerances. *Prerequisite:* CEN 170

**MEN 399 Practical Training in Mechanical Engineering; 6 cr.** Two-month-training in a mechanical engineering environment in which

the student is exposed to different aspects of mechanical engineering practice and equipment: design, construction, testing, maintenance, etc. *Prerequisite:* Senior standing.

**MEN 400 Mechanics of Composite Materials (3.0); 3 cr.** Introduction to composite materials. Lamina and laminate mechanical properties. Micromechanics. Mechanical and hygrothermal behavior of laminae and laminates. Lamina and laminate strength theories. *Prerequisite:* MEN 302.

**MEN 401 Introduction to Mechatronics (3.0); 3 cr.** Analysis of intelligent electro-mechanical systems: electronics and logics, microprocessors; electro-mechanical devices, programmable logic controllers, sensors and transducers. Introduction to micro-electromechanical systems. *Prerequisites:* ENG 102, EEN 206.

**MEN 410 Internal Combustion Engines (3.0); 3 cr.** Analysis of internal combustion engines: dynamics, thermodynamics, combustion, friction and wear, and other factors affecting power, efficiency and emissions. Design and operating characteristics of different types of engines. *Prerequisites:* MEN 310.

**MEN 430 Theory of Machines (3.0); 3 cr.** Kinematics of machinery: linkages, cams, gears, bearings, belts, etc. Static and dynamic balancing and force analysis of machines. *Prerequisites:* MEN 101, MEN 360.

**MEN 431 Mechanical Engineering Laboratory; 1 cr.** Applications of mechanical engineering theories and design techniques to complex mechanical systems. Topics include air-conditioning and refrigeration, hydro-power generation, solar energy, combustion systems, pump systems, bearings, assembly processes, vibrations systems. *Prerequisite:* MEN 325.

**MEN 435 Automated Controls (3.0); 3 cr.** Feedback control design and analysis for linear dynamic systems with emphasis on mechanical engineering applications: transient and frequency response, stability, system performance, control modes, state space technique, introduction to digital control systems. *Prerequisites:* MEN 101, MEN 401, MAT 235.

**MEN 437 Mechanical Engineering Design (3.0); 3 cr.** Design of machine elements.

System reliability. Interchangeability of mechanical devices. Stress-strain relationship in mechanical elements configuration. *Prerequisite:* MEN 302.

**MEN 439 Engineering Instrumentations (3.0); 3 cr.** Fundamentals of experimental methods, data acquisition and treatment, error analysis. Design and selection of measurement tools used in mechanical engineering. *Prerequisite:* MEN 401.

**MEN 440 Computer Aided Design and Manufacturing (3.0); 3 cr.** Principles of computer aided design and manufacturing; design process, geometric modeling, design for assembly, design for manufacturability, design/manufacture interface, computer numerical control, product development, production planning and control, standards. *Prerequisites:* MEN 340, CSC 270.

**MEN 460 Senior Project; 3 cr.** A mechanical engineering project in which the student is exposed to the design process from concept through analysis to layout and report. Projects are proposed from the different areas of mechanical engineering and reflect the expertise of the instructing faculty. *Prerequisite:* Senior standing.

**MEN 500 Energy Principles and Variational Methods in Mechanics (3.0); 3 cr.** Calculus of Variations, virtual work and energy principles, stationary variational principles, Hamilton's principle, energy theorem of structural mechanics, Ritz method, weight residual methods, finite element method. *Prerequisite:* MEN 302.

**MEN 501 Continuum Mechanics (3.0); 3 cr.** Introductory course in the mechanics of continuous media. Basic concepts of stress, strain, constitutive relationships; conservation laws are treated using Cartesian tensor notation. Examples from both solid and fluid mechanics investigated. *Prerequisites:* MEN 302, MEN 321.

**MEN 502 Theory of Elasticity (3.0); 3 cr.** Stress and strain at a point. General equations of elasticity. Plane stress, plain strain problems; torsion of prismatic bars. Energy methods. *Prerequisite:* MEN 302.

**MEN 503 Theory of Plates and Shells (3.0); 3 cr.** Rectangular and circular plates. Variational

methods in the analysis of plates and shells. Plates of unusual shape. Shear deformation effects. Large deformation analysis. Analysis of cylindrical shells. *Prerequisite:* MEN 302.

**MEN 504 Theory of Elastic Stability (3.0); 3 cr.** Buckling of Columns, frames and plates. Kinematic approach to stability. Large deflections. Energy approach to buckling. Plate and shell buckling. Inelastic buckling of columns. Creep buckling. *Prerequisite:* MEN 302.

**MEN 505 Theory of Plasticity (3.0); 3 cr.** Plastic yield conditions and stress-strain relations. Behavior of elastic-perfectly plastic members. Plain strain in plastic members. *Prerequisites:* MEN 502.

**MEN 507 Fracture Mechanics (3.0); 3 cr.** Mechanics of flawed structure. Concepts include Griffith theory, Irwin analysis, energy analysis of cracked bodies, fracture toughness testing, plane strain, plane stress, transition temperature concepts, subcritical flaw growth. *Prerequisite:* MEN 302.

**MEN 510 Energy Conversion (3.0); 3 cr.** Methods and techniques used in energy conversion from thermal, hydraulic, solar, wind, geothermal, etc. to electrical energy, thermal powerplants, photovoltaic systems, fuel cells. *Prerequisite:* MEN 310.

**MEN 515 Heating, Ventilating and Air-Conditioning (3.0); 3 cr.** Design and analysis of HVAC systems and components, comfort, cooling and heating load calculations, piping and duct design, domestic hot and cold water system. Introduction to refrigeration. *Prerequisites:* MEN 310.

**MEN 517 Solar Energy (3.0); 3 cr.** Fundamentals of solar radiation, design and analysis of solar systems for both low and high temperature applications, passive and active solar thermal engineering, design of solar collectors, energy storage systems. *Prerequisite:* MEN 310.

**MEN 520 Fluid Power Control (3.0); 3 cr.** Fundamentals of fluid power technology: hydraulic fluids and system components like pumps, valves, motors, and cylinders; pneumatic systems, fluidic components. Design, analysis and control of fluid power circuits. *Prerequisite:* MEN 321.

**MEN 521 Viscous Flow and Boundary Layers (3.0); 3 cr.** Fundamentals of real flow phenomena: concepts of stress and strain and derivation of Navier-Stokes equations. Application to boundary layers, creeping flows and lubrication. Flow instabilities and turbulence. *Prerequisite:* MEN 321.

**MEN 525 Combustion and Flame (3.0); 3 cr.** Introduction to combustion processes; combustion thermodynamics and reaction kinetics; combustion phenomena: ignition, quenching, detonation and deflagration; flame instabilities; diffusion and premixed flames; introduction to turbulent combustion. *Prerequisite:* MEN 310.

**MEN 530 Advanced Vibration Analysis (3.0); 3 cr.** Advanced topics in vibration theory and its application to Mechanical Systems. Topics include vibration analysis of multi-degree of freedom, distributed and nonlinear systems, random vibration analysis, and vibration control. *Prerequisite:* MEN 330.

**MEN 534 Joining Processes: Welding, Soldering and Brazing (3.0); 3 cr.** Analysis of various joining processes: mechanisms of surface bonding; welding metallurgy; effect of heat input on resulting microstructures; residual stresses and distortion; welding processes: MIG, TIG, Laser, electron beam, spot welding, resistance welding. *Prerequisite:* MEN 340.

**MEN 540 Robots and Manipulators (3.0); 3 cr.** Concepts underlying the design and

application of computer-controlled manipulators: Manipulator geometry, work volume, sensors, feedback control of manipulator linkages, kinematics, trajectory planning, programming, robot system architecture, applications in mechanical engineering. *Prerequisites:* MEN 430, MEN 435.

**MEN 550 Computational Methods in Thermal and Fluid Mechanics (3.0); 3 cr.** Physical and mathematical foundations of computational fluid mechanics and heat transfer with emphasis on applications: governing equations and mathematical approximations; partial differential and integral equations, discretization and solution methods, stability and convergence. Introduction to physical modeling of turbulence, combustion, and radiation. *Prerequisites:* MEN 310, MAT 335

**MEN 580 Finite Elements Methods (3.0); 3 cr.** The concepts and fundamentals of the finite element method with applications to problems in solid and fluid mechanics. *Prerequisite:* MEN 102.

**MEN 590 Mechanical Engineering Software (3.0); 3 cr.** Development and utilization of software packages related to various areas in mechanical engineering, graphical user interface, CAD, mesh generators, solvers, post-processors. *Corequisites:* MEN 550, MEN 580.



# FACULTY OF HUMANITIES (FHUM)

Dr. Boulos Sarru, *Dean*

DEPARTMENT OF ENGLISH, TRANSLATION AND  
EDUCATION

Dr. Christine Sabieh, *Chairperson*

DEPARTMENT OF MASS COMMUNICATION

Dr. Khaled Fakih, *Chairperson*

DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES

Dr. Doumit Salameh, *Chairperson*

Freshman Arts Program

Dr. Norman Nikro, *Advisor*

## **FACULTY DIRECTORY**

### **Office of the Dean**

Pink Building, 3rd Floor, Room 332  
Tel: 09-218-950/51/52 Extension 2423  
e-mail: bsarru@ndu.edu.lb

### **Department of English, Translation and Education**

Pink Building, 3rd Floor, Room 334  
Tel: 09-218-950/51/52 Extension 2426  
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### **Department of Mass Communication**

Pink Building, 3rd Floor, Room 335  
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e-mail: kfakih@ndu.edu.lb

### **Department of Social and Behavioral Sciences**

Pink Building, 3rd Floor, Room 337  
Tel: 09-218-950/51/52 Extension 2429  
e-mail: sbs@ndu.edu.lb

# FACULTY OF HUMANITIES

## LIST OF FULL-TIME FACULTY MEMBERS

### Professors

<sup>1</sup>*Eid, Assad*, Doctorate, 1986, *Applied Linguistics and TEFL*, Université Saint-Joseph.

<sup>1</sup>*Oueijan, Naji*, Ph.D., 1985, *English Literature*, Baylor University, USA.

<sup>42</sup>*Rihani, Ameen A.*, Ph.D., 1996, *Bilingual Literature*, Lebanese University, Lebanon

<sup>1</sup>*Sarru', Boulos*, Ph.D., 1979, *English and American Studies*, Indiana University, USA

### Associate Professors

*Ajami, Joseph*, Ph.D., 1987, *Mass Communication*, Ohio University-Athens, USA.

*Alam, Edward*, Ph.D., 1996, *Philosophy*, University of Utah; USA.

*Eid, Mansour*, Doctorate, 1985, *Arabic Language and Literature*, Université Saint-Joseph; Lebanon.

*Fakih, Khalid*, Ph.D., 1992, *Journalism*, University of Missouri, USA.

*Sabieh, Christine*, Doctorate 1<sup>ère</sup> Catégorie, 1998, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon.

*Salameh, Doumit*, Ph.D., 1988, *Philosophy*, St. Louis University, USA.

### Assistant Professors

*Abdallah, Najah*, Ph.D., 1992, *Science of Information and Technology*, Université Michel De Montaigne, Bordeaux, France.

*Abou-Chedid, Kamal*, Ph.D., 1997, *Education*, Manchester University, UK.

*Badran Dany*, Ph.D., 2003, *English Studies and Critical Linguistics*, University of Nottingham, UK.

*Bahous, Jocelyne*, Doctorate 1<sup>ère</sup> Catégorie, 1998, *Philosophie et Science Humaines*, Université du Saint-Esprit Kaslik, Lebanon.

*Darouny, Kamal*, M.A., 1986, *Marketing and Advertising*, Sussex College of Technology, UK.

*Donerian, Vatche*, M.A., 1987, *Theater and TV Directing*, Yerevan State Institute of Dramatic and Fine Arts, Armenia.

*Fahed, Ziad*, Ph.D., 2001, *Théologie Canonique*, Université Catholique de Lyon, France

*Hammoud, Mahmoud*, Ph.D., 1992, *Mass Communication*, Ohio University-Athens, USA

*Jahshan, Paul*, Ph.D., 2000, *American Studies*, Nottingham University-UK.

*Karam, Clovis*, Doctorate ,1984, *Scholastic Philosophy*, Université Catholique de Lyon, Lyon, France.

*Kfourri, Carol*, Doctorate 1<sup>ère</sup> Catégorie, 1997, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon.

<sup>1</sup>*Matar, Suhail*, C.A.P.E.S., 1969, *Arabic Language and Literature*, Université Libanaise, Lebanon.

*Malek, Amal*, Doctorate 1<sup>ère</sup> Catégorie, 2000, *Philosophie et Sciences Humaines*, Université du Saint-Esprit Kaslik, Lebanon

*Nikro, Norman*, Ph.D., 1998, *Cultural Studies*, University of New South Wales, Australia.

<sup>43</sup>*Samra, Sami*, Doctorate 1<sup>ère</sup> Catégorie, 1999, *Philosophie et Science Humaines*, Université du Saint-Esprit Kaslik, Lebanon.

*Willis, Mary-Angela*, Ph.D., 2001, *Francophone Literature*, University of Alabama, U.S.A.

*Yaacoub, Youssef*, Ph.D., 1990, *Education*, Loyola University of Chicago, USA.

*Yazigy, Amal*, Ph.D., 1992, *Applied Linguistics*, Leicester University, England.

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<sup>42</sup> On tenure appointment

<sup>43</sup> Leave of absence for academic year 2005-2006

## **Senior Lecturers**

*Abou-Jawdeh, Simon*, C.E.P., *Psychotherapy*, Vienna 2002, D.E.S., 1992, *Clinical Psychology*, Université Libanaise, Lebanon

*Chamoun, Imad*, D.E.A., 1994, *Philosophie*, Université du Saint-Esprit Kaslik, Lebanon.

*Hajjar, George*, M.A., 1993, *Social Work*, University of Connecticut, USA, M.A., 1998, *Education*, University of Connecticut, USA

## **Lecturers**

*Akkari, Juliet*, M.A., 1971, *TEFL*, American University of Beirut, Lebanon

*Hajj, Michael*, M.A., 1997, *English Literature*, NDU

*Khoury, Mary*, M.A., 1995, *English Language and Literature*, Université Libanaise, Lebanon

*Samrani, Diana*, M.A., 1990, *Education*, Andrews University of Michigan, USA

*Wehbe, Boulos (Marwan)*, M.A., 1981, *Middle Eastern Studies*, American University of Beirut, Lebanon.

## **Instructors**

*Bassil, Janet*, MBA, 1996, *International Affairs*, NDU

## **Studio Manager**

*Donerian, Vatche*, M.A., 1987, *Theater and Television Directing*, Yerevan State Institute of Dramatic And Fine Arts, Armenia.

## **Studio Instructor**

*Azar, Antoine*, DES, 1980, Université des Sc.& Tech. de Lille, *Electronique*, R/TV Studio

## **Studio Associate**

*Gunstone, Anthony*, Certificate, 1981, King Eggbert Institute-Sheffield, R/TV Studio Associate

*Lahoud, Sam*, B.A., 1997, *RadioTV*, NDU, Zouk Mosbeh

## **Studio Assistant**

*Saade, Rania*, B.A., 1999, *RadioTV*, NDU, Zouk Mosbeh

## **Computer and Graphics coordinator**

*Eid, Rodney*, B.S., 2004, *Business Computing*, NDU, Zouk Mosbeh

## **Photographer**

*Bejjani, Abdo*

## **Staff Members**

*Chemaly, Wassil*, B.A., *Advertising & Marketing*, 1998, NDU, Secretary, Mass Communication Department.

*Eid, Alice*, *Secretarial Studies*, 1992, Bechara Technical School, Zouk Mikael.

*Jabbour, Vera*, B.A., *Translation & Interpretership*, 2002, Secretary, English, Translation & Education Department

*Mady, Rose*, *Secretarial Studies*, YWCA, 1985, Lebanon, Administrative Assistant to the Dean.

*Noufaily, Christine*, B.A., *Graphic Design*, 2000, Secretary, Social & Behavioral Sciences Department

## **FACULTY OF HUMANITIES**

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**Dean:** *Dr. Boulos Sarru*

**Administrative Assistant:** *Mrs. Rose Mady*

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The Faculty of Humanities consists of 3 Departments: The Department of English, Translation, and Education, the Department of Mass Communication, and the Department of Social and Behavioral Sciences.

### Degrees Offered

The Faculty of Humanities offers programs leading to the degrees of:

Bachelor of Arts in English

Bachelor of Arts in Translation and Interpretership

Bachelor of Arts in Education:

    Early Childhood

    Learning Disabilities

    Education of the Gifted

    School Counseling

    Education of the Handicapped

Bachelor of Arts in Physical Education and Sport

Bachelor of Arts in Communication Arts-Journalism concentration

Bachelor of Arts in Communication Arts-Radio/TV concentration

Bachelor of Arts in Advertising and Marketing

Bachelor of Arts in Arabic Language and Literature

Bachelor of Arts Psychology

    Clinical

    Educational

    Industrial

Master of Arts in Education

    Special Education

    School Management and Educational Leadership

    Educational Technology

Master of Arts in English Literature

Master of Arts in Applied Linguistics and TEFL

Master of Arts in Translation and Interpretership

Master of Arts in Media Studies

    Advertising

    Electronic Media

    Journalism

Master of Arts in Arabic Language and Literature

Teaching Diploma

Teaching Certificate

Summer Arabic Program

## DEPARTMENT OF ENGLISH, TRANSLATION AND EDUCATION

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**Chairperson:** *Dr. Christine Sabieh*

**Secretary:** *Miss Vera Jabbour*

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### Professors

**Eid, Assad**, Doctorate, 1986, Université Saint-Joseph, Lebanon.

*Applied Linguistics and TEFL*

**Oueijan, Naji**, Ph.D., 1985, Baylor University, USA.

*English Literature*

**Sarru', Boulos**, Ph.D., 1979, Indiana University, USA.

*English and American Studies*

### Associate Professors

**Sabieh, Christine**, Doctorate 1<sup>ère</sup> Catégorie, 1998, Université du Saint-Esprit Kaslik, Lebanon.

*Philosophie et Sciences Humaines*

### Assistant Professors

**Abou-Chedid, Kamal**, Ph.D., 1997, Manchester University, UK.

*Education*

**Badran Dany**, Ph.D., 2002, University of Nottingham, UK.

*English Studies and Critical Linguistics*

**Bahous, Jocelyne**, Doctorate 1<sup>ère</sup> Catégorie, 1998, Université du Saint-Esprit Kaslik, Lebanon.

*Philosophie et Sciences Humaines*

**Jahshan, Paul**, Ph.D., 2000, Nottingham University-Nottingham, UK.

*American Studies*

**Kfourri, Carol**, Doctorate 1<sup>ère</sup> Catégorie, 1997, Université du Saint-Esprit Kaslik, Lebanon.

*Philosophie et Sciences Humaines*

**Malek, Amal**, Doctorate 1<sup>ère</sup> Catégorie, 2000 Université du Saint-Esprit Kaslik, Lebanon..

*Philosophie et Sciences Humaines*

**Nikro, Norman**, Ph.D., 1998, University of New South Wales, Australia.

*Cultural Studies*

**Samra, Sami**, Doctorate 1<sup>ère</sup> Catégorie, 1999, Saint Esprit-Kaslik, Lebanon.

*Philosophie et Sciences Humaines*

**Willis, Mary-Angela**, Ph.D., University of Alabama, U.S.A.

*Francophone Literature*

**Yazigy, Amal**, Ph.D., 1992, Leicester University, England.

*Applied Linguistics*

### Senior Lecturers

**Hajjar, George**, M.A., 1993, University of Connecticut, U.S.A., M.A., 1998, University of Connecticut, U.S.A.

*Social Work, Education,*

### Lecturers

**Akkari, Juliet**, M.A., 1971, American University of Beirut, Lebanon.

*TEFL*

**Hajj, Micheal**, M.A., 1997, Notre Dame University, Lebanon.

*English Literature*

**Khoury, Mary**, M.A., 1995, Université Libanaise, Lebanon.

*English Language and Literature*

**Samrani, Diana**, M.A., 1990, Andrews University of Michigan, USA.

*Education*

## **Instructors**

**Bassil, Janet**, MBA, 1996, Notre Dame University, Lebanon.

*International Affairs*

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The Department of English, Translation, and Education offers the following degree programs:

B.A. in Education

B.S. in Physical Education and Sports

B.A. in English

B.A. in Translation and Interpretership

M.A. in Applied Linguistics and TEFL

M.A. in English Literature

M.A. in Education

M.A. in Translation and Interpretership

Teaching Diploma

Teaching Certificate.

In addition, the Department offers an Intensive English Program.

## **Teaching Diploma**

The purpose of the Teaching Diploma program is to prepare school teachers. The value of such preparation lies in the fact that a large number of school teachers, in all cycles, are not scientifically trained to teach. College graduates who might later teach in a school will also find this program invaluable.

The program is designed to cater to both the freshly-out-of- school, inexperienced graduate and the teacher who has already had some experience but who lacks scientific preparation.

The course material will cover the various aspects of teaching, regardless of the subject matter. Such aspects include general educational theories of acquisition, basic educational psychology, discipline and management in the classroom, testing and evaluating and the different methods of the teaching-learning process.

## **Admission Requirements**

To qualify for admission, a candidate must either be working towards a BA/BS degree, or hold a recognized BA/BS degree. All candidates must pass the English Entrance Test (EET) with a minimum score of 500.

## **Recognition**

The Government of Lebanon recognizes the Teaching Diploma as equivalent to the License d'Enseignement if the student holds the Lebanese Baccalaureate Part II and has successfully passed the number of credits required for the Diploma over and above the total number of credits required for the BA or the BS degree.

## **Graduation Requirements**

In order to obtain the Teaching Diploma, students must successfully pass 18 credits with a GPA of 2.0/4.0 or above in the following courses:

EDU 201 Introduction to Education  
EDU 313 Psychology of Education: Learning  
EDU 343 Classroom Management  
or  
EDU 330 Curriculum Development and Evaluation

Depending on their concentration, Arabic, English, Mathematics, Sciences or Social Sciences, students must select one of the following sets:

1. EDU 351, EDU 431, EDU 461 (English)
2. EDU 352, EDU 432, EDU 462 (Mathematics)
3. EDU 353, EDU 433, EDU 463 (Sciences)
4. EDU 354, EDU 434, EDU 464 (Social Sciences)
5. EDU 358, EDU 438, EDU 468 (Arabic).

### **The Teaching Certificate**

The Teaching Certificate program is designed to help school teachers conduct their classes scientifically. However, this is not a graduate program: the candidate is not required to hold a university degree to join. This program will cater for school teachers who are already teaching in a school but do not hold a university degree. It prepares them to teach elementary classes only.

#### **Admission Requirements**

To qualify for admission, a candidate must hold a Lebanese Bacc. II or equivalence. The candidate must prove English language proficiency - either by passing the TOEFL with a minimum score of 550, or the EET with a minimum score of 500. The candidate must also take an oral interview before he/she can be admitted to the program.

#### **Academic Requirements**

In order to receive the Teaching Certificate, a candidate must complete 18 credits with a GPA of 2.0/4.0 or above in the following courses:

EDU 201	Introduction to Education
EDU 313	Psychology of Education: Learning
EDU 343	Classroom Management
EDU 350	Methods of Teaching - Elementary Level
EDU 430	Tests, Measurement and Evaluation - Elementary Level
EDU 460	Teaching Practicum - Elementary Level

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### **The Degree of Bachelor of Arts in Education - Early Childhood**

The purpose of the undergraduate program in education comes in line with the University's commitment to serve the community around it, and with the national strategy of educational reform.

The B.A. Ed. - Early Childhood program prepares students to work with pre-school pupils, providing them with proper activities reinforcing positive attitudes towards the school.

#### **Graduation Requirements**

Students must meet the General Education Requirements and successfully complete a total of 105 credits with a minimum overall GPA of 2.0/4.0 and a minimum average of 2.4/4.0 in the Core and Major requirements. The 105 credits are divided into:



**Degree Requirements  
(105 credits)**

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	
<b>Communication Skills</b> ENL 213, ENL 223	
<b>Computer Skills</b> CSC 201	
<b>Cultural Studies</b> 9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc. A religion course shall always be part of any 9 credits of cultural studies.	
<b>Social Science Studies</b> 3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.	
<b>Basic Science Studies</b> 6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.	
<b>Core Requirements</b> PSL 211, STA 201, ENL 311, HUT 411 or SOL 313, EDU 201, EDU 213, EDU 214, EDU 313, EDU 343, EDU 360	<b>30 cr.</b>
<b>Major Requirements</b> EDU 311, EDU 332, EDU 344, EDU 355, EDU 411, EDU 413, EDU 465, EDU 475, EDU 485	<b>25 cr.</b>
Students must choose 18 credits as described below:	<b>18 cr.</b>
<i>Group I:</i> EDU 212 or EDU 301 or EDU 321 (3 credits)	
<i>Group II:</i> EDU 361 or EDU 362 or EDU 402 or EDU 420 or EDU 421 or EDU 422 or EDU 430 or EDU 450 (12 credits)	
<i>Group III:</i> EDU 401 or SOL 312 (3 credits)	
<b>Free Electives</b>	<b>5 cr.</b>

**Bachelor of Arts in Education - Early Childhood  
Suggested Program (105 credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
EDU	201	Introduction to Education	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ARB	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PSL	211	Psychology of the Young Child	3 cr.
ENL	223	Communication Arts (GER)	3 cr.
EDU	213	Human Growth and Development	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

EDU	214	Youth in Contemporary Society	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
REG	—	GER	3 cr.

**Fall Semester II (15 Credits)**

EDU	313	Psychology of Education: Learning	3 cr.
EDU	343	Classroom Management	3 cr.
EDU	344	School Libraries	3 cr.
ENL	311	English Phonetics	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Spring Semester II (15 Credits)**

EDU	311	Children's Literature	3 cr.
EDU	355	Methods of Teaching: Early Childhood	3 cr.
—	—	Group I <sup>44</sup>	3 cr.
—	—	Group II <sup>45</sup>	3 cr.
—	—	Free Elective	3 cr.

**Summer Session II (9 Credits)**

EDU	360	Instructional Technology	3 cr.
HUT	411	Aesthetics	3 cr.
or			
SOL	313	Family Violence and Child Abuse	
—	—	Group III <sup>46</sup>	3 cr.

**Fall Semester III (15 Credits)**

EDU	332	Curriculum Development and Evaluation: Early Childhood	3 cr.
EDU	411	Early Childhood Education	3 cr.
EDU	465	Early Childhood Teaching Practicum I	3 cr.
—	—	Group II <sup>45</sup>	6 cr.

**Spring Semester III (12 Credits)**

EDU	413	Early Childhood General Health, Nutrition and Safety	3 cr.
EDU	475	Early Childhood Teaching Practicum II	3 cr.
EDU	485	Early Childhood Internship	1 cr.
—	—	Group II <sup>45</sup>	3 cr.
—	—	Free Elective	2 cr.

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<sup>44</sup>Group I (3 cr.)      EDU 212/301/321

<sup>45</sup>Group II (12 cr.)    EDU 361/362/402/420/421/422/430/450

<sup>46</sup>Group III (3 cr.)    EDU 401/SOL 312

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## The Degree of Bachelor of Arts in Education - Learning Disabilities

The purpose of the undergraduate program in education comes in line with the University's commitment to serve the community around it, and with the national strategy of educational reform.

The B.A. Ed. - Learning Disabilities program prepares students to work with pupils disadvantaged by learning disabilities.

### Graduation Requirements

To graduate, students must meet the General Education Requirements and successfully complete a total of 105 credits with a minimum overall GPA of 2.0/4.0 and a minimum average of 2.4/4.0 in the Core and Major requirements. The 105 credits are divided into:

### Degree Requirements (105 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	
<b>Communication Skills</b> ENL 213, ENL 230	
<b>Computer Skills</b> CSC 201	
<b>Cultural Studies</b> 9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc. A religion course shall always be part of any 9 credits of cultural studies.	
<b>Social Science Studies</b> 3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.	
<b>Basic Science Studies</b> 6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.	
<b>Core Requirements</b> PSL 211, STA 201, ENL 311, HUT 411 or SOL 313, EDU 201, EDU 213, EDU 214, EDU 313, EDU 343, EDU 360	<b>30 cr.</b>
<b>Major Requirements</b> EDU 311, EDU 324, EDU 344, EDU 357, EDU 422, EDU 430, EDU 460, EDU 470, EDU 480	<b>25 cr.</b>
Students must choose 18 credits as described below:	<b>18 cr.</b>
<i>Group I:</i> EDU 212 or EDU 302 or EDU 325 (3 credits)	
<i>Group II:</i> EDU 321 or EDU 342 (3 credits)	
<i>Group III:</i> EDU 362 or EDU 402 or EDU 412 or EDU 413 or EDU 420 or EDU 421 or EDU 451 (9 credits)	
<i>Group IV:</i> EDU 401 or SOL 312 (3 credits)	
<b>Free Electives</b>	<b>5 cr.</b>

**Bachelor of Arts in Education - Learning Disabilities**  
**Suggested Program (105 credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
EDU	201	Introduction to Education	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ARB	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PSL	211	Psychology of the Young Child	3 cr.
ENL	223	Communication Arts (GER)	3 cr.
EDU	213	Human Growth and Development	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

EDU	214	Youth in Contemporary Society	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
REG	—	GER	3 cr.

**Fall Semester II (15 Credits)**

EDU	313	Psychology of Education: Learning	3 cr.
EDU	343	Classroom Management	3 cr.
EDU	344	School Libraries	3 cr.
ENL	311	English Phonetics	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Spring Semester II (15 Credits)**

EDU	311	Children's Literature	3 cr.
EDU	324	Counseling in Special Education	3 cr.
EDU	357	Methodology of Teaching: Learning Disabilities	3 cr.
—	—	Group I <sup>47</sup>	3 cr.
—	—	Group II <sup>48</sup>	3 cr.

**Summer Session II (9 Credits)**

EDU	360	Instructional Technology	3 cr.
HUT	411	Aesthetics	3 cr.
or			
SOL	313	Family Violence and Child Abuse	
—	—	Group III <sup>49</sup>	3 cr.

**Fall Semester III (15 Credits)**

EDU	422	Learning and Behavioral Difficulties of Children	3 cr.
EDU	460	Elementary Teaching Practicum I	3 cr.
—	—	Group III <sup>49</sup>	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (12 Credits)**

EDU	430	Tests, Measurement and Evaluation: Elementary Level	3 cr.
EDU	470	Elementary Teaching Practicum II	3 cr.
EDU	480	Elementary Teaching Internship	1 cr.
—	—	Group IV <sup>50</sup>	3 cr.
—	—	Free Elective	2 cr.

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<sup>47</sup> Group I (3 cr.)      EDU 212/302/325

<sup>48</sup> Group II (3 cr.)     EDU 321/342

<sup>49</sup> Group III (9 cr.)    EDU 362/402/412/413/420/421/451

<sup>50</sup> Group IV (3 cr.)     EDU 401/SOL 312

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## The Degree of Bachelor of Arts in Education - Education of the Gifted

The purpose of the undergraduate program in education comes in line with the University's commitment to serve the community around it, and with the national strategy of educational reform.

The B. Ed. - Education of the Gifted program prepares students to work with special pupils and answer to their particular needs. It also gives the student the necessary tools to challenge gifted pupils and to make their schooling not only pedagogically sound but also psychologically fulfilling.

### Graduation Requirements

To graduate, students must meet the General Education Requirements and successfully complete a total of 105 credits with a minimum overall GPA of 2.0/4.0 and a minimum average of 2.4/4.0 in the core and major requirements. The 105 credits are divided into:

<b>Degree Requirements (105 credits)</b>	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>Communication Skills</b> ENL 213, ENL 223	
<b>Computer Skills</b> CSC 201	
<b>Cultural Studies</b> 9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc. A religion course shall always be part of any 9 credits of cultural studies.	
<b>Social Science Studies</b> 3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.	
<b>Basic Science Studies</b> 6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.	
<b>Core Requirements</b> PSL 211, STA 201, ENL 311, HUT 411 or SOL 313, EDU 201, EDU 213, EDU 214, EDU 313, EDU 343, EDU 360	<b>30 cr.</b>
<b>Major Requirements</b> EDU 322, EDU 323, EDU 341, EDU 344, EDU 361, EDU 430, EDU 460, EDU 470, EDU 480	<b>25 cr.</b>
Students must choose 18 credits as described below:	<b>18 cr.</b>
<i>Group I:</i> EDU 330 or EDU 331 (3 credits)	
<i>Group II:</i> EDU 301 or EDU 311 or EDU 321 or EDU 324 or EDU 402 or EDU 413 or EDU 420 or EDU 421 or EDU 422 (12 credits)	
<i>Group III:</i> EDU 401 or EDU 412 (3 credits)	
<b>Free Electives</b>	<b>5 cr.</b>

**Bachelor of Arts in Education - Education of the Gifted**  
**Suggested Program (105 credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
EDU	201	Introduction to Education	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ARB	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PSL	211	Psychology of the Young Child	3 cr.
ENL	223	Communication Arts (GER)	3 cr.
EDU	213	Human Growth and Development	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

EDU	214	Youth in Contemporary Society	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
REG	—	GER	3 cr.

**Fall Semester II (15 Credits)**

EDU	313	Psychology of Education: Learning	3 cr.
EDU	343	Classroom Management	3 cr.
EDU	344	School Libraries	3 cr.
ENL	311	English Phonetics	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Spring Semester II (15 Credits)**

EDU	311	Children's Literature	3 cr.
EDU	355	Methods of Teaching: Early Childhood	3 cr.
—	—	Group I <sup>51</sup>	3 cr.
—	—	Group II <sup>52</sup>	6 cr.

**Summer Session II (9 Credits)**

EDU	360	Instructional Technology	3 cr.
HUT	411	Aesthetics	3 cr.
or			
SOL	313	Family Violence and Child Abuse	
—	—	Free electives	3 cr.

**Fall Semester III (15 Credits)**

EDU	341	Reading Skills for the Gifted	3 cr.
EDU	361	Applications of Computers in Teaching	3 cr.
EDU	460	Elementary Teaching Practicum I	3 cr.
—	—	Group I <sup>51</sup>	3 cr.
—	—	Group II <sup>52</sup>	3 cr.

**Spring Semester III (12 Credits)**

EDU	430	Tests, Measurement and Evaluation: Elementary Level	3 cr.
EDU	470	Elementary Teaching Practicum II	3 cr.
EDU	480	Elementary Teaching Internship	1 cr.
—	—	Group III <sup>53</sup>	3 cr.
—	—	Free Elective	2 cr.

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<sup>51</sup> Group I (3 cr.)      EDU 330/331

<sup>52</sup> Group II (12 cr.)    EDU 301/311/321/324/402/413/420/421/422

<sup>53</sup> Group III (3 cr.)    EDU 401/412

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## The Degree of Bachelor of Arts in Education - School Counseling

The purpose of the undergraduate program in education comes in line with the University's commitment to serve the community around it, and with the national strategy of educational reform.

The B. Ed. - School Counseling program prepares students to work in schools and other educational institutions, assisting the pupils to better cope with their problems. This program, however, does not equip students for clinical counseling.

### Graduation Requirements

To graduate, students must meet the General Education Requirements and successfully complete a total of 105 credits with a minimum overall GPA of 2.0/4.0 and a minimum average of 2.4/4.0 in both the core and major requirements. The 105 credits are divided into:

### Degree Requirements (105 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>Communication Skills</b> ENL 213, ENL 223	
<b>Computer Skills</b> CSC 201	
<b>Cultural Studies</b> 9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc. A religion course shall always be part of any 9 credits of cultural studies.	
<b>Social Science Studies</b> 3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.	
<b>Basic Science Studies</b> 6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.	
<b>Core Requirements</b> PSL 211, STA 201, ENL 311, HUT 411 or SOL 313, EDU 201, EDU 213, EDU 214, EDU 313, EDU 343, EDU 360	<b>30 cr.</b>
<b>Major Requirements</b> EDU 212, EDU 302, EDU 311, EDU 324, EDU 344, EDU 402, EDU 420, EDU 451, EDU 487	<b>25 cr.</b>
Students must choose 18 credits as described below:	<b>18 cr.</b>
<i>Group I:</i> EDU 322 or EDU 323 (3 cr.)	
<i>Group II:</i> EDU 330 or EDU 331 (3 cr.)	
<i>Group III:</i> EDU 355 or EDU 356 or EDU 357 (3 cr.)	
<i>Group IV:</i> EDU 413 or EDU 421 or EDU 422 or EDU 450 (6 cr.)	
<i>Group V:</i> EDU 351 or EDU 401 or EDU 412 (3 cr.)	
<b>Free Electives</b>	<b>5 cr.</b>

**Bachelor of Arts in Education - School Counseling  
Suggested Program (105 credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
EDU	201	Introduction to Education	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ARB	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PSL	211	Psychology of the Young Child	3 cr.
ENL	223	Communication Arts (GER)	3 cr.
EDU	213	Human Growth and Development	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

EDU	214	Youth in Contemporary Society	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
REG	—	GER	3 cr.

**Fall Semester II (15 Credits)**

EDU	313	Psychology of Education: Learning	3 cr.
EDU	343	Classroom Management	3 cr.
EDU	343	School Libraries	3 cr.
ENL	311	English Phonetics	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Spring Semester II (15 Credits)**

EDU	212	Sociological Perspectives on Schools	3 cr.
EDU	302	Introduction to Education of the Mentally Retarded	3 cr.
EDU	311	Children's Literature	3 cr.
—	—	Group I <sup>54</sup>	3 cr.
—	—	Group II <sup>55</sup>	3 cr.

**Summer Session II (9 Credits)**

EDU	360	Instructional Technology	3 cr.
EDU	420	Crisis Intervention	3 cr.
HUT	411	Aesthetics:	3 cr.

or

SOL	313	Family Violence and Child Abuse	
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**Fall Semester III (15 Credits)**

EDU	324	Counseling in Special Education	3 cr.
EDU	402	Foundations of Counseling Services	3 cr.
—	—	Group III <sup>56</sup>	3 cr.
—	—	Group IV <sup>57</sup>	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (12 Credits)**

EDU	451	Clinical Assessment in Schools	3 cr.
EDU	487	Counseling/Guidance Internship	1 cr.
—	—	Group IV <sup>57</sup>	3 cr.
—	—	Group V <sup>58</sup>	3 cr.
—	—	Free Elective	2 cr.

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<sup>54</sup> Group I (3 cr.)      EDU 322/323

<sup>55</sup> Group II (3 cr.)     EDU 330/331

<sup>56</sup> Group III (3 cr.)    EDU 355/356/357

<sup>57</sup> Group IV (6 cr.)    EDU 443/421/422/450

<sup>58</sup> Group V (3 cr.)     EDU 351/401/412



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## The Degree of Bachelor of Arts in Education - Education of the Handicapped

The purpose of the undergraduate program in education comes in line with the University's commitment to serve the community around it, and with the national strategy of educational reform.

The B.A. Ed. - Education of the Handicapped program prepares students to work with the handicapped professionally, by providing them with the necessary methodology, techniques, and psychological background.

### Graduation Requirements

To graduate, students must meet the General Education Requirements and successfully complete a total of 105 credits with a minimum overall GPA of 2.0/4.0 and a minimum average of 2.4/4.0 in both the core and major requirements. The 105 credits are divided into:

<b>Degree Requirements (105 credits)</b>		<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>		<b>27 cr.</b>
<b>Communication Skills</b>		
ENL 213, ENL 223		
<b>Computer Skills</b>		
CSC 201		
<b>Cultural Studies</b>		
9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.		
A religion course shall always be part of any 9 credits of cultural studies.		
<b>Social Science Studies</b>		
3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.		
<b>Basic Science Studies</b>		
6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.		
<b>Core Requirements</b>		<b>30 cr.</b>
PSL 211, STA 201, ENL 311, HUT 411 or SOL 313, EDU 201, EDU 213, EDU 214, EDU 313, EDU 343, EDU 360		
<b>Major Requirements</b>		<b>25 cr.</b>
EDU 302, EDU 311, EDU 324, EDU 342, EDU 356, EDU 450, EDU 466, EDU 476, EDU 486		
Students must choose 18 credits as described below:		<b>18 cr.</b>
<i>Group I:</i> EDU 330 or EDU 331 (3 credits)		
<i>Group II:</i> EDU 301 or EDU 321 or EDU 325 or EDU 344 or EDU 361 or EDU 412 or EDU 420 (12 credits)		
<i>Group III:</i> EDU 401 or SOL 312 (3 credits)		
<b>Free Electives</b>		<b>5 cr.</b>

**Bachelor of Arts in Education - Education of the Handicapped**  
**Suggested Program (105 credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
EDU	201	Introduction to Education	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
ARB	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PSL	211	Psychology of the Young Child	3 cr.
ENL	223	Communication Arts (GER)	3 cr.
EDU	213	Human Growth and Development	3 cr.
NTR	201	Basic Human Nutrition (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

EDU	214	Youth in Contemporary Society	3 cr.
ENS	201	Introduction to Environmental Science (GER)	3 cr.
REG	—	GER	3 cr.

**Fall Semester II (15 Credits)**

EDU	302	Introduction to the Education of the Mentally Retarded	3 cr.
EDU	313	Psychology of Education: Learning	3 cr.
EDU	343	Classroom Management	3 cr.
ENL	311	English Phonetics	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Spring Semester II (15 Credits)**

EDU	311	Children's Literature	3 cr.
EDU	324	Counseling in Special Education	3 cr.
EDU	342	Instructional Strategies for the Handicapped	3 cr.
—	—	Group I <sup>59</sup>	3 cr.
—	—	Group II <sup>60</sup>	3 cr.

**Summer Session II (9 Credits)**

EDU	360	Instructional Technology	3 cr.
HUT	411	Aesthetics	3 cr.
or			
SOL	313	Family Violence and Child Abuse	
—	—	Group III <sup>61</sup>	3 cr.

**Fall Semester III (15 Credits)**

EDU	356	Methods of Teaching: the Handicapped	3 cr.
EDU	466	Teaching of the Handicapped Practicum I	3 cr.
—	—	Group II <sup>60</sup>	6 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (12 Credits)**

EDU	450	Law and the Handicapped	3 cr.
EDU	476	Teaching of the Handicapped Practicum II	3 cr.
EDU	486	Teaching of the Handicapped Teaching Internship	1 cr.
—	—	Group III <sup>61</sup>	3 cr.
—	—	Free Elective	2 cr.

<sup>59</sup> Group I (3 cr.)      EDU 330/331

<sup>60</sup> Group II (12 cr.)    EDU 301/321/325/344/361/412/420

<sup>61</sup> Group III (3 cr.)    EDU 401/SOL 312

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## The Degree of Bachelor of Physical Education and Sport

The Department of Education offers a program leading to a Bachelor degree in Physical Education and Sports. The program is designed to train students in professional development, skill development, teaching/coaching methods, private/corporate fitness, and general physical therapy. This major includes both theoretical and practical courses.

### Admission Requirements

In order to be admitted to the program, candidates must pass the academic entrance examinations required by the Faculty of Humanities (EET and Sophomore Comprehensive test), a medical exam and a fitness test

### Graduation Requirements

To graduate, students must meet the General Education Requirements and successfully complete a total of 105 credit with a minimum overall GPA of 2.0/4.0 and a minimum average of 2.4/4.0 in the core and major requirements. The 105 credits are divided into:  
Options: Students majoring in Physical Education and Sports can choose between one of the two options as follows:

#### Degree Requirements (105 credits)

#### OPTION I: Sports, Recreation, Training and Coaching:

##### General Education Requirements:

27 cr.

##### Communication Skills

ENL 213, ENL 223

##### Computer Skills

CSC 201

##### Cultural Studies

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

##### Social Science Studies

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

##### Basic Science Studies

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

##### Core Requirements

31cr.

BIO 211, BIO 214, BIO 215, PES 201,  
PES 202, PES 301, PES 425, EDU 201, EDU 213, EDU 214

##### Major Requirements

30 cr.

PES 203, PES 251, PES 252, PES 358,  
PES 414, PES 421, PES 422, PES 423, PES 491, EDU 420

##### Major Electives

14 cr.

2 out of PES 311, 312, 313 (2 cr.)  
2 out of PES 314, 315, 316 (2 cr.)  
2 out of PES 317, 319, 320, 323 (2 cr.)  
2 out of PES 318, 322, 324 (4 cr.)  
1 out of PES 321 and 325 (1 cr.)  
1 out of PES 356 and 357 (3 cr.)

<b>Free Electives</b>	<b>3 cr.</b>
<b>OPTION II: Physical Therapy and Kinesiology:</b>	
<b>General Education Requirements:</b>	<b>27 cr.</b>
<b>Communication Skills</b>	
ENL 213, ENL 223	
<b>Computer Skills</b>	
CSC 201	
<b>Cultural Studies</b>	
9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.	
A religion course shall always be part of any 9 credits of cultural studies.	
<b>Social Science Studies</b>	
3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.	
<b>Basic Science Studies</b>	
6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.	
<b>Core Requirements</b>	<b>31 cr.</b>
BIO 211, BIO 214, BIO 215, PES 201, PES 202, PES 301, PES 430, EDU 201, EDU 213, EDU 214	
<b>Major Requirements</b>	<b>33 cr.</b>
PES 203, PES 251, PES 252, PES 351, PES 352, PES 360, PES 414, PES 423, PES 424, PES 470, PES 472	
<b>Major Electives</b>	<b>12 cr.</b>
2 out of PES 311, 312, 313, 314, 315, 316 (2 cr.)	
3 out of PES 317, 319, 320, 321, 325 (3 cr.)	
2 out of PES 318, 322, 324 (4 cr.)	
1 out of EDU 420, 421 (3 cr.)	
<b>Free Electives</b>	<b>3 cr.</b>

**Bachelor of Physical Education and Sport  
Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
EDU	201	Introduction to Education	3 cr.
ARB	211	Appreciation of Arabic Literature	3 cr.
or			
ARB	231	Technical Arabic	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PSL	201	Introduction to Psychology	3 cr.
or			
PSL	211	Psychology of the Young Child	3 cr.
BIO	211	General Biology I	4 cr.
EDU	213	Human Growth and Development	3 cr.
PES	201	Introduction to Physical Education	3 cr.
—	—	Sports Electives	2 cr.

**Summer Session I (9 Credits)**

EDU	214	Youth in Contemporary Society	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester II (14 Credits)**

PES	202	History of Physical Education	3 cr.
BIO	214	Anatomy	3 cr.
PES	203	Introduction to Physical Therapy	3 cr.
NTR	212	Food Sanitation and Safety (GER)	3 cr.
—	—	Sports Electives	2 cr.

**Spring Semester II (14 Credits)**

PES	251	Motor Learning	3 cr.
PES	301	Anatomical Kinesiology	3 cr.
BIO	215	Introductory Human Physiology	3 cr.
—	—	Sports Electives	2 cr.
—	—	Free Elective	3 cr.

**Option I: Sports, Recreation, Training and Coaching**

**Summer II (8 credits)**

PES	252	Athletic Injuries	3 cr.
PES	358	Physiology of Exercise	3 cr.
—	—	Sports Electives	2 cr.

**Fall Semester III (15 Credits)**

PES	414	Alcohol, Tobacco, and Drugs	3 cr.
PES	421	Coaching	3 cr.
PES	422	Biomechanics	3 cr.
PES	425	Adapted Physical Education	3 cr.
—	—	Sports Electives	3 cr.

**Spring Semester III (15 Credits)**

EDU	420	Crisis Intervention	3 cr.
PES	423	Dynamic Fitness	3 cr.
PES	491	Senior Project	3 cr.
—	—	Sports Electives	3 cr.
—	—	Free Elective	3 cr.

## Option II: Pre-physical Therapy & Kinesiology

### Summer II (8 credits)

PES	252	Athletic Injuries	3 cr.
PES	351	Devt. of Motor Control	3 cr.
—	—	Sports Electives	2 cr

### Fall Semester III (15 Credits)

PES	414	Alcohol, Tobacco, and Drugs	3 cr.
PES	352	Exercise & Mental Health	3 cr.
PES	360	Consumer Health	3 cr.
PES	470	Lab I: Kinesiology	3 cr.
—	—	Sports Electives	3 cr.

### Spring Semester III (15 Credits)

PES	423	Dynamic Fitness	3 cr.
PES	424	Therapeutic Use of Exercise	3 cr.
PES	472	Lab II: Kinesiology	3 cr.
PES	430	Evaluation in PE	3 cr.
—	—	Sports Electives	3 cr.

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## Undergraduate courses: Education

**EDU 201 Introduction to Education (3.0); 3 cr.** Introduces the history and philosophy of education, structure and components of the school, and the role of the teacher. *Prerequisite:* ENL 107.

**EDU 212 Sociological Perspectives on Schools (3.0); 3 cr.** Aims to give students a thorough understanding of pupils and current procedures in the classroom. *Prerequisite:* EDU 201.

**EDU 213 Human Growth and Development (3.0); 3 cr.** Introduces students to the field of developmental psychology and its influence upon education. *Prerequisite:* EDU 201.

**EDU 214 Youth in Contemporary Society (3.0); 3 cr.** Aims at developing an awareness of the Lebanese adolescent society by focusing on psychological and social development of the adolescent. *Prerequisite:* EDU 201.

**EDU 301 Introduction to Arts Education (3.0); 3 cr.** Involves both a practical and a theoretical approach to dance, music and visual art in the community. *Prerequisite:* EDU 201.

**EDU 302 Introduction to the Education of the Mentally Retarded (3.0); 3 cr.** Involves the diagnosis, classification, learning potential, and general characteristics of the retarded child. *Prerequisite:* EDU 201.

**EDU 311 Children Literature (3.0); 3 cr.** Introduces criteria for selection of children's

literature, children's reading interests and preparation of materials. *Prerequisite:* EDU 201.

**EDU 313 Psychology of Education: Learning (3.0); 3 cr.** Learning and its relation to growth and development. Surveys the theories of learning and their pedagogical implications. *Prerequisite:* EDU 201.

**EDU 321 Education and the Media (3.0); 3 cr.** Examines and interprets the role that the press, radio, film, television and advertising play in developmental attitudes and behavior. *Prerequisite:* EDU 313

**EDU 322 Education of Talented and Gifted Students (3.0); 3 cr.** Offers theoretical background and practical concerns for educating exceptionally able students. *Prerequisite:* EDU 313.

**EDU 323 Behavioral Problems of Exceptional Students (3.0); 3 cr.** Introduces teaching methods appropriate to the needs of students with emotional and behavioral problems. *Prerequisite:* EDU 313.

**EDU 324 Counseling in Special Education (3.0); 3 cr.** Presents approaches to working with exceptional individuals and their parents in the school, home and community. *Prerequisite:* EDU 313.

**EDU 325 The Needs of the Retarded (3.0); 3 cr.** Is designed to develop awareness of the educational needs of the retarded and the

competencies to meet those needs. *Prerequisite:* EDU 313.

**EDU 330 Curriculum Development and Evaluation: Elementary (3.0); 3 cr.** Examines basic elements and foundations of a curriculum. Emphasis is on the elementary level. *Prerequisite:* EDU 313.

**EDU 331 Curriculum Development and Evaluation: Secondary (3.0); 3 cr.** Same as EDU 330 but emphasizes the secondary level. *Prerequisite:* EDU 313.

**EDU 332 Curriculum Development and Evaluation: Early Childhood (3.0); 3 cr.** Same as EDU 330 but emphasizes early childhood. *Prerequisite:* EDU 313.

**EDU 333 Curriculum Development and Evaluation: the Disabled (3.0); 3 cr.** Same as EDU 330 but emphasizes students with learning disabilities. *Prerequisite:* EDU 313

**EDU 341 Reading Skills for the Gifted (3.0); 3 cr.** Focuses on the special reading skills of gifted students. Current programs and teaching approaches are critically examined. *Prerequisite:* EDU 313.

**EDU 342 Instructional Strategies for the Handicapped (3.0); 3 cr.** Provides techniques for teaching the handicapped, such as basic stimulus control, positioning, eating, toileting, etc. *Prerequisite:* EDU 313.

**EDU 343 Classroom Management (3.0); 3 cr.** Examines the role of the teacher in a classroom situation: teacher-student interaction and variations in class activities. *Prerequisite:* EDU 201.

**EDU 344 School Libraries (3.0); 3 cr.** Introduces library skills and provides students with ideas related to the structuring and enrichment of library material. *Prerequisite:* EDU 201.

**EDU 350 Methods of Teaching: Elementary (3.0); 3 cr.** Provides principles and techniques of language, arithmetic, and science teaching in the elementary classes. *Prerequisite:* EDU 313.

**EDU 351 Methods of Teaching English as Foreign Language (3.0); 3 cr.** Same as EDU 350 but focuses on the teaching of the four language skills at various learning stages. *Prerequisite:* EDU 313.

**EDU 352 Methods of Teaching Mathematics (3.0); 3 cr.** Examines methods of teaching mathematics: educational objectives, mathematical logic and teaching aids. *Prerequisite:* EDU 313.

**EDU 353 Methods of Teaching Science (3.0); 3 cr.** Examines methods of teaching science: educational objectives, basic concepts, lab skills and teaching aids. *Prerequisite:* EDU 313.

**EDU 354 Methods of Teaching Social Studies (3.0); 3 cr.** Deals with different approaches to teaching history, geography and civics. *Prerequisite:* EDU 313.

**EDU 355 Methods of Teaching: Early Childhood (3.0); 3 cr.** Methods and materials for the young child's learning: the use of manipulative and multi-sensory materials. *Prerequisite:* EDU 313.

**EDU 356 Methods of Teaching: the Handicapped (3.0); 3 cr.** Methods for handicapped students: curriculum needs, teaching techniques and behavior management. *Prerequisite:* EDU 313.

**EDU 357 Methodology of Teaching: Learning Disabilities (3.0); 3 cr.** Introduces dimensions of learning disabilities: identification, characteristics, development, habilitation. *Prerequisite:* EDU 313.

**EDU 358 Methods of Teaching Arabic (3.0); 3 cr.** Examines methods of teaching Arabic: educational objectives, language skills and teaching aids.

**EDU 360 Instructional Technology (3.0); 3 cr.** The practical application of audio-visual materials, the operation and maintenance of equipment, and the construction of aids.

**EDU 361 Applications of Computers in Teaching (3.0); 3 cr.** The implications of computer application in the classroom. Students will learn software evaluation skills.

**EDU 362 Education and the Lebanese Law (3.0); 3 cr.** Studies the various laws in the Lebanese Constitution that determine the educational process in Lebanon.

**EDU 401 Intercultural Communication (3.0); 3 cr.** Introduces the comparative study of communication variables that influence

interaction between persons of different social groups.

**EDU 402 Foundations of Counseling Services (3.0); 3 cr.** Studies the philosophy, theory, organization and administration of school and agency counseling services.

**EDU 411 Early Childhood Education (3.0); 3 cr.** Investigates the significance of early childhood years (0-8) in the education of children. A comparative study is made of early childhood education in Lebanon.

**EDU 412 Gender and Human Interaction (3.0); 3 cr.** Examines gender and communication and the relationship of gender to self-disclosure, self assertion, listening and empathy.

**EDU 413 Early Childhood General Health, Nutrition and Safety (3.0); 3 cr.** Investigates effective techniques for dealing with health, safety and nutrition in early childhood education.

**EDU 420 Crisis Intervention (3.0); 3 cr.** Examines the crisis intervention services in community health, mental health, substances misuse, and child welfare.

**EDU 421 Children at Risk (3.0); 3 cr.** Identifies potential risks to which children may be exposed. Also shows how the teacher, school and community can cooperate with child to foster a positive sense of worth and ability.

**EDU 422 Learning and Behavioral Difficulties (3.0); 3 cr.** Presents adaptive teaching/learning procedures. Also prescribes instructional strategies and techniques.

**EDU 430 Tests, Measurement and Evaluation: Elementary (3.0); 3 cr.** Critically examines the basic principles and techniques of testing and evaluation in the elementary level. *Corequisite:* EDU 350.

**EDU 431 Tests, Measurement and Evaluation in English (3.0); 3 cr.** A critical examination of the basic principles and techniques of testing and evaluation in English. *Corequisite:* EDU 351.

**EDU 432 Tests, Measurement and Evaluation in Mathematics (3.0); 3 cr.** Same as EDU 431 but relates to the testing of mathematics. *Corequisite:* EDU 352.

**EDU 433 Tests, Measurement and Evaluation in Science (3.0); 3 cr.** Same as EDU 431 but relates to the testing of science subjects. *Corequisite:* EDU 353.

**EDU 434 Tests, Measurement and Evaluation in Social Studies (3.0); 3 cr.** Same as EDU 431 but relates to the testing of social studies. *Corequisite:* EDU 354.

**EDU 438 Tests, Measurement and Evaluation in Arabic (3.0); 3 cr.** Same as EDU 431 but relates to the testing of Arabic language.

**EDU 450 Law and the Handicapped (3.0); 3 cr.** Discusses relevant laws pertaining to the handicapped.

**EDU 451 Clinical Assessment in the School (3.0); 3 cr.** Studies the nature of psychological tests, standardization procedures, and types of scales and scores.

**EDU 460 Elementary Teaching Practicum I (1.2); 3 cr.** Guided and supervised practice in the application of elementary level teaching methods. Part I. *Prerequisite:* EDU 430.

**EDU 461 English Teaching Practicum I (1.2); 3 cr.** Same as EDU 460 but involves the teaching of English. Part I. *Prerequisite:* EDU 431.

**EDU 462 Mathematics Teaching Practicum I (1.2); 3 cr.** Same as EDU 460 but involves the teaching of mathematics. Part I. *Prerequisite:* EDU 432.

**EDU 463 Science Teaching Practicum I (1.2); 3 cr.** Same as EDU 460 but involves the teaching of science subjects. Part I. *Prerequisite:* EDU 433

**EDU 464 Social Studies Teaching Practicum I (1.2); 3 cr.** Same as EDU 460 but involves the teaching of social studies. Part I. *Prerequisite:* EDU 434.

**EDU 465 Early Childhood Teaching Practicum I (1.2); 3 cr.** Same as EDU 460 but deals with teaching in the early childhood level. Part I. *Prerequisite:* EDU 430.

**EDU 466 Teaching of the Handicapped Practicum I (1.2); 3 cr.** Same as EDU 460 but deals with the teaching of the handicapped. Part I. *Prerequisite:* EDU 356.



**EDU 468 Arabic Teaching Practicum I (1.2); 3 cr.** Same as EDU 460 but involves the teaching of the Arabic language.

**EDU 470 Elementary Teaching Practicum II (1.2); 3 cr.** Similar to EDU 460. Part II. *Prerequisite:* EDU 460.

**EDU 471 English Teaching Practicum II (1.2); 3 cr.** Similar to EDU 461. Part II. *Prerequisite:* EDU 461.

**EDU 472 Mathematics Teaching Practicum II (1.2); 3 cr.** Similar to EDU 462. Part II. *Prerequisite:* EDU 462.

**EDU 473 Science Teaching Practicum II (1.2); 3 cr.** Similar to EDU 463. Part II. *Prerequisite:* EDU 463.

**EDU 474 Social Studies Teaching Practicum II (1.2); 3 cr.** Similar to EDU 464. Part II. *Prerequisite:* EDU 464.

**EDU 475 Early Childhood Teaching Practicum II (1.2); 3 cr.** Similar to EDU 465. Part II. *Prerequisite:* EDU 465.

**EDU 476 Teaching of the Handicapped Practicum II (1.2); 3 cr.** Similar to EDU 466. Part II. *Prerequisite:* EDU 466.

**EDU 478 Arabic Teaching Practicum II (1.2); 3 cr.** Similar to EDU 468 Part II. *Prerequisite:* EDU 468.

**EDU 480 Elementary Teaching Internship (1.0); 1 cr.** The student will choose a

pedagogical issue, discuss its treatment/application in schools and present a written report.

**EDU 481 English Teaching Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on the teaching of English as a foreign language.

**EDU 482 Mathematics Teaching Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on the teaching of mathematics.

**EDU 483 Science Teaching Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on the teaching of science subjects.

**EDU 484 Social Studies Teaching Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on the teaching of social studies.

**EDU 485 Early Childhood Teaching Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on early childhood.

**EDU 486 Teaching of the Handicapped Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on the teaching of the handicapped.

**EDU 487 Counseling and Guidance Internship (1.0); 1 cr.** Same as EDU 480 but with emphasis on counseling and guidance.

**EDU 488 Arabic Teaching Internship (3.0); 3 cr.** Same as EDU 480 but with emphasis of the teaching of Arabic.

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## Undergraduate Courses: Physical Education and Sports

**PES 201 Introduction to PE (3.0); 3 cr.** Nature, aims, motivation and profession. *Prerequisite:* ENL 105.

**PES 202 History of PE (3.0); 3 cr.** Egyptian, Phoenician, Greek and Roman; later developments till the modern age. *Prerequisite:* ENL 105.

**PES 203 Introduction to Physical Therapy (3.0); 3 cr.** The discipline of physical therapy, opportunities, and responsibilities. *Prerequisite:* ENL 105.

**PES 251 Motor Learning (3.0); 3 cr.** Exploration and explanation of materials, methods and mechanisms. *Prerequisite:* PES 201.

**PES 252 Athletic Injuries (3.0); 3 cr.** Care and prevention, first aid methods (CPR).

**PES 301 Anatomical Kinesiology (3.0); 3 cr.** An understanding of human anatomy and basic mechanical principles related to efficient movement

**PES 311 Basketball (1.0); 1 cr.** Basic skills, rules, refereeing, training - theory and practice.

**PES 312 Volleyball (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.

**PES 313 Football (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.

**PES 314 Handball (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.

- PES 315 Tennis (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.
- PES 316 Racquet Sports (1.0); 1 cr.** (squash, table-tennis, badminton) basic skills, rules, refereeing, training - theory and practice.
- PES 317 Tae-Kwon-Do (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.
- PES 318 Swimming (2.0); 2 cr.** Basic swimming strokes, diving, and swimming competitions.
- PES 319 Judo (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.
- PES 320 Water-Polo (1.0); 1 cr.** Basic skills, refereeing, training - theory and practice.
- PES 321 Physical Exercise (1.0); 1 cr.** (Aerobics, stretching, etc.) basic skills, rules, training - theory and practice.
- PES 322 Dancing (2.0); 2 cr.** Beginning skills in dance techniques - classical and modern.
- PES 323 Weight-lifting (1.0); 1 cr.** Basic skills, rules, refereeing, training - theory and practice.
- PES 324 Track & Field (2.0); 2 cr.** Basic skills, refereeing, training - theory and practice.
- PES 325 Gymnastics (1.0); 1 cr.** Fundamentals of various types of gymnastics for men and women (classical and rhythmic).
- PES 351 Development of Motor Control (3.0); 3 cr.** Neurophysiological activation of muscles, reflexes, etc. during movement.
- PES 352 Exercise and Mental Health (3.0); 3 cr.** Theories related to mental health consequences of physical activities.
- PES 355 Methods in PE (3.0); 3 cr.** Planning, strategies, techniques, and methods of teaching PE.
- PES 356 Individual & Dual Sports (3.0); 3 cr.** Strategies and materials in planning, implementing, and teaching programs.
- PES 357 Team Sports (3.0); 3 cr.** Strategies and materials in planning, implementing and teaching programs.
- PES 358 Physiology of Exercise (3.0); 3 cr.** Physiological changes that occur as a result of exercise and work.
- PES 360 Consumer Health (3.0); 3 cr.** Consumer discrimination of health information, products and services.
- PES 411 Advanced Prevention and Care (3.0); 3 cr.** Of athletic injuries. Prerequisite: PES 252.
- PES 412 Administration of PE (3.0); 3 cr.** Procedures in secondary education - curriculum development and planning.
- PES 413 PE in Elementary Schools (3.0); 3 cr.** Development of positive body image, basic movement, and manipulative skills.
- PES 414 Alcohol, Tobacco, and Drugs (3.0); 3 cr.** Use, misuse and abuse of drugs in relation to all sides of human development.
- PES 421 Coaching (3.0); 3 cr.** Leadership, supervision, democracy and behavior in sports; also methods of coaching.
- PES 422 Biomechanics (3.0); 3 cr.** Improved teaching/coaching through biomechanical and anatomical analyses of sports and related activities.
- PES 423 Dynamic Fitness (3.0); 3 cr.** Develops positive health practices in physical activity, diet, rest, and relaxation of living.
- PES 424 Therapeutic Use of Exercise (3.0); 3 cr.** How to use exercise in physical therapy.
- PES 425 Adapted Physical Education (3.0); 3 cr.** Exercise programs adapted to the needs of the special student.
- PES 430 Evaluation of PE (3.0); 3 cr.** Nature and use of a variety of tests - practical application and interpretation of results.
- PES 461 Teaching Practicum Elementary (3.0); 3 cr.** Application of PE and Sport methods in elementary schools.
- PES 470 Laboratory Practice in Kinesiology (3.0); 3 cr.**
- PES 472 Laboratory Practice in Kinesiology II (3.0); 3 cr.**
- PES 491 Senior Project (3.0); 3 cr.** Paper based on scientific research - topic chosen by student and approved by the department.

## **The Intensive English Program**

A student who does not score the required average for admission may apply for the Intensive English Program. He/she will be placed in English 002 (a 15-hour course).

Students who score a “C” are entitled to enroll in ENL 105/109. A grade of “B” or higher entitles students to enlist in ENL 107/110. Students who earn a “D” will be allowed to repeat the Intensive English Program only once. Those who fail must seek English Instruction elsewhere.

## **The Communication Skills Program**

This program is offered at two levels: Freshman and Sophomore.

Freshman English: ENL 105, ENL 107, ENL 109, ENL 110

Sophomore English: ENL 213, ENL 230.

The passing grade for all the Freshman English courses is “C”.

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## **The Degree of Bachelor of Arts in English**

The English major has a dual purpose:

- It helps students obtain that mastery of the English language which is now necessary in most non-teaching careers.
- It provides the necessary background required by those who intend to engage in teaching English language and/or literature and to pursue graduate studies in both fields.

The Program has two concentration areas

1. Applied Linguistics
2. Literature

### **Graduation Requirements**

Students majoring in English must meet the General Education Requirements and successfully complete a total of 103 credits with an overall GPA of at least 2.0/4.0 and a minimum average of 2.0/4.0 in the major requirements. A minimum grade of “C” is required in each of both ENL 213 and ENL 223. The 102 credits are divided into:

### **The Bachelor of Arts in English - Applied Linguistics Degree Requirements (102 credits)**

#### **General Education Requirements**

**27 cr.**

#### **Communication Skills**

ENL 213, ENL 230

#### **Computer Skills**

CSC 201

#### **Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

#### **Social Science Studies**

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

#### **Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

**Core Requirements****39 cr.**

ENL 223, ENL 301, ENL 311, ENL 312, ENL 313, LIR 211, LIR 212, LIR 213, LIR 301, LIR 302, LIR 303, HUT 306, EDU 201.

**Major Requirements****21 cr.**

ENL 314, ENL 411, ENL 412, ENL 413, ENL 414, ENL 415, ENL 416.

Plus 3 courses from the following pool:

**9 cr.**

Language: ENL 315.

Literature: LIR 304, LIR 311, LIR 312, LIR 313.

Education: EDU 313, EDU 343, EDU 350, EDU 430.

**Free Electives****6 cr.**

**Bachelor of Arts in English - Applied Linguistics**  
**Suggested Program (102 Credits)**

**Fall Semester I (15 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
ENL	223	Communication Arts (GER)	3 cr.
—	—	GER	9 cr.

**Spring Semester I (15 Credits)**

ENL	230	English in the Workplace	3 cr.
ENL	301	Intro. Study of Lang.	3 cr.
ENL	311	English Phonetics	3 cr.
LIR	211	Survey of English Literature	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

HUT	306	GER	3 cr.
LIR	213	Survey of American Lit.	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

LIR	212	Sur. of Engl. Lit. II	3 cr.
LIR	301	Intro. To Fiction	3 cr.
LIR	302	Intro. To Poetry	3 cr.
ENL	312	Morphology	3 cr.
ENL	313	Syntax	3 cr.

**Spring Semester II (15 Credits)**

LIR	303	Intro. To Drama	3 cr.
ENL	314	Engl. Vocab.	3 cr.
EDU	201	Intro. To Edu.	3 cr.
ENL	411	Hist. of Engl. Lang.	3 cr.
—	—	Pool Course	3 cr.

**Summer Session II (9 Credits)**

—	—	GER	6 cr.
—	—	Free Electives	3 cr.

**Fall Semester III (15 Credits)**

ENL	412	Phonology	3 cr.
ENL	413	Adv. English Grammar	3 cr.
—	—	Pool Courses	9 cr.

**Spring Semester III (10 Credits)**

ENL	414	Sociolinguistics I	3 cr.
ENL	415	Applied Linguistics	3 cr.
ENL	416	Language Theories	3 cr.

**The Degree of Bachelor of Arts in English Literature  
Degree Requirements  
(102 credits)**

**General Education Requirements** **27 cr.**

**Communication Skills**

ENL 213, ENL 230

**Computer Skills**

CSC 201

**Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

**Social Science Studies**

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

**Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

**Core Requirements** **39 cr.**

ENL 223, ENL 301, ENL 311, ENL 312, ENL 313, LIR 211, LIR 212, LIR 213, LIR 301, LIR 302, LIR 303, LIR 304, EDU 201.

**Major Requirements** **21cr.**

LIR 305, LIR 306, LIR 413, LIR 414, LIR 415, ENL 314, ENL 411.

Plus 3 courses from the following pool:

**9 cr.**

Language: ENL 413.

Literature: LIR 311, LIR 312, LIR 313, LIR 314, LIR 416, LIR 417, LIR 418.

Education: EDU 313, EDU 343, EDU 350, EDU 430.

**Free Electives** **6 cr.**

## Bachelor of Arts in English Literature Suggested Program (102 Credits)

### Fall Semester I (15 Credits)

ENL	213	Sophomore Rhetoric (GER)	3 cr.
ENL	223	Communication Arts	3 cr.
—	—	GER	9 cr.

### Spring Semester I (15 Credits)

ENL	230	English in the Workplace (GER)	3 cr.
ENL	301	Intro. Study of Lang.	3 cr.
ENL	311	English Phonetics	3 cr.
LIR	211	Sur. of Engl. Lit.	3 cr.
—	—	GER	3 cr.

### Summer Session I (9 Credits)

HUT	306	Human Thought from 1500 to the present (GER)	3 cr.
—	—	GER	6 cr.

### Fall Semester II (15 Credits)

LIR	212	Sur. of Engl. Lit. II	3 cr.
LIR	213	Sur. of American Lit. II	3 cr.
LIR	301	Intro. to Fiction	3 cr.
LIR	302	Intro. to Poetry	3 cr.
LIR	303	Intro. to Drama	3 cr.

### Spring Semester II (15 Credits)

ENL	312	Morphology	3 cr.
ENL	313	Syntax	3 cr.
ENL	314	English Vocabulary	3 cr.
EDU	201	Intro. to Education	3 cr.
LIR	304	Intro. to Shakespeare	3 cr.

### Summer Session II (9 Credits)

—	—	Pool Courses	9 cr.
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### Fall Semester III (15 Credits)

LIR	305	Novel Till End 19th C.	3 cr.
LIR	306	Drama Till Eng 18th C.	3 cr.
LIR	413	Restoration and 18th C. Lit.	3 cr.
ENL	411	History of the English Language	3 cr.
—	—	Pool Course	3 cr.

### Spring Semester III (10 Credits)

LIR	414	19th Century Literature	3 cr.
LIR	415	20th Century Literature	3 cr.
—	—	Free Electives	3 cr.

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## The Degree of Bachelor of Arts in Translation and Interpretership

The purpose of the major Translation and Interpretership is to prepare expert translators and interpreters meet the present and future demands of translation in the fields of law, economics, politics, diplomacy, the humanities, media and the arts.

The program is designed to refine students' linguistic skills in Arabic, English, and French. In this program, Arabic and English are the principal languages of translation.

Special skills include:

- Developing verbal and written messages,
- Developing proficiency in speech delivery with accurate pronunciation, intonation, tempo and rhythm.,
- Acquiring the latest methods of translation, summary, reporting, analysis, and interpreting.,
- Integrating knowledge and experience in the use of modern translation and interpreting equipment, and.
- Developing intellectual and cultural formation,

Students may choose to emphasize either Translation or Interpretership.

Once admitted to the program students are required to develop competence in the three languages: English, Arabic and French. Students may be required to take remedial courses in these languages in which a "C" or above is required.

### Graduation Requirements

Students majoring in Translation and Interpretership must successfully complete a total of 108 credits with a minimum grade-point average 2.0/4.0 and a minimum average 2.0/4.0 in the major requirements including the emphasis area. These credits are divided into:

### Degree Requirements (108 credits)

#### General Education Requirements

27 cr.

#### Communication Skills

ENL 213, ENL 230

#### Computer Skills

CSC 201

#### Cultural Studies

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

#### Social Science Studies

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

#### Basic Science Studies

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

#### Core Requirements

58cr.

ENL 223, ENL 314, ENL 312, TRA 201, TRA 202, TRA 211, TRA 212, TRA 301, TRA 302, TRA 311, TRA 312, TRA 331, TRA 401, TRA 402, TRA 411, TRA 412, TRA 421, TRA 422, INT 431, INT 432.

#### Major Translation Requirements

16 cr.

TRA 403, TRA 431, TRA 432, TRA 433, TRA 434, TRA 480.



**Major Interpretership Requirements**

INT 433, INT 434, INT 435, INT 436, INT 480, FRC 223.

**16 cr.****Electives**

Language: ENL 311, ENL 313, FRN 222, LTN 201, LTN 202.

Education: EDU 201.

Journalism: JOU 314.

Psychology: PSL 201.

Translation: TRA 332.

Keyboarding: CSC 200 (Arabic Section).

**7 cr.**

**Bachelor of Arts in Translation and Interpretship  
Suggested Program (108 Credits)**

**Fall Semester I (15 Credits)**

ARB			3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.
ENL	223	Communication Art (GER)	3 cr.
—	—	GER	6 cr.

**Spring Semester I (15 Credits)**

		GER	6 cr.
ENL	230	English in the Workplace	3 cr.
HUT	305	Human Thought to 1500 (GER) or	3 cr.
HUT	306	Human Thought from 1500 to the Present	
ENL	312	Morphology	3 cr.

**Summer Session I (3 Credits)**

—	—	GER	3 cr.
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**Fall Semester II (15 Credits)**

TRA	201	Trans. Theory and Methodology	3 cr.
TRA	211	Trans. of Cont. Engl. Texts	3 cr.
TRA	212	Trans. of Cont. French Texts	3 cr.
ENL	314	English Vocabulary	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

TRA	202	Trans. Theory and Methodology	3 cr.
TRA	301	Trans. of English Doc.	4 cr.
TRA	302	Trans. of French Doc.	4 cr.
TRA	311	Trans. of Engl. Legal Doc.	3 cr.
—	—	Elective	1 cr.

**Summer Session II (3 Credits)**

—	—	Elective	3 cr.
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**Fall Semester III (15 Credits)**

TRA	312	Trans. of French Legal Doc.	3 cr.
TRA	331	Mechanical Trans. and Inter.	3 cr.
TRA	401	Trans. of Engl. Bus. Texts	3 cr.
TRA	402	Trans. of French Bus. Texts	3 cr.
INT	431	Interpreting: Engl. Ara. I	3 cr.

**Spring Semester III (15 Credits)**

TRA	403	Trans. Practicum	3 cr.
TRA	411	Trans. of Engl. Films	2 cr.
TRA	412	Trans. of French Films	2 cr.
TRA	421	Trans. of Engl. Lit.	2 cr.
TRA	422	Trans. of French Lit.	2 cr.
INT	432	Inter. French-Arabic I	3 cr.
TRA/	480	Inter. Internship	1 cr.
INT			

**Fall Semester IV Emphasis (12 Credits)**

TRA			12 cr.
/INT			

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## The Degree of Master of Arts in English Literature

This program is intended to crystallize students' expertise in English studies and to augment their exposure to contextual areas of the discipline. The techniques and fields of research are set to provide students with opportunities either to pursue their Ph.D.s, or engage in a research or teaching career.

### Graduation Requirements

To satisfy the requirements for the Master of Arts in English Literature, the student must complete 30 credits with an overall average of 3.0/4.0 and must either submit and defend a thesis or take six credits. Over and above these requirements, a candidate must take a three non-credit course in a second European language. Students may be exempted from this requirement if they:

1. Sit for a proficiency test in the second European language and score 500 or above; or,
2. Submit a proof certificate from an acknowledged institute of education.

### Major Requirements

			<b>15 cr.</b>
ENL	601	Bibliography and Method. of Research	3 cr.
LIR	601	History of the English Language	3 cr.
LIR	621	English Literature, 1500-1660 (exclusive of Milton)	3 cr.
LIR	631	English Fiction to 1800	3 cr.
LIR	641	American Literature 1609-1800	3 cr.

### Electives

			<b>9 cr.</b>
ENL	603	College Linguistics	3 cr.
LIR	602	College Literature	3 cr.
LIR	611	English Drama	3 cr.
LIR	612	Jacobean and Restoration Drama	3 cr.
LIR	613	Shakespeare	3 cr.
LIR	614	Modern English and American Drama	3 cr.
LIR	615	Irish Drama	3 cr.
LIR	622	English Literature 1660-1790	3 cr.
LIR	623	English Literature 1790-1900	3 cr.
LIR	624	Modern British Poetry	3 cr.
LIR	625	Modern American Poetry	3 cr.
LIR	632	English Fiction 1800-1900	3 cr.
LIR	633	Contemporary Fiction	3 cr.
LIR	642	American Literature 1800-1900	3 cr.
LIR	651	Literary Criticism	3 cr.
LIR	652	Literary Trends and Movements	3 cr.
LIR	661	Major Literary Figures	3 cr.
LIR	662	World Literature	3 cr.
LIR	682	Seminar in Selected Topics	3 cr.
LIR	699	Thesis/or 2 courses	6 cr.

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## **The Degree of Master of Arts in Applied Linguistics and TEFL**

The M.A. Degree in Applied Linguistics and TEFL is designed to help students develop language teaching competence. Holders of the degree may choose to move on to careers such as lecturers in teacher training colleges, advisors in ministries of education, specialist inspectors, heads of departments, syllabus designers, materials and test writers etc. Others may wish to pursue post-graduate studies (PhD) and make a significant contribution in advanced research work.

### **Admission Requirements**

Preference is given to applicants with additional qualifications and professional experience (teaching). Applicants must provide evidence of a high level of proficiency in English before their application can be considered; a minimum of 600 in the EET (English Entrance Test) is required for admission. For those who take the GRE (Graduate Record Exam), proof of a satisfactory performance is required.

### **Graduation Requirements**

To satisfy the requirements for the Master of Arts in Applied Linguistics and TEFL, the student must complete a total of 36 credits with an overall average of 3.0/4.0 and must submit and defend a thesis. The required credits are divided into:

#### **Course Requirements**

**24 cr.**

These consist of the following: ENL 601, ENL 602, ENL 612, ENL 613, ENL 623, ENL 631, ENL 699

#### **Electives**

**12 cr.**

Students may select electives from the following: ENL 611, ENL 621, ENL 622, ENL 624, ENL 632, ENL 633, ENL 641, ENL 681, ENL 682, ENL 683, ENL 684, LIR 631, LIR 641

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## **The Degree of Master of Arts in Education**

The degree of Master of Education is offered to promote educational professionalism and to improve the University's role in education performance. The M.A. program concentrates on three areas: Special Education, School Management and Educational Leadership, and Educational Technology. The general educational objective of the program to better serve the community is met by this degree in that it offers necessary specializations and pioneering programs.

### **Admission Requirements:**

Candidates are expected to have completed the degree of Bachelor of Education, Bachelor of Arts in Education, or Bachelor of Arts with a Teaching Diploma from an accredited university. Candidates holding the degree of Bachelor of Arts or Sciences in a related field from an accredited university will be considered on an individual basis, pending the decision of the Department concerning special admission conditions.

### **Graduation Requirements:**

To satisfy the requirements for the degree of Master of Arts in Education, the student must complete a total of 33 credits with an overall average of 3.0/4.0, inclusive of a thesis.

### **Program Requirements**

The courses are divided into 6 core courses and 3 area courses plus a thesis.

## Degree Requirements (33credits)

### Major Requirements 15 cr.

Complete the following required courses:  
EDU 610, EDU 611, EDU 622, EDU 699

### Electives 9 cr.

Three out of the following courses  
EDU 612, EDU 613, EDU 614, EDU 621, EDU623, EDU 624.

### Concentration Area 9 cr.

**1. Special Education:** three out of the following courses: EDU 641, EDU 642, EDU 643, EDU 644

**2. School Management and Educational Leadership:** three out of the following courses: EDU 651, EDU 652, EDU 653, EDU 654

**3. Educational Technology:** three out of the following courses: EDU 661, EDU 662, EDU 663, EDU 664.

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## The Degree of Master of Arts in Translation/Interpretership

The M.A. in Translation and Interpretership aims at further equipping the students with more competence and expertise in the areas of translation and interpretership. It also prepares graduate students for further academic studies at the doctoral level.

Needless to say, the program serves better the needs and the career goals of people already working in the field who may want to upgrade their knowledge in these areas.

### Admission Requirements:

General University requirements for graduate work must be met. In addition, M.A. candidates will be asked to sit for a written test of French and Arabic. A grade of 70 and above is required in both exams. An interview in English, French and Arabic is also required. If only a small deficiency in one of the three languages is detected, remedial courses will be required during the first semester. A grade of **B** must be obtained in the remedial courses.

### Graduation requirements:

To satisfy the requirements for a Master of Arts in Translation/Interpretership, the student must complete 36 credits with an over-all average of 3.0/4.0. The required credits are distributed as follows:

Major Requirements	30cr.
Electives	6 cr.
Total Requirements	36cr.

**Degree Requirements  
(36 credits)**

**M.A. TRANSLATION**

**Major Requirements**

**30 cr.**

Complete the following required courses:

TRA 610, TRA 620, TRA 621, TRA 622, TRA 630, TRA 631,  
TRA 632, TRA 633 or TRA 634, TRA 635 or TRA 636,  
TRA 637 or TRA 638, TRA 639, TRA 690

**Electives**

**6 cr.**

Choose 2 from the following:

ENL 611, LIR 601, LIR 662, IAF 641, IAF 621, IAF 605, INT 610,  
or any two 600 level INT Courses.

**THE MASTER OF ARTS IN INTERPRETERSHP**

**Major Requirements**

**30 cr.**

Complete the following required courses:

TRA 610, TRA 620, TRA 621, TRA 622, TRA 630, INT 610, INT 620,  
INT 621, INT 622

**Electives**

**6 cr.**

Choose 2 of the following:

ENL 611, LIR 601, LIR 662, or any two 600 level BAD, COA or IAF  
courses.

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## Undergraduate Courses: English

- ENL 001 Intensive English I (20.0); 0 cr.** Designed to raise students' level of English to university standards.
- ENL 002 Intensive English II (15.0); 0 cr.** Designed to improve the students' level of English and to prepare for University.
- ENL 105 Freshman English I (5.0); 5 cr.** Designed to introduce students to academic English. All forms of expository paragraph writing are practiced.
- ENL 107 Freshman English II (5.0); 5 cr.** Designed to strengthen student proficiency in academic English. Students will master research techniques. *Prerequisite:* ENL 105 or Placement.
- ENL 109 Freshman English I for Science (3.0); 3 cr.** Aims at facilitating the science students' access to university courses given in the English language.
- ENL 110 Freshman English II for Science (3.0); 3 cr.** Reinforces the basic skills taught in ENL 109. Comprehension of science oriented texts is stressed. *Prerequisite:* ENL 109 or Placement.
- ENL 213 Sophomore English Rhetoric (3.0); 3 cr.** Aims at developing the use of logic and reasoning in argumentation. A properly documented critical paper is required. *Prerequisite:* ENL 107 or ENL 110 or placement.
- ENL 223 Communication Arts (3.0); 3 cr.** Designed to introduce the student to the art and science of speech making and communicating with others. *Prerequisite:* ENL 213
- ENL 230 English in the Workplace (3.0); 3 cr.** Provides students with the practical technical skills required for professional communication. *Prerequisite:* ENL 213.
- ENL 301 Introduction to the Study of Language (3.0); 3 cr.** An introduction to the study of language; its nature, structure, and development. *Prerequisite:* ENL 213.
- ENL 311 Phonetics (3.0); 3 cr.** Study of articulatory phonetics with emphasis on English sound systems. Practice in phonetic transcription. *Corequisite:* ENL 301.
- ENL 312 Morphology (3.0); 3 cr.** word formation and the attempts to formulate a theory of word structure. *Prerequisite:* ENL 301.
- ENL 313 Syntax (3.0); 3 cr.** Analysis of phrase and sentence structure in English their immediate constituents and types. *Prerequisite:* ENL 312.
- ENL 314 English Vocabulary (3.0); 3 cr.** A detailed study of meaning relationships, with a study of borrowings from other languages. *Prerequisite:* ENL 312.
- ENL 315 Transformational Grammar (3.0); 3 cr.** Involves students in solving exercises in a transformational generative syntax of English. Chomsky's grammar models are included. *Prerequisite:* ENL 313.
- ENL 411 History of the English Language (3.0); 3 cr.** A study of the major phonological, syntactic and lexical developments since Alfred the Great. *Corequisite:* ENL 314.
- ENL 412 Phonology (3.0); 3 cr.** Studies phonological theory development. Emphasizes generative phonology of English. *Corequisite:* ENL 311.
- ENL 413 Advanced English Grammar (3.0); 3 cr.** Study of English grammar as dealt with by the traditional grammarians. *Prerequisite:* ENL 313.
- ENL 414 Sociolinguistics I (3.0); 3 cr.** Treats language as a social phenomenon. Linguistic variations, social and contextual factors are studied. *Prerequisite:* ENL 314.
- ENL 415 Applied Linguistics (3.0); 3 cr.** Studies the application of modern linguistics to teaching. Includes contrastive analysis between English and Arabic and error analysis. *Prerequisite:* ENL 314.
- ENL 416 Language Theories (3.0); 3 cr.** Studies the historical development of linguistic theory with a critical analysis of the competing theories of language. *Prerequisite:* ENL 411.

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## Undergraduate Courses: Languages

**FRC 105 Freshman French I (5.0); 5 cr.** Consolidates the students' basic French. Writing on the paragraph level is practiced.

**FRC 110 Freshman French II (5.0); 5 cr.** Introduces academic essay writing. Summary, paraphrase and note-taking techniques are stressed.

**FRC 222 Sophomore French I (3.0); 3 cr.** Refines the students' ability to write in French. Critical analysis, and argumentation will be practiced.

**FRC 223 Sophomore French II (3.0); 3 cr.** Consolidates students' ability to express themselves in French. Students will present both extemporaneous and prepared speeches.

**GEM 201 German I (3.0); 3 cr.** Explanation of the different characteristics of the German language.

**GEM 202 German II (3.0); 3 cr.** Continuation of GEM 201. Emphasis on writing and reading.

**ITL 201 Italian I (3.0); 3 cr.** Explanation of the different characteristics of the Italian language.

**ITL 202 Italian II (3.0); 3 cr.** Continuation of ITL 201. Emphasis on writing and reading

**LTN 201 Latin I (3.0); 3 cr.** Explanation of the different characteristics of the Latin language.

**LTN 202 Latin II (3.0); 3 cr.** Continuation of LTN 201. Emphasis on writing and reading.

**SPA 201 Spanish I (3.0); 3 cr.** Explanation of the different characteristics of the Spanish language.

**SPA 202 Spanish II (3.0); 3 cr.** Continuation of SPA 201. Emphasis on writing and reading.

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## Undergraduate Courses: Interpretation

**INT 431 Interpreting: English-Arabic I (3.0); 3 cr.** Aims to help students develop competence in simultaneous interpretation needed at international congresses. *Prerequisite:* TRA 421.

**INT 432 Interpreting: French-Arabic I (3.0); 3 cr.** Aims to help students develop competence in simultaneous interpretation needed at international congresses. *Prerequisite:* TRA 422.

**INT 433 Interpreting: French-English I (3.0); 3 cr.** Aims to help students develop competence in simultaneous interpretation needed at international congresses. *Prerequisites:* INT 431 or INT 432.

**INT 434 Interpreting: English-Arabic II (3.0); 3 cr.** Aims to help students develop competence

in simultaneous interpretation needed at international congresses. *Prerequisite:* INT 431.

**INT 435 Interpreting: French-Arabic II (3.0); 3 cr.** Aims to help students develop competence in simultaneous interpretation needed at international congresses. *Prerequisite:* INT 432.

**INT 436 Interpreting: French-English II (3.0); 3 cr.** Aims to help students develop competence in simultaneous interpretation needed at international congresses. *Prerequisite:* INT 433.

**INT 480 Interpreter Internship; 1 cr.** Practical training in a professional setting at conferences using simultaneous translation supervised by the instructor. *Prerequisite:* INT 433.

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## Undergraduate Courses: Literature

**LIR 211 Survey of English Literature I (3.0); 3 cr.** Surveys English poetry and prose from the Anglo-Saxon period to the rise of Romanticism. *Prerequisite:* ENL 107.

**LIR 212 Survey of English Literature II (3.0); 3 cr.** Continuation of LIR 211 from Romantic

period to mid-twentieth century. *Prerequisite:* LIR 211.

**LIR 213 Survey of American Literature (3.0); 3 cr.** Surveys poetry and prose from the Colonial Period to mid-19th century. *Prerequisite:* ENL 107.



**LIR 301 Introduction to Fiction (3.0); 3 cr.** Studies the formal elements of fiction. Selections will be from British and American writers. *Prerequisites:* LIR 212, LIR 213.

**LIR 302 Introduction to Poetry (3.0); 3 cr.** Studies the elements of poetry with emphasis on prosody, imagery and language. Selections from British and American poets. *Prerequisites:* LIR 212, LIR 213.

**LIR 303 Introduction to Drama (3.0); 3 cr.** Studies drama as literary genre. Readings include representative selections from the Middle Ages to the Modern Period. *Prerequisites:* LIR 212, LIR 213.

**LIR 304 Introduction to Shakespeare (3.0); 3 cr.** Studies the major works of Shakespeare. *Prerequisite:* LIR 303.

**LIR 305 Novel to the End of the 19th. C (3.0); 3 cr.** A study of the development of the novel to 1900. Selections will include representative novels by Defoe, Richardson, Austin, Dickens, the Bronte sisters, Eliot and Hardy. *Corequisite:* LIR 301.

**LIR 306 Drama to the End of the 18th. C. (3.0); 3 cr.** A study of the development of drama from its origins to 1800. Selections will include major representative works. *Corequisite:* LIR 303.

**LIR 311 Twentieth Century Literature (3.0); 3 cr.** Studies the major themes in contemporary American literature. *Corequisites:* LIR 302 and LIR 303.

**LIR 312 Literary Criticism (3.0); 3 cr.** A survey of literary disciplines and methods from Plato to the Modern Age. *Corequisites:* LIR 302 and LIR 303.

**LIR 313 Orientalism in English Literature (3.0); 3 cr.** This course gives a definition of the

term "Orientalism" and traces the germination and development of Oriental scholarship in England ever since the medieval period and up to the nineteenth century.

**LIR 314 Creative Literary Writing (3.0); 3 cr.** Workshop course in the writing of literary pieces, fictional and poetic, emphasizing discussion of student work. *Corequisites:* LIR 301, LIR 302, LIR 303.

**LIR 413 Restoration and 18th. Century Literature (3.0); 3 cr.** A study of the poetry and prose, excluding novel and drama, of principal writers from Butler to Johnson. *Corequisite:* LIR 302.

**LIR 414 19th Century Literature (3.0); 3 cr.** A study of both the Romantic and the Victorian movements and their representative poets from Wordsworth to Arnold. *Corequisite:* LIR 302.

**LIR 415 20th Century Novel and Drama (3.0); 3 cr.** Readings and analysis of representative works by principal novelists and playwrights. *Corequisites:* LIR 301, LIR 303.

**LIR 416 20th Century Poetry (3.0); 3 cr.** A study of the modern poetic temper as reflected in the works of major British and Irish poets. *Corequisites:* LIR 302, LIR 307, LIR 308.

**LIR 417 Lebanese-American Writers (3.0); 3 cr.** A study of the major Lebanese-American writers, known as the Lebanese immigrant writers, and their literary impact. *Corequisites:* LIR 301, LIR 302, LIR 303.

**LIR 418 Comparative Literature (3.0); 3 cr.** A study of the concepts of comparative literature and literary theory and their applications to several literary topics and disciplines. *Corequisite:* LIR 312

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## Undergraduate Courses: Translation

**TRA 201 Translation Theory and Methodology (3.0); 3 cr.** Provides students with a firm foundation of both translation and methodology. *Prerequisite:* ENL 107.

**TRA 202 Translation Theory and Methodology II (3.0); 3 cr.** Provides students

with further understanding of translation methodology. *Prerequisite:* TRA 201.

**TRA 211 Translation of English Contemporary Texts (3.0); 3 cr.** Familiarizes students with different genres and contemporary literature English/Arabic. *Corequisites:* TRA 201, ENL 213.

**TRA 212 Translation of French Contemporary Texts (3.0); 3 cr.** Familiarizes students with different genres and features of contemporary literature. French/Arabic. *Prerequisite:* TRA 201.

**TRA 301 Translation of English Documents (3.2); 4 cr.** Develops competence in translating official, legal and judicial English/Arabic texts. *Prerequisite:* TRA 212.

**TRA 302 Translation of French Documents (3.2); 4 cr.** Trains students in translating official, legal, and judicial French/Arabic texts. *Prerequisite:* TRA 212.

**TRA 311 Translation of English Legal Documents (3.0); 3 cr.** Trains students in interpreting and translating English and Arabic texts which cover diverse areas of law. *Prerequisite:* TRA 301.

**TRA 312 Translation of French Legal Documents (3.0); 3 cr.** Trains students in interpreting and translating French and Arabic texts which cover diverse areas of law. *Prerequisite:* TRA 302.

**TRA 331 Mechanical Translation and Interpretation (3.0); 3 cr.** Use of modern equipment in the field of translation and interpretation. *Prerequisites:* TRA 301 or TRA 302.

**TRA 332 Mechanical Translation and Interpretation (3.0); 3 cr.** Further practice in the use of modern equipment in the field of translation and interpretation. *Prerequisite:* TRA 331.

**TRA 401 Translation of English Business Texts (3.0); 3 cr.** Aims to train students in interpreting and translating English and Arabic texts which cover diverse areas of economics. *Prerequisite:* TRA 301.

**TRA 402 Translation of French Business Texts (3.0); 3 cr.** Trains students in interpreting and translating French and Arabic texts which cover diverse areas of economy. *Prerequisite:* TRA 302.

**TRA 403 Translation Practicum (3.0); 3 cr.** Offers intensive practice in translating contemporary English into French and vice versa. *Prerequisite:* TRA 402.

**TRA 411 Translation of English Films (2.0); 2 cr.** Focuses on the translation of the literature and language (English and Arabic) of motion pictures and television. *Prerequisite:* TRA 301.

**TRA 412 Translation of French Films (2.0); 2 cr.** Focuses on the translation of the literature and language (French and Arabic) of motion pictures and television. *Prerequisite:* TRA 302.

**TRA 421 Translation of English Literature (2.0); 2 cr.** Offers intensive practice in translating English literary and artistic texts into Arabic. *Prerequisite:* TRA 301.

**TRA 422 Translation of French Literature (2.0); 2 cr.** Offers intensive practice in translating French literary and artistic texts into Arabic. *Prerequisite:* TRA 302.

**TRA 431 Translation of Cultural Texts I (3.0); 3 cr.** Focuses on intensive practice in translating Arabic cultural texts (historical, religious, philosophical...) into English. *Prerequisite:* TRA 421.

**TRA 432 Translation of Cultural Texts II (3.0); 3 cr.** Focuses on intensive practice in translating English cultural texts into Arabic. *Prerequisite:* TRA 421.

**TRA 433 Translation of Cultural Texts III (3.0); 3 cr.** Focuses on intensive practice in translating Arabic cultural texts into French. *Prerequisite:* TRA 422.

**TRA 434 Translation of Culture Texts IV (3.0) 3 cr.** This course focuses on intensive practice in translating French cultural texts into Arabic. *Prerequisite:* TRA 422.

**TRA 480 Translation Internship (1.0); 1 cr.** Practical training in a professional setting at a translation bureau supervised by the instructor. *Prerequisite:* TRA 422.

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## Graduate Courses: English

**ENL 601 Bibliography and Methodology of Research (3.0); 3 cr.** Studies the materials, tools and methods of research.

**ENL 602 Intro. to Applied Linguistics and Lang. (3.0); 3 cr.** Introduces the fundamental concepts of language learning and teaching.

**ENL 603 Linguistics (3.0); 3 cr.** A study of major trends and methodologies in linguistics.

**ENL 611 Analytical English Grammar (3.0); 3 cr.** Analyses the problems of teaching grammar in light of current developments in the field.

**ENL 612 Psycholinguistics (3.0); 3 cr.** Emphasizes learners' strategies L1 and L2 acquisition and motivation.

**ENL 613 Sociolinguistics II (3.0); 3 cr.** Studies the links between sociolinguistic theory and L2 acquisition.

**ENL 621 Arabic Linguistics and Sociolinguistics (3.0); 3 cr.** Emphasizes Arabic phonology, semantics and syntax as well as language varieties in the Lebanese community.

**ENL 622 Contrastive Analysis and Error Analysis (3.0); 3 cr.** A classroom based study of L1 (Arabic) and L2 (English) along with detailed analysis of Lebanese learners' errors.

**ENL 623 Language Teaching Methodology (3.0); 3 cr.** Relates language teaching theory to

teaching aural/oral reading and writing skills. *Prerequisites:* ENL 612, ENL 613.

**ENL 624 Discourse Analysis (3.0); 3 cr.** Emphasizes text analysis in order to produce relevant teaching material.

**ENL 631 Measurement and Evaluation (3.0); 3 cr.** Investigates linguistic tests and measurements and emphasizes test evaluation.

**ENL 632 Syllabus and Materials Design (3.0); 3 cr.** Studies syllabus design; EAP and ESP course designs are stressed. *Prerequisite:* ENL 623

**ENL 633 Data Processing in L2 Teaching (3.0); 3 cr.** Emphasizes the use and design of computer programming for L2 learning.

**ENL 641 Field Methodology (3.0); 3 cr.** Considers the theory and practice of training teachers of English as a foreign or second language. *Prerequisite:* ENL 623.

**ENL 699 Thesis 6 cr.** Research for the master's thesis must show the student's proficiency in approved topics in applied linguistics.

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## Graduate Courses: Education

**EDU 610 Educational Research Methods (3.0); 3cr.** This course presents key concepts and issues in statistics and their use in educational research, including descriptive and inferential research. Both qualitative and quantitative research methodologies will be explored in relation to improving educational programming. Particular emphasis will be placed on developing skills in applying research to educational decision-making, including conducting needs assessment and analyzing, interpreting, and communicating educational data.

**EDU 611 Educational Models and Curriculum Design (3.0); 3cr.** This course introduces procedures and plans which incorporate social, political, economic, intellectual, and other values in determining what to include in a curriculum. It also examines the question concerning the nature and history of the "curriculum" concept by looking at both the content and pedagogy of important curriculums employed in the Ancient and Medieval worlds.

**EDU 612 Ethics and politics in Education (3.0); 3cr.** This course addresses the inevitable

tension that exists in education between the realm of politics and the realm of ethics. It examines concepts of power and communication especially as these relate to pressure groups and advisory bodies. The course seeks to overcome this tension by helping students to understand how it is possible to both ethical and politically astute at the same time. *Corequisite:* EDU 610

**EDU 613 Education and a Pluralistic Society (3.0); 3cr.** This course addresses current issues that are related to the challenges of education in a pluralistic society. It concentrates upon designing curricula, strategies, and techniques that will best serve to educate students of diverse cultural, social, economic, and religious backgrounds. *Corequisite:* EDU 610

**EDU 614 Technology and Education (3.0); 3 cr.** This course emphasizes the impact of technology on the total school environment. Students critically analyze the role of technology in instruction and develop strategies for infusing technological resources into the curriculum and the classroom, to improve the teaching-learning process. *Corequisite:* EDU 610

**EDU 621 Advanced Educational Psychology (3.0); 3cr.** This course presents an in-depth study in advanced psychological theories of learning and the relationship between the theories and instructional strategies. *Corequisite:* EDU 610

**EDU 622 Comparative Education (3.0); 3cr.** This course analyses educational systems as related to values and cultures; compares the Lebanese educational system to other Arab, European, and American systems.

**EDU 623 Advanced Educational Measurement (3.0); 3cr.** This course provides an advanced theoretical and practical training in techniques of test construction, evaluation and standardization, validation, reliability, item analysis, norm setting, criterion referencing, selection and interpretation of standardized tests. *Corequisite:* EDU 610

**EDU 624 Advanced Methodology (3.0); 3cr.** This course presents an in-depth analysis of current methods and techniques of instruction. *Corequisite:* EDU 610

**EDU 641 Special Education: Issues and Trends (3.0); 3cr.** This course attempts to define both the concept and practice of “special education” by examining its history and evolution in education. It analyzes the contemporary issues and trends in special education and critically examines many of the major “special education” categories.

**EDU 642 Special Education: Assessment and Treatment (3.0); 3cr.** This course focuses on traditional and contemporary methods of assessment and treatment as related to the standard categories of “special education”.

**EDU 643 Motivation in Special Education (3.0); 3 cr.** This course examines motivational strategies that help to improve self-image, and that enhance learning and the desire to achieve. Examines motivational strategies regarding self-image, achievement, and the learning process.

**EDU 644 The Special Student and The Regular Classroom (3.0); 3cr.** This course studies ways of providing foundations for educational partnerships between regular and special educators/students. Examines some of the most recent and innovative methods used to meet the needs of special students.

**EDU 651 Leadership for School Improvement (3.0); 3cr.** This course defines leadership skills and abilities and develops the dynamics of team functioning, decision-making, problem-solving communicating, and self-improvement.

**EDU 652 Instructional Management and its Evaluation (3.0); 3cr.** This course studies the management and evaluation of instruction; emphasizes the use of systemic management and evaluation models by teachers.

**EDU 653 Administrative Leadership Skills (3.0); 3cr.** This course studies the theory of leadership in the different contexts of public and private schools.

**EDU 654 School Business Management and Facilities (3.0); 3cr.** This course presents guiding principles for developing financial programs. Studies sources of revenue and the management of school funds and facilities.

**EDU 661 Technology-oriented Instructional Materials (3.0); 3 cr.** This course examines the production of instructional materials using technology as a tool. It uses basic and advanced techniques, materials and mechanics to accomplish such production.

**EDU 662 Issues and Implications of Telecommunications in Education (3.0); 3 cr.** This course focuses on creating virtual entities, developing a sense of community using online tools, the developing communication infrastructure. Looks into how new technologies affect pupils in the school, the home, and the future job market. Studies the computer as a communication tool, whether online or offline, and looks into the advantages and disadvantages of utilizing this tool in the modern classroom.

**EDU 663 Developing Multimedia Productions (3.0); 3cr.** This course presents elements of instructional design and storyboarding techniques to translate instruction into various types of multimedia presentation. Improves skills, knowledge, and creativity used in video production. Assists students to plan, write, produce, and edit for educational and informational productions. Students discuss the potential, limitations, and techniques for effectively using the television, radio, distance learning, telecommunications, and interactive video.

**EDU 664 Information Retrieval Through Technology (3.0); 3 cr.** This course develops search strategies and uses information retrieval technology to access sources. Focuses on developing media center retrieval systems.

**EDU 681 Seminar in Teaching Reading (3.0); 3 cr.** Recent trends and research in teaching reading to L2 learners are treated. *Prerequisite:* ENL 623.

**EDU 682 Seminar in teaching Writing and Composition (3.0); 3 cr.** Recent trends and research in teaching writing to L2 learners. *Prerequisite:* ENL 623.

**EDU 683 Seminar in Teaching Literature (3.0); 3 cr.** Recent trends and research in teaching literature to L2 learners. *Prerequisite:* ENL 623.

**EDU 684 Seminar in Teaching ESP Courses (3.0); 3 cr.** Recent trends and research in teaching English for professional learner purposes to L2 learners. *Prerequisite:* ENL 623

**EDU 699 Thesis 6cr.** This course researches an issue directly related to the field of concentration with a fieldwork study.

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### Graduate Courses: Literature

**LIR 601 History of the English Language (3.0); 3 cr.** An advanced study of the English language: its history, nature, structure, and development.

**LIR 602 Literature (3.0); 3 cr.** A thematic, analytic, and generic study of literature.

**LIR 611 English Drama to 1590 exclusive of Shakespeare (3.0); 3 cr.** A study of English drama, its history and subgenres from early church performance to 1590.

**LIR 612 Jacobean and Restoration Drama (3.0); 3 cr.** Extensive reading of Jacobean and Restoration drama. *Prerequisite:* LIR 601

**LIR 613 Shakespeare (3.0); 3 cr.** A comprehensive survey of Shakespeare's plays. *Prerequisite:* LIR 611.

**LIR 614 Modern English and American Drama (3.0); 3 cr.** Analysis of dramatic works by major British and American playwrights.

**LIR 615 Irish Drama (3.0); 3 cr.** Analysis of the rise of Irish Drama.

**LIR 621 English Literature 1500-1600 excl. of Milton (3.0); 3 cr.** Extensive reading in poetry and nonfictional literature.

**LIR 622 English Literature 1660-1790 (3.0); 3 cr.** Extensive reading in poetry and nonfictional literature.

**LIR 623 English Literature 1790-1900 (3.0); 3 cr.** Extensive reading in poetry and nonfiction.

**LIR 624 Modern British Poetry (3.0); 3 cr.** An in-depth analysis of modern British poetry.

**LIR 625 Modern American Poetry (3.0); 3 cr.** An in-depth analysis of modern American poetry.

**LIR 631 English Fiction to 1800 (3.0); 3 cr.** A study of the rise of the English novel until 1800.

**LIR 632 English Fiction, 1800-1900 (3.0); 3 cr.** A study of Victorian fiction.

**LIR 633 Contemporary Fiction (3.0); 3 cr.** Analysis of contemporary British and American fiction.

**LIR 641 American Literature, 1609-1800 (3.0); 3 cr.** A study of nonfiction American literature from the early colonial period to the end of the eighteenth century.

**LIR 642 American Literature, 1800-1900 (3.0); 3 cr.** A study of nineteenth century American literature.

**LIR 651 Literary Criticism (3.0); 3 cr.** A study of the history of the major trends in literary criticism from Plato to the present.

**LIR 652 Literary Trends and Movements (3.0); 3 cr.** A study of the major trends and movements in art and literature. *Prerequisite:* LIR 651.

**LIR 661 Major Literary Figures (3.0); 3 cr.** Study of the works of one major British or American author. *Prerequisites:* LIR 621, LIR 622.

**LIR 662 World Literature (3.0); 3 cr.** A study of major literary works by non-Anglo-Saxon authors.

**LIR 682 Seminar in Selected Topics (3.0); 3 cr.** An in-depth analysis of selected topics and themes as delineated in literature. *Prerequisite:* LIR 651.

**LIR 699 Thesis 6 cr.** The research for the master thesis must show the student's proficiency in approved topics in literature.

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### Graduate Courses: Translation

**INT 610 Consecutive and "A Vue" Translation ARB/ENL/FRC(3.0); 3 cr.** An advanced course with emphasis on language use.

**INT 620 Conference I ARA/ENL (4.0); 4 cr.** An advanced course with emphasis on U.N. agencies, education and development texts.

**INT 621 Conference II ARB/FRC (4.0); 4 cr.** Terminology and intensive practice in all aspects of medical translation and relevant scientific concepts.

**INT 622 Conference III ARB/ENL (4.0); 4 cr.** Terminology and intensive practice in science and technology related to Middle East development.

**TRA 610 Advanced English Writing (3.0); 3 cr.** Fine points of English writing including: clarity, accuracy style, proofreading and revision.

**TRA 620 Linguistics for Translation Students (3.0); 3 cr.** The nature and structure of language, its role in society, the theory and methods of linguistics: phonology, syntax, semantics and lexicon as applied in translation.

**TRA 621 Comparative Stylistics for Translation (3.0); 3 cr.** Presentation and analysis of texts related to interlinguistic transfer. Intensive workshop approach treating both English/Arabic and French/Arabic texts. *Prerequisite:* TRA 620.

**TRA 622 Terminology ARB/ENL (3.0); 3 cr.** History of Terminology. The terminologist's task. Terminographics research methods. Use of documentation. Practical work in term research and subject field research.

**TRA 630 Computer Assisted Translation (3.0); 3 cr.** Computer aids for translation, desktop publishing, terminology management. Machine and machine-assisted translation.

**TRA 631 Advanced Translation of Literature ARB/ENL (3.0); 3 cr.** Study and analysis of translated works. Translation into Arabic of a work which was not translated before.

**TRA 632 Advanced Translation of Literature ARB/FRC (3.0); 3 cr.** Study and analysis of translated works. Translation into Arabic of work which was not translated before.

**TRA 633 Advanced Legal Translation ARB/ENL (2.0); 2 cr.** Translation of highly specialized legal texts.

**TRA 634 Advanced Legal Translation ARB/FRC (2.0); 2 cr.** Translation of highly specialized legal texts.

**TRA 635 Advanced Business & Economic Texts ARB/ENL (2.0); 2 cr.** Translation of highly specialized business, economic, and administrative texts.

**TRA 636 Advanced Business & Economic Texts ARB/FRC (2.0); 2 cr.** Translation of highly specialized business, economic, and administrative texts.

**TRA 637 Advanced Medical Translation ARB/FRC/ENL (2.0); 2 cr.** Medical terminology and phraseology which would allow the translator to correctly translate medical texts. Relevant basic scientific concepts.

**TRA 638 Advanced Translation of Media ARB/ENL (2.0); 2 cr.** Translation of various genres of media.

**TRA 639 Advanced Translation of Media ARB/FRC (2.0); 2 cr.** Translation of various genres of media.

**TRA 690 Internship (1.0); 1 cr.** A supervised practicum designed to allow students to put their knowledge of translation and terminology to work in an actual translation service.

## DEPARTMENT OF MASS COMMUNICATION

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**Chairperson:** *Dr. Khaled Fakih*

**Secretary:** *Mrs. Wassil Chemaly*

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### **Associate Professors**

**Ajami, Joseph**, Ph.D., 1987, Ohio University-Athens, USA

*Mass Communication*

**Fakih, Khalid**, Ph.D., 1992, University of Missouri, USA

*Journalism*

### **Assistant Professors**

**Abdallah, Najah**, Ph.D., 1992, Universite Michel De Montaigne, Bordeaux, France,  
*Science of Information and Technology.*

**Darouny, Kamal**, M.A., 1986, Sussex College of Technology, England

*Marketing and Advertising*

**Donerian, Vatche**, M.A., 1987, Yerevan State Institute of Dramatic and Fine Arts, Armenia

*Theater and TV Directing*

**Hammoud, Mahmoud**, Ph.D., 1992, Ohio University-Athens, USA

*Mass Communication*

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Today we communicate through newspapers, magazines, radio, television, public relations, advertising, photography, and other media.

The Department prepares students for a career in mass communication. It offers specific sequences in print, electronic media, and advertising and marketing, leading to the degrees of:

Bachelor of Arts in Advertising and Marketing

Bachelor of Arts in Communication Arts with concentrations in Journalism

Bachelor of Arts in Communication Arts with concentrations in Radio/TV

Master of Arts in Media Studies with emphasis areas in:

Advertising

Electronic Media

Journalism

### **Minor Programs In The Department of Mass Communication**

For those NDU students who do not like to be limited to a single area of expertise and who might choose a career in the field of communication, the department offers them an opportunity to further their education and increase their future marketability.

A minor in each of the three sequences offered by the department can be selected.

A total of 18 credits is required to fulfill the minor requirements in addition to students' fulfilling of their Major Bachelor degree requirements.

Students who select to have a minor in the department of mass communication may choose one of three sequences as a preference. (Details under each sequence)

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### **The Degree of Bachelor of Arts in Advertising and Marketing**

The advertising sequence prepares students for careers in account handling, media planning and management, and creative roles in advertising agencies, in-house advertising, and in the media. The program also incorporates principles of marketing, consumer behavior, marketing policy, strategy and other marketing courses.

## **Graduation Requirements**

Students pursuing this major must complete a total of 105 credits hours with a minimum cumulative GPA of 2.3/4.0 in their “major requirements” courses. These 105 credits are divided as follows:

### **Degree Requirements (105 credits)**

#### **General Education Requirements** **27 cr.**

##### **Communication Skills**

ENL 213, ENL 230

##### **Computer Skills**

CSC 201

##### **Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

##### **Social Science Studies**

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

##### **Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

#### **Core Requirements** **24 cr.**

COA 201, COA 223, COA 252, COA 359,  
COA 450, PDP 201, STA 201, ARB 212

#### **Major Requirements** **44 cr.**

ADM 216, ADM 341, ADM 352, ADM 453, ADM 481, ADM 490,  
FDP 201, FDP 214, COA 270, COA 312, COA 475, ECN 200, MRK 201,  
MRK 311, MRK 321, MRK 433

#### **Students must choose 6 credits from the following pool:** **6 cr.**

ADM 351, COA 275, COA 311, COA 313, COA 352, COA 350, COA 360,  
COA 368, COA 369, COA 499, JOU 210, JOU 325, JOU 340,  
JOU 370, JOU 460, MRK 313, STA 206.

#### **Free Electives** **4 cr.**



**Bachelor of Arts in Advertising and Marketing**  
**Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

COA	201	Mass Media Essentials	3 cr.
ENL	213	Sophomore Rhetoric (GER)	3 cr.
MRK	201	Fundamentals of Marketing	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (16 Credits)**

ADM	216	Principles of Advertising	3 cr.
COA	223	Speech Communication	3 cr.
COA	270	Studio Workshop I	1 cr.
FDP	201	Basic Design	3 cr.
COA	252	Principles of Public Relations	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.

**Summer Session I (6 Credits)**

PDP	201	Basic Photography	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

ADM	341	Media Planning and Analysis	3 cr.
ADM	352	Adv. Creativity and Copywriting	3 cr.
FDP	214	Design for Advertising	3 cr.
ARB	212	Advanced Arabic Grammar	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Spring Semester II (15 Credits)**

COA	359	Media and Society	3 cr.
COA	312	TV Production Techniques	3 cr.
ECN	200	Survey of Economics	3 cr.
MRK	311	Consumer Behavior	3 cr.
—	—	GER	3 cr.

**Summer Session II (6 Credits)**

—	—	Pool course	3 cr.
—	—	GER	3 cr.

**Fall Semester III (16 Credits)**

ADM	453	Global Advertising	3 cr.
COA	450	Mass Communication Research	3 cr.
COA	475	Computer Graphics and Video Animation	3 cr.
MRK	321	Promotional Strategy	3 cr.
ADM	481	Internship	1 cr.
—	—	GER	3 cr.

**Spring Semester III (16 Credits)**

ADM	490	Senior Study in Advertising	3 cr.
MRK	433	Marketing Strategies & Policies	3 cr.
—	—	Free Electives	4 cr.
—	—	Pool course	3 cr.
—	—	GER	3 cr.

## A. Minor in Advertising (18 Credits)

### Formal Core Requirements:

ADM 216	Principles of Advertising	3 cr.
ADM 341	Media Planning and Analysis	3 cr.
ADM 352	Creativity and Copywriting	3 cr.
ADM 453	Global Advertising	3 cr.
ADM 351	E- Commerce	3 cr.
COA 201	Mass Media Essentials	3 cr.
COA 223	Speech Communication	3 cr.
COA 252	Public Relations	3 cr.
COA 312	TV Production Techniques	3 cr.
COA 368	International Communication	3 cr.
COA 475	Computer Graphics and Video Animation	3 cr.
JOU 340	PR Techniques	3 cr.

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## The Degree of Bachelor of Arts in Communication Arts - Journalism

This sequence prepares students to become reporters, and photojournalists in various print media. Students will also supplement their journalistic skills with a variety of “Public Relations” courses that will broaden their communication skills and improve their career opportunities in different organizational and professional settings. Students will practice and refine their writing, reporting and other journalistic skills.

### Graduation Requirements

Once admitted to the program, students are required to develop competence in both Arabic and English. Moreover, students who intend to major in journalism must take an Arabic test whose results will determine the number of Arabic courses, which the student may need to take prior to taking courses in his major area of study. Students must maintain a 2.3/4.0 GPA in their “major requirements” courses. They also must complete an “Internship” at one of the media outlets in the Lebanese market. A student needs 104 credits to graduate and they are divided as follows:

### Degree Requirements (104 credits)

#### General Education Requirements

27 cr.

#### Communication Skills

ENL 213, ENL 230

#### Computer Skills

CSC 201

#### Cultural Studies

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

#### Social Science Studies

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

#### Basic Science Studies

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

#### Core Requirements

24 cr.

COA 201, COA 223, COA 252, COA 359, COA 450, PDP 201, STA 201,

ARB 212

**Major Requirements**

**40 cr.**

COA 350, COA 352, JOU 210, JOU 310, JOU 314, JOU 325, JOU 340,  
JOU 370, JOU 410, JOU 450, JOU 460, JOU 480, JOU 490,  
TRA 201, COA 205.

Students must choose 9 credits from the following pool:

9 cr.

ADM 216, ADM 351, COA 240, COA 270, COA 311, COA 312, COA 360,  
COA 368, COA 369, COA 415, COA 499, POS 212.

**Free Electives**

**4 cr.**

**Bachelor of Art in Communication Arts - Journalism**  
**Suggested Program (104 Credits)**

**Fall Semester I (15 Credits)**

COA	201	Mass Media Essentials	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
PDP	201	Photography	3 cr.
ARB	212	Advanced Arabic Grammar	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

COA	223	Speech Communication	3 cr.
COA	252	Principles of Public Relations	3 cr.
ENL	230	English in the Workplace	3 cr.
JOU	210	Mass Media Language	3 cr.
STA	201	Statistics for Social Sciences	3 cr.

**Summer Session I (6 Credits)**

—	—	Pool Course	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

COA	359	Media and Society	3 cr.
COA	350	Current Issues	3 cr.
JOU	310	Newswriting and Reporting I	3 cr.
JOU	325	Photojournalism	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

COA	352	Mass Media Law (Arabic)	3 cr.
JOU	340	PR Techniques	3 cr.
JOU	370	Newspaper Production	2 cr.
TRA	201	Trans. Theory and Methodology	3 cr.
—	—	Free Elective	4 cr.

**Summer Session II (7 Credits)**

COA	205	Archive Organization	1 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester III (16 Credits)**

COA	450	Mass Communication Research	3 cr.
JOU	314	Specialized Translation	3 cr.
JOU	410	Newswriting and Reporting II	3 cr.
JOU	480	Journalism Internship	1 cr.
—	—	Pool Course	3 cr.
—	—	GER	3 cr.

**Spring Semester III (15 Credits)**

JOU	490	Senior Study	3 cr.
JOU	450	Specialized Journalism	3 cr.
JOU	460	Case Studies in PR	3 cr.
—	—	GER	3 cr.
—	—	Pool Course	3 cr.

## **B. Minor in Journalism (18 Credits)**

Formal Core Requirements:

JOU 210 Mass Media Language	3 cr.
JOU 310 Newswriting & Reporting I	3 cr.
JOU 340 Public Relations Techniques	3 cr.
JOU 450 Specialized Journalism	3 cr.
ADM 216 Principles of Advertising	3 cr.
COA 201 Mass Media Essentials	3 cr.
COA 223 Speech Communication	3 cr.
COA 252 Public Relations	3 cr.
COA 350 Current Issues	3 cr.
COA 359 Mass Media & Society	3 cr.
JOU 410 Newswriting & Reporting II	3 cr.
JOU 460 Case Studies in PR	3 cr.

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## **The Degree of Bachelor of Arts in Communication - Radio and Television**

The Radio and Television program at NDU prepares students for vocational choices in electronic media production, programming and "on-air" broadcasting. In addition to a variety of courses in social sciences, English and other "General Education Requirements" courses, the program stresses the skills that will help prepare Radio and Television students in their careers. Introductory and advanced instructions in audio and video techniques are supported by hands-on experiences in our well-equipped studio.

### **Graduation Requirements**

The radio-television sequence requires 106 credit hours to complete. The skills courses, such as studio workshop, lighting, editing, production techniques, scriptwriting, drama, progressively build upon one another. Students must maintain a 2.3/4.0 GPA in their major requirement courses. The program culminates in a senior project that incorporates the skills acquired during the years spent at NDU. The 106 credits are divided as follows:

### **Degree Requirements (106 credits)**

#### **General Education Requirements**

**27 cr.**

#### **Communication Skills**

ENL 213, ENL 230

#### **Computer Skills**

CSC 201

#### **Cultural Studies**

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of cultural studies.

Social Science Studies

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

#### **Basic Science Studies**

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

#### **Core Requirements**

**24 cr.**

COA 201, COA 223, COA 252, COA 359,  
COA 450, PDP 201, STA 201, ARB 212

**Major Requirements**

**45 cr.**

COA 203, COA 225, COA 240, COA 270, COA 271, COA 275,  
COA 311, COA 312, COA 313, COA 325, COA 330, COA 401,  
COA 411, COA 415, COA 430, COA 475, COA 480, COA 490.

Students must choose 6 credits from the following pool:

**6 cr.**

ADM 216, ADM 351, COA 350, COA 352, COA 360, COA 365, COA 368,  
COA 369, COA 499, JOU 210, JOU 310, JOU 325, JOU 340,  
JOU 460, POS 350, TRA 201, GDP 224

**Free Electives**

**4 cr.**

**Bachelor of Arts in Communication Arts**  
**Radio Television - Suggested Program (106 Credits)**

**Fall Semester I (15 Credits)**

COA	201	Mass Media Essentials	3 cr.
COA	223	Speech Communication	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (16 Credits)**

COA	252	Principles of Public Relations	3 cr.
COA	225	Lighting	3 cr.
COA	270	Studio Workshop I	1 cr.
COA	240	The Broadcast Industry	3 cr.
ENL	230	English in the Workplace	3 cr.
—	—	GER	3 cr.

**Summer Session I ( 8 Credits)**

PDP	201	Basic Photography	3 cr.
COA	275	Editing Skills	2 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

COA	311	Radio Programming	3 cr.
COA	312	TV Production Techniques	3 cr.
COA	325	Directing and Acting Skills	3 cr.
COA	359	Mass Communications and Society	3 cr.
—	—	GER	3 cr.

**Spring Semester II (14 Credits)**

COA	313	Art of the Film	3 cr.
COA	330	TV Documentary	3 cr.
COA	203	Make-up & Colors	1 cr.
COA	271	Studio Workshop II	1 cr.
COA	415	Broadcast News Operations	3 cr.
—	—	Pool Course	3 cr.

**Summer Session II (9 Credits)**

ARB	212	Advanced Arabic Grammar	3 cr.
STA	201	Statistics for Social Sciences	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

COA	411	Scriptwriting	3 cr.
COA	430	TV Drama	3 cr.
COA	401	Advanced Radio	3 cr.
COA	450	Mass Communications Research	3 cr.
—	—	Pool Course	3 cr.

**Spring Semester III (14 Credits)**

COA	490	Senior Study	3 cr.
COA	475	Computer Graphics and Video Animation	3 cr.
COA	480	Communication Internship	1 cr.
—	—	GER	3 cr.
—	—	Free Elective	4 cr.

### **C. Minor in Television (18 Credits)**

Formal Core Requirements:

COA 270 Studio Workshop I	1 cr.
COA 275 Editing Skills	2 cr.
COA 312 TV Production Techniques	3 cr.
COA 325 Directing & Acting Skills	3 cr.
COA 411 Scriptwriting	3 cr.
ADM 216 Principles of Advertising	3 cr.
COA 201 Mass Media Essentials	3 cr.
COA 225 Lighting	3 cr.
COA 330 TV Documentary	3 cr.
COA 365 Talk Shows	3 cr.
COA 415 Broadcast News Operation	3 cr.
COA 475 Computer Graphics and Animation	3 cr.

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### **The Degree of Master of Arts in Media Studies**

The department of Mass Communication offers the Master's of Arts degree in Media Studies with a choice of concentration in the areas of Advertising, Journalism/PR and Electronic Media. Specific requirements depend on the interest of the student and the recommendations of the advisor and the department.

The program provides students with conceptual and analytical tools and practical experience in order to prepare them to pursue careers in communication, to further academic enhancement at the doctoral level, and to help those already working in those fields upgrade their knowledge in their chosen area of study.

#### **Admission Requirements:**

The program admits students holding Bachelor degrees in any of the areas listed above as well as those holding degrees in other majors.

Students from non related majors must take and pass a number of preparatory courses (a maximum of three courses) which the department deems necessary to pursue a Master of Arts in Media Studies.

Candidates must have a GPA of 3.0, but those with a lower GPA (no less than 2.7) might be admitted on a probationary basis and they must amass a GPA of 3.0 in their first semester in order to continue in the program.

Candidates must also submit three letters of recommendations, an updated C.V., and a personal statement explaining their educational goals and reasons for selecting this area of study. Other university graduate admission requirements may apply as specified by this catalog.

#### **Graduation Requirements:**

All students must take a total of 15 credits in the general field of Mass Communication in addition to 15 credit hours in the concentration area. The remaining three credits will be selected from a pool of courses offered by the program.

Students may choose between writing a 6-credit Thesis or taking two extra courses offered by the M.A. program which will bring the total to 39 hours required for graduation. Students must maintain an overall GPA of 3.0/4.0 for the 39 credits required to graduate. Courses are divided into:



## Degree Requirements (39 credits)

### Plan One: Communication Major:

#### A- Thesis Option

**Core Courses** **15 cr.**  
COA 610, COA 652, COA 680, COA 681, and JOU 631

#### Major Requirements for Advertising Emphasis

ADM 620, ADM 621, ADM 650, ADM 651, ADM 681. 15 cr  
ADM 690 6 cr.  
Free Electives 3 cr.

#### For Journalism Emphasis

JOU 610, JOU 620, JOU 621, JOU 630, JOU 650 15 cr.  
JOU 690 Thesis 6 cr.  
Free Electives 3 cr.

#### For Electronic Media Emphasis

COA 611, COA 620, COA 630, COA 650, COA 651 15 cr.  
COA 690 Thesis 6 cr.  
Free Electives 3 cr.

**Note: The 6-hour thesis may be replaced with a major TV or video production for those who select Electronic Media as their area of emphasis. Arrangements will be made with student's advisor and the department.**

#### B- Non-Thesis Option:

Students are required to take two extra courses offered by the M.A. program in lieu of the 6-credit Thesis and pass a written comprehensive examination.

#### Plan Two: for non-Communication Majors

Same description above, but students will be required to take three additional prerequisite courses from the following and score a minimum grade of B<sup>-</sup>:

ADM 216, ADM 341, COA 201, COA 252, COA 312, and JOU 310.

Courses will be selected upon consultation with the advisor and the department's chairperson. Students in this category also may choose either a Thesis or a non-Thesis option as outlined above.

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### Undergraduate Courses: Advertising

#### **ADM 216 Principles of Advertising (3.0); 3 cr.**

The field of advertising and its relationship to marketing and mass media. Elements of successful ads. *Corequisite:* ENL 107.

**ADM 341 Media Planning (3.0) 3 cr.** Role of media in achieving marketing and advertising objectives. Examines channels of communication. *Prerequisite:* ADM 216. *Corequisite:* STA 201.

**ADM 351 E-Commerce (3.0) 3cr.** The focus is on today's electronic market environment.

Students are to develop proficiencies with the interactive business and communication technologies and must hold, or have access to e-mail accounts. *Prerequisite:* CSC 201

**ADM 352 Creativity and Copywriting (3.0); 3 cr.** Theory and application of the creative side of advertising. *Prerequisites:* ADM 216.. *Corequisite:* FDP 214.

**ADM 453 Global Advertising (3.0); 3 cr.** History, development and current status of

international advertising. *Prerequisites:* ADM 341. *Corequisite:* ADM 352.

**ADM 481 Internship in Advertising (1.0); 1 cr.** Supervised work in the "real" world of advertising and/or marketing. *Prerequisite:* ADM 453.

**ADM 490 Senior Study in Advertising (3.0); 3 cr.** Involves the conceptualization of an advertising campaign for a "real" client. Includes an "Exit" exam. *Prerequisite:* COA 450

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## Undergraduate Courses: Communication

**COA 201 Mass Media Essentials (3.0); 3 cr.** Overview of various types of mass media. *Corequisite:* ENL 107.

**COA 203 Make! up and Color (1.0) 1 cr.** The use of make! up and colors in TV productions.

**COA 205 Archive Organization (1.0); 1 cr.** Teaches students the effective use of archive resources in a library setting.

**COA 223 Speech Communication (3.0); 3 cr.** Trains students in researching, organizing and delivering various types of speeches. *Prerequisites:* ENL 107 & COA 201.

**COA 240 The Broadcast Industry (3.0); 3 cr.** History and development of the industry and its impact on society. *Prerequisite:* COA 201.

**COA 225 Lighting (3.0); 3 cr.** Lighting and its creative employment in studio work and television productions. *Prerequisite:* COA 270..

**COA 252 Public Relations (3.0); 3 cr.** History, principles and practices of public relations with emphasis on publicity, public opinion and crisis management. *Prerequisite:* COA 201.

**COA 270 Studio Workshop I (0.2); 1 cr.** Functions and operations of radio and TV equipment. Essential for subsequent R/TV courses. *Corequisite:* ENL 107..

**COA 271 Studio Workshop II (0.2); 1 cr.** Continuation of COA 270. *Prerequisite:* COA 270.

**COA 275 Editing Skills (2.0); 2 cr.** Provides students with the basic skills needed for completing their film projects. Proper use of editing equipment. *Prerequisite:* COA 270.

**COA 311 Radio Programming (3.0); 3 cr.** Practical experience in producing, editing and other aspects of radio programing. *Corequisite:* COA 270.

**COA 312 TV Production Techniques (3.0); 3 cr.** Practical studio management and creative use of technical facilities in videotaping and production. *Corequisite:* COA 270.

**COA 313 Art of the Film (3.0) 3 cr.** Critical examination of the art of the motion picture. Screening of different film genres and studying of cinematography techniques.

**COA 325 Directing and Acting Skill (3.0); 3 cr.** Teaches acting with focus on character analysis, studies of scripts and directing talent in front of or on camera. *Prerequisite:* COA 312.

**COA 330 TV Documentary (3.0); 3 cr.** Documentary language formats and visual styles. Production of documentaries of various lengths. *Prerequisite:* COA 312..

**COA 350 Current Issues (3.0) 3 cr.** Major political, cultural, economic, and social issues and how they are reported in the media. *Prerequisite:* COA 201.

**COA 352 Media Law (3.0) 3 cr.** Study of the laws and regulations that govern both print and broadcast media in Lebanon. In Arabic. *Prerequisite:* COA 201.

**COA 359 Mass Media and Society (3.0); 3 cr.** Interactive relationship between media and society. *Prerequisite:* COA 201

**COA 360 Media Ethics (3.0); 3 cr.** Analysis of ethical issues pertaining to the media: Dubious methods in news gathering, conflict of interest, invasion of privacy and stereotyping among others. *Prerequisite:* COA 201.

**COA 365 Talk Shows (3.0); 3 cr.** Preparing, hosting and executing a TV program that deals with various issues in front of a live audience. *Prerequisite:* COA 312.

**COA 368 International Communication (3.0); 3 cr.** Mass media systems of the world. Flow of information, and role of media in the

development of the Third World. *Prerequisite:* COA 201.

**COA 369 Selected Topics in Mass Communication (3.0); 3 cr.** Special topics not covered in the curriculum: *Prerequisite:* COA 201.

**COA 401 Advanced Radio Programming (3.0); 3 cr.** Continuation of COA 311. *Prerequisite:* COA 311.

**COA 411 Scriptwriting (3.0); 3 cr.** Converting ideas to final script form; several scripts of various lengths are required. *Prerequisite:* COA 325.

**COA 415 Broadcast News operations (3.0); 3 cr.** Gathering, writing, editing, selecting and presenting the news in a newsroom setting. *Prerequisites:* COA 311 and COA 312.

**COA 430 TV Drama (3.0); 3 cr.** Involves the conception of shooting, directing and editing of TV dramatic production. Technical means to execute scripts. *Prerequisites:* COA 325 and COA 411.

**COA 450 Mass Communication Research (3.0); 3 cr.** Research design, data collection analysis, and measurement of public opinion, and hypothesis testing of media-related issues. *Prerequisite:* STA 201.

**COA 475 Computer Graphics and Video Animation (3.0); 3 cr.** Applying computer graphics in developing video animation projects. *Prerequisites:* CSC 201.

**COA 480 Communication Internship; 1 cr.** Practical training in a professional broadcast setting.

**COA 490 Senior Study (3.0); 3 cr.** A final project in the broadcast media. Also includes an “exit” exam in which students demonstrate knowledge of their field. *Prerequisite:* COA 450.

**COA 499 Independent Study (3.0); 3 cr.** Advanced topics in mass communication chosen to meet individual student needs and interests. Supervised by assigned instructors.

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## Undergraduate Courses: Journalism

**JOU 210 Mass Media Language (3.0); 3 cr.** Principles of effective writing with emphasis on grammar, structure, and style. *Prerequisite:* ARB 212 or ARB 231.

**JOU 310 News Writing and Reporting I (3.0); 3 cr.** Fundamentals of effective writing for the mass media. Also reporting techniques and information gathering. *Prerequisites:* JOU 210 and COA 201.

**JOU 314 Specialized Translation (3.0); 3 cr.** Provides students with skills needed to handle English language copy. *Prerequisites:* TRA 201 and JOU 210.

**JOU 325 Photojournalism (3.0); 3 cr.** Role of the photographer as a communicator and a member of the editorial team. Photo assignments required. *Prerequisites:* PDP 201 and JOU 210

**JOU 340 Public Relations Techniques (3.0); 3 cr.** The use of different communication tools in reaching specific publics. *Prerequisite:* COA 252.

**JOU 370 Newspaper Production (2.0); 2 cr.** Students must produce a campus newspaper. *Prerequisites:* CSC 207 and JOU 310.

**JOU 410 Newswriting and Reporting II (3.0); 3 cr.** Practical problems encountered in real situations in covering beats. Interviewing techniques, and writing headlines. *Prerequisite:* JOU 310.

**JOU 450 Specialized Journalism (3.0); 3 cr.** Different areas of journalism such as foreign affairs, sports, life style, environment, and others. In Arabic. *Prerequisite:* JOU 310.

**JOU 460 Case Studies in Public Relations (3.0); 3 cr.** Evaluation and analysis of PR campaigns in real-life situations. *Prerequisite:* JOU 340.

**JOU 480 Journalism Internship (1.0); 1 cr.** Practical training in a professional print media outlet.

**JOU 490 Senior Study (3.0); 3 cr.** A major final project in print journalism that studies in depth an area in the field.

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## Graduate Courses: Media Studies

**ADM 620 Advertising & Marketing Management (3.0); 3 cr.** The course examines the general array of agency's personnel and entails the functions of each department including the duties and responsibilities of key decision-makers in the agency.

**ADM 621 Seminar in Integrated Marketing Communication: (3.0); 3 cr.** The course applies the theories of integrated communication tools such as marketing, advertising, public relations, e-commerce and others. It also looks at IMC's usage, management, and limitations. *Prerequisite:* ADM 620.

**ADM 650 Advanced Media Planning (3.0); 3 cr.** Discussion of up-to-date media planning theories and concepts and their implications in the modern media systems. Also it tackles the effects of horizontal and vertical media planning. *Prerequisite:* ADM 621.

**ADM 651 Advanced Creative Strategy in Advertising (3.0); 3 cr.** Social science findings as guides for effective creative process by devising advertising message content using various creative approaches. Advanced writing and production of advertising messages for various media. Use of consumer behavior concepts in shaping advertising messages and improving media selection. *Prerequisite:* ADM 620.

**ADM 660 Independent Study(3.0); 3 cr.** *Prerequisite:* written proposal and approval of instructor. Topic takes into consideration the instructor's specialization and the student's interest. Requires completion of research paper.

**ADM 681 Seminar in Advertising and Society(3.0); 3 cr.** Role of advertising in cultural, economic and communication contexts. Actual campaigns and their implications in the modern world. Also, includes the studies of Linguistics and Semantics in advertising. *Prerequisite:* COA 680.

**ADM 690 Thesis (6.0); 6cr.** A specific research on a significant topic selected by the candidate upon consultation with advisor. *Prerequisite:* COA 652 and Passing a minimum of 21 credit hours.

**COA 610 Theories of Mass Communication (3.0); 3 cr.** Studies various theories that explain the origins, developments, uses, abuses and effects of communication messages and explains the relationship between theoretical concepts and their application. Areas of study include media and violence, agenda-setting theory, uses and gratifications approach, etc...

**COA 611 Issues in Communication Technology (3.0); 3 cr.** Study of new technology and its actual and potential repercussions on media messages, the communication process and on society at large. Issues include restructuring and redefining the mass media and the characteristics of the emerging technologies. *Prerequisite:* COA 610.

**COA 620 Comparative Broadcasting (3.0); 3 cr.** A study of global electronic media systems. A comprehensive examination of rules governing the regulations and flow of programming between nations. Also study of the new satellite and transmission systems. *Prerequisite:* COA 611.

**COA 630 Broadcast Station Management (3.0); 3 cr.** Study of the problems of management, programming, sales, promotion, and marketing. Exploration of issues such as decision-making, news evaluation, budgeting in both commercial and noncommercial broadcast media. *Prerequisites:* COA 610, COA 611.

**COA 631 Media and Politics: (3.0); 3 cr.** The impact of mass media on the political process especially in democratic societies. The interplay of influence between the two. Role of media consultants is also examined. *Prerequisite:* COA 610.

**COA 650 Advanced Video Production (3.0); 3 cr.** Examination of aesthetic decisions and skills in the planning and production of television programs: initial research through writing, to final production. Students are expected to develop and execute several programs for television. *Prerequisite:* COA 611.

**COA 651 Advanced Electronic Newsgathering and Reporting (3.0); 3 cr.** Real life experiences in gathering, writing, editing, and presenting news for the electronic media. Also, website reporting and various

sources of news and information will be examined. *Prerequisite:* COA 610, COA 650.

**COA 652 Advanced Research Methods in Mass Communication (3.0); 3 cr.** Techniques for study of communication content and messages, audiences and effects. Emphasis on Research methods, and the data gathering, sampling and the application of those methods in Mass Communication and Advertising. *Prerequisite:* COA 610.

**COA 660 Independent Study (1.0 - 4.0); 1 cr.-4 cr.** *Prerequisite:* written proposal and approval of instructor and Guidance Committee. Topic takes into consideration the instructor's specialization and the student's interest. Requires completion of research paper.

**COA 680 Seminar in Mass Communication Law and Ethics (3.0); 3 cr.** Study of legal and ethical controls of media such as government's regulations of the media and other Lebanese "taboos." Codes of ethics and traditional societal or self-imposed guidelines that govern the performance of the media will be addressed. Incorporated in this course is the Catholic church's stand on the legal and ethical functions of the mass media. *Prerequisite:* COA 610.

**COA 681 Seminar in Cross-Cultural Communication (3.0); 3 cr.** The study of the impact of culture, norms, languages and values on the shaping and the perception of communication messages within and across national and international boundaries. Issues may include verbal and non-verbal communication, and others. *Prerequisite:* COA 610.

**COA 682 Seminar on the Lebanese Media (3.0); 3 cr.** An in-depth survey of the Lebanese media (both print and broadcast). Areas include history, economics, and trends. The course examines current figures and issues peculiar to the Lebanese media.

**COA 690 Thesis: (6.0); 6 cr.** A specific research on a significant topic in the field selected by the candidate upon consultation with

his/her advisor. *Prerequisite:* COA 652 and passing a minimum of 21 credit hours.

**JOU 610 Newsroom Management (3.0); 3 cr.** Internal management of newspaper operation, status of personnel, effects of technological developments, news decision-making, defining objectivity and improving news coverage.

**JOU 620 The Art of Interviewing (3.0); 3 cr.** Techniques and tools of gathering information from News sources.

**JOU 621 Editorial Operation (3.0); 3 cr.** Discussion of decision-making process in the newsroom. Various elements influencing the day-to-day operation of the print media. Roles of owners, gatekeepers are examined. *Prerequisite:* JOU 610.

**JOU 630 PR Programs and Campaigns (3.0); 3 cr.** Overall planning and operation of PR programs by various industries and institutions. Analysis and discussions of specific problems in real-life cases. *Prerequisite:* JOU 621.

**JOU 631 International Public Relations (3.0); 3 cr.** Discussion of the role of public relations in the new age of global marketing and communication. Issues include global campaigns, international corporate PR and Cyberspace public Relations. *Prerequisite:* COA 610.

**JOU 650 Advanced Reporting and Newswriting (3.0); 3 cr.** In-depth Reporting: theory and practice. Investigative and interpretative reporting. Also, examines most recent means of gathering information and data needed to produce thorough, well-written journalistic work. *Prerequisites:* JOU610 JOU 620.

**JOU 680 Seminar in Selected Topics (3.0); 3 cr.** Discussion of various topics such as freedom of press, Media and gender, and other topics.

**JOU 690 Thesis (6.0); 6 cr.** A specific research on a significant topic selected by the candidate upon consultation with the advisor. *Prerequisite:* COA 652 and passing a minimum of 21 credit hours.

## DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES (SBS)

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**Chairperson:** *Dr. Doumit Salameh*

**Secretary:** *Miss Christine Noufaily*

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### Visiting Emeritus

*Akl, Said* Poet and Philosopher

### Professor

<sup>62</sup>*Rihani, Ameen A., a.b.d.*, 1981, *Modern Literature*, American University of Beirut, Ph.D., 1996, *Bilingual Literature*, Lebanese University, Lebanon

### Associate Professors

*Alam, Edward*, Ph.D., 1996, University of Utah, USA

*Philosophy*

*Eid, Mansour*, Doctorate, 1985, Université Saint-Joseph, Lebanon

*Arabic Language and Literature*

*Sabieh, Christine*, Doctorate 1<sup>ère</sup> Catégorie, 1998, Université du Saint-Esprit Kaslik, Lebanon

*Philosophie et Sciences Humaines.*

*Salameh, Doumit*, Ph. D., 1988, St. Louis University, USA

*Philosophy*

### Assistant Professors

*Fahed, Ziad*, Ph.D., 2001, Université Catholique de Lyon, France.

*Théologie Canonique*

*Karam, Clovis*, Ph.D. ,1984, Université Catholique de Lyon, Lyon, France.

*Scholastic Philosophy*

<sup>1</sup>*Matar, Suhail*, C.A.P.E.S.,1969, Université Libanaise, Lebanon

*Arabic Language and Literature*

*Yaacoub, Youssef*, Ph.D., 1990, Loyola University of Chicago, USA

*Philosophy of Education/Minor counseling psychology*

### Senior Lecturers

*Abou-Jawdeh, Simon*, C.E.P., *Psychotherapy*, Vienna, D.E.S., 1992, *Clinical Psychology*, Université Libanaise, Lebanon

*Chamoun, Imad. D.E.A.*, 1994, Université du Saint-Esprit Kaslik, Lebanon.

*Philosophie*

### Lecturer

*Wehbe, Boulos (Marwan)*, M.A., 1981, American University of Beirut, Lebanon.

*Middle Eastern Studies*

The Social and Behavioral Science (SBS) Department offers a BA and an MA in Arabic Language and Literature, and a BA in Psychology with three concentrations – clinical, educational, and industrial. In addition to these two majors, the SBS Department offers:

- A cluster of undergraduate level courses – otherwise known as General Education Requirement courses - which are necessary for a comprehensive university education. These courses cover – in an introductory and relatively advanced form, disciplines in social and behavioral sciences, the purpose of which is to develop student maturity.

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<sup>62</sup> On tenure appointment

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A six week Summer Arabic Program which is intended to help mostly foreign students who want to learn Arabic

### **The Degree of Bachelor of Arts in Arabic Language and Literature**

Advisor: *Eid, Mansour*, Ph.D.,

The Bachelor degree in Arabic Language and Literature covers the following areas: syntax, etymology, contemporary and classical literary works, comparative literature along with emphasis on Lebanese writers' contribution to Arab and world literature. Methods of criticism are also highlighted. Graduates with a BA in Arabic Language and Literature are qualified to either teach in schools or pursue graduate studies.

#### **Admission Requirements**

In addition to the University admission requirements, candidates must take the Arabic Entrance Test (AET).

#### **Graduation Requirements**

Students enrolled in the degree of Bachelor of Arts in Arabic Language and Literature must complete a total of 103 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the core and major requirements. These courses are divided into:

#### **Degree Requirements (103 credits)**

**General Education Requirements** **21 cr.**  
ARB 211 or ARB 231, CSC 201, ENL 213, ENL 230, HIT 211, ENS 201 or  
NTR 201, REG 212 or REG 213

**Core Requirements** **39 cr.**  
ARB 201, ARB 213, ARB 214, ARB 215, ARB 216, ARB 301, ARB 312, ARB  
313, ARB 314, ARB 321, ARB 323, ARB 311, ARB 331, ARB 333

**Major Requirements** **40 cr.**  
ARB 317, ARB 318, ARB 332, ARB 334, ARB 335, ARB 336, ARB 415, ARB  
416, ARB 421, ARB 422, ARB 423, ARB 424, ARB 425.

**Free Elective** **3 cr.**  
ENL 301, ARB 221, ARB 224

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### **The Degree of Master of Arts in Arabic Language and Literature**

The Master of Arts in Arabic Language and Literature offers a large selection of courses designed to deepen the level already attained at the undergraduate level. Both ancient and modern prose and poetry are studied in depth.

#### **Admission Requirements**

In order to be admitted to the Master program, candidates must fulfill the following:

1. Hold a Bachelor degree in Arabic Language and Literature from a recognized institution of higher learning.
2. Comply with NDU rules and regulations for graduate work
3. Sit for the Arabic Entrance Test offered by NDU.
4. Provide three letters of recommendation.

### **Graduation Requirements**

Students seeking the degree of Master of Arts in Arabic Language and Literature must meet the University graduation requirements and complete a total of 30 credits with a minimum overall average of 3.0/4.0. Courses are divided into:

#### **Degree Requirements (30 credits)**

##### **Major Requirements**

ARB 601, ARB 611, ARB 612, ARB 613, ARB 614, ARB 621, ARB 699

**24 cr.**

##### **Free Elective**

ARB 622, ARB 623, ARB 624, ARB 631, ARB 632, ARB 633, ARB 634, ARB 641

**6 cr.**



**Bachelor of Arts in Arabic Language and Literature**  
**Suggested program (103 credits)**

**Fall Semester I (14 Credits)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
ARB	211	Appreciation of Arabic Literature	3 cr.
ARB	201	Introduction to Arabic Syntax	3 cr.
ARB	213	Literary Genres	2 cr.
—	—	GER	3 cr.

**Spring Semester I (14 Credits)**

ARB	214	Rhetoric and Metrics	3 cr.
ARB	215	Literary Schools	2 cr.
ENL	230	English in the Workplace	3 cr.
ARB	301	Introduction to Comparative Literature	3 cr.
ARB	311	Arabic Grammar and Dic.	3 cr.

**Summer Session I (9 Credits)**

ARB	216	Research Methods	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

ARB	312	Arabic Philology	3 cr.
ARB	313	Linguistics	3 cr.
ARB	314	The Modern Movement in Lebanon	3 cr.
ARB	317	Modern Arabic Literature in Lebanon	3 cr.
—	—	Elective	3 cr.

**Spring Semester II (15 Credits)**

ARB	318	Lebanese Lit. Overseas	4 cr.
ARB	321	Ancient Western Literature	2 cr.
ARB	323	Western Renaissance Literature	3 cr.
ARB	331	Pre-Islamic & Islamic Literature	3 cr.
ARB	333	Poetry in the Abbasid Era	3 cr.

**Summer Session II (5 Credits)**

ARB	332	The Holy Koran & Literature	2 cr.
—	—	GER	3 cr.

**Fall Semester III (16 Credits)**

ARB	334	Prose in the Abbasid Era	3 cr.
ARB	335	Andalusian Literature	3 cr.
ARB	336	Lit. of the Modern Ar. Renaissance	4 cr.
ARB	415	Arabic Modernization Movement	3 cr.
ARB	416	Pioneers of Arabic Lit.	3 cr.

**Spring Semester III (15 Credits)**

ARB	421	English Lebanese Lit.	3 cr.
ARB	422	French Lebanese Lit.	3 cr.
ARB	423	The Evolution of the Critical Move. in Leb.	3 cr.
ARB	424	Experimental Lebanese Lit.	3 cr.
ARB	425	Colloquial Literature	3 cr.

## The Degree of Bachelor of Arts in Psychology

Advisor: *Yaacoub, Youssef*, Ph.D.,

The psychology program offered by the SBS Department at NDU provides students with three essential fields of concentration:

Clinical Psychology  
Educational Psychology  
Industrial Psychology

A. The psychology program at NDU is specifically developed to promote the ability to deliver service skills within the community. At the BA level, the student will not be qualified to function independently as a private psychologist; however, he/she will be able to cope with work in any community setting.

B. The program will train a student to be aware of problems that exist and of the possible approaches to resolve them. Using psychological assessment, strategies, methods of intervention, the student will work within the community, continuously evaluating the ways to create better adjustment within it in relation to psychological, physical, social, political and religious domains.

### Admission Requirements:

For a student to be admitted to the program, a grade of “C” or above is required in the following courses: PSL 201, SOL 201, STA 201, ENL 213, ENL 223

### Graduation Requirements:

In order to graduate, a student must meet the General Education Requirements, and successfully complete a total of 106 credits with a minimum GPA of 2.0/4.0, and a minimum average of 2.3/4.0 in the core and major requirements. Electives may be chosen from other concentration courses within the major of Psychology or from the different majors offered by the University:

## Degree Requirements (106 credits)

### General Education Requirements

27 cr..

#### Communication Skills

ENL 213, ENL 230

#### Computer Skills

CSC 201

#### Cultural Studies

9 credits in: Arabic, Art, Cultural Sequence, Music, Philosophy, Religion, Western Literature, etc.

A religion course shall always be part of any 9 credits of Cultural Studies.

#### Social Science Studies

3 credits in: Anthropology, Economics, History, Sociology, Political Science, Psychology, etc.

#### Basic Science Studies

6 credits in: Archeology, Astronomy, Biology, Environmental Science, Geology, Health, Nutrition, etc.

### Major Requirements

45 cr.

PSL 201, SOL 201, MAT 202, STA 201, PSL 211, PSL 217, PSL 317, PSL 319, PSL 413, PSL 481, PSL 491, PSL 321, PSL 415, PSL 411, PSL 417

### Free Electives

4 cr.

**Concentration – Clinical**

**30 cr.**

PSL 310, PSL 315, PSL 213, PSL 230, PSL 382, PSL 484, PSL 215, PSL 345, PSL 320, PSL 323

**Concentration – Industrial**

**30 cr.**

PSL 322, BAD 201, PSL 362, PSL 323, PSL 332, BAD 317, PSL 386, PSL 215, BAD 427, PSL 424

**Concentration – Educational**

**30 cr.**

PSL 313, PSL 315, PSL 213, PSL 324, EDU 422, EDU 350, EDU 330 (EDU 331, EDU 332 or EDU 333), PSL 385, EDU 355, PSL 345

A student is expected to graduate with 106 credit hours divided over a minimum of three years of instruction. Minimum overall GPA is 2.0/4.0. Minimum average GPA is 2.5/4.0, in general psychology and concentration requirements.

**Bachelor of Arts in Psychology, Clinical Psychology Concentration**  
**Suggested Program (106 credits)**

**Fall Semester I (15 cr.)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
MAT	202	Mathematics for Arts	3 cr.
CSC	201	Computers & their use	3 cr.
SOL	201	Introduction to Sociology	3 cr.
PSL	201	Introduction to Psychology	3 cr.

**Spring Semester I (15 cr.)**

ENL	230	English in the Workplace (GER)	3 cr.
STA	201	Stat. for Social Sciences Using SPSS	3 cr.
PSL	211	Psychology of the Young Child	3 cr.
PSL	217	Psychology of Personality	3 cr.
PSL	413	History and Systems of Psychology	3 cr.

**Summer Semester I (6 cr.)**

—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.

**Fall Semester II (15 cr.)**

PSL	315	Sensation and Perception	3 cr.
PSL	317	Cognitive Psychology	3 cr.
PSL	319	Abnormal Psychology	3 cr.
PSL	310	Psychology of the Family	3 cr.
—	—	General Education Requirement	3 cr.

**Spring Semester II (15 cr.)**

PSL	213	Psychology of Learning	3 cr.
PSL	321	Experimental Psychology	3 cr.
PSL	230	Theories of Psychotherapy	3 cr.
PSL	415	Intelligence Testing	3 cr.
—	—	General Education Requirements	

**Summer Semester II (9 cr.)**

PSL	382	Practicum I: Clinical	3 cr.
—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.

**Fall Semester III (15 cr.)**

PSL	411	Stress: Causes, Consequences and Management	3 cr.
PSL	484	Practicum II: Clinical	3 cr.
PSL	215	Social Psychology	3 cr.
PSL	481	Undergraduate Seminar in Psychology	3 cr.
PSL	323	Deviance	3 cr.

**Spring Semester III (16 cr.)**

PSL	417	Personality Assessment	3 cr.
PSL	491	Special Topics in Psychology	3 cr.
PSL	345	Counseling Psychology	3 cr.
PSL	320	Psychopathology	3 cr.
—	—	Free Elective	4 cr.

**Bachelor of Arts in Psychology - Educational Psychology Concentration  
Suggested Program (106 credits)**

**Fall Semester I (15 cr.)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
MAT	202	Mathematics for Arts	3 cr.
CSC	201	Computers and their Use (GER)	3 cr.
SOL	201	Intro. to Sociology	3 cr.
PSL	201	Intro. to Psychology	3 cr.

**Spring Semester I (15 cr.)**

ENL	230	English in the Workplace (GER)	3 cr.
STA	201	Stat. for Soc. Scs. Using SPSS	3 cr.
PSL	211	Psychology of the Young Child	3 cr.
PSL	217	Psychology of Personality	3 cr.
PSL	413	History and Systems of Psychology	3 cr.

**Summer Semester I (6 cr.)**

—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.

**Fall Semester II (15 cr.)**

PSL	313	Psychology of Adolescence	3 cr.
PSL	315	Sensation and Perception	3 cr.
PSL	317	Cognitive Psychology	3 cr.
PSL	213	Psychology of Learning	3 cr.
PSL	324	Educational Psychology	3 cr.

**Spring Semester II (15 cr.)**

PSL	321	Experimental Psychology	3 cr.
PSL	319	Abnormal Psychology	3 cr.
EDU	422	Test, Measurement and Evaluation	3 cr.
EDU	350	Methods of Teaching: Elementary	3 cr.
EDU	330	Curriculum Development and Evaluation: Elementary OR/	3 cr.
EDU	—	EDU 331, EDU 332, EDU 333	3 cr.

**Summer Semester II (9 cr.)**

—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.

**Fall Semester III (15 cr.)**

PSL	411	Stress: Causes, Consequences and Management	3 cr.
PSL	385	Practicum I: Educational	3 cr.
PSL	415	Intelligence Testing	3 cr.
PHL	311	Ethics and the Modern World (GER)	3 cr.
PSL	481	Undergraduate Seminar in Psychology	3 cr.

**Spring Semester III (16 cr.)**

PSL	417	Personality Assessment	3 cr.
PSL	491	Special Topics in Psychology	3 cr.
PSL	345	Counseling Psychology	3 cr.
EDU	355	Education and the Lebanese Law	3 cr.
—	—	Elective	4 cr.

**Bachelor of Arts in Psychology - Industrial Psychology Concentration**  
**Suggested Program (106 credits)**

**Fall Semester I (15 cr.)**

ENL	213	Sophomore Rhetoric (GER)	3 cr.
MAT	202	Mathematics for Arts.	3 cr.
CSC	201	Computers and their Use	3 cr.
SOL	201	Intro. to Sociology	3 cr.
PSL	201	Intro. to Psychology	3 cr.

**Spring Semester I (15 cr.)**

ENL	230	English in the Workplace	3 cr.
STA	201	Stat. for Soc. Scs. Using SPSS	3 cr.
PSL	211	Psychology of the Young Child	3 cr.
PSL	217	Psychology of Personality	3 cr.
PSL	413	History and Systems of Psychology	3 cr.

**Summer Semester I (6 cr.)**

—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.

**Fall Semester II (15 cr.)**

PSL	317	Cognitive Psychology	3 cr.
PSL	319	Abnormal Psychology	3 cr.
PSL	322	Industrial Psychology	3 cr.
PSL	362	Psychology Work and Law	3 cr.
BAD	201	Fundamentals of Management	3 cr.

**Spring Semester II (15 cr.)**

PSL	321	Experimental Psychology	3 cr.
PSL	323	Deviance	3 cr.
PSL	332	Personnel and Human Factors in the Work Community	3 cr.
BAD	317	Organizational Behaviour	3 cr.
—	—	GER	

**Summer Semester II (9 cr.)**

PSL	386	Practicum I: Industrial	3 cr.
—	—	General Education Requirement	3 cr.
—	—	General Education Requirement	3 cr.

**Fall Semester III (15 cr.)**

PSL	411	Stress: Causes, Consequences and Management	3 cr.
PSL	215	Social Psychology	3 cr.
PSL	415	Intelligence Testing	3 cr.
PSL	481	Undergraduate Seminar in Psychology	3 cr.
—	—	General Education Requirement	3 cr.

**Spring Semester III (16 cr.)**

PSL	417	Personality Assessment	3 cr.
PSL	491	Special Topics in Psychology	3 cr.
BAD	427	Human Resource Management	3 cr.
PSL	424	Community Psychology	3 cr.
—	—	Free Elective	4 cr.

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## Undergraduate Courses: Arabic Language and Literature

**ARB 101 Arabic Essay Reading and Writing I (3.0); 3 cr.** Concentrates on the essay, its development and its various types.

**ARB 102 Arabic Essay Reading and Writing II (3.0); 3 cr.** Continuation of ARB 101. *Prerequisite:* ARB 101.

**ARB 111 Standard Arabic (3.0); 3 cr.** Designed to help non-Arabic speaking students study Standard Arabic.

**ARB 201 Introduction to Arabic Syntax (3.0); 3 cr.** Addresses the rise of the schools of Arabic Syntax; morphological, and syntactic rules are studied in selected texts.

**ARB 210 Literary Texts (3.0); 3 cr.** Offers a study of literary texts from different ages, with emphasis on the cultural components of the Arabic text and its artistic and aesthetical elements.

**ARB 211 Appreciation of Arabic Literature (3.0); 3 cr.** Addresses essential characteristics of literature as well as literature themes, school, and genres. *Prerequisite:* Sophomore Standing.

**ARB 212 Advanced Arabic Grammar (3.0); 3 cr.** Designed to improve students' command of Arabic grammatical structures and its application in discourse. *Prerequisite:* Sophomore Standing.

**ARB 213 Literary Genres (2.0); 2 cr.** Offers a study of the aesthetical characteristics of poetry, epic, theater, essay, elocution, and narration.

**ARB 214 Arabic Rhetoric and Prosody (3.0); 3 cr.** Focuses on the rise of Arabic rhetoric and its development: Rhetoric, semantics, metaphor, prosody and rhyme. Stylistics and writing craft in all its forms are highlighted. *Prerequisite:* ARB 201

**ARB 215 Literary Schools (2.0); 2 cr.** A study of the classic, romantic, realist, symbolic, existentialist, naturalist, surrealist schools through selected texts. *Prerequisite:* ARB 211

**ARB 216 Research Methods (3.0); 3 cr.** A study of the scientific research methodology and its implementation in contemporary literary studies.

**ARB 221 History of Civilizations and Religions (3.0); 3 cr.** A comprehensive view of the history of civilizations, and the role of religions in the development of thought and action, and its relation to arts in general, and literature, in particular.

**ARB 224 Philosophy and Literature (3.0); 3 cr.** A study of philosophical thought and its impact on literature.

**ARB 231 Technical Arabic (3.0); 3 cr.** Designed to train students in using proper Arabic linguistic tools pertaining to various technical, scientific and professional settings. *Prerequisite:* Sophomore Standing

**ARB 301 Introduction to Comparative Literature (3.0); 3 cr.** Offers a pragmatic introduction to comparative literature and its various schools and critical approaches through selected works.

**ARB 311 Arabic Grammar and Dictionaries (3.0); 3 cr.** This is an in-depth study of Arabic morphology and syntax, in conjunction with glossary building.

**ARB 312 Arabic Philology (3.0); 3 cr.** Consists of a study of the development of Arabic philology, and its characteristics. Phonetics, etymology, derivations, post classical arabization and borrowed words, dialectology, colloquial vs classical modern Arabic. Arabic writing and calligraphy are highlighted.

**ARB 313 Linguistics (3.0); 3 cr.** Offers a comprehensive approach to concepts of syntax, phraseology, styles, morphology, phonetics and phonology.

**ARB 314 Linguistic Phenomenon in Lebanon (3.0); 3 cr.** Explores the contribution of the Lebanese modern Arabic language. Trends in linguistic thought, semantics, morphology and syntax are studied.

**ARB 317 Modern Arabic Literature in Lebanon (3.0); 3 cr.** Cultural effects and literary evolution are studied through selected texts.

**ARB 318 Lebanese Literature Overseas (4.0); 4 cr.** Emigration and its effects on Lebanese literature in content and form are critically

addressed. Selections pertaining to writers in the “Writer’s League” and “Andalusian Union” are studied in depth.

**ARB 321 Ancient Western Literature (2.0); 2 cr.** This course offers studies on the characteristics of ancient Western literature. The effects of Greek and Latin writings on world thought are highlighted.

**ARB 323 Western Renaissance Literature (3.0); 3 cr.** French, English, Italian, Russian, Spanish and German literary selections pertaining to the European Renaissance are studied.

**ARB 331 Islamic and Pre-Islamic Literature (3.0); 3 cr.** This course addresses studies on the Pre-Islamic period of Arabic literature and its characteristics through selected texts as well as the transformation in Arabic literature under the influence of Islam during the period of Rachidian successors and the Oummiads.

**ARB 332 The Holy Qur’an and Literature (2.0); 2 cr.** This course offers a study of the Qur’anic language and its effect on Arabic literature.

**ARB 333 Poetry in the Abbasid Era (3.0); 3 cr.** A study of the evolution of poetry in the Abbasid era through selected texts. The renovation trend and its reflection on literature are also addressed. The Sho’ubian movement, Sufism, and their effect on philosophical thought and translations, are highlighted.

**ARB 334 Prose in the Abbasid Era (3.0); 3 cr.** This course analyses the development of prose in the Abbasid Era through selected texts. The renovation trend and its reflection on literature are also addressed.

**ARB 335 Andalusian Literature (3.0); 3 cr.** This course consists of a study of the evolution

of Andalusian Arabic literature, tradition, renovation and its large range of subjects in poetry and prose. The relation between East and West through the Andalusian Artistic flora is also highlighted through selected texts.

**ARB 336 Literature of Modern Arabic Renaissance (4.0); 4 cr.** This course analyses the effects of Western thought on the Eastern Renaissance and its reflection on Arabic Literature. Also, the conflict between tradition and renovation is studied through selected texts.

**ARB 415 The Arabic Modernization Movement (3.0); 3 cr.** This course offers a study on the renovation in Arabic Poetry, in literature and criticism through selected texts.

**ARB 416 Pioneers of Arabic Literature (3.0); 3 cr.** This course consists of a study on the 20th century Arabic literature.

**ARB 421 English Lebanese Literature (3.0); 3 cr.** Selected Lebanese writings in English are addressed in this course.

**ARB 422 French Lebanese Literature (3.0); 3 cr.** Selected Lebanese writings in French are studied in this course.

**ARB 423 The Evolution of the Critical Movement in Lebanon (3.0); 3 cr.** This course offers a study of the Lebanese contribution to Arabic criticism, trends of criticism in Lebanon and their relation to Arabic criticism in the modern age, and on the role of journalism in literary criticism.

**ARB 424 Experimental Lebanese Literature (3.0); 3 cr.** The works of prominent Lebanese writers are studied in this course.

**ARB 425 Colloquial Literature (3.0); 3 cr.** This course focuses on the form and content of the spoken language through selections in fiction and poetry.

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## Undergraduate Courses: Human Thoughts

**HUT 305 Human Thought to 1500 (3.0); 3 cr.** Traces the development of human thought from the initial stage of thinking to the end of the 16th century. *Prerequisite:* ENL 107.

**HUT 306 Human Thought from 1500 to the Present (3.0); 3 cr.** Presents analyses of the issues/challenges which faced and are facing

man from the Reformation to the present  
*Prerequisite:* ENL 107.

**HUT 411 Aesthetics (3.0); 3 cr.** Acquaints students with the art of detecting, producing and appreciating beauty in works of art.  
*Prerequisite:* ENL 213.



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## Undergraduate Courses: Philosophy

**PHL 101 Introduction to Philosophy (3.0); 3 cr.** Covers the history of Arab philosophical thought through the study of the works of prominent philosophers.

**PHL 211 Logic and the Scientific Method (3.0); 3 cr.** Explores the methods of enquiry

practiced by the natural, social, and behavioral sciences. *Prerequisite:* ENL 107.

**PHL 311 Ethics and the Modern World (3.0); 3 cr.** Offers a general analysis of fundamental schools and problems in ethics. Texts directly related to the major religions are treated. *Prerequisite:* ENL 213.

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## Undergraduate Courses: Psychology

**PSL 101 Principles of Psychology (3.0); 3 cr.** Introduces students to the basic concepts of psychology. Topics include learning, memory, motivation, habits.

**PSL 201 Introduction to Psychology (3.0); 3 cr.** Offers a critical survey of general topics, principles, and findings of modern psychology. *Prerequisite:* ENL 107.

**PSL 211 Psychology of the Young Child (3.0); 3 cr.** Covers the study of the individual from conception through the school years. Emphasis is placed on the child between 3 and 5 years old. *Prerequisite:* ENL 107.

**PSL 213 Psychology of Learning (3.0); 3 cr.** Introduces various principles and theories of Learning, memory and forgetting. *Prerequisite:* PSL 201.

**PSL 215 Social Psychology (3.0); 3 cr.** Examines theories, research and implications that relate to social phenomena, such as attitudes, conformity and obedience, aggression, prosocial behavior, socialization, social perception, and group behavior. *Prerequisite:* PSL 201.

**PSL 217 Psychology of Personality (3.0); 3 cr.** Examines personality theories, methods and applications to social and clinical concerns. Classic theories of personality are discussed including psychoanalytic, behavioral, trait, humanistic, cognitive and social roles are explored and evaluated. *Prerequisite:* PSL 201.

**PSL 230 Theories of Psychotherapy (3.0); 3 cr.** Places an emphasis on understanding the theories and techniques of psychotherapy. Topics considered: individual, family, and group therapy. *Prerequisite:* PSL 201

**PSL 310 Psychology of the Family (3.0); 3 cr.** Explores relations between the individual and the family within a community. Focus is placed on diverse family patterns due to social class, race, ethnic and gender within a historical and sociopolitical context. By examining epidemiological, cross cultural and clinical data, a student is introduced to intervention techniques to reduce malfunction and/or abusive situations. *Prerequisite:* PSL 201.

**PSL 313 Psychology of Adolescence (3.0); 3 cr.** Introduces theories and research on social, cognitive, sexual and identity development in adolescence in order to promote a healthier adult. Implications within the community are focused on. *Prerequisite:* PSL 201.

**PSL 315 Sensation and Perception (3.0); 3 cr.** examines basic data and theories concerning the sensory system. The focus is on understanding sensory and perceptual processes as they relate to higher cognitive functions. *Prerequisite:* PSL 201.

**PSL 317 Cognitive Psychology (3.0); 3 cr.** Addresses with the theoretical and experimental foundations for current understanding of how humans acquire and use knowledge. Piaget, Bruner, Uygotsky theories of cognitive growth are studied. Topics discussed include the development of language, reasoning, problem solving, creativity, and intelligence. *Prerequisite:* PSL 201.

**PSL 319 Abnormal Psychology (3.0); 3 cr.** Introduces abnormal behavior and disorders. Emphasis is placed on theories, etiology, classifications and treatment of abnormalities. *Prerequisite:* PSL 201, PSL 217, PSL 317.

**PSL 320 Psychopathology (3.0); 3 cr.** Focuses on psychological and/or organic determinants of behavior disorders. *Prerequisite:* PSL 319.

**PSL 321 Experimental Psychology (3.0); 3 cr.** Introduces the research process in psychology. Topics include methodology, data collection, descriptive statistics, analysis and report writing. *Prerequisites:* STA 201, PSL 213 or PSL 317.

**PSL 322 Industrial Psychology (3.0); 3 cr.** Applies a socio-psychological approach to an individual in a work setting. Topics discussed include management in an organization to promote productivity, change, role definition, leadership qualities. *Prerequisites:* PSL 201, SOL 201.

**PSL 323 Deviance (3.0); 3 cr.** Focuses on deviant behavior as a social process. Antecedents, determinants, social relations processes and consequences of deviant acts are emphasized. Topics include juvenile delinquency, homosexuality, homicide, alcoholism, abuse, drugs, suicide, mental illness. *Prerequisites:* PSL 201; SOL 201.

**PSL 324 Educational Psychology (3.0); 3 cr.** Introduces basic principles of psychology applied to the field of education. Topics include learning and instruction, motivation; classroom management; testing and evaluation. *Prerequisite:* PSL 201.

**PSL 332 Personnel and Human Factors in the Work Community (3.0); 3 cr.** Addresses the human capabilities, needs and limitations within a system. Concentration on job analysis, satisfaction, testing, training, group dynamics, leadership and social influence, motivation, equipment design, consumer behavior is looked at to show effects on productivity and work quality within the community. *Prerequisite:* PSL 322.

**PSL 345 Counseling Psychology (3.0); 3 cr.** How to prevent psychological crisis is the main purpose of this course. Different practices of different schools of psychology are explored, e.g., behaviorism, psychoanalysis, phenomenology, the rational emotive therapy and other contemporary theories. *Prerequisite:* PSL 201, PSL 217.

**PSL 362 Psychology Work and Law (3.0); 3 cr.** This course provides an introduction to the application of psychological methodology and

research on practical and applied problems. Areas concerned include marketing, advertising, management and law. The psychological human factors serve as the background to this course. *Prerequisite:* PSL 201

**PSL 382 Practicum I: Clinical (1.3); 3 cr.** Provides a student with supervised work experience within his/her concentration. Specific duties during the internship will be determined by the department and the institution supervisor. *Prerequisite:* Junior Senior standing.

**PSL 385 Practicum I: Educational (1.3); 3 cr.** Provides a student with supervised work experience within his/her concentration. Specific duties during the internship will be determined by the department and the institution supervisor. *Prerequisite:* Junior Senior standing.

**PSL 386 Practicum I: Industrial (1.3); 3 cr.** Provides a student with supervised work experience within his/her concentration. Specific duties during the internship will be determined by the department and the institution supervisor. *Prerequisite:* Junior Senior standing.

**PSL 411 Stress Causes, Consequences and Management (3.0); 3 cr.** Gives a student an understanding of the meaning of stress; its definition, explanation, enabling him/her to introduce factors that may influence the individual or the situation. Possible outcomes, at the behavioral, cognitive and physical level, are studied to promote adaptive means of coping and stress management. *Prerequisite:* PSL 201.

**PSL 413 History and Systems of Psychology (3.0); 3 cr.** Surveys the major schools of psychology; introducing the psychologists and approaches within the field to give the student an understanding of how psychology as a science today was achieved. *Prerequisite:* PSL 201.

**PSL 415 Intelligence Testing (3.0); 3 cr.** Allows the student to gain knowledge of the skills needed in administering, scoring and interpreting intelligence tests. Test focus will be on the WAIS for adults; WAIS for children and the Stanford Binet. *Prerequisites:* STA 201; PSL 211, PSL 317.

**PSL 417 Personality Assessment (3.0); 3 cr.** Allows the students to gain knowledge of the skills needed to use the various instruments placed in assessing personality. Emphasis is on research and methodological steps in evaluating

an individual's personality. *Prerequisites:* STA 201, PSL 217, PSL 319, PSL 415.

**PSL 424 Community Psychology (3.0); 3 cr.** concentrates on the interaction between individual and environment. Emphasis is placed on various models of intervention as they relate to both individual and community needs. Topics include poverty, prejudice, diversity, change, personal space, crowding, territoriality, social stress. *Prerequisites:* PSL 201, SOL 201, PSL 215, PSL 322.

**PSL 481 Undergraduate Seminar in Psychology (3.0); 3 cr.** focuses on selected topics in Psychology, varying from year to year depending on student, community and curriculum needs and on availability of

professionals in relation to selected topics. *Prerequisites:* PSL 321; PSL 213; Senior standing.

**PSL 484 Practicum II: Clinical (1.3); 3 cr.** provides a student with supervised work experience within his/her concentration. Specific duties during the internship will be determined by the department and the institution supervisor. *Prerequisite:* Junior or Senior standing.

**PSL 491 Special Topics in Psychology (3.0); 3 cr.** is designed to be given to a student either independently or in a group setting. Topical reading and research is supervised by a faculty member. *Prerequisites:* STA 201; PSL 321; Senior standing.

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### Undergraduate Courses: Religion

**REG 212 Religion and Social Issues (3.0); 3 cr.** Designed to cover the three monotheistic religions, i.e. Judaism, Christianity and Islam. *Prerequisite:* ENL 107.

**REG 213 Catholicism (3.0); 3 cr.** This course offers studies on the Catholic doctrine regarding both faith and morals. *Prerequisite:* ENL 107.

**REG 412 History of Religious Thought in the M.E. (3.0); 3 cr.** This course offers studies on the major theological interpretations of the three monotheistic religions as presented by their thinkers. *Prerequisite:* REG 212.

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### Undergraduate Courses: Sociology

**SOL 201 Introduction to Sociology (3.0); 3 cr.** Designed to introduce students to the basic principles that govern social relationships and scientific points of view. *Prerequisite:* ENL 107.

**SOL 301 Introduction to Anthropology (3.0); 3 cr.** Introduces fundamental concepts of anthropology. It discusses the nature of man, culture and society. *Prerequisite:* ENL 107.

**SOL 312 Social Problems (3.0); 3 cr.** Covers social problems in contemporary society with special reference to the Middle Eastern society. *Prerequisite:* SOL 201.

**SOL 313 Family Violence and Child Abuse (3.0); 3 cr.** Integrates current knowledge about family violence from the areas of psychology, sociology, social work, and law enforcement. *Prerequisite:* SOL 201.

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### Graduate Courses: Arabic Language and Literature

**ARB 601 Bibliography and Methods of Research (3.0); 3 cr.** Materials, tools and methods of research are studied in this course.

**ARB 611 Analytical Study of Abbasid Prose (3.0); 3 cr.** Designed to offer a study of Arabic prose in its first stages, from the Islamic Age to the end of the Abbacy Age, focusing on the stages of transformation and modernization.

**ARB 612 Analytical Study of Modern Prose (3.0); 3 cr.** Starting from the end of World War I, This course also focuses on the prose stations of transformation and modernization.

**ARB 613 Parallelism in Ancient Arabic Poetry (3.0); 3 cr.** Offers a comparative study of Ancient Arabic literature from the Pre-Islamic Age to the Abbasid Age, focusing on the interaction of the different trends of the most

important poets and on the elements of imitation and renovation.

**ARB 614 Analytical Study of Modern Poetry (3.0); 3 cr.** Covers poetry starting from the end of World War I, focusing on the stages of transformation and modernization.

**ARB 621 Study of a Contemporary Literary Work (3.0); 3 cr.** A modern literary work written by one of the 20th Century poets, authors, or novelists, is studied and analyzed on the basis of modern critical trends.

**ARB 622 Trends of Ancient Arabic Criticism (3.0); 3 cr.** Application of Arabic critical methods to ancient Arabic literature i.e., prose and poetry.

**ARB 623 Parallelism between the Koufi and Basra Schools (3.0); 3 cr.** It consist of a comparative study of Arabic grammar as presented by the Koufi and Basra schools.

**ARB 624 Methods of Teaching Arabic (3.0); 3 cr.** Covers the methods of teaching Arabic grammar, poetry, and prose, (text to the rule and vice versa).

**ARB 631 Twentieth Century Prose (3.0); 3 cr.** The works and characteristics of one prominent writer of the 20th century are studied in depth.

**ARB 632 Renaissance Prose Writing (3.0); 3 cr.** Studies and analyzes prose works starting from early Arabic Renaissance until the end of World War I, focusing on the transformation and renovation stages.

**ARB 633 Prominent 20th Century Poet (3.0); 3 cr.** Offers a study of the work and characteristics of a prominent 20th Century poet as well as his/her relation to renovation and modernization.

**ARB 634 Transformation in Renaissance Age Poetry (3.0); 3 cr.** Consist of analysis and study of pieces of poetry starting form the early Renaissance Age until the end of World War I, focusing on the transformation stages.

**ARB 641 Arabic Dictionaries (3.0); 3 cr.** Introduction to Arabic Lexicography. An in-depth study of one dictionary identifying its special characteristics and its relation to other dictionaries.

**ARB 699 Thesis (6.0); 6 cr.** Preparation of a thesis with the help of an advisor. The themes and conditions of the thesis are defined in accordance with the requirements set for the Master degree.

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### **Summer Arabic Program (A Six Week Program)**

**arabicatndu@yahoo.com, summerarabicprogram@yahoo.com, admission@ndu.edu.lb**

#### **Program Objective**

Make the Arabic language (colloquial, formal, and written) accessible to students in the easiest and most efficient and beneficial way possible.

#### **Program Overview**

This six-week program engages students in the culture of contemporary Lebanon, one of the world's most dynamic countries. Participants study at the prestigious Notre Dame University, Lebanon, where the SAP program is set for teaching formal and colloquial Arabic at the preliminary, preparatory, intermediate, and advanced levels. Intensive personalized classroom instruction is supplemented by review sessions, individual tutorials, and daily practice with Lebanese conversation partners chosen mostly from NDU students and staff. Group excursions in Lebanon give students insight into Lebanese culture, society and lifestyle, and provide students with opportunities to use their language skills with native speakers.

#### **Program Duration**

6 weeks, beginning the first week of July.

**N.B.** Credits acquired in the SAP Sessions are transferable

### **Admission Requirements:**

Anyone who is interested in the Program is kindly requested to submit the following documents:

- Application form (downloaded from website [www.ndu.edu.lb](http://www.ndu.edu.lb) under Summer Arabic Program – Faculty of Humanities)
- Official transcript of grades (if applicable).
- Arabic language teacher's recommendation (if applicable).
- Writing sample from the most recent Arabic course (if applicable).
- Non-refundable application fee of US\$30 (check order made payable to Notre Dame University, Lebanon).
- Application Deadline is June 15.

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### **Courses: Summer Arabic Program**

The SAP is made up of 4 levels:

#### **Level I (Preliminary Arabic):**

**ARB 100 Emphasis A - The Formal Language; 3 cr.** The course introduces elementary vocabulary in standard Arabic and focuses on developing elementary skills of listening, speaking, reading and writing simple sentences that are frequently used. Designed to initiate non-Arabic-speaking students to the study of standard Arabic, the course aims at enabling foreign students to use and properly pronounce simple Arabic words and to listen, speak, read and write simple sentences. This course also offers a preliminary approach to Arabic grammar. *Prerequisite:* Beginners need not have any previous knowledge of Arabic.

**ARB 104 Emphasis B - The Spoken (Colloquial) Language-The Lebanese Dialect; 3 cr.** In this course the emphasis is placed on the elementary means of expression, the basics of pronunciation, and the knowledge of articulation. The course initiates speech and dialogue through audiovisual aids, periodic stays with families, programmed visits to industrial plants, shops, markets, cafes, sight-seeing in groups or individually. Developing elementary vocabulary, learning proper pronunciation, getting the feel of the language. *Prerequisite:* No previous knowledge of Arabic is required.

#### **Level II (Preparatory):**

**ARB 203 Emphasis A - The Formal Language; 3 cr.** The course introduces basic vocabulary and sentence structure in standard Arabic, and focuses on developing

basic skills of listening, speaking, reading and writing simple sentences that are used frequently. Designed to help non-Arabic speaking students study standard Arabic, the course aims at enabling foreign students to use simple Arabic words and basic phrases, to listen, speak, use and compose sentence structures, and to acquire the basics of Arabic grammar. *Prerequisite:* ARB 100

**ARB 202 Emphasis B - The Spoken (Colloquial) Language-The Lebanese Dialect; 3cr.** In this course the emphasis is placed on the basic means of expression and the basics of pronunciation and articulation. It introduces the students to speech and dialogue and to the description of facts and recounting of events through audiovisual aids, periodic stays with families, programmed visits to industrial plants, shops, markets, cafes, and sight-seeing in groups or individually, etc. Developing a basic vocabulary, learning proper pronunciation, getting the feel of the language. *Prerequisite:* ARB 104

#### **Level III (Intermediate):**

**ARB 205 Emphasis A - The Formal Language; 3 cr.** This course is designed to improve student's writing and reading skills through the following approaches: in-depth applied study of grammar and parsing (قواعد النحو و الاعداد); familiarizing figures of speech and of style; develop advanced skills in pronunciation. The course aims at improving the student's linguistic competence in preparation for further Arabic studies. *Prerequisite:* ARB 203

**ARB 204 Emphasis B - The Spoken (Colloquial) Language-The Lebanese Dialect;**

**3 cr.** The course develops basic language skills used in day-to-day conversation. Exercises focus on structured practice in vocabulary, listening, and articulating. The content themes include: shopping, answering or making telephone calls, visiting a doctor, looking for a job, giving a present, attending wedding ceremonies, enjoying local cuisine, taking holidays, etc... Providing students with a rich package of selected vocabulary suitable for different occasions; helping students to adapt to the social setting proper to each occasion. *Prerequisite:* ARB 202

#### **Level IV (Advanced Arabic):**

##### **ARB 225 Emphasis A: The Formal Language**

**3 cr.** The course focuses on further language skills in simple modern written styles through reading and writing together with improving fluency in oral communication. It includes the study of Arabic prose and poetry texts. Oral presentations and written reports are required. The aim of this course is to improve students'

ability to read, write, and understand correct, simple and practical modern Arabic. *Prerequisite:* The successful completion of Preparatory and Intermediate Arabic or their equivalent.

##### **ARB 226 Emphasis B: The Spoken (Colloquial) Language-The Lebanese Dialect;**

**3 cr.** In this course the student is supposed to practice holding conversations on common daily concerns. The content themes include: shopping, answering or making telephone calls, visiting a doctor, looking for a job, giving a present, learning adequate behavior at social occasions (etiquette for weddings, birthday parties, regular daily visits, enjoying local cuisine, taking holidays, etc.) The aim of this course is to give students the opportunity to develop their communication skills in the spoken language in order to achieve spontaneity in speech and a smooth social integration. *Prerequisite:* ARB 204

# FACULTY OF NATURAL AND APPLIED SCIENCES (FN&AS)

Dr. Jean Fares, *Dean*

DEPARTMENT OF COMPUTER SCIENCE  
Dr. Hikmat Farhat, *Chairperson*

DEPARTMENT OF MATHEMATICS AND STATISTICS  
Dr. Amer Jajou, *Chairperson*  
Actuarial Science and Insurance Program  
Mrs. Claudia Freiji Bou Nassif, *Academic Advisor*

DEPARTMENT OF SCIENCES  
Dr. Tanos G. Hage, *Chairperson*  
Freshman Science Program  
Dr. Doris Jaalouk, *Academic Advisor*

## FACULTY DIRECTORY

### **Office of the Dean**

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Tel: 09-218-950/51/52 Extension 2109  
e-mail: [FNAS@ndu.edu.lb](mailto:FNAS@ndu.edu.lb)

### **Department of Mathematics & Statistics**

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Tel: 09-218-950/51/52 Extension 2111  
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### **Department of Computer Science**

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### **Department of Sciences**

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Tel: 09-218-950/51/52 Extension 2113  
e-mail: [environment@ndu.edu.lb](mailto:environment@ndu.edu.lb)

### **Actuarial Science & Insurance Program**

FN&AS Building, 2nd floor, Room S 214  
Tel: 09-218-950/51/52 Extension 2093  
e-mail: [cassif@ndu.edu.lb](mailto:cassif@ndu.edu.lb)

### **Freshman Science Program**

FN&AS Building, 2nd floor, Room S 224  
Tel: 09-218-950/51/52 Extension 2084  
e-mail: [djaalouk@ndu.edu.lb](mailto:djaalouk@ndu.edu.lb)



# FACULTY OF NATURAL AND APPLIED SCIENCES

## LIST OF FULL-TIME FACULTY MEMBERS

### Professors

<sup>63</sup>*Eid, George M.*, Ph.D., 1988, *Mathematics*, Polytechnic University, New York, USA

<sup>63</sup>*Fares, Jean*, Ph.D., 1988, *Mathematics*, University of Wisconsin-Madison, USA

<sup>63</sup>*Tarabay, Ajaj*, Ph.D., 1978, *Mathematics*, University of Utah, USA

### Associate Professors

<sup>63</sup>*El-Hage, Youssef K.*, Ph.D., 1990, *Physics*, Technische Universität München, Germany

*Khair, Marie*, Doctorate, 1996, *Computer Science*, Aristotle University of Thessaloniki, Greece

*Khalaf-Kayrouz, Leila*, Ph.D., 1995, *Environmental Geology*, Westfälische Wilhelms-Universität, Germany

*Keirouz Malhab*, Ph.D., 1991, *Mathematics*, Perdue University – USA

*Saliba, Holem*, Ph.D., 1997, *Mathematics*, Moscow State University, Russia

### Assistant Professors

*Dib, Robert*, Doctorate, 1998, *Biochemistry*, Université de Nante, France

*El-Khalidi, Khaldoun*, Doctorate, 1996, *Computer Science*, Université de Franche-Comté, France

*Farhat, Hikmat*, Ph.D., 1998, *Computational Physics*, Mc Gill University, Canada

*Ghalayini, Bassem*, Ph.D., 1995, *Applied Mathematics*, University of California-Los Angeles, USA

*Hage, Tanos G.*, Ph.D., 1995, *Plant Biochemistry and Molecular Biology*, Pennsylvania State University, USA

*Hajjar, Roger*, Ph.D., 1997, *Physics and Astronomy*, Université de Montréal, Canada

*Haroun, Michelyne*, Doctorate, 2001, *Chemistry*, Université René Descartes – Paris V, France

*Jaalouk, Doris*, Ph.D., 1997, *Cell Biology*, Université de Sherbrooke, Canada

*Jajou, Amer F.*, Ph.D., 1987, *Operations Research*, Univerzita Karlova, Czechoslovakia

*Kabrita Bou Serhal, Colette*, Ph.D., 1998, *Biology*, Northeastern University, Boston, USA

*Maalouf, Hoda*, Ph.D., 1998, *Communication Engineering*, Imperial College, University of London, England

*Maalouf, Ramez*, Ph.D., 1994, *Mathematics*, Imperial College, University of London, England

*Missakian, Mario*, Ph.D. 2003, *Information Systems*, California West University, USA

*Saleeby, Elias*, Ph.D., 1998, *Mathematics*, University of Arkansas, USA

*Noun, Ghada*, Doctorate, 1998, *Immunology*, Université de Paris XI, Orsay, France

*Rached Ziad*, Ph.D., 2002, *Mathematics*, Queen's University, Canada

*Rifi Omar*, Doctorate, 2000, *Computer Science*, Université Paul Sabatier, France

*Sabra, Bassem*, Ph.D., 2000, *Physics*, Ohio University, USA

*Tratrat, Christopher*, Ph.D., 1999, *Chemistry*, Université de Paris V, France

*Yahia, Najat*, Ph.D., 1996, *Nutrition*, Kings College, London, England

### Senior Lecturers

*Baroud, Fawzi*, M.S., 1985, *Systems Management*, Florida Institute of Technology, USA

*Rizk, Nouhad*, D.E.S.S., 1984, *Computer Science*, Université de Nancy I, France

*Hawi, Nazir*, M.S., 1991, *Business Management*, Lebanese American University, Lebanon

*Saadé, Ban*, M.S., 1978, *Mathematics*, American University of Beirut, Lebanon

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<sup>63</sup> On tenure appointment

## **Lecturers**

*Abou-Jaoude, Joseph*, M.S., 1985, *Computer Science*, Kent State University, USA

*Bou Nassif, Claudia Freiji*, M.S., 1991, *Applied Statistics*, Ohio State University, USA

*Ghossoub El Aswad, Zeina*, M.S., 1997, *Nutrition*, American University of Beirut, Lebanon

*Hajjar, Theresa*, M.P.H., *Biostatistics*, 1994, American University of Beirut, Lebanon

## **Instructor**

*Sawma, Victor*, M.S. 2003, *Computer Science*, University of Ottawa, Canada

## **Laboratory Instructors and Research Assistants**

*Maalouf, Nada*, M.S., 1996, *Microbiology*, American University of Beirut, Lebanon

*El-Hage, El-Amm, Rita*, M.S., 1988, *Public Health*, American University of Beirut, Lebanon

*Zoghbi, Catherine*, DEA, 2003, *Physics*, Lebanese University, Lebanon

## **Laboratory Assistant**

*Saliba Tabet, Elizabeth*, B.S., 1999, *Biology*, Lebanese University, Lebanon

## **List of Staff Members**

*Atallah, Victoria*, *Administrative Assistant*, Faculty of Natural and Applied Sciences  
Certificat d'Informatique, 1984, Université de Montréal

*Nakad, Nelly*, *Secretary*, Department of Mathematics and Statistics

Certificate in Business Administration Computer, 1997, American Language Center,  
Lebanon

*Sawaya, Rita*, *Secretary*, Department of Computer Science

Certificate in Secretarial Studies, 1994, American Language Center, Lebanon

*Abboud, Danielle*, *Secretary*, Department of Sciences

Executive Secretarial Program, 1997, American Universal College, Lebanon

*Youssef, Sana'*, *Printing Officer*, Faculty of Natural and Applied Sciences

## **Typing and Keyboarding Center**

*Hajj, Amal*, *Supervisor*

# FACULTY OF NATURAL AND APPLIED SCIENCES

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**Dean:** *Dr. Jean Fares*

**Secretary:** *Mrs. Victoria Atallah*

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## AIMS

The primary emphasis of the Faculty of Natural and Applied Sciences (FN&AS) is on quality education at both the undergraduate and graduate levels. The FN&AS aims at providing students with a broad, modern and sophisticated education in all fields of natural and applied sciences. It assists them in developing knowledge and enhancing competence, skills and capability to resolve technical and scientific problems of our daily life. Almost all of the full-time faculty members are Ph.D. holders who are engaged in research, teaching, curriculum development and academic administration. These full-time faculty members develop the faculty curricula and set up the appropriate academic standards to be attained. The FN&AS subscribes to a considerable number of scholarly journals to keep up with new scientific, technological, teaching methodology and pedagogical developments. The science laboratories, computer center, tutoring center, and mathematics and statistics center are endowed with best up-to-date equipment.

## Departments

The FN&AS consists of the following departments:

- Department of Computer Science.
- Department of Mathematics and Statistics.
- Department of Sciences.

## Undergraduate Program

Each undergraduate program offered at FN&AS is composed of three components:

- General Education Requirements
- Core and Major Requirements.
- Free Elective Requirements.

## Undergraduate Degrees

The **Department of Computer Science** offers undergraduate programs leading to the degrees of:

- <sup>64</sup>BS in Business Computing (91 Credits).
- BS in Computer Science (104 Credits).
- BS in Computer Science (<sup>65</sup>CIS) (103 Credits).
- BS in Computer Science (<sup>66</sup>CGA) (108 Credits).
- BS in Geographical Information Science (91 Credits).

The **Department of Mathematics and Statistics** offers undergraduate programs leading to the degrees of:

- BS in Actuarial Science and Insurance (112 Credits).
- BS in Applied Statistics (91 Credits).
- BS in Mathematics (103 Credits).

The **Department of Sciences** offers undergraduate programs leading to the degrees of:

- BS in Biology (102 Credits).
- BS in Chemistry (98 Credits)
- BS in Environmental Science (104 Credits).

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<sup>64</sup> Bachelor of Science

<sup>65</sup> Computer Information System

<sup>66</sup> Computer Graphics & Animations.

- BS in Medical Laboratory Technology (103 Credits).
- BS in Nutrition and Dietetics (94 Credits)
- BS in Physics (94 Credits).

The Department of Sciences also offers a **Freshman Science** Program consisting of 32 credits. This program leads to a certificate that is equivalent to the official Lebanese Baccalaureate Part II (Scientific Option).

### Graduate Programs and Degrees

The FN&AS offers graduate programs in computer science and mathematics that lead to the degrees of

- Master of Science (MS) in Computer Science.
- Master of Science (MS) in Computer Information System
- Master of Science (MS) in Mathematics

This graduate program has two options: Course work option and thesis option..

<b>Program Titles</b>	<b>Degrees &amp; Certificates</b>	<b>Credits</b>
Actuarial Science and Insurance	BS	112
Applied Statistics	BS	91
Biology	BS	102
Business Computing	BS	91
Chemistry	BS	98
Computer Science	BS	104
	MS	30
Computer Science (CIS)	BS	103
	MS	30
Computer Science (CGA)	BS	108
Environmental Science	BS	104
Freshman Science	Certificate	32
Geographic Information Science	BS	91
Mathematics	BS	103
	MS	33
Medical Laboratory Technology	BS	103
Nutrition and Dietetics	BS	94
Physics	BS	94

## DEPARTMENT OF COMPUTER SCIENCE

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**Chairperson:** *Dr. Hikmat Farhat*

**Secretary:** *Mrs. Rita Sawaya*

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### **Associate Professors**

**Khair, Marie**, Doctorate, 1996, Aristotle University of Thessaloniki, Greece  
*Databases, Computer Security, Medical Informatics*

### **Assistant Professors**

**El-Khaldi, Khaldoun**, Doctorate, 1996, Université de Franche-Comté, Besançon, France  
*Image Processing, OOP.*

**Farhat, Hikmat**, Ph.D., 1998, Mc Gill University, Canada  
*Operating Systems, Networks, Information Security, Algorithms.*

**Maalouf, Hoda**, Ph.D., 1998, Imperial College, University of London, England  
*Digital Communications, Computer Networks, Computer Architecture.*

**Missakian, Mario**, Ph.D. 2003, California West University, USA  
*Database Management Systems, Software Engineering, Intelligent & Decision Support Systems.*

**Rifi Omar**, Doctorate, 2000, Computer Science, Université Paul Sabatier, France  
*Artificial Intelligence.*

### **Senior Lecturers**

**Baroud, Fawzi**, M.S., 1985, Florida Institute of Technology, USA

**Rizk, Nouhad**, D.E.S.S., 1984, Université de Nancy I, France

**Hawi, Nazir**, M.S., 1991, Lebanese American University, Lebanon  
*Business Management*

### **Lecturers**

**Abou-Jaoude, Joseph**, M.S., 1985, Kent State University, USA

### **Instructor**

**Sawma, Victor**, M.S. 2003, University of Ottawa, Canada

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### **Programs of Study**

The department of computer science offers both undergraduate and graduate programs leading to the degrees of:

BS in Business Computing (91 Credits).

BS in Computer Science (104 Credits).

BS in Computer Science – (CIS) (103 Credits).

BS in Computer Science – (CGA) (108 Credits).

BS in Geographic Information Science (91 Credits).

MS in Computer Science (30 Credits).

MS in Computer Science – (CIS) (30 Credits).

### **Undergraduate Programs**

The undergraduate programs are designed to prepare students for graduate studies in computer science, computer information systems (CIS), computer graphics & animation (CGA), business computing, geographic information science, and for a professional career in computer based environments.

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## The Degree of Bachelor of Science in Computer Science

### Admission Requirements

For admission requirements to the degree of BS in Computer Science refer to the section entitled “Undergraduate Admission” of this catalog.

### Graduation Requirements

To receive the degree of BS in computer science, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 104 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “I” assigned during the last semester to courses required for graduation will result in delaying their graduation.

### Degree Requirements (104 credits)

	<b>Number of Credits</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
• ARB 211 or ARB 231	
• REG 212 or REG 213	
• One course of the following:	
PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,	
FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205, FAP 206,	
FAP 214, PDP 201.	
<b>d) Social Science Studies</b>	3 cr.
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211,	
SOL 201, POS 201, <sup>67</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM	
201, BAD 201	
<b>e) Basic Science Studies</b>	6 cr.
Two distinct courses of the following: ENS 201, ENS 202, ENS 206,	
NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>28 cr.</b>
CSC 200, CSC 212, CSC 213, CSC 222, CSC 313, MAT 211, MAT 213, MAT 215, MAT 224, MAT 315	
<b>Major Requirements</b>	<b>46 cr.</b>
CSC 311, CSC 312, CSC 316, CSC 323, CSC 325, CSC 387, CSC 415, CSC 425, CSC 426, CSC 431, CSC 475, CSC 490. MAT 235, MAT 325, .	
Choose one of the following Sequences of courses:	6 cr.
Sequence a: CSC 422, CSC 432	
Sequence b: CSC 423, CSC 463	
Sequence c: OPR 318, MAT 339	
<b>Free Electives</b>	<b>3 cr.</b>

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<sup>67</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

**Bachelor of Science in Computer Science**  
**Suggested Program (104 Credits)**

**Fall Semester I (13 Credits)**

CSC	200	Keyboarding	1 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
CSC	212	Program Design & Data Abstraction I	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
MAT	213	Calculus III	3 cr.

**Spring Semester I (15 Credits)**

CSC	213	Program Design & Data Abstraction II	3 cr.
MAT	215	Linear Algebra I	3 cr.
MAT	224	Calculus IV	3 cr.
ENL	230	English in the Work Place (GER)	3 cr.
REG	212 or 213	GER	3 cr.

**Summer Session I (9 Credits)**

MAT	211	Discrete Mathematics	3 cr.
CSC	222	Computer Organization and Assembly Language	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

CSC	313	Data Structures Using C++	3 cr.
CSC	312	Computer Architecture	3 cr.
MAT	315	Linear Algebra II	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
ARB	211 or 231	GER	3 cr.

**Spring Semester II (15 Credits)**

CSC	323	Objected Oriented Programming	3 cr.
CSC	325	Analysis of Algorithms	3 cr.
CSC	316	Computers Security and their data	3 cr.
MAT	325	Elements of Probability	3 cr.
CSC	311	Theory of Computation	3 cr.

**Summer Session II (6 Credits)**

CSC	387	Advanced Programming in Java	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

CSC	415	Introduction to Operating Systems	3 cr.
CSC	425	Data Communications & Computer Networks	3 cr.
CSC*	—	—	3 cr.
CSC	426	Principles of Database Systems	3 cr.
—	—	GER	3 cr.

**Spring Semester III (16 Credits)**

CSC	—	—	3 cr.
CSC	431	Compiler Design	3 cr.
CSC	490	Senior Study	3 cr.
CSC	475	Network programming Lab	1 cr.
—	—	Free Elective <sup>68</sup>	3 cr.
—	—	GER	3 cr.

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<sup>68</sup> CSC 220, CSC 320 cannot be taken as free elective. One has to fulfill the star by completing one of the following sequence of courses: Sequence A: CSC 422, CSC 432, Sequence B: CSC 423, CSC 463 or Sequence C: OPR 318, MAT 339

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## **The Degree of Bachelor of Science in Computer Science Concentration: Computer Information Systems (CIS)**

### **Admission Requirements**

For admission requirements to the degree of BS in Computer Science with a concentration in Computer Information Systems refer to the section entitled “Undergraduate Admission” of this catalog.

### **Graduation Requirements**

To receive the degree of BS in Computer Science (CIS), a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 103 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “I” assigned during the last semester to courses required for graduation will result in delaying their graduation.

### **Degree Requirements (103 credits)**

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	
ENL 213, ENL 230	6 cr.
<b>b) Computer Skills</b>	
CSC 201	3 cr.
<b>c) Cultural Studies</b>	
<ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following: PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306, FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205, FAP 206, FAP 214, PDP 201.</li></ul>	9 cr.
<b>d) Social Science Studies</b>	
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>69</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	3 cr.
<b>e) Basic Science Studies</b>	
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	6 cr.
<b>Core Requirements</b>	<b>31 cr.</b>
CSC 200, CSC 212, CSC 213, CSC 222, CSC 313, MAT 211, MAT 213, MAT 215, MAT 224, MAT 315, STA 210.	
<b>Major Requirements</b>	<b>39 cr.</b>
CSC 218, CSC 226, CSC 312, CSC 305, CSC 316, CSC 321, CSC 323, CSC 376, CSC 414, CSC 423, CSC 425, CSC 446, CSC 475, CSC 490,	

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<sup>69</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.



**Technical Elective**

**3 cr.**

Choose one of the following courses: CSC 231, CSC 318, CSC 385, CSC 387.

**Free Electives**

**3 cr.**

**Bachelor of Science in Computer Science**  
**Concentration: Computer Information Systems**  
**Suggested Program (103 Credits)**

**Fall Semester I (13 Credits)**

CSC	200	Keyboarding	1 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
CSC	212	Program Design & Data Abstraction I	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
MAT	213	Calculus III	3 cr.

**Spring Semester I (15 Credits)**

CSC	213	Program Design & Data Abstraction II	3 cr.
MAT	215	Linear Algebra I	3 cr.
MAT	224	Calculus IV	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
—	—	GER	3 cr.

**Summer Session I (9 Credits)**

CSC	222	Computer Organization & Assembly Language	3 cr.
MAT	211	Discrete Mathematics	3 cr.
REG	212 or 213	(GER)	3 cr.

**Fall Semester II (16 Credits)**

CSC	313	Data Structures Using C++	3 cr.
CSC	218	Principles of Communications Systems	3 cr.
CSC	226	Database Programming for Business	3 cr.
CSC	312	Computer Architecture	3 cr.
STA	210	Statistics for Business and Economics	4 cr.

**Spring Semester II (15 Credits)**

CSC	305	System Analysis and Design	3 cr.
CSC	321	Advanced Software Packages	3 cr.
MAT	315	Linear Algebra II	3 cr.
CSC	323	Object Oriented Programming	3 cr.
—	—	GER	3 cr.

**Summer Session II (6 Credits)**

—	—	GER	3 cr.
ARB	211 or 231	GER	3 cr.

**Fall Semester III (15 Credits)**

CSC	316	Computer Security & their data	3 cr.
CSC <sup>70</sup>	—	Technical Elective	3 cr.
CSC	425	Data Communications & Computer Networks	3 cr.
CSC	423	Software Engineering	3 cr.
CSC	446	Applied Database Systems	3 cr.

**Spring Semester III (14 Credits)**

CSC	414	Applied Operating Systems	3 cr.
CSC	490	Senior Study	3 cr.
CSC	475	Network Programming Lab	1 cr.
CSC	376	Applied Security Lab	1 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

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<sup>70</sup> Choose one of the following courses CSC 231, CSC 318, CSC 385, CSC 387

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## The Degree of Bachelor of Science in Business Computing

### Admission Requirements

For admission requirements to the degree of bachelor of science (BS) in Business Computing refer to the section entitled “Undergraduate Admission” of this catalog.

### Graduation Requirements

To receive the degree of BS in Business Computing, a student must fulfill all requirements of the degree program, complete all required courses, accumulate a total of 91 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “I” assigned during the last semester to courses required for graduation will result in delaying their graduation.

### Degree Requirements (91 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>Computer Skills</b>	3 cr.
CSC 201	
<b>Cultural Studies</b>	9 cr.
ARB 211 or ARB 231 and REG 212 or REG 213	
Choose one of the following set of courses:	
PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306, FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205, FAP 206, FAP 214, PDP 201.	
<b>Social Science Studies</b>	3 cr.
Choose one of the following set of courses:	
HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201	
ECN 200 <sup>71</sup> , ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>Basic Science Studies</b>	6 cr.
Two distinct courses of the following:	
ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>28 cr.</b>
CSC 200, CSC 216, CSC 217, CSC 226, ACO 201, ECN 211, MAT 205, MAT 214, STA 206, STA 207	
<b>Major Requirements</b>	<b>30 cr.</b>
CSC 204, CSC 301, CSC 305, CSC 306, CSC 330, CSC 417, CSC 446, CSC 490, ACO 202, ECN 212.	
<b>Technical Elective</b>	<b>3 cr.</b>
Choose one of the following courses: CSC 231, CSC 316, CSC 318, CSC 321, CSC 323, CSC 385.	
<b>Free Elective</b>	<b>3 cr.</b>

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<sup>71</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

**Bachelor of Science in Business Computing**  
**Suggested Program (91 Credits)**

**Fall Semester I (13 Credits)**

CSC	200	Keyboarding	1 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
CSC	204	Programming Logic	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

CSC	216	Computer Programming I	3 cr.
CSC	226	Database Programming for Business	3 cr.
MAT	205	Math for Business and economics II	3 cr.
STA	206	Applied Statistics for Business & Economics I	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.

**Summer Semester I (6 Credits)**

—	—	GER	3 cr.
ARB	211/ 231	GER	3 cr.

**Fall Semester II (15 Credits)**

CSC	217	Computer Programming II	3 cr.
CSC	301	Management Information Systems	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
STA	207	Applied Statistics for Business & Economics II	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

CSC	306	Web Design	3 cr.
CSC	305	System Analysis and Design	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
MAT	214	Applied Linear Algebra	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

CSC	330	Commercial Software Development	3 cr.
CSC	417	Advanced Programming Technologies	3 cr.
CSC	—	Technical Elective <sup>72</sup>	3 cr.
ACO	201	Principles of Accounting I	3 cr.
REG	212/ 213	GER	3 cr.

**Spring Semester III (12 Credits)**

CSC	446	Applied Database Systems	3 cr.
CSC	490	Senior Project	3 cr.
ACO	202	Principle of Accounting II	3 cr.
—	—	Free Elective	3 cr.

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<sup>72</sup> Choose one of the following courses: CSC 231, CSC 316, CSC 318, CSC 321, CSC 323, CSC 385.

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## **The Degree of Bachelor of Science in Computer Science Concentration: Computer Graphics and Animation (CGA)**

The B.S. in Computer Science concentration Computer Graphics and Animation is the study of the technical foundations, design and development of Computer Graphics and Animation. This program prepares students for careers as graphics software developers and for graduate study in computer graphics.

### **Admission Requirements**

For admission requirements to the degree of BS in Computer Graphics and Animation refer to the section entitled "Undergraduate Admission" of this catalog.

### **Graduation Requirements**

To receive the degree of BS in Computer Graphics and Animation, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 104 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of "F" assigned during the last semester to courses required for graduation will result in delaying their graduation.

### **Degree Requirements (108 Credits)**

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b> ENL 213, ENL 230	
<b>b) Computer Skills</b> CSC 201	
<b>c) Cultural Studies</b> <ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following:         PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,         FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205,         FAP 206, FAP 214, PDP 201.</li></ul>	
<b>d) Social Science Studies</b> One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201 MRK 201, HTM 201, BAD 201, ECN 211, ECN 212	
<b>e) Basic Science Studies</b> ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, AST 201.	
<b>Core Requirements</b>	<b>33 cr.</b>
CSC 212, CSC 220, CSC 435, MAT 211, MAT 213, MAT 215, MAT 315, MAT 225 FAP 211, ARP 213, ARP 223.	

**Major Requirements**

**45 cr.**

CSC 231, CSC 277, CSC 278, CSC 320, CSC 343, CSC 375, CSC 412,  
CSC 422, CSC 423, CSC 430, CSC 433, CSC 443, CSC 490,  
MAT 312, MAT 340.

**Free Electives**

**3 cr.**

## Bachelor of Science in Computer Graphics and Animation Suggested Program (108 Credits)

### Fall Semester I (15 Credits)

FAP	211	Drawing I	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
CSC	212	Program Design & Data Abstraction I	3 cr.
ARP	213	Basic Technical Skills	3 cr.
ENL	213	Sophomore English Rethoric (GER)	3 cr.

### Spring Semester I (15 Credits)

ARP	223	Descriptive Geometry	3 cr.
CSC	220	Programming in Java I	3 cr.
CSC	231	Multimedia Applications	3 cr.
MAT	211	Discrete Mathematics	3 cr.
ENL	230	English in the Work Place (GER)	3 cr.

### Summer Semester I (9 Credits)

MAT	213	Calculus III	3 cr.
MAT	215	Linear Algebra I	3 cr.
ARB 211 or 231		GER	3 cr.

### Fall Semester II (15 Credits)

MAT	225	Vector Calculus	3 cr.
CSC	277	Software Packages for Computer Graphics I	3 cr.
CSC	320	Programming in Java II	3 cr.
MAT	312	Graph Theory	3 cr.
MAT	315	Linear Algebra II	3 cr.

### Spring Semester II (15 Credits)

MAT	340	Game Theory	3 cr.
CSC	278	Software Packages for Computer Graphics II	3 cr.
CSC	422	Introduction to Image Processing	3 cr.
CSC	375	Computer Modeling and Simulation	3 cr.
CSC	412	Introduction to Computer Graphics	3 cr.

### Summer Semester II (9 Credits)

		GER	3 cr.
CSC	435	Operating Systems and Networks	3 cr.
REG 212 or 213		GER	3 cr.

### Fall Semester III (15 Credits)

CSC	343	Character Animation	
CSC	423	Software Engineering	3 cr.
CSC	433	Applied Artificial Intelligence	3 cr.
CSC	430	Computer Graphics and Animation	3 cr.
—	—	GER	3 cr.

### Spring Semester III (15 Credits)

CSC	443	Computer Games Design	3 cr.
CSC	490	Senior Study	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

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## Undergraduate Courses: Computer Science

**CSC 200 Keyboarding (0.2); 1 cr.** This course introduces the basic skills in operating an electronic keyboard and prepares students to proper typing procedures.

**CSC 201 Computers and Their Use (3.0); 3 cr.** This course introduces the difference and interface between hardware and software. It prepares the students, to use computers as a tool.

**CSC 202 Computers for Visual Arts (3.0); 3 cr.** This course introduces the basic concepts of computers and prepares visual arts students to the use of the state-of-the-art software packages for their projects.

**CSC 204 Programming Logic (3.0); 3 cr.** This is a language independent course that focuses on programming logic. Students learn to develop essential tools for problem solving such as hierarchy charts, pseudocode, and flowcharts. It places special emphasis on concepts such as visual, event-driven, and object-oriented programming. The course serves as a strong and thorough preparation for a sequence of up to date computer programming courses.

**CSC 209 Introduction to Computers (3.0); 3 cr.** An introduction to the history of computers and their use. Topics include hardware components, system software, interacting with the computer, data storage and retrieval, introduction to data communications and computer networks, the Internet, the use of computers in a variety of personal and professional context including word processing, spreadsheet analysis, database management, electronic presentation, and an introduction to computer programming using Pascal.

**CSC 211 Fundamentals of Computing Using Pascal (4.0); 4 cr.** The programming language PASCAL is used to provide the concepts of problem analysis and program design. Programming topics include control structures, I/O, arrays, functions and procedures.

**CSC 212 Program Design and Data Abstraction I (3.0); 3 cr.** This course is an introduction to computer programming using C++. Topics include problem solving using computers; structural programming; control structures; arrays; functions; pointers; recursion;

data abstraction; classes; introduction to object-oriented programming paradigm.

**CSC 213 Program Design and Data Abstraction II (3.0); 3 cr.** This course is a continuation of CSC 212. Emphasis is placed on the object-oriented features of C++. Topics include classes; operator overloading; inheritance; virtual functions; polymorphism; stream I/O; templates; file processing. *Prerequisite:* CSC 212.

**CSC 214 Fundamentals of Computing For Engineers (3.0); 3 cr.** The programming language FORTRAN is used to provide the concepts of problem analysis and program design. Programming topics include control structures, I/O, arrays, functions and procedures.

**CSC 215 File Processing and Business Programming Using COBOL (3.0); 3 cr.** Introduces concepts and techniques for the organization and manipulation of files through the study of the business oriented programming language COBOL. *Prerequisite:* CSC 201.

**CSC 216 Computer Programming I (3.0); 3 cr.** This course is an introduction to computer programming using Visual Basic. Topics include problem solving using computers, object-oriented, event-driven programming (OOED), form and control properties, variables, assignments statements, arithmetic, control structures, arrays, functions, subs, and modules. *Prerequisite:* CSC 204 or CSC 212.

**CSC 217 Computer Programming II (3.0); 3 cr.** This course is a continuation of CSC 216. Topics include security and files in Visual Basic (VB), using VB to work with databases, using VB to create graphics, and creating objects in VB. *Prerequisite:* CSC 216.

**CSC 218 Principles of Communication Systems (3.0); 3 cr.** Spectral analysis, random variables and processes, introduction to queuing theory, analogue communication, digital communication, analogue to digital conversion, digital-modulation techniques, representation of noise, demodulation techniques, introduction to information theory. *Prerequisite:* CSC 212.

**CSC 219 Digital Computer Fundamentals (3.0); 3 cr.** Fundamentals of logic design, the



design of switching circuits using small and medium scale integrated devices. Flip flops, counters, decoders, multiplexes, and registers.

**CSC 220 Programming in Java I (3.0); 3 cr.** Object-Oriented programming using Java. Topics include: Objects, classes, Methods, Interface Access, Composition, Inheritance, Polymorphism, Interfaces & Inner Classes. Introduction to predefined Classes: Array List, Vector, String & String Buffer. Handling Errors with Exception, I/O system, Templates/Generics. *Prerequisite:* CSC 212

**CSC 221 Introduction to Database Programming for Business (2.0); 2 cr.** Analysis, design and implementation of computerized business projects using the FoxPro language. *Prerequisite:* CSC 201.

**CSC 222 Computer Organization and Assembly Language (3.0); 3 cr.** Machine level architecture, functional units, memory, debugging, input/output structures, storage systems, instruction sets, machine cycle, assemblers, macroassemblers and microprocessors.

**CSC 226 Database Programming for Business (3.0); 3cr.** This course covers the concept of database and database modeling using ER and EER. The procedure of transforming the conceptual model to logical model (relational) is introduced, the SQL language, the relational algebra and the database design. *Prerequisite:* CSC 201.

**CSC 231 Multimedia Applications (3.0); 3 cr.** An Introduction to the multimedia world and a preparation to some of the well known software packages. *Prerequisite:* CSC 212 or CSC 217.

**CSC 270 Computer Aided Engineering Design (0.3); 1 cr.** Introduction to computer aided drawing. Applications of existing CAD software to engineering problems.

**CSC 271 Workshop in Desktop Publishing (0.3); 1 cr.** Laboratory sessions to gain practical experience with typesetting, procedures in a multilingual environment which includes Arabic. *Prerequisite:* CSC 201.

**CSC 272 Workshop in Computer Aided Engineering Design (1.4); 3cr.** Aims at applying CAD concepts in developing engineering projects. *Prerequisites:* CSC 201 or CEN 170.

**CSC 273 Workshop in Computer Aided Architectural Design (1.4); 3 cr.** Aims at applying CAD concepts in developing architectural projects. *Prerequisites:* CSC 201 or RCT 102.

**CSC 274 Software Packages for Architect I (2.0); 2 cr.** Aims at using 3D Studio VIZ for creating complex 3D Models, Rendering and animation.

**CSC 275 Software Packages for Architect II (2.0); 2 cr.** The main purpose of this course is to communicate to students the ability of working on Photoshop as a final Rendering Software which follows AutoCad and 3Dmax. Also, illustrator Software will be taught for creating professional looking graphics such as logos, working with creative type effects and photographs from line drawings.

**CSC 277 Software Packages for Computer Graphics I (0.3); 3 cr.** Introduction to 3-D studio program to students in computer graphics.

**CSC 278 Software Packages for Computer Graphics II (0.3); 3 cr.** This course covers the tools available in Alias/Wavefront's Maya software for the creation of 3D digital animation. *Prerequisite:* CSC 231.

**CSC 300 Advanced Keyboarding(0.2); 1 cr.** Continuation of CSC 200. *Prerequisite:* CSC 200.

**CSC 301 Management Information Systems (3.0); 3cr.** This course is an introduction to the fundamentals of information technologies and to the strategic opportunities and challenges presented by these technologies. The topics covered in this course are strategic uses of information systems, information technology in business: hardware, software, telecommunications. Data and knowledge management, artificial intelligence and expert systems. *Prerequisite:* CSC 216 or CSC 212.

**CSC 305 System Analysis and Design (3.0); 3cr.** Business systems as tools for solving information flow problems within the framework of a structured methodology. Case studies provide the students with practical applications. *Prerequisite:* CSC 221 or CSC 226.

**CSC 306 Web Design (3.0); 3cr.** This course teaches the design of Web sites through an advanced software package. The course takes the students stage-by-stage through the design of

specific sites, ranging from personal sites to creating and managing a corporate intranet. Emphasis on advanced topics such as scripting, databases, and the design of site interaction. *Prerequisite:* CSC 217 or CSC 213.

**CSC 311 Theory of Computation (3.0); 3 cr.** Strings and languages, regular sets, finite automata, Kleene's theorem, languages and grammars, Chomsky classification, Turing machines, complexity. *Prerequisites:* CSC 313 and MAT 211.

**CSC 312 Computer Architecture (3.0); 3 cr.** Von Neumann architecture, machine instructions and formats, addressing techniques, microprogramming, fast arithmetic, advanced memory and I/O practices. *Prerequisite:* CSC 222 or EEN 220.

**CSC 313 Data structures using C++ (3.0); 3cr.** The course will introduce students to the use of Abstract Data type and Data Structures. Topics include: Linked Lists and Recursion, Stacks, queues and their applications, Trees, Balanced trees (AVL, Red-Black) and their implementations, Maps and Hashing, Priority Queues, Heaps, Huffman coding, Graphs vocabulary and implementation, Backtracking. *Prerequisite:* CSC 213.

**CSC 314 Programming Languages (3.0); 3 cr.** A comparative study of programming languages: syntax, semanticist and implementation. Students will also have to learn and gain working familiarity with the ANSI Standard C programming language. *Prerequisite:* CSC 212.

**CSC 315 Computer Information Systems (3.0); 3 cr.** Business systems as tools for solving information flow problems within the framework of a structured methodology. Case studies provide the students with practical applications. *Prerequisite:* CSC 221 or CSC 226.

**CSC 316 Computers Security and Their Data (3.0); 3 cr.** This course covers the main concepts of computer security specially, the ones concerned with the latest technology. Encryption (symmetric & asymmetric), and the most important protocols using encryption are introduced. Also, program security, viruses, operating system security, network security and firewalls are explained. *Prerequisite:* CSC 217 or CSC 313.

**CSC 318 Geographic Information Systems (3.0); 3 cr.** Principles techniques and applications of geographic information systems.

**CSC 320 Programming in Java II (3.0); 3 cr.** This course is the continuity of Java I. Topics include: Creating Windows & Applets, 2D and 3D painting, Run-Time Type Identification, Multiple Threads, Introduction to Distributed Computing: JSP, JDBC, RMI. *Prerequisite:* CSC 220.

**CSC 321 Advanced Software Packages (3.0); 3 cr.** An in-depth practical experience with new generation software packages in the areas of office automation and management. *Prerequisite:* CSC 221 or CSC 226.

**CSC 323 Object-Oriented Programming Using C++ (3.0); 3 cr.** Abstract data types, classes, objects basic properties, inheritance, polymorphism and dynamic binding, multiple inheritance, object-oriented software engineering, modeling and prototyping. *Prerequisite:* CSC 313 or CSC 217.

**CSC 325 Analysis of Algorithms (3.0); 3cr.** An introduction to the analysis of the efficiency and accuracy of algorithms. Dynamic Programming. Greedy Algorithms. Graph Algorithms. Selected topics. *Prerequisite:* CSC 313.

**CSC 343 Character Animation (0.3); 3 cr.** This course introduces the professional tools required for building and animating 3D characters. *Prerequisite:* CSC 277 or CSC 278.

**CSC 330 Commercial Software Development (3.0); 3cr.** Topics include software design, development, testing, documentation, and maintenance. Also examines team work, scheduling, prime management, and project management topics. Students develop, test, and market a commercial piece of software in a team setting. *Prerequisite:* CSC 315.

**CSC 371 Workshop in Advanced Programming (0.3); 1 cr.** Language laboratory with projects requiring the proper choice of data structures, control structures, and tools of software based on solid theoretical computing concepts. Laboratory 2 hours per week, tutorial 1 hour per week.

**CSC 372 Mathematical Software Packages (1.0); 1 cr.** Introduction to computer programming and simulation using mathematical

software packages such as Matlab, Maple, Mathematica.

**CSC 375 Computer Modeling and Simulation (3.0); 3 cr.** Introduction to basic concepts of simulation modeling: data acquisition, model construction and validation, experimentation, implementing the results. Discrete systems simulation using Matlab software. *Prerequisite:* CSC 313 or CSC 320.

**CSC 376 Applied Security lab (1.2); 1 cr.** This course applies the theoretical concepts of encryption by building or using some security packages. It studies and compares different security features of the current commercial anti-virus and anti-intrusion software, operating systems, database management systems, firewalls and risk analysis packages. *Prerequisite:* CSC 316.

**CSC 385 Internet Computing (3.0); 3 cr.** The topics covered in the course include Introduction to Internet, WWW, XHTML, Javascript, MySQL, Apache, PHP, and XML. *Prerequisite:* CSC 213 or CSC 217 or CSC 220.

**CSC 387 Advanced programming using Java (3.0); 3cr.** From C++ to Java, interfaces, inner classes, I/O system, Templates/Generics. Creating Windows & Applets, 2D and 3D painting, Multiple Threads, Java Database Connectivity (JDBC), Java Networking: Client/Server Architecture, Servlet, Java Server Page (JSP). *Prerequisite:* CSC 313.

**CSC 412 Introduction to Computer Graphics (3.0); 3 cr.** Video basics, raster scan graphics, Bresenham algorithm, viewports, geometric forms and models, polygon filling and antialiasing, halftoning, convex boundaries, interior and exterior clipping, hidden lines and hidden surfaces. *Prerequisite:* CSC 313 or CSC 320.

**CSC 414 Applied Operating Systems (3.0); 3 cr.** Fundamental concepts that are applicable to a variety of operating systems. Detailed case studies of Unix, Linux and Windows NT systems. *Prerequisite:* CSC 312.

**CSC 415 Introduction to Operating Systems (3.0); 3 cr.** Topics include operating system concepts; system calls; interprocess communication; race condition; mutual exclusion with/without busy waiting; semaphores; monitors; the problem deadlock;

process scheduling; memory management, file systems; security; I/O. *Prerequisites:* CSC 312.

**CSC 416 Fundamentals of Data Retrieval (3.0); 3cr.** Topics include information system types and related file structures, inverted files, text analysis and automatic indexing; database management systems and query languages, overview on natural language processing. *Prerequisite:* CSC 313.

**CSC 417 Advanced Programming Technologies (0.3); 3 cr.** This course covers advanced programming topics using Visual Basic.NET. This includes databases, Web applications, XML, Web services, mobile applications. *Prerequisite:* CSC 213 or CSC 217.

**CSC 422 Introduction to Image Processing (3.0); 3 cr.** Image perception, sampling and quantization techniques, image transforms, image enhancement techniques like noise reduction, blurring, sharpening, edge detection, and contrast enhancing. *Prerequisite:* CSC 213 or CSC 220.

**CSC 423 Software Engineering (3.0); 3 cr.** Techniques of software development, testing, and management. *Prerequisite:* CSC 323 or CSC 320.

**CSC 425 Data Communications and Computer Networks (3.0); 3 cr.** Topics include data communications; transmission media; asynchronous/synchronous transmission; error control; data link control protocols; LAN types and protocols; high-speed LANs; MANs; bridges; WANs; packet/circuit switched data networks; internetworking; Internet IP. *Prerequisites:* CSC 218 or CSC 312.

**CSC 426 Principles of Database Systems (3.0); 3 cr.** The objective of this course is to introduce the fundamental concepts necessary for designing, using and implementing database systems. The course will study data modeling by understanding the concepts data schema, data representation, relations and attributes, normalization, data description language, data definition language and data manipulation languages. The course will also provide an introduction to the next generations systems and basically OODBS. Also the course will cover a number of issues that are important in the design of DBMS including recovery, consistency, security, integrity and query optimization. *Prerequisite:* CSC 313 or CSC 217.

**CSC 430 Computer Graphics and Animation (3.0); 3 cr.** Topics include: mathematical techniques for curve and surfaces; color systems; fractals hidden lines and hidden shad up; surface mapping and ray tracing; techniques of animation. *Prerequisite:* CSC 412 or its equivalence.

**CSC 431 Compiler Design (3.0); 3 cr.** Principles and practices in the design of programming language compilers. Topics: lexical analysis, parsing theory (LL, LR, and LALR parsing), symbol tables, type checking, common representations for arrays, runtime conventions for procedure calls, storage allocation for variables, and generation of code. Students construct two compilers as the programming projects: the first is a simple predictive parser and the second is a rather large project using Lex and Yacc. *Prerequisites:* CSC 311.

**CSC 432 Introduction to Artificial Intelligence (3.0); 3 cr.** Basic concepts of artificial intelligence, predicate calculus, proof by refutation (Oring algorithm), natural language processing, game trees, heuristic, introduces two programming languages LISP and PROLOG. *Prerequisite:* CSC 313.

**CSC 433 Applied Artificial Intelligence (3.0); 3 cr.** The aim of this course is to introduce Game-related Artificial Intelligence fundamental concepts: Intelligent agents, Heuristic Search, Planning, Uncertainty and Decisions Making (Fuzzy Logic), Learning (Genetic Algorithms). *Prerequisites:* CSC 320 and MAT 340.

**CSC 435 Operating Systems and Networks (3.0); 3 cr.** This course provides an introduction to the concepts underlying operating systems and computer networks. Detailed studies of Unix, Linux, Windows NT, Ethernet and TCP/IP protocols. Senior Standing.

**CSC 443 Computer Games Design (3.0); 3 cr.** In this course, the student learns about the main components that are required to design a computer game. The work includes project design activities where the students will be expected to make use of existing programming tools. *Prerequisites:* CSC 343.

**CSC 446 Applied Database Systems (3.0); 3 cr.** This course is intended to be a practical study of the fundamentals of current database technologies and database management systems. Wide range of topics will be covered including uses of databases, database architecture, design, real world implementations, security and integrity issues, performance and concurrency. *Prerequisite:* CSC 221 or CSC 226.

**CSC 463 Advanced Software Development (3.0); 3 cr.** This course addresses advanced topics in programming using the relatively new programming language C#.NET, a part of the .NET IDE envelope. The language is intriguing and is intended to programming, using an object-oriented approach, Internet applications with emphasis on Windows interfaced packaged software. It is an integration language that agrees well with almost any other application across the internet. *Prerequisite:* CSC 213.

**CSC 475 Network Programming Lab (1.2); 1 cr.** Applied networking and distributed computing in Java. Networking with sockets. TCP/IP, Multicast, HTTP, RMI, Finger, and ping clients and servers. Multiprotocol chat systems & whiteboards. *Prerequisite:* CSC 425.

**CSC 476 Database Programming lab (1.2); 1 cr.** This course applies the theoretical concepts of database design using a specific application on a commercial database management system. The general concepts of this DBMS including transaction handling, optimization, recovery, and security are checked and compared with other commercial DBMS. *Prerequisites:* CSC 426 or CSC 446.

**CSC 480 Internship 1 cr.** Assigned work at an industrial establishment. The grade will be based on employer's evaluation, written report and oral discussions. *Prerequisite:* Senior Standing.

**CSC 485 Seminar (3.0); 3 cr.** This course is designed to provide students an opportunity to study some topics in computer science that have not been included in the curriculum. *Prerequisite:* Senior Standing.

**CSC 490 Senior Study 3 cr.** Assigned project supervised by a faculty member. The grade will be based on project evaluation and individual oral presentation. *Prerequisite:* Senior Standing.

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## The Degree of Bachelor of Science in Geographic Information Science

### Admission Requirements

For admission requirements to the degree of BS in Geographic Information Science refer to the section entitled “Undergraduate Admission” of this catalog.

### Graduation Requirements

To receive the degree of BS in Geographic Information Science, a student must fulfill all requirements of the degree program, complete all required courses, accumulate a total of 92 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “F” assigned during the last semester to courses required for graduation will result in delaying their graduation.

### Degree Requirements (91 Credits)

	Number of Credits (cr.)
<b>General Education Requirements</b>	27 cr.
Communications Skills	6 cr.
ENL 213, ENL 230	
Computer Skills	3 cr.
CSC 201	
Cultural Studies	9 cr.
ARB 211 or ARB 231, and REG 212 or REG 213	
Choose one of the following courses:	
(A) PHL 211, LTR 211, LTR 212, LTR 213, HUT 305, HUT 306	
Social Science Studies	3 cr.
Choose one of the following courses:	
(B) HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201,	
<sup>^</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
Basic Science Studies	6 cr.
Choose two of the following courses:	
(C) ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, AST	
201.	
<b>Core Requirements</b>	31 cr.
CSC 204, CSC 216, CSC 217, CSC 226, CSC 273, CSC 306, CSC 417, CSC 435, MAT 215, STA 210.	
<b>Major Requirements</b>	30 cr.
CEN 150, CEN 151, CSC 446, GIS 211, GIS 311, GIS 321, GIS 331, GIS 352, GIS 441, GIS 452, GIS 490	
<b>Free Elective</b>	3 cr.

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<sup>^</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

**Bachelor of Science in Geographic Information Science**  
**Suggested Program (91 Credits)**

**Fall Semester I (15 Credits)**

CSC	201	Computers and Their Use (GER)	3 cr.
CSC	204	Programming Logic	3 cr.
GIS <sup>73</sup>	211	Principles of GIS	3 cr.
MAT	215	Linear Algebra I	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.

**Spring Semester I (16 Credits)**

CSC	216	Computer Programming I	3 cr.
GIS	311	Desktop GIS	3 cr.
CSC	226	Introduction to Database Programming for Business	3 cr.
STA	210	Statistics for Business and Economics	4 cr.
ENL	230	English in the Workplace (GER)	3 cr.

**Summer Session (6 Credit)**

ARB	211/	GER	3 cr.
	231		
REG	212/	GER	3 cr.
	213		

**Fall Semester II (15 Credits)**

GIS	321	Spatial Analysis & Modeling	3 cr.
CSC	217	Computer Programming II	3 cr.
CSC	273	Workshop in Computer Aided Architectural Design	3 cr.
CSC	306	Web Design	3 cr.
CEN	150	Surveying	2 cr.

**Spring Semester II (13 Credits)**

GIS	331	Implementations of GIS	3 cr.
GIS	441	Cartography, Geodesy and GPS	3 cr.
CEN	151	Field Surveying	1 cr.
CSC	417	Advanced Programming Technologies	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

GIS	352	Theories of Remote Sensing	3 cr.
CSC	435	Operating Systems & Networks	3 cr.
CSC	446	Applied Database Systems	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

**Spring Semester III (12 Credits)**

GIS	452	Advanced Remote Sensing	3 cr.
GIS	490	GIS Senior Project	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

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<sup>73</sup> GIS 211 or CSC 318 could be taken.

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## Undergraduate Courses: Geographic Information Science

**GIS 211 Principles of GIS (3.0); 3 cr.** An introduction to Geographical Information System, data structure and information, topology, attributes and database organization, map basics and cartographic representations, and Remote Sensing &GPS.

**GIS 311 Desktop GIS (3.0); 3 cr.** Topics include spatial data entry, data format and structure, maps and raster image registration and rectification, data base design and management, spatial data analysis (vector representation), and handling all types of geographical data with Arc Info Workstation. *Prerequisites:* GIS 211 or CSC 318

**GIS 321 Spatial analysis and Modeling (3.0); 3 cr.** Introduction to spatial analysis, vector spatial analysis, network analysis, raster spatial data development, raster analysis, surface modeling, 3-D analysis. *Prerequisite:* GIS 311.

**GIS 331 Implementations of GIS (3.0); 3 cr.** This course focuses on applications in vector data analysis and manipulation, network analysis, spatial analysis, surface modeling, 3-D modeling, and field trips. *Prerequisite:* GIS 321.

**GIS 341 Cartography and Automated Mapping (3.0); 3 cr.** Elements of thematic cartography, cartographic theory, and cartographic projections. Properties of photogrammetric and remotely sensed images; photography, elements of map, photograph, and image interpretation.

**GIS 351 Photogrammetry and Remote Sensing (3.0); 3 cr.** the nature of remote sensing. Optical radiation models. Sensor models. Data models. Spectral and spatial transforms. Correction and calibration. Image registration and fusion. Introduction to photogrammetry. Basic elements and techniques of image interpretation. Various aerial camera systems and platforms. Films and filter

combination. Geometry and Aerial photography. Scale and area and height measurement. Stereoscopy. Flight planing and ground control of aerial photography. Orthophotography.

**GIS 352 Theories of Remote Sensing (3.0); 3 cr.** Concepts of Remote Sensing, physics of Remote Sensing, introduction to air photo interpretation, photogrammetry, Remote Sensing sensors and platforms, digital image processing, and overview of applications of remote Sensing.

**GIS 411 Geodetic Science and Satellite Positioning (3.0); 3 cr.** Description of the geodetic mode of the Earth. Relationship between terrestrial observations and grid coordinates. Use of satellites for navigation and positioning. History and review of satellite positioning systems. Measurement techniques using gps. Future trends in satellite positioning technology. *Prerequisite:* MAT 213.

**GIS 441 Cartography, Geodesy and GPS (3.0); 3 cr.** This course introduces the nature of cartography, basic geodesy, map projections, scaling, referencing and coordinate systems, cartographic perception and design. It also describes Global Positioning System (GPS), map data collection and design.

**GIS 452 Advanced Remote Sensing (3.0); 3 cr.** This course focuses on hands on applications of Remote Sensing data collection, data preparation and processing, image distortion, radiometric and geometric corrections, image enhancement and classification, image mosaicking, space triangulation, and digital representation of relief stereoscopy. *Prerequisite:* GIS 352.

**GIS 490 Senior Project (3.0); 3 cr.** Assigned project supervised by a faculty member. The grade will be based on project evaluation and individual oral presentation. *Prerequisite:* Senior Standing.

## Graduate Program: Computer Science

The graduate program in computer science is designed to prepare students to do research in advanced topics in computer science and to gain further practical skills and knowledge in the computer profession.

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### The Degree of Master of Science in Computer Science

#### Admission Requirements

In addition to the university graduate admission requirements, candidates are expected to have a sufficient background in computer science and mathematics. Those who do not meet these requirements may be given provisional admission pending satisfactory completion of some undergraduate courses. The credits earned for these courses will not be counted towards the 30 credits required for the degree of master of science (MS) in computer science.

#### Graduation Requirements

To satisfy the requirements for the degree of MS in Computer Science, the student must complete a total of 30 credits with an overall average of at least 3.0/4.0.

#### Degree Requirements Course-Work Option (30 Credits)

**Number of  
Credits (cr.)  
30 cr.**

#### 1- Complete the following courses

CSC 615, CSC 616, CS 621, CSC 622, CSC 625, CSC 626, CSC 632, CSC 670, MAT 661, MAT 662.

Comprehensive Written Examinations (CWE) Pass two comprehensive written examinations in two areas of computer science: Theory and systems. The theory CWE is composed of three sections drawn from CSC 622, MAT 661, and MAT 662. The system CWE is composed of six sections drawn from CSC 615, CSC 616, CSC 621, CSC 625, and CSC 632, where the student is expected to answer any four sections of his/her choice. The CWEs are scheduled once a year at the end of the Spring semester. Students are encouraged to sign for the theory examination at the end of their first year. Those who fail any CWE are allowed to retake it only once thereafter, but no later than the end of the following academic year.

#### MS in Computer Science (Course-Work Option) Suggested Program (30 Credits)

##### Fall Semester (12 Credits)

CSC	615	Advanced Computer Architecture	3 cr.
CSC	616	Advanced Database Systems	3 cr.
CSC	625	Advanced Operating systems	3 cr.
MAT	661	Computational Mathematics I	3 cr.

##### Spring Semester (12 Credits)

CSC	621	Advanced Compiler Design	3 cr.
CSC	622	Advanced Analysis of Algorithms	3 cr.
CSC	626	Computer Communication and Networks	3 cr.
MAT	662	Computational Mathematics II	3 cr.

##### Summer Session (6 Credits)

CSC	632	Artificial Intelligence	3 cr.
CSC	670	Selected Topics in Computer Science	3 cr.



## Degree Requirements Thesis Option (30 Credits)

	<b>Number of Credits (cr.)</b>
<b>1- Complete the following courses</b>	<b>24 cr.</b>
CSC 615, CSC 616, CS 621, CSC 622, CSC 625, CSC 626, MAT 661, MAT 662.	
<b>2- Complete the following thesis courses</b>	<b>6 cr.</b>
CSC 691 Master Thesis in Computer Science Part I	3 cr.
CSC 692 Master Thesis in Computer Science Part II	3 cr.

### Master of Science in Computer Science (Thesis Option) Suggested Program (30 Credits)

#### Fall Semester I (9 Credits)

CSC	615	Advanced Computer Architecture	3 cr.
CSC	616	Advanced Database Systems	3 cr.
MAT	661	Computational Mathematics I	3 cr.

#### Spring Semester I (9 Credits)

CSC	621	Compiler Design	3 cr.
CSC	622	Advanced Analysis of Algorithms	3 cr.
MAT	662	Computational Mathematics II	3 cr.

#### Fall Semester II (6 Credits)

CSC	625	Advanced Operating systems	3 cr.
CSC	691	Master Thesis in Computer Science I	3 cr.

#### Spring Semester II (6 Credits)

CSC	692	Master Thesis in Computer Science II	3 cr.
CSC	6xx	Elective	3 cr.

### Graduate Program: Computer Science – Concentration Computer Information System

The purpose of the graduate in CS-CIS is to teach students how to combine general management knowledge with the latest software tools and techniques to create information systems which allow organizations to compete in the global market place. Graduates will be prepared for careers in a variety of areas such as programming, system development, database administration, network development and support, and consulting.

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### The Degree of Master of Science in Computer Science – Concentration Computer Information System

#### Admission Requirements

In addition to the university graduate admission requirements, candidates are expected to have a sufficient background in computer science and mathematics. Those who do not meet these requirements may be given provisional admission pending satisfactory completion of a set of undergraduate courses. The credits earned for these courses will not be counted towards the 30 credits required for the degree of Master of Science (MS) in computer science – concentration computer information systems.

#### Graduation Requirements

To satisfy the requirements for the degree of MS in Computer Science – Concentration Computer Information System, the student must complete a total of 30 credits with an overall average of at least 3.0/4.0.

**Degree Requirements Course-Work Option  
(30 Credits)**

**Number of  
Credits (cr.)  
30 cr.**

**1- Complete the following courses**

CSC 603, CSC 605, CS 606, CSC 616, CSC 626 or CSC 623, CSC 631, STA 614, PRM 603, CSC 6xx or <sup>74</sup>BAD 6xx

**MS in Computer Science (Course-Work Option)  
Suggested Program (30 Credits)**

**Fall Semester I (9 Credits)**

CSC	603	Object-Oriented Applications	3 cr.
STA	614	Advanced Statistical Methods for Business Decision Systems	3 cr.
CSC	631	Multimedia Systems	3 cr.

**Spring Semester I (9 Credits)**

PRM	603	Project Planning and Control	3 cr.
CSC	616	Advanced Database Systems	3 cr.
CSC	626	Computer Communication and Networks	3 cr.
or			
CSC	623	Advanced Software Engineering	

**Fall Semester II (6 Credits)**

CSC	605	System Analysis and Design	3 cr.
CSC	6xx	Elective	3 cr.
or			
<sup>2</sup> BAD	6xx		

**Spring Semester II (6 Credits)**

CSC	606	Operating Systems and Security	3 cr.
CSC	6xx	Elective	3 cr.
or			
<sup>2</sup> BAD	6xx		

**Degree Requirements Thesis Option  
(30 Credits)**

**Number of  
Credits (cr.)  
24 cr.**

**1- Complete the following courses**

CSC 603, CSC 605, CSC 616, CSC 626 or CSC 623, CSC 631, STA 614, BAD 636, <sup>75</sup>CSC 6xx, or <sup>76</sup>BAD 6xx

**2- Complete the following thesis courses**

CSC 691 Master Thesis in Computer Science Part I	3 cr.
CSC 692 Master Thesis in Computer Science Part II	3 cr.

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<sup>74</sup> Choose one of the following courses: BAD 630, BAD 634, PRM 605

<sup>75</sup>

<sup>76</sup> Choose one of the following courses: BAD 630, BAD 634, PRM 605

## Master of Science in Computer Science (Thesis Option) Suggested Program (30 Credits)

### Fall Semester I (9 Credits)

CSC	603	Object-Oriented Applications	3 cr.
STA	614	Advanced Statistical Methods for Business Decision Systems	3 cr.
CSC	631	Multimedia Systems	3 cr.

### Spring Semester I (9 Credits)

PRM	603	Project Planning and Control	3 cr.
CSC	616	Advanced Database Systems	3 cr.
CSC	626	Computer Communication and Networks	3 cr.
or			
CSC	623	Advanced Software Engineering	3 cr.

### Fall Semester II (6 Credits)

CSC	605	System Analysis and Design	3 cr.
CSC	691	Master Thesis I	3 cr.

### Spring Semester II (6 Credits)

CSC	692	Master Thesis II	3 cr.
CSC	6xx	Elective	3 cr.
or			
<sup>2</sup> BAD	6xx		

### Master Thesis

Students may register for the thesis (CSC 691 & CSC 692) upon the completion of at least 18 credits with an overall average of at least 3.3/4.0 and after receiving the approval of both the department chairperson and the thesis advisor.

### Duration of Work

The work for the thesis is expected to be completed within a period of two semesters; otherwise, the student shall register for one credit every semester thereafter.

### Jury for the Oral Defense

After receiving a written note of completion along with five bounded copies of the master thesis from the master thesis advisor, the department chairperson shall appoint the jury for the oral defense and its chairperson, and shall distribute to each member one copy of the master thesis. The jury shall consist of the master thesis advisor and three full-time faculty members one of whom is from outside the department.

### Schedule for the Oral Defense

The oral defense for the master thesis shall be scheduled by the jury chairperson at most one month from the date of the appointment of the jury

### Evaluation and Grade

Bound master thesis copies are required for the evaluation. The jury shall evaluate the work for the master thesis and assign the appropriate grade by a majority vote. In case of a tie, the committee chairperson shall have the casting vote.

### Final Copy of the Master Thesis

The student shall submit seven bounded copies of the approved final copy of the master thesis to the jury chairperson, who in turn, shall distribute them to the Library, Faculty, Department, and to each member of the jury.

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## Graduate Courses: Computer Science

**CSC 603 Objected-Oriented Applications (3.0); 3 cr.** Emphasizes the use of Object-Oriented Architectures and Components in order to build business to business and business to client applications. The multi-tier architecture will be studied in depth through Enterprise Java Beans (EJB) specifications. The development environment is Jbuilder 4 of Borland.

**CSC 605 System Analysis and Design (3.0); 3 cr.** Emphasizes the design aspects of systems development, including logical and physical design, implementation, testing and operation. State-of the art system development process, methods and tools are presented.

**CSC 606 Operating Systems and Security (3.0); 3 cr.** This is a hands-on system vulnerabilities like stake and heapoverflows, return to libc attacks etc... Attack counter measures such as stack guard and address space randomization are discussed. The students are expected to write their own exploits in addition to applying known exploits in a controlled linux/x86 environment. Viruses and worms are covered along with defenses like disinfection, integrity checking and sandboxing.

**CSC 611 Advanced Theory of Computation (3.0); 3 cr.** Topics include: primitive recursive functions, Church thesis, recursive and recursively enumerable sets, time and space complexity measures, the classes P and NP-completeness, and hierarchy of complexity.

**CSC 612 Advanced Computer Graphics (3.0); 3 cr.** Topics include: mathematical techniques for curve and surfaces; color systems; fractals hidden lines and hidden shading; surface mapping and ray tracing; techniques of animation.

**CSC 613 Computer Vision and its Applications (3.0); 3 cr.** Focuses on computer techniques for understanding and interpreting visual data, physics of vision, boundary detection of objects, region growing, analysis of texture and motion, and analysis on objects in scenes.

**CSC 614 Modeling and Simulation in OOP (3.0); 3 cr.** Encapsulation, use of inheritance (including multiple inheritance), collections and iterators, run-time typing identification,

exception handling. Some aspects of distributed and parallel object-oriented systems.

**CSC 615 Advanced Computer Architecture (3.0); 3 cr.** Early systems, parallelism and parallel processing, vector processors, array processors, associative processors, VLIW architecture, memory and I/O subsystems, networking. Case Study: RISC architecture.

**CSC 616 Advanced Database Systems (3.0); 3 cr.** Topics include: Data modeling using ER model; relational model; relational algebra; SQL; functional dependencies and normalization; query processing and optimization; distributed database design procedure; distributed query optimization concurrency control; recovery; integrity and security; data warehouse and data mining.

**CSC 621 Advanced Compiler Design (3.0); 3 cr.** The course will cover some of the core-topics, already studied in CSC 431 (or in some equivalent course at another university), but with more details and rigor. Some of the topics are: lexical analysis, parsing theory (LL, LR, and LALR parsing), symbol tables, type checking, common representations for arrays, runtime conventions for procedure calls, storage allocation for variables, generation of code, and code optimization.

**CSC 622 Advanced Analysis of Algorithms (3.0); 3 cr.** The course will cover some of the core-topics, already studied in CSC 325 (or in some equivalent course at another university), but with more details and rigor. In addition, we will present a selection of advanced topics, mainly the theory of NP-completeness and algorithms for parallel computers.

**CSC 623 Advanced Software Engineering (3.0); 3 cr.** Advanced Topics in software engineering are covered including: formal methods, cleanroom software engineering, component-based development, client/server software engineering, web engineering, reengineering, computer-aided software engineering.

**CSC 625 Advanced Operating Systems (3.0); 3 cr.** Special emphasis on distributed computing, and the services provided by distributed operating systems. Important topics include

naming, security, remote procedure call, networks, concurrency, transactions, parallel computing, shared memory, message passing, and scale.

**CSC 626 Computer Communications and Networks (3.0); 3 cr.** Computer communications and layered network architecture; implementation and configuration of local Area Network (LANs), and Wide Area Network (WANs), TCP/IP, Internetworking and network management.

**CSC 631 Multimedia Systems (3.0); 3 cr.** This course provides the background needed for the design and development of computer-based systems that combine text, still images, sound, animation, and full motion video. The course will examine design methodologies used in planning these systems, and authoring languages used to create such systems.

**CSC 632 Artificial Intelligence (3.0); 3 cr.** Principles of problem solving and planning and machine learning systems. Introduction to current State-of-the art expert systems and expert systems tools.

**CSC 633 Digital Image Processing (3.0); 3 cr.** Image perception, sampling, quantization techniques, transforms, enhancement techniques,

like noise reduction, blurring, sharpening, edge detection, and contrast enhancing, image restoration and analysis.

**CSC 645 Neural Networks for Computing (3.0); 3 cr.** Introduction to neural networks algorithms, adaptive behavior, associative learning. Applications to cognitive information processing and control and signal processing.

**CSC 670 Selected Topics in Computer Science (3.0); 3 cr.** Topics of current interest in computer science.

**CSC 685 Readings in Computer Science (3.0); 3 cr.** Designed primarily for those students wishing to study a particular area in computer science under the supervision of a faculty member.

**CSC 690 Master Thesis in Computer Science 6 cr.** The research for the master thesis must show the student's proficiency in approved topics in computer science.

**CSC 691 Master Thesis in Computer Science I 3 cr.** The research for the master thesis must show the student's proficiency in approved topics in computer science.

**CSC 692 Master Thesis in Computer Science II 3 cr.** Continuation of CSC 691.

## DEPARTMENT OF MATHEMATICS AND STATISTICS

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**Chairperson:** *Dr. Amer Jajou*

**Secretary:** *Mrs. Nelly Nakad*

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### Professor

<sup>77</sup>**Eid, George M.**, Ph.D., 1988, Polytechnic University, New York, USA  
*Measure Theory, Numerical Linear Algebra*

<sup>1</sup>**Fares, Jean**, Ph.D., 1988, University of Wisconsin-Madison, USA  
*Algebraic Topology, Nonlinear Programming*

<sup>1</sup>**Tarabay, Ajaj**, Ph.D., 1978, University of Utah, USA  
*Several Complex Variables, Group Theory*

### Associate Professors

**Keirouz Malhab**, Ph.D., 1991, Perdue University – USA  
*Differential Topology*

**Saliba, Holem**, Ph.D., 1997, Moscow State University, Russia  
*Mathematical Logic, algebra and the Theory of Numbers.*

### Assistant Professors

**Ghalayini, Bassem**, Ph.D., 1995, University of California, Los Angeles, USA  
*Differential Equations*

**Jajou, Amer F.**, Ph.D., 1987, Univerzita Karluva, Czechoslovakia  
*Operations Research, Numerical Analysis*

**Maalouf, Ramez**, Ph.D., 1994, University of London, England  
*Complex Analysis, Fractal Geometry*

**Rached Ziad**, Ph.D., 2002, Queen's University, Canada  
*Mathematics, Communications*

**Saleeby, Elias**, Ph.D., 1998, University of Arkansas, USA  
*Function Theory and Differential Equations.*

### Senior Lecturer

**Saadé, Ban**, M.S., 1978, American University of Beirut, Lebanon,  
*Algebra*

### Lecturers

**Bou Nassif, Claudia Freiji**, M.S., 1991, Ohio State University, USA,  
*Applied Statistics, Actuarial Science and Insurance*

**Hajjar, Theresa**, M.P.H., 1994, American University of Beirut, Lebanon  
*Biostatistics*

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### Programs of Study

The department offers programs in applied statistics, actuarial science and insurance, and mathematics leading to the degrees of:

- BS in Actuarial Science and Insurance (112 Credits).
- BS in Applied Statistics (91 Credits).
- BS in Mathematics (103 Credits).
- MS in Mathematics (33 Credits)

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<sup>77</sup> On tenure appointment

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## The Degree of Bachelor of Science in Actuarial Science and Insurance

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**Academic Advisor:** *Mrs. Claudia Freiji Bou Nassif*

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Actuarial Science is a field concerned with the applications of mathematics and statistics to long-term financial problems. These problems are frequently associated with life assurance and pension provision. So an actuary has to:

- Asses risks.

- Project mortality rates.

- Take account of economic factors.

- Determine levels of premiums on long-term contracts.

- Forecast benefits and contributions in both the short-term and the long-term.

in environments such as social security, pension funds, insurance companies, and also banks.

The BS degree in Actuarial Science and Insurance prepares students for careers as:

- Actuaries in the insurance and reinsurance industries.

- Actuary analysts of risk and uncertainty of potential financial losses.

- Actuarial calculators of unearned premium reserves.

- Underwriters in insurance companies and government agencies.

- Consultants in financial and investment corporations.

Students enrolled in the BS degree will be prepared to take a series of examinations in actuarial science sponsored by international organizations.

### **Admission Requirements**

For admission requirements to the degree of BS in Actuarial Science and Insurance refer to the section entitled “Undergraduate Admission” of this catalog.

### **Graduation Requirements**

To receive the degree of BS in Actuarial Science and Insurance, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 112 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “I” assigned during the last semester to courses required for graduation will result in delaying of graduation.

## Degree Requirements (112 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b> ENL 213, ENL 230	6 cr.
<b>b) Computer Skills</b> CSC 201	3 cr.
<b>c) Cultural Studies</b> <ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following:         PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,         FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205,         FAP 206, FAP 214, PDP 201.</li></ul>	9 cr.
<b>d) Social Science Studies</b> One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, MRK 201, HTM 201, BAD 201	3 cr.
<b>e) Basic Science Studies</b> Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	6 cr.
<b>Core Requirements</b> ACO 201, BAD 201, ECN 211, ECN 212, MAT 205, MAT 213, MAT 215, MAT 224, MAT 235, CSC 212, STA 210, STA 312	<b>37 cr.</b>
<b>Major Requirements</b> ACS 310, ACS 314, ACS 320, ACS 324, ACS 327, ACS 330, ACS 421, ACS 424, ACS 430, ACS 450, ACS 460, MAT 325, MAT 339, STA 315	<b>42 cr.</b>
<b>Free Electives</b> Choose two courses from the already non-chosen courses in sets <b>(c)</b> , <b>(d)</b> , and <b>(e)</b> . However for choosing courses from outside these sets, you must receive the written approval of the Faculty Dean.	<b>6 cr.</b>



## Bachelor of Science in Actuarial Science and Insurance Suggested Program (112 Credits)

### Fall Semester I (16 Credits)

CSC	201	Computers and Their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
STA	210	Statistics for Business & Economics	4 cr.
ARB	211 or 231	GER	3 cr.

### Spring Semester I (15 Credits)

ACO	201	Principles of Accounting I	3 cr.
ECN	212	Principles of Macroeconomics	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	213	Calculus III	3 cr.
CSC	212	Program Design and Data Abstraction I	3 cr.

### Summer Session I (9 Credits)

MAT	205	Mathematics for Business and Economics II	3 cr.
MAT	215	Linear Algebra I	3 cr.
MAT	224	Calculus IV	3 cr.

### Fall Semester II (15 Credits)

ACS	310	General Insurance	3 cr.
BAD	201	Fundamentals of Management	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
MAT	325	Elements of Probability	3 cr.
REG	212 or 213	GER	3 cr.

### Spring Semester II (15 Credits)

ACS	314	Life and Multi-life Contingencies	3 cr.
ACS	320	Mathematics of Demography	3 cr.
STA	312	Introductory Time Series Analysis	3 cr.
STA	315	Mathematical Statistics	3 cr.
—	—	GER	3 cr.

### Summer Session II (9 Credits)

MAT	339	Numerical Analysis	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

### Fall Semester III (15 Credits)

ACS	324	Life Insurance	3 cr.
ACS	327	Risk Theory	3 cr.
ACS	330	Insurance Law and Regulations	3 cr.
ACS	430	Actuarial Science Practicum	3 cr.
—	—	GER	3 cr.

### Spring Semester III (18 Credits)

ACS	421	Credibility Theory and Loss Distributions	3 cr.
ACS	424	Pension Fund Mathematics	3 cr.
ACS	450	Investment & Asset Management	3 cr.
ACS	460	Topics in Life Insurance and Pensions	3 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

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## Undergraduate Courses: Actuarial Science & Insurance

**ACS 310 General Insurance (3.0); 3 cr.** This is a general non mathematical introduction to the major functions of insurance companies starting from their “raison d’être” and ending with an explanation of the different coverage offered under Personal Insurance; Topics include: Types of Risk and Risk Management Methods; Objectives of Risk Management; Risk Pooling and Risk reduction through Pooling and Insurance Institutions; Cost of Risk Pooling (Insurer Insolvency, Insurer Operations and Reinsurance); Insurance Pricing (Determinants of Premium, Investment Income and Loadings); Experience Rating (Full and Partial Credibility); Estimation of outstanding claim provisions, delays in claim reporting and settlement; Chain Ladder method with and without inflation; Estimation of Incurred but not yet reported Claims (IBNR); Demand of Insurance by Individuals and by Businesses; Types of Personal Insurance (Automobile, Homeowners and life insurance and annuities) explaining for each the exposed to risk population, the pricing and underwriting cycle. *Prerequisite:* STA 210.

**ACS 314 Life and Multi-life Contingencies (3.0); 3 cr.** Introduces the basis of actuarial Mathematics. Topics include Risk Aversion and the different Utility functions; Survival distribution for future lifetime as well as curtate future lifetime random variable; Force of Mortality and its relation to the survival function; Life tables and their use in calculating probabilities of survival; Expectation of future lifetime (Complete and Curtate); Assumptions regarding Fractional ages; Special Laws of Mortality (Gompertz, Makeham, etc); Ultimate Life tables; Life Annuities (paid in advance, in arrears or Continuous) for a whole life, term or deferred period. Annuities with Level or Varying payments done annually or mthly are as well covered; Use of Commutation functions to calculate annuities. *Prerequisite:* MAT 325.

**ACS 320 Mathematics of Demography (3.0); 3 cr.** Measures and characteristics; of mortality; life tables; mortality projections; measures of morbidity. Adjusted average; difference equations and mathematical formula methods. *Prerequisite:* MAT 325.

**ACS 324 Life Insurance (3.0); 3 cr.** This course assesses the expected present value of an

amount assured payable at the moment of death (Continuous) or at the end of the year of death (discrete) for a Whole Life assurance, Term Assurance; Deferred Assurance and Endowment Assurance; Varying Benefit Assurance (Increasing/Decreasing); Relation between expected present value of a benefit paid at the moment of death and that payable at the end of the year of death; Commutation Functions related to Life Assurance; Net Premium Determination through the equation of Equivalence for fully continuous, discrete and mthly payments; Apportionable premiums; Accumulation type Benefits; Net Premium Reserves (fully continuous, Discrete and semi-continuous) Prospective and Retrospective Reserves; Reserves at fractional Durations; Differential Equations for fully Continuous Reserves; Reserves in terms of Commutation Functions. *Prerequisite:* ACS 314.

**ACS 327 Risk Theory (3.0); 3 cr.** Individual Risk model for the short term; Models for independent claim random variable and approximation for the distribution of the sum of multiple claims; Collective Risk Model for a Single Period; Compound Distributions and the evaluations of moments for the aggregate distribution; Collective Risk Model over an Extended Period; Surplus Process and Ruin; Claims Processes (Poisson and Compound Poisson Process); Adjustment Coefficient; Claim amount Distribution in Cases of Fire Insurance, Automobile Physical Damage Insurance, short term disability, Hospital Insurance,...etc; Stop-Loss Reinsurance Premium Determinants; Effect of Reinsurance on the Probability of Ruin. *Prerequisite:* MAT 325.

**ACS 330 Insurance Law and Regulations (3.0); 3 cr.** Elements of business law as it applies to insurance; government and social policy as it relates to general insurance; automobile insurance and assigned risk plans.

**ACS 421 Credibility Theory and Loss Distributions (3.0); 3 cr.** Estimation of future claims frequency, claim’s severity, pure premium as well as aggregate losses by associating credibility factor to previous experience; The Credibility factor is computed according to: Limited Fluctuation Credibility, Partial Credibility: Bühlmann and Bühlmann

Straub Credibility. Bayesian approach to Credibility is discussed in general and through Conjugate Prior Distributions such as Poisson-Gamma, Normal-Normal, Binomial-Beta and Exponential-Inverse Gamma mixed distributions. Non-parametric and Semi parametric Methods in computing Credibility factor in the absence of fully defined distributions. *Prerequisite:* STA 315.

**ACS 424 Pension Fund Mathematics (3.0); 3 cr.** Multiple decrement models; Multiple and Associate single decrement tables, Net single Premium. Valuation theory for pension plans; Contributions, Age-service, Disability, and withdrawal benefits, Commutation functions. Theory of pension funding; Terminal funding, Individual and Aggregate cost methods. *Prerequisite:* ACS 314.

**ACS 430 Actuarial Science Practicum (3.0); 3 cr.** Introduces the Modeling cycle in solving business problems. Selection of the parametric models; Estimation of the associated parameters using Method of Moments, Maximum Likelihood Estimation, Percentile matching and Bayesian Estimation; Calibration and the

evaluation of the suitability of the Model using Kolmogorov-Smirnov, Anderson-Darling, Chi-Square goodness of fit and Likelihood Ratio tests. *Prerequisite:* STA 315.

**ACS 450 Investment and Asset Management (3.0); 3 cr.** Financial securities and markets, Efficient portfolios and efficient frontiers, The single index model, Utility analysis, The standard capital asset pricing model, Efficient markets, Interest rate theory, Options and Futures. *Prerequisite:* Senior Standing.

**ACS 460 Topics in Life Insurance and Pension (3.0); 3 cr.** The joint life and last-survivor status, insurance and annuity benefits, simple contingent functions, Insurance models including expenses, types of expenses, net premium and reserves. Occasionally: Elements of game theory, Minimax theorem, Nash equilibrium, Continuous games. *Prerequisites:* ACS 324, ACS 327 and ACS 424.

**ACS 480 Internship 1 cr.** Assigned work at an industrial establishment. The grade will be based on employer's evaluation, written report and oral discussions. *Prerequisite:* Senior Standing.

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## The Degree of Bachelor of Science in Applied Statistics

The degree of BS in Applied Statistics prepares students for careers as statistical analysts and consultants, biostatisticians, pollsters, general statisticians, or teachers, in:

- Engineering, and operations management companies.
- Hospitals, health centers, medical and applied science laboratories.
- Academic, and educational institutions.
- Testing and measurement offices.
- The profession of industrial psychology.
- Government agencies and ministries.

### Admission Requirements

For admission requirements to the degree of BS in Applied Statistics refer to the section entitled “Undergraduate Admission” of this catalog.

### Graduation Requirements

To receive the degree of BS in Applied Statistics, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 91 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the major and core requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “I” assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (91 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
<ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following:           PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,           FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205,           FAP 206, FAP 214, PDP 201.</li></ul>	
<b>d) Social Science Studies</b>	3 cr.
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	6 cr.
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>19 cr.</b>
MAT 213, MAT 215, MAT 224, STA 210, ECN 211, ECN 212.	

**Major Requirements****39 cr.**

MAT 315, MAT 325, MAT 330, STA 305, STA 312, STA 315, STA 325, STA 354, STA 360, STA 415, STA 450, STA 490, ACS 320.

**Free Electives****6 cr.**

Choose two courses from the already non-chosen courses in sets **(c)**, **(d)**, and **(e)**. However for choosing courses from outside these sets, you must receive the written approval of the Faculty Dean.

## Bachelor of Science in Applied Statistics Suggested Program (91Credits)

### Fall Semester I (16 Credits)

CSC	201	Computers and Their Use (GER)	3 cr.
ECN	211	Principles of Microeconomics	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
MAT	213	Calculus III	3 cr.
STA	210	Statistics for Business and Economics	4 cr.

### Spring Semester I (15 Credits)

ECN	212	Principles of Macroeconomics	3 cr.
MAT	215	Linear Algebra I	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	224	Calculus IV	3 cr.
—	—	Free Elective	3 cr.

### Fall Semester II (15 Credits)

MAT	315	Linear Algebra II	3 cr.
MAT	325	Elements of Probability	3 cr.
STA	305	Sampling Theory	3 cr.
REG	212 or 213	GER	3 cr.
ARB	211 or 231	GER	3 cr.

### Spring Semester II (15 Credits)

STA	312	Introduction to Time Series Analysis	3 cr.
STA	315	Mathematical Statistics	3 cr.
ACS	320	Mathematics of Demography	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

### Fall Semester III (15 Credits)

STA	325	Design of Experiments	3 cr.
STA	330	Probability Models	3 cr.
STA	354	Applied Regression Analysis	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

### Spring Semester III (15 Credits)

STA	360	Applied Multivariate Statistical Analysis	3 cr.
STA	415	Statistical Quality Control	3 cr.
STA	450	Topics in Applied Statistics	3 cr.
STA	490	Senior Project	3 cr.
—	—	GER	3 cr.

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## Undergraduate Courses: Statistics

**STA 201 Statistics for Social Sciences (3.0); 3 cr.** Topics include: Frequency distribution; measures of central tendency; measures of dispersion; quartiles and percentiles, laws of probability, sampling distributions, estimation, testing hypothesis and chi-square distribution. A statistical software package will be used. *Prerequisite:* Sophomore Standing.

**STA 203 Biostatistics (3.0); 3 cr.** Fundamentals principles of statistics as they apply to biological problems, including statistical inference analysis of variance. Correlation regression. A software package will be used. *Prerequisite:* Sophomore Standing.

**STA 206 Applied Statistics for Business and Economics I (3.0); 3 cr.** Descriptive statistics; measures of central tendency and dispersion; introduction to probability; conditional probability; independence; random variables; discrete probability distributions. A statistical software package will be used. *Prerequisite:* Sophomore Standing.

**STA 207 Applied Statistics for Business and Economics II (3.0); 3 cr.** Sampling distributions; inferences about a population mean, proportion and variances; experimental design; analysis of variance and covariance; linear regression and correlation. A statistical software package will be used. *Prerequisite:* STA 206.

**STA 209 Applied Statistics (3.0); 3 cr.** Frequency distribution; measures of central tendency and dispersion; probability laws; random variables; sampling and estimations. A statistical software package will be used. *Prerequisite:* Sophomore Standing.

**STA 210 Statistics for Business and Economics (4.0); 4 cr.** Descriptive statistics; measures of central tendency and dispersion, probability laws; random variables, sampling distributions; estimation; hypothesis testing simple linear regression; analysis of variance and chi-square. A statistical software package will be used. *Prerequisite:* Sophomore Standing.

**STA 303 Statistical Inference (3.0); 3 cr.** Logic of statistical inference; sampling distributions; point and interval estimations

hypothesis testing; correlation; regression. *Prerequisite:* STA 210

**STA 305 Sampling Theory (3.0); 3 cr.** Topics include: selection of sampling unit; determination of sample size; random and stratified sampling; purposive selection; sub-sampling and sampling chesters; sampling from finite universe. *Prerequisite:* STA 210.

**STA 312 Introductory Time Series Analysis (3.0); 3 cr.** Introduces the basic concepts of regression analysis starting with two variable model then proceeds to three variable and multi-variable regression models. Thorough discussion of: The assumptions underlying linear regression models; Diagnostic tests, and correction methods for heteroscedasticity, multicollinearity and serial correlations. The second part of the course introduces deterministic and stochastic time series models and discusses: Basic smoothing and extrapolation techniques; Autocorrelation Function (ACF) and Partial Autocorrelation Function (PACF) for the different models; Stationarity, nonstationarity and Invertibility conditions; Model specification, Parameter estimation and forecasting for the different stationary time series models AR (p), MA (q), ARMA (p, q), and the homogenous non-stationary models of order d ARIMA. *Prerequisite:* STA 210.

**STA 315 Mathematical Statistics (3.0); 3 cr.** Sampling; estimation; hypothesis testing; t-distribution; chi-square distribution; F-distribution; linear regression and correlation. Analysis of variance and covariance; multiple regression. *Prerequisite:* MAT 325.

**STA 325 Design of Experiments (3.0); 3 cr.** Single-factor experiments, randomized blocks, Latin squares, factorial and fractional experiments, surface fitting design. *Prerequisite:* STA 210.

**STA 354 Applied Regression Analysis (3.0); 3 cr.** An applied introduction to Linear and Multiple Regression Models; Testing of Hypothesis in Multiple Regression; Multiple, Partial and Multiple Partial Correlation; Confounding and Interaction in Regression; Regression Diagnostics; Dummy Variables in Regression and selection of the Best Regression Equation. The course stresses the knowledge of

how to develop a regression model and how to interpret the output by statistical packages without resorting to rigorous mathematical development. *Prerequisite:* STA 315.

**STA 360 Applied Multivariate Statistical Analysis (3 cr.); 3 cr.** Multivariate analysis, matrix algebra and random vectors, random sampling, the multivariate normal distribution, inferences about multivariate means and linear models, comparisons of several multivariate means, and multivariate linear regression. *Prerequisite:* STA 315.

**STA 415 Statistical Quality Control (3 cr.); 3cr.** Methods and philosophy of statistical

control; charts; for variables and for attributes, cumulative and exponentially weighted moving average control charts. Other statistical process techniques, process capability analysis. *Prerequisite:* STA 315.

**STA 450 Topics in Applied Statistics (3.0); 3 cr.** Multivariate distributions; regression analysis; non-parametric statistics; sequential analysis; decision theory; *Prerequisite:* STA 303.

**STA 490 Senior Project 3 cr.** Assigned project supervised by a faculty member. The grade will be based on project evaluation and individual oral presentation. *Prerequisite:* Senior Standing.

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### Graduate Courses: Statistics

**STA 500 Applied Statistics for Business and Economics (3.0); 3 cr.** The course covers the following main topics: Introduction to Statistics and Probability, discrete and continuous random variables, sampling distribution, testing hypothesis and estimation, analysis of variance, simple and multiple regression, and time-series analysis. The course also applies these concepts and Techniques to actual real world business and economic situations.

**STA 614 Advanced Statistical Methods for Business Decisions (3.0); 3 cr.** This course develops an analytical approach to risk in management decisions. Topics include decision analysis; correlation and multiple regression; discriminant; judgment; canonical; cluster and factor analysis.

**STA 631 Data Analysis (3.0); 3 cr.** Non-standard analysis of statistical problems; design

diagnostics. Regression analysis; test of goodness of fit; ANOVA; observational; graphical and exploratory data analysis; nonparametric methods; a statistical software package will be used.

**STA 653 Stochastic Processes (3.0); 3 cr.** Random walk; recurrent events; discrete and continuous time; Markov chains; branching processes; Poisson processes; nonhomogeneous and compound Poisson processes; queuing theory and Brownian motion.

**STA 654 Regression and Analysis of Variance (3.0); 3 cr.** Linear and multiple regression; analysis of variance factorial designs; Latin squares; block and nested designs; applications and aims of time-series analysis; stationary and nonstationary time series.

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### The Degree of Bachelor of Science in Mathematics

The degree of BS in Mathematics prepares students for careers in:

- Academic and Educational institutions.
- Engineering industry.
- Government laboratories.
- Business and management corporations.
- Research centers.
- Computer firms.

#### Admission Requirements

For admission requirements to the degree of BS in Mathematics refer to the section entitled "Undergraduate Admission" of this catalog.



## Graduation Requirements

To receive the degree of BS in Mathematics, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 103 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of "I" assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (103 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
<ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following:           PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,           FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205,           FAP 206, FAP 214, PDP 201.</li></ul>	
<b>d) Social Science Studies</b>	3 cr.
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>78</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	6 cr.
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>28 cr.</b>
CSC 212, CSC 213, CSC 372, MAT 211, MAT 213, MAT 215, MAT 224, MAT 235, PHY 213, CHM 211.	
<b>Major Requirements</b>	<b>42 cr.</b>
MAT 305, MAT 312, MAT 315, MAT 325, MAT 333, MAT 335, MAT 339, MAT 411, MAT 412, MAT 413, MAT 421, MAT 423, CSC 313, STA 315.	
<b>Free Electives</b>	<b>3 cr.</b>
Choose one course from the already non-chosen courses in sets (c), (d), and (e). However for choosing a course from outside these sets, you must receive the written approval of the Faculty Dean.	
<b>Technical Elective</b>	<b>3 cr.</b>
Choose one course of the following MAT 400, MAT 430, OPR 318, OPR 319	

<sup>78</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

## Bachelor of Science in Mathematics Suggested Program (103 Credits)

### Fall Semester I (15 Credits)

CSC	201	Computers and Their Use (GER)	3 cr.
MAT	211	Discrete Mathematics	3 cr.
MAT	213	Calculus III	3 cr.
MAT	215	Linear Algebra I	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.

### Spring Semester I (15 Credits)

CSC	212	Program Design and Data Abstraction	3 cr.
MAT	224	Calculus VI	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
PHS	213	Modern Physics	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.

### Summer Session I (7 Credits)

CHM	211	Principles of Chemistry	3 cr.
ARB	211 or 231	GER	3 cr.
CSC	372	Mathematical Software	1 cr.

### Fall Semester II (15 Credits)

CSC	213	Program Design and Data Abstraction II	3 cr.
MAT	315	Linear Algebra II	3 cr.
MAT	305	Number Theory	3 cr.
MAT	325	Elements of Probability	3 cr.
REG	212 or 213	GER	3 cr.

### Spring Semester II (15 Credits)

CSC	313	Data Structures in C++	3 cr.
MAT	333	Complex Variables	3 cr.
MAT	335	Partial Differential Equations	3 cr.
MAT	339	Numerical Analysis	3 cr.
—	—	GER	3 cr.

### Summer Session II (6 Credits)

MAT	312	Graph Theory	3 cr.
MAT	412	Topology I	3 cr.

### Fall Semester III (15 Credits)

MAT	411	Abstract Algebra I	3 cr.
MAT	413	Advanced Calculus I	3 cr.
STA	315	Mathematical Statistics	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

### Spring Semester III (15 Credits)

MAT	421	Abstract Algebra II	3 cr.
MAT	423	Advanced Calculus II	3 cr.
—	—	Technical Elective	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

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## Undergraduate Courses: Mathematics

<sup>79</sup>**MAT 001 Basic Mathematics (3.0); 3 cr.** Integers, fractions, ratios; rates, proportions, decimals, percents, sets, Cartesian product, real numbers, intervals, linear equations and inequalities, formulas, word problems, applications, geometry. *Prerequisite:* Placement.

<sup>79</sup>**MAT 100 Pre-Calculus (3.0); 3 cr.** Integer exponents, scientific notation, measurements, polynomials equations, factoring, rational equations; complex numbers; quadratic equations and inequalities, roots and radicals, rational exponents; radical equations. *Prerequisite:* MAT 001 or Placement or Freshman Standing.

<sup>79</sup>**MAT 105 Principles of Calculus (4.0); 4 cr.** Coordinates system; lines in the plane functions and graphs, linear, and polynomial functions, rational functions, limits; continuity; derivatives; differentiation; maxima and minima problems; antiderivatives and integrals. *Prerequisite:* MAT 100 or Placement, or Freshman Standing.

<sup>79</sup>**MAT 111 Calculus and Analytic Geometry I (4.0); 4 cr.** Functions and graphs, Rate of change, graphing, limit and continuity. Derivatives; differentiation rules. Applications of derivatives; maximum, minimum, the mean value theorem, L'Hôpital's rule. *Prerequisite:* Placement or Freshman Standing.

<sup>79</sup>**MAT 112 Calculus and Analytic Geometry II (4.0); 4 cr.** Integration; applications of definite integrals; areas, volumes, length, moments. Transcendental functions; Inverse functions and their derivatives, hyperbolic functions and their derivatives, Techniques of integration. *Prerequisite:* MAT 111 or Placement.

**MAT 201 Fundamentals of Mathematics (3.0); 3 cr.** Sets; the real number system; absolute value and its properties; exponents and radicals; polynomials, applied linear equations and inequalities; Cartesian product; coordinate axes; graphs, and functions. *Prerequisite:* Sophomore Standing or Placement.

**MAT 202 Mathematics for Arts (3.0); 3 cr.** Principles of coordinate geometry; symmetry of motion; rigid motions; reflections; rotations; translation; glide reflections; classifying patterns; symmetry of scale and fractals. *Prerequisite:* Sophomore Standing.

**MAT 204 Mathematics for Business and Economics I (3.0); 3 cr.** This course is designed to introduce topics in calculus and matrix analysis with applications to business, management, economics and social science. *Prerequisite:* Sophomore Standing.

**MAT 205 Mathematics for Business and Economics II (3.0); 3 cr.** Sequences; arithmetic and geometric progression. Simple interest; compound interest. Continuous compounding; annuities; amortization and sinking funds. Bonds and stocks. Capital budgeting and depreciation. *Prerequisite:* Sophomore Standing.

**MAT 211 Discrete Mathematics (3.0); 3 cr.** Arithmetic in different bases; set theory; relations and functions; mathematical reasoning and induction; counting techniques; permutations and combinations; logic; Boolean algebra; and lattice theory. *Prerequisite:* Sophomore Standing.

**MAT 213 Calculus III (3.0); 3 cr.** Techniques of integration; improper integrals. infinite series; Taylor and Maclaurin series. polar coordinates; graphing and integration in polar coordinates, Vectors and Vectors-valued functions. *Prerequisite:* MAT 112 or Placement.

**MAT 214 Applied Linear Algebra (3.0); 3 cr.** An introduction to basic ideas and techniques of Linear Algebra for sophomore students. The course covers Linear systems Matrices, Determinants, Eigen values and Eigen vectors. Each of these topics is followed by one or more applications. *Prerequisite:* Sophomore Standing.

**MAT 215 Linear Algebra I (3.0); 3 cr.** Linear systems and matrices and their applications; determinants; vector spaces; change of basis; eigenvalues and eigenvectors; linear transformations and their algebraic properties. *Prerequisite:* Sophomore Standing.

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<sup>79</sup> For the passing grade refer to the paragraph (Faculty of Natural and Applied sciences) section (faculty requirements) chapter (undergraduate admission)

**MAT 224 Calculus IV (3.0); 3 cr.** Analytic geometry in space; cylindrical and spherical coordinates. Vector-valued functions; space curve, curvature. Functions of two or more variables, partial derivatives, Lagrange multipliers, Taylor's formula. Multiple integrals; applications to masses and moments, and integration in vector fields. *Prerequisite:* MAT 213.

**MAT 225 Vector Calculus (3.0); 3 cr.** This course introduces vectors in Cartesian and curvilinear coordinate systems, the graphs and gradient of a real valued function, paths are length and vector fields, geometry of maps, double and triple integrals, line and surface integrals, and projective geometry, *Prerequisite:* Mat 213.

**MAT 235 Ordinary Differential Equations (3.0); 3 cr.** First-order ordinary differential equations. Higher-order linear differential equations. Power series solution: ordinary and singular points. Laplace transform, convolution. Systems of linear differential equations. *Prerequisite:* MAT 213.

**MAT 303 Mathematical Logic and Set Theory (3.0); 3 cr.** Axiomatic theory of sets; the axiom of choice; propositional logic; quantification theory; formal construction of the sets  $\mathbb{N}$ ;  $\mathbb{Z}$ ;  $\mathbb{Q}$ ;  $\mathbb{R}$ ; and  $\mathbb{C}$ . Cardinal numbers and their arithmetic; ordinal numbers and transfinite induction. *Prerequisite:* MAT 211.

**MAT 305 Number Theory (3.0); 3 cr.** Foundations of arithmetic; properties of integers and prime numbers; unique factorization; congruence; Diophantine equations; theorems of Fermat; Euler; and Wilson; quadratic reciprocity. *Prerequisite:* MAT 211.

**MAT 312 Graph Theory (3 cr.)** Basic concepts of graph theory, the use of paths and cycles in some applied algorithms such as the traveling salesman problem, the use of trees in computing and computer networks, planarity of graph and its use in coloring problem, the directed graph with applications on the marriage problem, the Latin squares and network flows. *Prerequisite:* MAT 211.

**MAT 315 Linear Algebra II (3.0); 3 cr.** The geometry of linear transformation, quadratic forms and conic sections; inner product spaces; orthogonality; orthogonal matrices; normed

spaces; diagonalization; and orthogonal diagonalization. *Prerequisite:* MAT 215.

**MAT 323 Vector and Tensor Analysis (3.0); 3 cr.** Cartesian and curvilinear coordinate systems. Line integrals; Green's theorem; the divergence theorem; and Stock's theorem. Curl and divergence. Introduction to tensor analysis and its applications. *Prerequisite:* MAT 224.

**MAT 324 Mathematics for Engineering (3.0); 3 cr.** Line integrals; Green's theorem; divergence theorem; Cauchy – Riemann equations; power and Laurent series; Residue theorem. *Prerequisite:* MAT 224.

**MAT 325 Elements of Probability (3.0); 3 cr.** Probability of events; axioms of probability; conditioning and independence; random variable and expectations; discrete and continuous distributions; moment generating functions; the Central Limit Theorem. *Corequisite:* MAT 224.

**MAT 326 Probability & Statistics For Engineers (3.0); 3 cr.** Concepts of probability, random variables, mathematical expectation, variance, confidence intervals. Estimation, testing of statistical hypotheses, regression and correlation, analysis of variance. *Corequisite:* MAT 224.

**MAT 330 Probability Models (3.0); 3cr.** Conditional probability and conditional expectation, discrete and continuous Markov chains, the Exponential distribution and Poisson process, queuing theory and reliability theory. *Prerequisite:* MAT 325.

**MAT 333 Complex Variables (3.0); 3 cr.** Analytic functions; derivatives; Cauchy-Reimann equations; complex integration; Cauchy integral theorem; power series; Laurent series; residue theorem; conformal mapping; Cauchy-Christoffel transformation. *Prerequisite:* MAT 224.

**MAT 335 Partial Differential Equations (3.0); 3 cr.** Linear partial differential equations. Separation of variables; closed form solutions; transform techniques; and numerical methods. Fourier series and Fourier transform, the Dirichlet and Neumann problems. *Prerequisite:* MAT 235, MAT 224.

**MAT 339 Numerical Analysis (3.0); 3 cr.** Error analysis; roots for non-linear equations; polynomial interpolation; approximation of

functions by polynomials; numerical differentiation and integration. *Prerequisite:* MAT 224 and a Computer Programming Language.

**MAT 340 Game Theory (3.0); 3 cr.** Introduces the basic concepts of game theory. Individual decision theory. Modeling games. Normal and extensive form games. Games with many strategies and repeated games. *Prerequisite:* MAT 211.

**MAT 400 Modern Geometry (3.0); 3 cr.** An axiomatic study of the foundations of Euclidean; non-Euclidean; affine; and projective geometry. Transformation groups; convexity; and Minkowski spaces. *Prerequisite:* Senior Standing.

**MAT 411 Abstract Algebra I (3.0); 3 cr.** Groups; permutation groups; the Sylow theorems and their applications; rings; ideals; quotient rings; Euclidean rings; polynomial rings; modules. *Prerequisite:* Senior Standing.

**MAT 412 Topology I (3.0); 3 cr.** This course covers review of set theory and logic, metric spaces, topological spaces, connectedness and compactness. *Prerequisite:* Mat 211 and Senior Standing.

**MAT 413 Advanced Calculus I (3.0); 3 cr.** The topological properties of the real number system; uniform continuity; Weierstrass approximation theorem; Riemann-Stieltjes integral; uniform convergence; improper integrals with a

parameter; the Beta and Gamma functions. *Prerequisite:* MAT 412 and Senior Standing.

**MAT 421 Abstract Algebra II (3.0); 3 cr.** Field extension; automorphism of fields; separable and normal extensions; finite fields; Galois theory. *Prerequisite:* MAT 411.

**MAT 423 Advanced Calculus II (3.0); 3 cr.** Jacobian's of transformations; functional dependence; transformations of multiple integrals; extremal problems of functions of several variables; integrals over curves and surfaces; differential forms; independence of path; exact differential forms. *Prerequisite:* MAT 413.

**MAT 430 Topology II (3.0); 3 cr.** This course is a continuation of Topology I, it introduces countability and separation axioms, completely regular spaces, Complete metric spaces, the fundamental groups and covering spaces. *Prerequisite:* MAT 412.

**MAT 450 Introduction to General Topology (3.0); 3 cr.** Topological spaces; metric spaces; compactness and connectedness; continuity; product and quotient spaces; function spaces; separation and countability axioms; normal and completely regular spaces. *Prerequisite:* Senior Standing.

**MAT 460 Selected Topics in Mathematics (3.0); 3 cr.** Students study selected contemporary topics in Mathematics. *Prerequisite:* Specified when Offered.

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## Undergraduate Courses: Operations Research

**OPR 318 Deterministic Operations Research (3.0); 3 cr.** Linear programming; simplex algorithm; duality; allocation and transportation problems; network flows; integer programming. *Prerequisite:* MAT 215.

**OPR 319 Stochastic Operations Research (3.0); 3 cr.** Stochastic models; decision theory; sensitivity analysis; Monte Carlo methods; Markov process; queuing theory; inventory analysis; and reliability. *Prerequisite:* MAT 325 or STA 206 or STA 210.

## Graduate Program: Mathematics

The graduate program in mathematics leads to the degree of Master of Science in mathematics. It is designed to prepare students to teach, and assume positions in business and industry where quantitative methods are needed and to do research in advanced topics in mathematics.

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## The Degree of Master of Science in Mathematics

### Admission Requirements

In addition to the graduate admission requirements of the University, entering students are expected to have a sufficient background in mathematics. Those who do not have it may be given provisional admission pending satisfactory completion of some undergraduate courses. The credits earned for these courses will not be counted toward the 33 credits required for the degree of MS in mathematics.

### Graduation Requirements

To satisfy the requirements for the degree of MS in mathematics, the student must complete a total of 33 credits with an overall average of at least 3.0/4.0.

### Degree Requirements (Course-Work Option) (33 credits)

	<b>Number of Credits (cr.)</b>
<b>1- Complete the following courses</b> MAT 621, MAT 623, MAT 625, MAT 632, MAT 634, MAT 636, MAT 641, MAT 642, MAT 661, MAT 662.	<b>30 cr.</b>
<b>2- Choose one 3-credit course</b> MAT 6xx or STA 6xx	<b>3 cr.</b>
<b>3- Comprehensive Written Examinations (CWE)</b> Pass comprehensive written examinations in MAT 621, MAT 632, and another one year sequence of graduate courses in mathematics. This sequence shall be determined solely by the student. Students may sign for the (CWE) upon the completion of at least 18 credits with an overall average of 3.0/4.0. These examinations are usually scheduled at the end of the Fall and the Spring semesters. Those who fail these examinations are allowed to retake them only twice no later than the end of the following academic year.	

### MS in Mathematics (Course-Work Option) Suggested Program (33 Credits)

#### Fall Semester I (9 Credits)

MAT 621	Advanced Algebra I	3 cr.
MAT 623	Advanced Analysis I	3 cr.
MAT 625	General Topology	3 cr.

#### Spring Semester I (9 Credits)

MAT 632	Advanced Algebra II	3 cr.
MAT 634	Advanced Analysis II	3 cr.
MAT/ STA	Elective	3 cr.

#### Fall Semester II (9 Credits)

MAT 636	Algebraic Topology	3 cr.
MAT 641	Theory of Ordinary Differential Equations I	3 cr.
MAT 661	Computational Mathematics I	3 cr.

#### Spring Semester II (6 Credits)

MAT 642	Theory of Partial Differential Equations II	3 cr.
MAT 662	Computational Mathematics II	3 cr.

**Degree Requirements (Thesis Option)  
(33 Credits)**

	<b>Number of Credits (cr.)</b>
<b>1- Complete the following courses</b> MAT 621, MAT 623, MAT 625, MAT 632, MAT 634, MAT 636, MAT 661, MAT 662.	<b>24 cr.</b>
<b>2- Choose one 3-credit course</b> MAT 6xx or STA 6xx	<b>3 cr.</b>
<b>3- Complete MAT 691 and MAT 692 (Master Thesis)</b>	<b>6 cr.</b>

**Master Thesis**

Students may register for the thesis (MAT 691 & MAT 692) upon the completion of at least 18 credits with an overall average of at least 3.0/4.0 and after receiving the approval of both the department chairperson and the thesis advisor.

**Duration of Work**

The work for the thesis is expected to be completed within a period of two semesters; otherwise, the student shall register for three credits every semester thereafter.

**Jury for the Oral Defense**

After receiving a written note of completion along with five bounded copies of the master thesis from the master thesis advisor, the department chairperson shall appoint the jury for the oral defense and its chairperson, and shall distribute to each member one copy of the master thesis. The jury shall consist of the master thesis advisor and three full-time faculty members one of whom is from outside the department.

**Schedule For the Oral Defense**

The oral defense for the master thesis shall be scheduled by the jury chairperson at most one month from the date of the appointment of the jury

**Evaluation and Grade**

Bound master thesis copies are required for the evaluation. The jury shall evaluate the work for the master thesis and assign the appropriate grade by a majority vote. In case of a tie, the committee chairperson shall have the casting vote.

**Final Copy of the Master Thesis**

The student shall submit seven bound copies of the approved final copy of the master to the jury chairperson, who in turn, shall distribute them to the Library, Faculty, department, and to each member of the jury.

## Master of Science in Mathematics (Thesis Option) Suggested Program (33 Credits)

### Fall Semester I (9 Credits)

MAT	621	Advanced Algebra I	3 cr.
MAT	623	Advanced Analysis I	3 cr.
MAT	625	General Topology	3 cr.

### Spring Semester I (9 Credits)

MAT	632	Advanced Algebra II	3 cr.
MAT	634	Advanced Analysis II	3 cr.
MAT/ STA	6xx	Elective	3 cr.

### Fall Semester II (9 Credits)

MAT	636	Algebraic Topology	3 cr.
MAT	661	Computational Mathematics I	3 cr.
MAT	691	Master Thesis Part I	3 cr.

### Spring Semester II (6 Credits)

MAT	662	Computational Mathematics II	3 cr.
MAT	692	Master Thesis Part II	3 cr.

## Graduate Courses: Mathematics

**MAT 600 Graph Theory (3.0); 3 cr.** Graphs; subgraphs; connectivity; trees; Hamilton graphs; matchings; coverings; coloring; Ramsey graph theory; connectedness in digraphs. Euler and Hamilton graphs; networks. *Prerequisite: Graduate Standing.*

**MAT 601 Linear Programming (3.0); 3 cr.** Formulations and algorithms of linear programming problems; convex sets; variants of the simplex algorithm; sparsity; duality and post-optimality analysis; decomposition of large-scale problems; and piece-wise linear programming. *Graduate Standing.*

**MAT 602 Nonlinear Programming (3.0); 3 cr.** Classical methods in optimizing nonlinear problems; constraints and Lagrangian methods; duality and its interpretation; geometric; quadratic; convex; and dynamic programming; Kuhn-Tucker theory. *Prerequisite: Graduate Standing.*

**MAT 621 Advanced Algebra I (3.0); 3 cr.** Free Abelian groups; finitely generated Abelian groups; the action of a group on a set; the Sylow theorems; nilpotent and solvable groups. Rings and localization; polynomial rings and factorization. *Prerequisite: Graduate Standing.*

**MAT 623 Advanced Analysis I (3.0); 3 cr.** Measure spaces; Borel and Lebesgue measure; abstract integration and differentiation;

integration on product spaces; functions of bounded variations; L spaces. *Prerequisite: Graduate Standing.*

**MAT 625 General Topology (3.0); 3 cr.** Topological spaces; the metric topology; connected spaces; compact spaces; Homotopy of paths; the Fundamental groups; Cospaces; essential and inessential maps. *Prerequisite: Graduate Standing.*

**MAT 632 Advanced Algebra II (3.0); 3 cr.** Projective and injective modules; tensor product. Field extensions; Galois theory; finite fields; separability; cyclic extension; radical extension. *Prerequisite: MAT 621.*

**MAT 634 Advanced Analysis II (3.0); 3 cr.** Power series representation; conformal mappings; zeros of holomorphic functions; analytic continuation; normal families; HP spaces. *Prerequisite: MAT 623.*

**MAT 636 Algebraic Topology (3.0); 3 cr.** Singular homology theory; attaching spaces with maps; the Eilenberg - Steenrod axioms; products; manifolds and Poincaré duality; fixed point theory. *Prerequisite: MAT 625.*

**MAT 641 Theory of Ordinary Differential Equations (3.0); 3 cr.** Existence and uniqueness theorem; two dimensional systems; the Poincaré - Bendixon theory; stability of linear and



perturbed linear systems; two dimensional linear autonomous systems; the saddle point property; linear periodic systems. *Prerequisite: Graduate Standing.*

**MAT 642 Theory of Partial Differential Equations (3.0); 3 cr.** Partial differential equations. Cauchy-Kowalowski theorem; first order differential equations. System of differential equations in two variables; characteristics and classification; hyperbolic; parabolic and elliptic systems; wellposedness. *Prerequisite: Graduate Standing.*

**MAT 661 Computational Mathematics I (3.0); 3 cr.** Matrix norm; residual vector; condition number; perturbation analysis; operations count; sparse matrices; LU-decomposition diagonally dominant matrices; iterative techniques for linear systems; and eigenvalues and eigenvectors. *Prerequisite: Graduate Standing.*

**MAT 662 Computational Mathematics II (3.0); 3 cr.** QR-decomposition; over determined linear systems; least-square solutions; the generalized inverse  $A^+$ ; positive-definite matrices; Cholesky's decomposition; the singular value decomposition; Given's and Householder's algorithms. *Prerequisite: MAT 661.*

**MAT 663 Mathematical Techniques in Information Theory (3.0); 3 cr.** Topics include algebraic codes; convolution codes and other encoding schemes; error-correcting codes; the concepts of entropy and mutual information as mathematical measures. *Prerequisite: Graduate Standing.*

**MAT 691 Master Thesis in Mathematics I; 3 cr.** The research for the master thesis must show the student's proficiency in approved topics in mathematics. *Prerequisite: Advisor Consent.*

**MAT 692 Master Thesis in Mathematics II; 3 cr.** Continuation of MAT 691. *Prerequisite: MAT 691 and Advisor Consent.*

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## DEPARTMENT OF SCIENCES

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**Chairperson:** *Dr. Tanos G. Hage*

**Secretary:** *Miss Danielle Abboud*

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### **Associate Professor**

***El-Hage, Youssef K.***, Ph.D., 1990, Technische Universität München, Germany  
*Nuclear Physics, Philosophy*

***Khalaf, Kayrouz, Layla***, Ph.D., 1995, Westfälische Wilhelms-Universität, Germany  
*Environmental Geology*

### **Assistant Professors**

***Kabrita Bou Serhal, Colette***, Ph.D., 1998, Northeastern University, Boston, USA  
*Biology*

***Dib, Robert***, Doctorate, 1998, Université de Nante, France  
*Biochemistry*

***Hage, Tanos G.***, Ph.D., 1995, Pennsylvania State University, USA  
*Plant Biochemistry and Molecular Biology*

***Hajjar, Roger***, Ph.D., 1997, Université de Montréal, Canada  
*Physics and Astronomy*

***Haroun, Michelyne***, Ph.D., 2001, Université René Descartes – Paris V, France  
*Chemistry*

***Jaalouk, Doris***, Ph.D., 1997, Université de Sherbrooke, Canada  
*Cell Biology*

***Noun, Ghada***, Doctorate, 1998, Université de Paris XI, Orsay, France  
*Immunology*

***Sabra, Bassem***, Ph.D., 2000, Ohio University, USA  
*Physics*

***Trarat, Christopher***, Ph.D., 1999, Université de Paris V, France  
*Organic Chemistry*

***Yahia, Najat***, Ph.D., 1996, King's College, London, England  
*Nutrition*

### **Laboratory Instructors & Research Assistants**

***Maalouf, Nada***, M.S., 1996, American University of Beirut, Lebanon  
*Biology*

***El-Hage, El-Amm, Rita***, M.S., 1988, American University of Beirut, Lebanon  
*Public Health*

***Zoghbi, Catherine***, DEA, 2003, Lebanese University, Lebanon  
*Physics*

### **Lecturer**

***Ghossoub El Aswad, Zeina***, M.S., 1997, American University of Beirut, Lebanon  
*Nutrition*

### **Laboratory Assistant**

***Saliba Tabet, Elizabeth***, B.S., 1999, Lebanese University, Lebanon  
*Biology*

## Freshman Science Program

Academic Advisor: *Dr. Doris Jaalouk*

The **freshman science program** consists of 32 credits. This program is equivalent to the official Lebanese Baccalaureate Part II (Scientific Option). It normally requires a minimum period of study of 2 semesters as shown below:

### Freshman Science Suggested Program (32 Credits)

#### Fall Semester (16 Credits)

ENL	109	Freshman English I for Science	3 cr.
MAT	111	Calculus and Analytic Geometry I	4 cr.
—	—	<sup>1</sup> Natural Sciences Courses	6 cr.
—	—	<sup>2</sup> Elective	3 cr.

#### Spring Semester (16 Credits)

ENL	110	Freshman English II for Science	3 cr.
MAT	112	Calculus and Analytic Geometry II	4 cr.
PHL	101	Introduction to Philosophy	3 cr.
—	—	<sup>1</sup> Natural Sciences Courses	3 cr.
—	—	<sup>2</sup> Elective	3 cr.

## Undergraduate Programs

In addition to the freshman science program, the department of sciences offers undergraduate programs leading to the degrees of:

- BS in Biology (102 Credits) (3 options)
- BS in Environmental Science (104 Credits).
- BS in Medical Laboratory Technology (103 Credits)
- BS in Physics (94 Credits).
- BS in Chemistry (98 Credits) (2 options).
- BS in Nutrition and Dietetics (94 Credits).

The department of sciences also offers a variety of undergraduate courses in astronomy chemistry, geology, health and nutrition. In part, these courses are used to serve other academic programs offered by the University.

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<sup>1</sup> Choose from : CHM 101, CHM 102, CHM 171, CHM 172, PHS 101, PHS 102, PHS 171, PHS 172, BIO 101, BIO 171.

<sup>2</sup> Student is free to take any one hundred level course approved by his/her advisor.

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## The Degree of Bachelor of Science in Biology

The biology program is designed to prepare students for a wide range of employment opportunities, including entry to professional schools in medicine, veterinary science, dentistry, agriculture and education. It also provides solid background for those interested in careers related to environmental protection, wildlife management, biotechnology & genetic engineering. A B.Sc. degree in biology can also lead to post-graduate studies & research careers in universities, research institutes, hospitals & industrial or governmental laboratories.

### Admission Requirements

For admission requirements to the degree of BS in biology refer to the section entitled “Undergraduate Admission” of this catalog.

### Graduation Requirements

To receive the degree of BS in Biology, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 102 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements and clear all accounts with the university. Candidates for degrees are reminded that grades of “T” assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (102 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
<ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following:         PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306, FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205, FAP 206, FAP 214, PDP 201.</li></ul>	
<b>d) Social Science Studies</b>	3 cr.
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>80</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	6 cr.
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>40 cr.</b>
BIO 211, BIO 212, BIO 220, BIO 227, CHM 211, CHM 215, CHM 221, CHM 222, CHM 272, PHS 208, PHS 209, PHS 278, PHS 279, STA 203.	

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<sup>80</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

**Major Requirements**

**29 cr.**

BIO 324, BIO 335, BIO 485

Choose two biology courses for 4 credits each.

Choose four biology courses for 3 credits each, excluding BIO 202 and BIO 203.

**Free Electives**

**6 cr.**

## Bachelor of Science in Biology Suggested Program (102 Credits)

### Fall Semester I (16 Credits)

BIO	211	General Biology I	4 cr.
CHM	211	Principles of Chemistry	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
ARB	211 or 231	GER	3 cr.
—	—	GER	3 cr.

### Spring Semester I (16 Credits)

BIO	212	General Biology II	4 cr.
CHM	221	Organic Chemistry I	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
STA	203	Biostatistics	3 cr.
REG	212 or 213	GER	3 cr.

### Summer Session I (6 Credits)

—	—	GER	3 cr.
—	—	GER	3 cr.

### Fall Semester II (15 Credits)

BIO	220	Genetics	3 cr.
CHM	222	Organic Chemistry II	3 cr.
CHM	272	Organic Chemistry Laboratory	2 cr.
PHS	208	Physics for Life Sciences I	3 cr.
PHS	278	Physics for Life Sciences I Lab	1 cr.
—	—	GER	3 cr.

### Spring Semester II (14 Credits)

BIO	227	Introductory Biochemistry	3 cr.
CHM	215	Quantitative Analysis	4 cr.
PHS	209	Physics for Life Sciences II	3 cr.
PHS	279	Physics for Life Sciences II Lab	1 cr.
BIO	—	—	3 cr.

### Summer Session II (6 Credits)

—	—	GER	3 cr.
—	—	Free Elective	3 cr.

### Option 1: No Concentration - General Biology

#### Fall Semester III (14 Credits)

BIO	335	Cell Biology	4 cr.
BIO	—	—	3 cr.
BIO	—	—	4 cr.
BIO	—	—	3 cr.

#### Spring Semester III (15 Credits)

BIO	324	Plant Physiology	4 cr.
BIO	—	—	4 cr.
BIO	—	—	3 cr.
BIO	485	Seminar	1 cr.
—	—	Free Elective	3 cr.

## Option 2: Concentration – Biotechnology

### Fall Semester III (14 Credits)

BIO	320	Microbiology	4 cr.
BIO	334	Molecular Biology	3 cr.
BIO	335	Cell Biology	4 cr.
BIO	337	Biochemical Methods	3 cr.

### Spring Semester III (15 Credits)

BIO	324	Plant Physiology	4 cr.
BIO	336	Basic Biotechnology	3 cr.
BIO	400	Bioinformatics	4 cr.
BIO	485	Seminar	1 cr.
—	—	Free Elective	3 cr.

## Option 3: Concentration - Environmental Biology

### Fall Semester III (14 Credits)

BIO	314	Ecology	3 cr.
BIO	320	Microbiology	4 cr.
BIO	335	Cell Biology	4 cr.
ENS	451	Environmental Biotechnology	3 cr.

### Spring Semester III (15 Credits)

BIO	324	Plant Physiology	4 cr.
BIO	325	Aquatic Biology	4 cr.
BIO	424	Conservation Biology	3 cr.
BIO	485	Seminar	1 cr.
—	—	Free Elective	3 cr.

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## Undergraduate Courses: Biology

### **BIO 101 Introduction to Biology (3.0); 3 cr.**

An introduction to the fundamental principles of biology. Covers chemical basis of life, structure and function of cells and tissues, basic genetic concepts, as well as structure and function of human body systems. *Prerequisite:* Freshman Standing.

### **BIO 171 Introduction to Biology Laboratory (0.3); 1 cr.**

Laboratory course illustrating the concepts and theory taught in Introduction to Biology.

**BIO 202 Mystery of life (3.0); 3 cr.** “Big picture” of cosmic evolution: Formation of chemical elements, stars and planets, prebiotic evolution, origin and evolution of life on Earth. The way humans are affecting the course of evolution by altering the genetic makeup of organisms, as well as other aspects of applied biology.

**BIO 203 Discover Biology (3.0); 3 cr.** A general introductory course that covers the basic principles and concepts of Biology with current applications. Not open for Biology students.

**BIO 211 General Biology I (3.2); 4 cr.** This course introduces major concepts of biology including the organization of life on all levels; metabolism and energy transactions involved in life processes; the transfer of information and the diversity and classification of organisms. *Prerequisite:* Sophomore Standing.

**BIO 212 General Biology II (3.2); 4 cr.** It covers the study of structure and life processes in plants and animals. *Prerequisite:* BIO 211.

**BIO 214 Anatomy (3.0); 3 cr.** General human anatomy, emphasizing human scales, proportions, articulation, and factors influencing movements. *Prerequisite:* BIO 211.

**BIO 215 Introductory Human physiology (3.0); 3 cr.** A study of the fundamental principles and mechanisms that govern body functions in humans. *Prerequisite:* BIO 211.

**BIO 218 Histology (2.2); 3 cr.** An introduction to the microscopic structure of tissues and organs, with particular emphasis on the interrelation between structure and function. *Prerequisite:* BIO 211.

**BIO 220 Genetics (3.0); 3 cr.** Mendelian genetics & extensions of Mendelian analysis; population & quantitative genetics; molecular genetics: DNA structure and replication, organization of DNA in chromosomes, gene & chromosomal mutations, gene expression and its regulation, recombinant DNA technology. *Prerequisite:* BIO 211.

**BIO 222 Immunology (3.0); 3 cr.** Detailed description of the components of the immune system: their development, differentiation & functioning during an immune response; immune response to pathogens, tumors & grafts; immunopathologies; basic immunological techniques. *Prerequisite:* BIO 211.

**BIO 226 Evolution (3.0); 3 cr.** Study of processes that bring about evolutionary changes in organisms, evolutionary trends, patterns of adaptations, and principal factors that influence the patterns of speciation. *Prerequisite:* BIO 220.

**BIO 227 Introductory Biochemistry (3.0); 3 cr.** An introduction to the structure-function relationships of biomolecules, enzymes, metabolic reactions & biochemical energetic of living cells. *Prerequisite:* BIO 211, *Prerequisite:* CHM 221 or *Corequisite:* CHM 213.

**BIO 228 Parasitology (3.2); 3 cr.** Provides a general overview on the classification, morphology, development & physiology of human and animal parasites. *Prerequisite:* BIO 212.

**BIO 314 Ecology (3.0); 3cr.** Principles of ecosystems; the interaction of organisms & their environment. Food web, energy flow & nutrient cycling in ecosystems. Factors which affect the distribution & abundance of species: Wildlife resources & extinction. *Prerequisite:* BIO 212, also listed as ENS 203

**BIO 316 Economic Botany (3.0); 3cr.** The course provides an introduction to the study of botany and the economic uses of plants in industry, production of food and medicine. *Prerequisite:* BIO 212.

**BIO 320 Microbiology (3.2); 4 cr.** Covers structures, isolation, classification and metabolic diversity of microorganisms. *Prerequisite:* BIO 220 or BIO 227.

**BIO 322 Virology (3.0); 3 cr.** Provides a general overview on the classification,

biophysical & biochemical characteristics of bacterial, plant and animal viruses. *Prerequisite:* BIO 212.

**BIO 324 Plant Physiology (3.2); 4 cr.** Basic principles of plant physiology; the physiological processes of green plants and the effect of the environment on these processes. *Prerequisite:* BIO 212 and BIO 227.

**BIO 325 Marine Biology (3.2); 4 cr.** Covers biology of marine life, with emphasis on the roles that marine plants and animals assume in their environmental situations, & the structural and physiological adaptations necessary to fulfill those roles. *Prerequisite:* BIO 212.

**BIO 332 Developmental Biology (3.2); 4 cr.** The course sheds light on the major events and processes that accompany animal development—from the fusion of two cells to the creation of a more complex multicellular organism. The molecular mechanisms underlying such developmental processes are considered. The impacts of special environmental and pharmacological agents on animal development are also emphasized. *Prerequisite:* BIO 212.

**BIO 334 Molecular Biology; (3.0) 3cr.** Provides an understanding of the molecular basis of biological phenomena with emphasis on the fundamental processes common to all organisms: enzyme catalysis, DNA, RNA and protein synthesis, and mechanism of gene expression. Includes a description of common molecular biology techniques for gene study and manipulation. *Prerequisite:* BIO 220, BIO 227.

**BIO 335 Cell Biology (3.2); 4 cr.** Provides students with a basic understanding of the structure and function of the eukaryotic cell. *Prerequisite:* BIO 227.

**BIO 336 Basic Biotechnology (3.0); 3 cr.** Covers broadly the development of the field of biotechnology: methods and applications. Covers topics such as principles of recombinant DNA technology and its applications to studies of animals, plants, medicine, forensics and human genome project. *Prerequisite:* BIO 227.

**BIO 337 Biochemical Methods; (3.0) 3 cr.** Introduction to basic methods used in studies of enzymes, proteins, nucleic acids and their interactions. Different methods of extraction, purification, analysis and production of biomolecules are discussed in general but also



by means of some precise examples.  
*Prerequisite:* BIO 227.

**BIO 400 Bioinformatics (3.2); 4 cr.** An introduction to computer analysis of macromolecular structure information. This course describes how to access, process and interpret structural information regarding biological macromolecules as a guide to experiments in Biology. *Prerequisites:* BIO 220 and BIO 227, senior standing.

**BIO 411 Plant Taxonomy (3.2); 4 cr.** An introductory study of identification, naming and classification as well as the history of systematics and the role of evolution in systematics. Laboratory emphasis is on knowledge of the major families of vascular plants and on the collection and identification of local vascular plants. Of particular importance is gaining an understanding of the philosophical bases in taxonomy and the relevance of this field to other areas of biology. *Prerequisite:* BIO 212.

**BIO 412 Plant Propagation (3.2); 4 cr.** Principles, practices and techniques in sexual and asexual propagation of horticultural plants, in which seed technology, and seed propagation, rooting and propagation by cutting, grafting and budding systems, layering and propagation by specialized plant structures, biotechnology and tissue culture systems for micropropagation are discussed. *Prerequisites:* BIO 212.

**BIO 413 Plant Tissue Culture and Biotechnology (3.2); 4 cr.** Principles and techniques for the in vitro culture, propagation, and genetic manipulation of plant cells. *Prerequisites:* BIO 212.

**BIO 414 Ornamental Plant Materials (3.0); 3 cr.** Identification and description of ornamental plants suitable for Lebanon; discussion of

cultural and aesthetic aspects of plants of value in ornamental plantings.

**BIO 420 Neurobiology and Behavior (3.0); 3 cr.** The course aims at highlighting the basic neural mechanisms which underlie all animal behavior, including the high cognitive processes such as learning and memory. The different types of neural circuits and nerve cell cross-talks in both invertebrates and vertebrates are considered. *Prerequisite:* BIO 212.

**BIO 424 Conservation Biology (3.0); 3 cr.** The application of biological principles to issues in the conservation biology will be examined within a context that integrates biology, land management, protection and development. *Prerequisites:* BIO 314. Also listed as ENS 424.

**BIO 451 Environmental Biotechnology (3.0); 3 cr.** The use of biotechnology as it relates to various environmental technologies: biodegradation, remediation, biodegradable materials, energy saving process and chemical production from renewable resources. *Prerequisites:* BIO 211, BIO 212. Also listed as ENS 451.

**BIO 460 Selected Topics in Biology (3.0); 3 cr.** Students study recent and current biological issues and topics. *Prerequisites:* Specified when offered.

**BIO 485 Seminar (2.0); 1 cr.** Students work on selected papers from recent biological journals. Under the supervision of an advisor. *Prerequisite:* Senior Standing.

**BIO 495 Research in Biology (3.0); 3 cr.** An independent research project in an area of biology under the direction of a faculty mentor. *Prerequisite:* Senior standing and consent of the instructor.

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## The Degree of Bachelor of Science in Chemistry

The Department of Sciences offers an undergraduate program in chemistry with concentrations in industrial chemistry and environmental chemistry. Industrial chemists are involved in the process of design, production and analysis of a wide variety of chemicals and materials. Upon completion of the industrial chemistry degree, graduates can pursue a career in the chemical industries such as pharmaceutical, cosmetic, fibers, water treatment or food and beverages industries; or in related governmental or private organizations. Career options include process evaluation, quality control, supervision, pilot scale operations, management and sales. Graduates are also prepared to teach, or follow graduate studies.

The Environmental Chemistry program enables students to acquire the scientific and technical skills to reveal and evaluate environmental concerns related to industrial pollution and to propose potential solutions. Graduates can pursue careers in education, governmental, or nonprofit organizations. Career options include environmental education; environmental consulting; water, soil and air quality control and monitoring; pollution prevention; environmental toxicology. Graduates are well prepared to enter graduate schools.

### Admission Requirements

For admission requirements to the degree of BS in Chemistry refer to the section entitled "Undergraduate Admission" of this catalog.

### Graduation Requirements

To receive the degree of BS in Chemistry, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 98 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements and clear all accounts with the university. Candidates for degrees are reminded that grades of "P" assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (98 credits)

#### Option 1: Concentration - Industrial Chemistry

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
<ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following: PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306, FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205, FAP 206, FAP 214, PDP 201.</li></ul>	

<b>d) Social Science Studies</b>	<b>3 cr.</b>
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>81</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	<b>6 cr.</b>
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>29 cr.</b>
CHM 211, CHM 215, PHS 212, PHS 271, MAT 213, MAT 224, MAT 235, STA 203, ACO 201, BAD 201	
<b>Major Requirements</b>	<b>36 cr.</b>
CHM 221, CHM 222, CHM 272, CHM 321, CHM 322, CHM 325, CHM 430, CHM 432, CHM 434, CHM 440, CHM 490	
<b>Free Electives</b>	<b>6 cr.</b>
<b>Option 2: Concentration - Environmental Chemistry</b>	
	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	<b>6 cr.</b>
ENL 213, ENL 230	
<b>b) Computer Skills</b>	<b>3 cr.</b>
CSC 201	
<b>c) Cultural Studies</b>	<b>9 cr.</b>
<ul style="list-style-type: none"> <li>• ARB 211 or ARB 231</li> <li>• REG 212 or REG 213</li> <li>• One course of the following: PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306, FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205, FAP 206, FAP 214, PDP 201.</li> </ul>	
<b>d) Social Science Studies</b>	<b>3 cr.</b>
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>82</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	<b>6 cr.</b>
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	
<b>Core Requirements</b>	<b>29 cr.</b>
CHM 211, CHM 215, PHS 212, PHS 271, MAT 213, MAT 224, MAT 235, STA 203, BIO 211, ENS 445	

<sup>81</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

<sup>82</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

**Major Requirements**

CHM 221, CHM 222, CHM 272, CHM 321, CHM 322, CHM 325,  
CHM 431, CHM 433, CHM 435, CHM 440, CHM 490

**36 cr.**

**Free Electives**

**6 cr.**

**Bachelor of Science in Chemistry**  
**Suggested Program (98 Credits)**

**Fall Semester I (15 Credits)**

CHM	211	Principles of Chemistry	3 cr.
MAT	213	Calculus III	3 cr.
STA	203	Biostatistics	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Spring Semester I (16 Credits)**

CHM	215	Quantitative Analysis	4 cr.
CHM	221	Organic Chemistry I	3 cr.
MAT	224	Calculus VI	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester II (14 Credits)**

CHM	222	Organic Chemistry II	3 cr.
CHM	321	Physical Chemistry I	3 cr.
CHM	272	Organic Chemistry II Laboratory	2 cr.
MAT	235	Ordinary Differential Equations	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

CHM	322	Physical Chemistry II	4 cr.
CHM	325	Inorganic Chemistry	4 cr.
PHY	212	Electricity & Magnetism	3 cr.
PHY	271	Electricity & Magnetism Lab	1 cr.
—	—	GER	3 cr.

**Option 1: Concentration - Industrial Chemistry**

**Fall Semester III (17 Credits)**

BAD	201	Fundamentals of Management	3 cr.
CHM	430	Polymer Chemistry	4 cr.
CHM	432	Chemistry & Processing of Food	3 cr.
CHM	440	Instrumental Analysis	4 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

ACO	201	Principles of Accounting I	3 cr.
CHM	434	Materials Chemistry	4 cr.
CHM	490	Chemistry Project	2 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Option 2: Concentration - Environmental Chemistry**

**Fall Semester III (17 Credits)**

BIO	211	General Biology I	4 cr.
CHM	431	Atmospheric Chemistry & Pollution	3 cr.
CHM	440	Instrumental Analysis	4 cr.
—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

CHM	433	Soil Chemistry & Pollution	4 cr.
CHM	435	Aquatic Chemistry & Pollution	4 cr.
CHM	490	Chemistry Project	2 cr.
ENS	445	Environmental Law & Regulations	2 cr.
—	—	Free Elective	3 cr.

**Undergraduate Courses: Chemistry**

**CHM 101 General Chemistry I (3.0), 3 cr.** An introductory course about the atomic theory, chemical bonding and periodicity, stoichiometry; the state of matter, gases and solutions.

**CHM 102 General Chemistry II (3.0); 3 cr.** Cover chemical equilibrium, acids and bases, electrochemistry, an overview of the groups in the periodic table, and an introduction to organic chemistry and nuclear chemistry. *Prerequisite:* CHM 101.

**CHM 103 Introductory Chemistry (3.0); 3 cr.** Improves the students knowledge of the fundamental concepts in chemistry. The course brings about sharpening judgements on chemical questions and enhancing problem solving skills. The materials covered deal with stoichiometry, atomic structure, chemical periodicity and bonding, gases, thermochemistry, solutions, and chemical equilibria.

**CHM 171 General Chemistry I Laboratory (0.3); 1 cr.** Selected experiments in general chemistry I. *Corequisite:* CHM 101.

**CHM 172 General Chemistry II Laboratory (0.3); 1 cr.** Selected experiments in general chemistry II. *Corequisite:* CHM 102.

**CHM 211 Principles of Chemistry (3.0); 3 cr.** Deals with stoichiometry, gases, atomic structure, bonding, liquids, gaseous and solution equilibria. The course is designed for sciences and engineering students.

**CHM 213 Basic Organic Chemistry (3.0) 3 cr.** This course provides a brief overview to basic principles in Organic Chemistry including the nomenclature, structure, synthesis and reaction of the main function groups of organic compounds. *Prerequisite:* CHM 211.

**CHM 215 Quantitative Analysis (3.2); 4 cr.** This course deals with the theoretical and practical aspects of chemical analysis. It covers

the principles of chemical equilibrium and its application on gravimetric and titrimetric methods of analysis in addition to the fundamental principles of spectrometry. Statistical evaluation of the accuracy and precision of experimental data is discussed. *Prerequisite:* CHM 211.

**CHM 221 Organic Chemistry I (3.0); 3 cr.** Introduction to the basic principles and concepts of organic chemistry with an emphasis on the relation between structure and properties, chemistry of hydrocarbons and stereochemistry. *Prerequisite:* CHM 211.

**CHM 222 Organic Chemistry II (3.0); 3 cr.** A study of substitution and elimination reactions and of the chemistry of aromatic compounds, alcohols, ethers, epoxides, aldehydes and ketones, carboxylic acids and derivatives, amines and carbohydrates. *Prerequisite:* CHM 221.

**CHM 271 Principles of Chemistry Laboratory (0.2); 1 cr.** Introduction to laboratory techniques, selected experiments in chemical analysis. *Corequisite:* CHM 211.

**CHM 272 Organic Chemistry Laboratory (0.2); 2 cr.** Selected experiments in organic chemistry. *Corequisite:* CHM 222.

**CHM 273 Organic Chemistry Laboratory (0.2); 1 cr.** Selected experiments in organic chemistry. *Corequisite:* CHM 213.

**CHM 321 Physical Chemistry I (3.0); 3 cr.** Covers the Law of thermodynamics; macroscopic behavior of gases and kinetic molecular theory; chemical equilibrium; phase equilibrium; properties of ideal and nonideal solutions; electrochemistry. *Prerequisite:* CHM 211.

**CHM 322 Physical chemistry II (3.3); 4 cr.** Covers chemical kinetics and mechanisms of catalysis; surface chemistry and photochemical

kinetics; introduction to statistical mechanics; the development of the atomic theory; present state of quantum theory of atoms and molecules; spectroscopy. *Prerequisite:* CHM 321.

**CHM 325 Inorganic Chemistry (3.3); 4 cr.** Covers electronic structure and properties of atoms; structure and bonding of inorganic substances, the unit cell, VSEPR theory, bond energies; periodicity and correlation with the electronic structure, properties of the main-group elements and the d-transition metals; organometallic complexes and their applications in synthesis and catalysis. *Prerequisite:* CHM 211.

**CHM 430 Polymer Chemistry (3.3); 4cr.** Covers structure, characterization, synthesis and classification of polymers; mechanical properties; stability; and applications in packaging, insulators and fibers etc. *Prerequisite:* CHM 222 & CHM 322.

**CHM 431 Atmospheric Chemistry & Pollution (3.0); 3 cr.** Covers the chemical composition of the earth's atmosphere and the major factors that control its chemical composition. Emphasizes the effects of the biosphere and the changes induced by human activities. Topics such as climate change, ozone depletion, urban air pollution and acid rain will be developed. *Prerequisite:* CHM 322.

**CHM 432 Chemistry & Processing of Food (3.0); 3 cr.** Provides an overview of the chemical and physical properties of food components and additives. Covers the processing operations of important food classes (beverages, fruits and vegetables, dairy products); major chemical changes taking place during processing and storage of foods; and principal methods of analysis used in the food industry. *Prerequisite:* CHM 222.

**CHM 433 Soil Chemistry & Pollution (3.3); 4 cr.** Covers chemistry of inorganic and organic soil components with emphasis on

environmental significance of soil solution-solid phase equilibrium, sorption phenomena, ion exchange processes, reaction kinetics, redox reactions, and acidity and salinity processes. Also covers soil pollution: sources, dispersion, and remediation methods. *Prerequisite:* CHM 215, CHM 222, BIO 211.

**CHM 434 Materials Chemistry (3.3); 4cr.** Application of the basic concepts of chemistry to energy conversion (thermochemistry, nuclear chemistry), electrochemistry and materials (metals, ceramics, and polymers). *Prerequisite:* CHM 322.

**CHM 435 Aquatic Chemistry & Pollution (3.3); 4 cr.** Covers chemical, biological and toxicological properties of water and their effects on the biosphere. Substances that alter the natural water. Sources, reactions, transports and fates of organic, inorganic, and pathogenic pollutants in water. Analytical testing methods used to assess the toxicity impact of pollutants, and pollution remediation techniques. *Prerequisite:* CHM 215, CHM 222, BIO 211.

**CHM 440 Instrumental Analysis (3.3); 4 cr.** Covers theory, practice and applications of modern analytical instrumentation: different aspects of instrumental analysis in areas of separation sciences and spectroscopy. Introduces instrumental methods of analysis, including gas and liquid chromatography; atomic, ultraviolet/visible, infrared, and fluorescence spectroscopy; nuclear techniques; and electrochemical methods. The use and the interpretation of data from these instruments will be practiced in the laboratory. *Prerequisite:* CHM 215.

**CHM 490 Chemistry Project (2.0); 2 cr.** Upon the consent of an advisor the student carries out a research project, gaining deeper skills in problem-solving, performing a literature review, experimental techniques, designing experiments, analyzing data and preparing a final report. *Prerequisite:* Senior standing.

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## The Degree of Bachelor of Science in Environmental Science

The recent environmental challenges on the local, regional and global scale make it clear that environmental issues are becoming a major concern in our professional as well as social lives. Exponential population growth, industrialization and the tapping of energy resources are polluting our environments and depleting our resources. Environmental Science provides an understanding of ecological systems, environmental components as air,

water and soil, pollution sources and environmental degradation. Environmental scientists are equally prepared for problem solving, pollution prevention, environmental protection and natural resources conservation.

Holders of a BS degree in environmental science will be ideally suited for careers in:

*Public domain:* Ministries of environment, water resources, electricity, oil and urban planning.

*Industry:* Emission and waste monitoring, and pollution clean-up.

*Engineering:* Environmental impact assessment and remediation techniques.

*Environmental and health agencies:* Performing laboratory analysis.

*Teaching, and research.*

### Admission Requirements

For admission requirements to the degree of BS in environmental science refer to the section entitled “Undergraduate Admission” of this catalog.

### Graduation Requirements

To receive the degree of BS in environmental science, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 104 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of “I” assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (104 Credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
• ARB 211 or ARB 231	
• REG 212 or REG 213	
• One course of the following:	
PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,	
FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205,	
FAP 206, FAP 214, PDP 201.	
<b>d) Social Science Studies</b>	3 cr.
One course of the following:	
HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>83</sup> ECN 200,	
ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	6 cr.
Two distinct courses of the following:	
ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO	
203, AST 201.	

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<sup>83</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.



**Core Requirements**

BIO 211, BIO 212, CSC 318, CHM 211, CHM 215, CHM 221, CHM 222,  
CHM 272, ENS 203, ENS 321, GEO 201, GEO 311, PHS 208, STA 203.

**44 cr.****Major Requirements**

ENS 322, ENS 323, ENS 430, ENS 450, ENS 471, ENS 490.

Choose three Environmental Science courses, 3 credits each.

**27 cr.****Free Electives****6 cr.**

**Bachelor of Science in Environmental Science  
Suggested Program (104 Credits)**

**Fall Semester I (16 Credits)**

ENS	201	Introduction to Environmental Science (GER)	3 cr.
CHM	211	Principles of Chemistry	3 cr.
BIO	211	General Biology I	4 cr.
ARB	211 or 231	GER	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.

**Spring Semester I (16 Credits)**

GEO	201	Physical Geology	3 cr.
CHM	221	Organic Chemistry I	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
BIO	212	General Biology II	4 cr.
ENL	230	English in the Work Place (GER)	3 cr.

**Summer Session I (6 Credits)**

REG	212 or 213	GER	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester II (14 Credits)**

ENS	203	Ecology	3 cr.
ENS	321	Soil Pollution	3 cr.
CHM	222	Organic Chemistry II	3 cr.
CHM	272'	Organic Chemistry Laboratory	2 cr.
PHS	208	Physics for Life Sciences I	3 cr.

**Spring Semester II (16 Credits)**

ENS	322	Water Pollution	3 cr.
GEO	311	Hydrogeology	3 cr.
CHM	215	Quantitative Analysis	4 cr.
STA	203	Biostatistics	3 cr.
—	—	GER	3 cr.

**Summer Session II (6 Credits)**

—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

CSC	318	Geographical Information Systems	3 cr.
ENS	323	Air Pollution	3 cr.
ENS	430	Solid Waste Management	3 cr.
<sup>84</sup> ENS	—	Free Elective	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

ENS	450	Environmental Impact Assessments	3 cr.
<sup>1</sup> ENS	—	Free Elective	3 cr.
<sup>1</sup> ENS	—	Free Elective	3 cr.
ENS	471	Field and Laboratory Work	3 cr.
ENS	490	Seminar or Senior Project	2 cr.

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<sup>84</sup> Choose an environmental science course, 3 credits.

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## Undergraduate Courses: Environmental Science

**ENS 201 Introduction to Environmental Science (3.0); 3 cr.** Introduction to the basic environmental global problems facing the Earth with emphasis on pollution and the use of energy resources. *Prerequisite:* Sophomore Standing.

**ENS 202 The Environment and Sustainable Development (3.0); 3 cr.** Introduction to sustainable development: concepts, goals, ecological, economic and social aspects. Fundamental environmental issues in sustainable development: natural resources management, population, food production, energy. International organizations and efforts. Standards and policies. Emerging technological applications and their impact. Resolution of environmental conflicts.

**ENS 203 Ecology (3.0); 3 cr.** Principles of ecosystems; the interaction of organisms & their environment. Food web, energy flow & nutrient cycling in ecosystems. Factors which affect the distribution & abundance of species: Wildlife resources & extinction. *Prerequisite:* BIO 212. Also listed as BIO 314

**ENS 205 Environment, Society and Ethics (3.0); 3 cr.** Population dynamics and community organization. World's economic unbalance and consequent impacts on human health and quality of life. International Politics and the environment. Environmental Law. Ethics and sustainability.

**ENS 206 Ecotourism (3.0); 3 cr.** Principles, characteristics and organization. Sustainability based on environmental protection, conservation and beneficial community and social interests. International experience, domestic ecotourism: description and geography. Field trips to the major nature reserves and sites of natural beauty in Lebanon.

**ENS 312 Environmental Health (3.0); 3 cr.** Provides general understanding of how environmental factors are involved in the transmission of communicable diseases. Health hazards resulting from exposure to chemical and physical factors in the environment are emphasized as well.

**ENS 321 Soil Pollution (3.0); 3 cr.** Soil formation, soil chemistry. Soil erosion,

weathering, salinity, soil rehabilitation. Soil contamination from environmental contaminants: Their fixation/mobility. Dispersion in the environment. Soil remediation methods.

**ENS 322 Water Pollution (3.0); 3 cr.** Natural water quality. Contaminant Hydrogeology: Chemical and physical contaminants. Marine Pollution. Problems arising from water treatment and resource use.

**ENS 323 Air Pollution (3.0); 3 cr.** Composition of the atmosphere. Climate and weather. Global atmospheric changes. Indoor and outdoor air pollution. Air pollution control processes, air pollutants dispersion modeling. *Prerequisite:* ENS 201.

**ENS 332 Plants and Pollution (3.0); 3 cr.** Biomes on Earth. Loss of biodiversity and desertification. Preventive measures. Forest resources and conservation. Interaction between plants and pollution, plant pollutant uptake and physiological responses. *Prerequisite:* BIO 212.

**ENS 420 Energy Resources (3.0); 3 cr.** Fossil fuels energy resources. Mineral resources. Alternative energy resources. Technological hazards and environmental impacts including political, economic and social consequences of their exploitation.

**ENS 422 Pollution of Marine Environment, (3.0); 3 cr.** Introduction to the marine ecosystems, sources and types of pollutants, environmental degradation and its impact. Marine pollution management. International legislation for the conservation of marine environment.

**ENS 423 Water and Wastewater Quality and Treatment (3.0); 3 cr.** Water and wastewater treatment processes. Consequent health impacts. Water and wastewater control techniques. Water protection.

**ENS 424 Conservation Biology (3.0); 3 cr.** The application of biological principles to issues in the conservation biology will be examined within a context that integrates biology, land management, protection and development. *Prerequisites:* ENS 203. Also listed as BIO 424.

**ENS 425 Forest Resource Conservation (3.0); 3 cr.** Ecological, social and economic principles applied in the management of forest and wildland resources, forests, range, water, fish and game. Evaluation of alternate management plans: introduction to integrative planning: The interactions of water, wood, wildlife, range fisheries, and recreation resources. *Prerequisite:* BIO 212.

**ENS 430 Solid Waste Management (3.0); 3 cr.** Solid waste management and disposal. Treatment processes: Recycling, composting, landfilling. Introduction to hazardous/toxic waste.

**ENS 431 Industrial Waste Management (3.0); 3 cr.** Industrial waste: sources, types, quality, quantity and impact assessment. Treatment processes and detoxification. Disposal.

**ENS 440 Environmental Natural Hazards (3.0); 3 cr.** Seismic hazards; volcanoes; Atmospheric hazards; floods and Hydrologic hazards; landslides and rockfalls; design with nature; human interaction with the environment; risk maps; case studies.

**ENS 441 Mitigation Measures and Policies (3.0); 3 cr.** Rehabilitation concepts; mitigation procedures, design, and methodology; application to quarries, landfills, coastal erosion, landslides, floods.

**ENS 445 Environmental Law & Regulations (2.0); 2 cr.** Provides an overview of national and international environmental law and regulations, enforcement, and liability. Emphasizes practical working knowledge about the workings of environmental law, regulations, and the regulatory agencies. *Prerequisite:* Senior standing.

**ENS 450 Environmental Impact Assessments (3.0); 3 cr.** The assessment of a project environmental limitations, precautions, mitigation, legal measures and the various methodologies of technical investigation, monitoring and assessment.

**ENS 451 Environmental Biotechnology (3.0); 3 cr.** The use of biotechnology as it relates to various environmental technologies: biodegradation, remediation, biodegradable materials, energy saving process and chemical production from renewable resources. *Prerequisites:* BIO 211, BIO 212. Also listed as BIO 451.

**ENS 471 Field and Laboratory Work (1.2); 3 cr.** Investigation of polluted sites and risk assessments. Environmental field work. Sampling methods. Laboratory analysis.

**ENS 475 Selected Topics in Environmental Science (3.0); 3 cr.** Students study recent and current environmental issues and topics. *Prerequisites:* Specified when offered.

**ENS 485 Seminar (2.0); 2 cr.** Students work on selected papers from recent biological, earth and environmental science journals. Under the supervision of an advisor. *Prerequisite:* Senior Standing.

**ENS 490 Senior Project (3.0); 3 cr.** After consultation with the Department, students run an environmental research project (case study) that will be presented as a seminar.

**ENS 495 Research in Environmental Science (3.0); 1-3 cr.** An independent research project in an area of environmental science under the direction of a faculty mentor. *Prerequisite:* Senior standing and consent of the instructor.

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## The Degree of Bachelor of Science in Medical Laboratory Technology

Medical Laboratory Technology (MLT) is a clinically-oriented curriculum that combines academic and professional training. It is designed specifically to meet modern requirements for the profession of medical laboratory technology. MLT is an important contributor to the medical team involved in the diagnosis and treatment of disease. Physicians rely heavily upon laboratory test results before making decisions. Thus, students will be trained to develop the ability to interpret generated laboratory results in order to provide reliable data for disease diagnosis. MLT graduates obtain many employments in scientific, medical and pharmaceutical laboratories of hospitals and universities as: laboratory technician in a hospital, researchers, assistants to physicians.

### Admission Requirements

For admission requirements to the degree of BS in Medical Laboratory Technology refer to the section entitled "Undergraduate Admission" of this catalog.

### Graduation Requirements

To receive the degree of BS in Medical Laboratory Technology, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 103 credits (including clinical training), with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of "I" assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (103 Credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>18 cr.</b>
<b>a) Communications Skills</b> ENL 213, ENL 230	6 cr.
<b>b) Computer Skills</b> CSC 201	3 cr.
<b>c) Cultural Studies</b> <ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li></ul>	6 cr.
<b>d) Basic Science Studies</b> One course of the following: ENS 201, HEA 201, BIO 203, AST 201, NTR 201.	3 cr.
<b>Core Requirements</b> BIO 211, BIO 215, BIO 227, CHM 211, CHM 215, CHM 221, CHM 222, CHM 272, STA 203.	<b>28 cr.</b>
<b>Major Requirements</b> BIO 222, MLT 312, MLT 313, MLT 315, MLT 317, MLT 323, MLT 324, MLT 326, MLT 328, MLT 330, MLT 340, MLT 401, MLT 402, MLT 410, MLT 420, MLT 430, MLT 440, MLT 450, MLT 460, MLT 470.	<b>51 cr.</b>
<b>Free Electives</b>	<b>6 cr.</b>

**Bachelor of Science in Medical Laboratory Technology**  
**Suggested Program (103 Credits)**

**Fall Semester I (16 Credits)**

BIO	211	General Biology I	4 cr.
CHM	211	Principles of Chemistry	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
CSC	201	Computers and Their Use (GER)	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester I (16 Credits)**

BIO	215	Introductory Human Physiology	3 cr.
CHM	215	Quantitative Analysis	4 cr.
CHM	221	Organic Chemistry I	3 cr.
STA	203	Biostatistics	3 cr.
BIO	222	Immunology	3 cr.

**Summer Session I (6 Credits)**

ARB	211	or GER	3 cr.
	231		
ENL	230	English in the Workplace (GER)	3 cr.

**Fall Semester II (16 Credits)**

CHM	222	Organic Chemistry II	3 cr.
CHM	272	Organic Chemistry Laboratory	2 cr.
MLT	312	Clinical Chemistry I	3 cr.
MLT	313	Clinical Bacteriology I	3 cr.
MLT	315	Clinical Parasitology I	2 cr.
MLT	317	Clinical Pathology I	3 cr.

**Spring Semester II (16 Credits)**

BIO	227	Biochemistry	3 cr.
MLT	323	Clinical Chemistry II	3 cr.
MLT	324	Clinical Bacteriology II	3 cr.
MLT	326	Clinical Parasitology II	2 cr.
MLT	328	Clinical Pathology II	3 cr.
MLT	330	Clinical Histopathology and Cytology Techniques	2 cr.

**Summer Session II (6 Credits)**

REG	212	or GER	3 cr.
	213		
—	—	Free Elective	3 cr.

**Fall Semester III (15 Credits)**

MLT	340	Serology	2 cr.
MLT	401	Selected Topics in Laboratory Medicine I	1 cr.
MLT	410	Training in Clinical Chemistry	4 cr.
MLT	420	Training in Clinical Hematology	4 cr.
MLT	430	Training in Clinical Bacteriology	4 cr.

**Spring Semester III (12 Credits)**

MLT	402	Selected Topics in Laboratory Medicine II	1 cr.
—	—	GER (Basic Sciences)	3 cr.
MLT	440	Training in Clinical Parasitology & Urinalysis	2 cr.
MLT	450	Training in Serology	2 cr.
MLT	460	Training in Blood Banking	2 cr.
MLT	470	Training in Phlebotomy, Cytogenetics & Histological Techniques	2 cr.

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## Undergraduate Courses: Medical Laboratory Technology

**MLT 311 Clinical Chemistry I (2.0); 2 cr.** Concepts of clinical chemistry, mechanisms of diseases and the correlation of laboratory data with those diseases. Clinical interpretation of normal and abnormal values. *Prerequisite:* CHM 211.

**MLT 312 Clinical Chemistry I (3.0); 3 cr.** Concepts of clinical chemistry, mechanisms of diseases and the correlation of laboratory data with those diseases. Clinical interpretation of normal and abnormal values. *Prerequisite:* CHM 211.

**MLT 313 Clinical Bacteriology I (3.0); 3 cr.** Fundamental aspects of basic and clinical bacteriology. The course consists of lectures and demonstrations in general bacteriology. *Prerequisite:* BIO 211.

**MLT 315 Clinical Parasitology I (2.0); 2 cr.** An introductory course on the theory and laboratory techniques used in the diagnosis of parasitic infections of humans. *Prerequisite:* BIO 211.

**MLT 317 Clinical Pathology I (3.0); 3 cr.** The course consists of lectures and demonstrations in hematology, serology and blood banking.

**MLT 322 Clinical Chemistry II (2.0); 2 cr.** Continuation of MLT 311. *Prerequisite:* MLT 311.

**MLT 323 Clinical Chemistry II (3.0); 3 cr.** Continuation of MLT 312. *Prerequisite:* MLT 312.

**MLT 324 Clinical Bacteriology II (2.2); 3 cr.** Deals with practical experiments in clinical bacteriology which include preparation of smears and culture media, identification tests, for different types of bacteria encountered in clinical microbiology. *Prerequisite:* MLT 313.

**MLT 326 Clinical Parasitology II (1.2); 2 cr.** Continuation of MLT 315, deals with basic clinical parasitology. Lectures and demonstrations in laboratory techniques that are used in the diagnosis of parasitic infections of humans. *Prerequisite:* MLT 315.

**MLT 328 Clinical Pathology II (3.0); 3 cr.** Continuation of MLT 317.

**MLT 330 Clinical Histopathology and Cytology Techniques (2.0); 2 cr.** Series of lectures in cell biology and normal histology of various human tissues. Lectures on techniques of tissue handling, preparation and staining of specimens and smear of cytological material.

**MLT 340 Serology (2.0); 2 cr.** Basic aspects of clinical serology which involves the study of mechanisms, different formats, interfering factors, application and interpretation of commonly used serological tests.

**MLT 401 Selected Topics in Laboratory Medicine I; 1 cr.** Lectures on recent advances or special topics in the various disciplines of laboratory medicine.

**MLT 402 Selected Topics in Laboratory Medicine II; 1 cr.** Continuation of MLT 401.

**MLT 410 Practical Training in Clinical Chemistry 4 cr.** Practical training in clinical chemistry of 5 weeks duration.

**MLT 420 Practical Training in Clinical Hematology 4 cr.** Practical training in hematology, serology of 5 weeks duration.

**MLT 430 Practical Training in Clinical Bacteriology 4 cr.** Practical training in clinical bacteriology of 5 weeks duration.

**MLT 440 Practical Training in Clinical Parasitology and Urinalysis; 2 cr.** Practical training in parasitology and urinalysis of 4 weeks duration.

**MLT 450 Practical Training in Serology 2 cr.** Practical training in serology of 4 weeks duration.

**MLT 460 Practical Training in Blood Banking 2 cr.** Practical training in blood banking of 4 weeks duration.

**MLT 470 Practical Training in Phlebotomy, Cytogenetics & Histological Techniques 2 cr.** Practical training in Phlebotomy, Cytogenetics & Histological Techniques of 4 weeks duration.

## **The Degree of Bachelor of Science in Nutrition and Dietetics**

Nutrition and Dietetics is an interdisciplinary field that focuses on the principles of human nutrition and foods. Nutrition is the study of food intake influence on health and well-being. It covers specific nutrients' requirements in the diet, their physiological functions in the body and the consequences of nutrients deficiency. It requires an understanding of the composition of food and factors that determine food choice and availability. The study of nutrition also explores the role of diet in the causation of diseases of multi-factorial origin, such as heart disease, diabetes and cancer. The importance of nutrition in preventing diseases has now become well recognized in both developing and developed countries. Dietetics is becoming increasingly important in health promotion and wellness of people throughout the life cycle from infancy to old age and in the care of people who are ill. Rapid advances in medicine increase the dietitian's role as a member of the health care team.

Various career opportunities are available to the nutritionist and registered dietitian. Clinical nutritionists and dietitians work closely with other health professionals in hospitals, nursing homes, out-patient clinics, public health agencies, and food service/or food processing industries. Administrative dietitians direct the planning, purchasing, production and service of meals in medical centers, restaurants and schools. Holders of graduate degrees in nutrition and dietetics may teach in universities, or do research in the field. Experienced registered dietitians may become consultants and go into private practice.

### **Admission Requirements**

For admission requirements to the degree of BS in Nutrition or BS in Nutrition and Dietetics refer to the section entitled "Undergraduate Admission" of this catalog.

### **Graduation Requirements**

To receive the degree of BS in Nutrition and Dietetics a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 94 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of "I" assigned during the last semester to courses required for graduation will result in delaying of graduation.

### **Dietetics Internship**

Graduates wishing to qualify as professional dietitians must complete a dietetics internship by spending a minimum of six months in a hospital. It is the responsibility of the graduate to make all arrangements for the dietetics internship with a hospital, however, the University may provide orientation and assistance in identifying internship opportunities. The certificate or attestation that a graduate completed the required training period will be granted by the hospital.



**Degree Requirements  
(94 credits)**

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>18 cr.</b>
<b>a) Communications Skills</b> ENL 213, ENL 230	6 cr.
<b>b) Computer Skills</b> CSC 201	3 cr.
<b>c) Cultural Studies</b> <ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li></ul>	6 cr.
<b>d) Basic Science Studies</b> One course of the following: ENS 201, HEA 201, BIO 203, AST 201.	3 cr.
<b>Core Requirements</b> BIO 211, BIO 215, BIO 227, BIO 320, CHM 211, CHM 213, CHM 215, CHM 273, BAD 201, FBM 313, PSL 201, SOL 201, STA 203	<b>40 cr.</b>
<b>Major Requirements</b> NTR 201, NTR 320, NTR 325, NTR 330, NTR 425, NTR 430, NTR 435, NTR 440, NTR 445, NTR 450, NTR 495	<b>30 cr.</b>
<b>Free Electives</b>	<b>6 cr.</b>

## Bachelor of Science in Nutrition and Dietetics Suggested Program (94 Credits)

### Fall Semester I (16 Credits)

BIO	211	General Biology I	4 cr.
CHM	211	Principles of Chemistry	3 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.
NTR	201	Basic Human Nutrition	3 cr.
PSL	201	Introduction to Psychology	3 cr.

### Spring Semester I (14 Credits)

BIO	227	Introductory Biochemistry	3 cr.
CHM	213	Basic Organic Chemistry	3 cr.
CHM	215	Quantitative Analysis	4 cr.
CHM	273	Organic Chemistry Lab.	1 cr.
ENL	230	English in the Work Place (GER)	3 cr.

### Fall Semester II (16 Credits)

CSC	201	Computers and their Use (GER)	3 cr.
HTM	313	Food Production	3 cr.
NTR	320	Food Chemistry	2 cr.
NTR	325	Food Analysis	2 cr.
SOL	201	Introduction to Sociology (GER)	3 cr. 3 cr.

### Spring Semester II (15 Credits)

BAD	201	Fundamentals of Management	3 cr.
BIO	215	Introductory Human Physiology	3 cr.
NTR	330	Community Nutrition	3 cr.
STA	203	Biostatistics (GER)	3 cr. 3 cr.

### Fall Semester III (16 Credits)

BIO	320	Microbiology	4 cr.
NTR	425	Food Processing	3 cr.
NTR	430	Advanced Human Nutrition	3 cr.
NTR	445	Introduction to Dietetics Profession (GER)	3 cr. 3 cr.

### Spring Semester III (17 Credits)

NTR	435	Nutrition in the Life Cycle	3 cr.
NTR	440	Therapeutic Nutrition	4 cr.
NTR	450	Dietetics: Counseling and Communication	2 cr.
NTR	495	Project in Nutrition	2 cr.
—	—	Free Elective	6 cr.

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## Undergraduate Courses: Nutrition and Dietetics

**NTR 201 Basic Human Nutrition (3.0); 3 cr.** An introduction to the study of carbohydrates, fats, proteins, vitamins and minerals and their effects on health. An overview of the processes of digestion, absorption and their metabolism. *Prerequisite:* Sophomore Standing and ENL 109.

**NTR 212 Food Sanitation and Safety (3.0); 3 cr.** Food microbiology and food hygiene; causes of food poisoning and food-borne infections; prevention and safety. *Prerequisite:* NTR 201.

**NTR 320 Food Chemistry (2.0); 2 cr.** Covers chemical composition, physical and sensory properties of foods. Focuses on the structural considerations of food components (water in foods, lipids, carbohydrates & proteins), chemicals in foods, browning reactions and flavor of foods. *Prerequisite:* BIO 227.

**NTR 325 Food Analysis (1.2); 2 cr.** Introduces the laboratory methods for chemical analysis of nutrients and chemicals in food products. *Prerequisite:* CHM 215. *Corequisite:* NTR 320.

**NTR 330 Community Nutrition (3.0); 3 cr.** Focuses on community nutrition education programs in schools, health centers, government institutions, and mass media. Emphasis on current research in assessing community nutrition program needs as well as program implementation. *Prerequisite:* NTR 201.

**NTR 425 Food Processing (2.2); 3 cr.** Covers the changes in basic constituents of foods (carbohydrates, lipids, proteins, vitamins, minerals, food enzymes, and water) resulting from processing and preparation. Focuses on the principles of food spoilage and food preservation, and the different laboratory methods of food processing. *Corequisite:* BIO 320.

**NTR 430 Advanced Human Nutrition (3.0); 3 cr.** Covers human physiological needs for energy requirements; body needs from food groups such as carbohydrates, proteins and fats; control of nutrient metabolism; and methods of the nutritional assessment. *Prerequisite:* NTR 201.

**NTR 435 Nutrition in the Life Cycle (3.0); 3 cr.** Covers the basic nutritional needs of people throughout their life cycle (infancy, childhood, adolescence, adulthood and elderly people) and the special nutritional requirements during pregnancy and lactation. *Prerequisite:* NTR 430

**NTR 440 Therapeutic Nutrition (3.2); 4 cr.** Covers the nutritional needs of individuals throughout their life cycle and in various diseases. Provides the students with an understanding of how nutritional status is assessed in relation to health and disease at the individual and community levels by covering case studies reports and study modules. *Prerequisite:* NTR 430.

**NTR 445 Introduction to Dietetics Profession (3.0); 3 cr.** Reviews basic skills needed by the dietician including nutritional care, ethics, role and responsibilities in various employment settings. *Prerequisite:* Senior standing.

**NTR 450 Dietetics Counseling and Communication (2.0); 2 cr.** Application of the principles of dietetics in a hospital setting. Focuses on the techniques in collection and interpretation of dietary intake. Emphasis on the team concept of patient care and strategies for promoting change in nutritional education. *Corequisite:* NTR 445.

**NTR 451 Advanced Nutrition I (3.0); 3 cr.** Covers carbohydrates, proteins, lipids, fiber and other nutrients, and examines their body metabolism. *Prerequisite:* Senior standing and NTR 430.

**NTR 452 Advanced Nutrition II (3.0); 3 cr.** Covers the nutritional, biochemical and physiological aspects of vitamins and minerals in human body. *Prerequisite:* NTR 451.

**NTR 455 Diet Therapy in Inborn Errors of Metabolism (3.0); 3 cr.** The course deals with congenital defects that require special diet manipulations and possible nutrition support. *Prerequisite:* NTR 440.

**NTR 495 Project in Nutrition (2.0); 2 cr.** Emphasizes current research in nutrition and dietetics. *Prerequisite:* Senior standing and consent of instructor.

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## The Degree of Bachelor of Science in Physics

If discovering the inner fundamental unity of the natural world, from the whole universe to the insides of an atom is what you are looking for, physics is where you should look. It is the science that studies the basic laws of nature and how they conspire to produce the wealth of phenomena you observe in your everyday life. Physics is the foundation for all other natural sciences: chemistry, biology...

Training in physics provides a student with the necessary mathematical tools to understand and apply physical laws and a solid ground in the experimental process. More importantly, it prepares a person to successfully tackle complex problems.

### Admission Requirements

For admission requirements to the degree of BS in physics refer to the section entitled "Undergraduate Admission" of this catalog.

### Graduation Requirements

To receive the degree of BS in physics, a student must fulfill all requirements of his/her degree program, complete all required courses, accumulate a total of 94 credits with an overall grade point average (GPA) of at least 2.0/4.0 and a minimum GPA of 2.0/4.0 in both the core and major requirements, and clear all accounts with the university. Candidates for degrees are reminded that grades of "I" assigned during the last semester to courses required for graduation will result in delaying of graduation.

### Degree Requirements (94 credits)

	<b>Number of Credits (cr.)</b>
<b>General Education Requirements</b>	<b>27 cr.</b>
<b>a) Communications Skills</b>	6 cr.
ENL 213, ENL 230	
<b>b) Computer Skills</b>	3 cr.
CSC 201	
<b>c) Cultural Studies</b>	9 cr.
<ul style="list-style-type: none"><li>• ARB 211 or ARB 231</li><li>• REG 212 or REG 213</li><li>• One course of the following:           PHL 211, LIR 211, LIR 212, LIR 213, HUT 305, HUT 306,           FAP 200, FAP 201, FAP 202, FAP 203, FAP 204, FAP 205,           FAP 206, FAP 214, PDP 201.</li></ul>	
<b>d) Social Science Studies</b>	3 cr.
One course of the following: HIT 201, HIT 211, PSL 201, PSL 211, SOL 201, POS 201, <sup>85</sup> ECN 200, ECN 211, ECN 212, MRK 201, HTM 201, BAD 201	
<b>e) Basic Science Studies</b>	6 cr.
Two distinct courses of the following: ENS 201, ENS 202, ENS 206, NTR 201, HEA 201, BIO 202, BIO 203, AST 201.	

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<sup>85</sup> Students cannot receive credits for both ECN 200 and ECN 211 or ECN 212.

**Core Requirements****30 cr.**

MAT 213, MAT 215, MAT 224, MAT 235, PHS 205, PHS 212, PHS 213, PHS 271, PHS 272, AST 210, CSC 212 or CSC 214.

**Major Requirements****31 cr.**

PHS 346, PHS 350, PHS 303, PHS 375, PHS 415, PHS 417, PHS 435,  
Choose any three of the following courses:  
PHS 301, PHS 315, PHS 403, PHS 405 EEN 210, EEN 211, MEN 320,  
MEN 321, MEN 550.

**Free Electives****6 cr.**

## Bachelor of Science in Physics Suggested Program (94 Credits)

### Fall Semester I (16 Credits)

CSC	201	Computers and Their Use (GER)	3 cr.
MAT	213	Calculus III	3 cr.
MAT	215	Linear Algebra I	3 cr.
PHS	205	Thermodynamics and Waves	4 cr.
ENL	213	Sophomore English Rhetoric (GER)	3 cr.

### Spring Semester I (16 Credits)

AST	210	Introduction to Astronomy & Astrophysics	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
MAT	224	Calculus IV	3 cr.
MAT	235	Ordinary Differential Equations	3 cr.
PHS	212	Electricity and Magnetism	3 cr.
PHS	271	Electricity and Magnetism Laboratory	1 cr.

### Fall Semester II (16 Credits)

CSC	210	Fundamentals of Computing for Engineers	3 cr.
PHS	213	Modern Physics	3 cr.
PHS	272	Modern Physics Laboratory	1 cr.
PHS	346	Mathematical Methods for Physics I	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

### Spring Semester II (15 Credits)

PHS	303	Analytical Mechanics	3 cr.
PHS	350	Mathematical Methods for Physics II	3 cr.
PHS	—	—	3 cr.
—	—	GER	3 cr.
—	—	GER	3 cr.

### Fall Semester III (15 Credits)

PHS	375	Experimental Physics	3 cr.
PHS	415	Thermal and Statistical Physics	3 cr.
PHS	—	—	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

### Spring Semester III (16 Credits)

PHS	417	Electromagnetic Theory	4 cr.
PHS	435	Quantum Mechanics	3 cr.
PHS	—	—	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

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## Undergraduate Courses: Physics

**PHS 101 General Physics I (3.0); 3 cr.** A basic course covering: vectors, Newton's laws of motion, particle kinematics and dynamics, work, energy, linear and angular momentum, rotational motion, rigid body, equilibrium and Statistics. Prerequisite: Freshman Standing.

**PHS 102 General Physics II (3.0); 3 cr.** A basic course covering electric fields and electrical potential; DC-circuits; magnetic fields; capacitance and inductance; AC-circuits and electromagnetic waves. Prerequisite: Freshman Standing.

**PHS 171 General Physics I Laboratory (0.3); 1 cr.** Laboratory course illustrating the principles and experiments taught in General Physics I. Corequisite: PHS 101.

**PHS 172 General Physics II Laboratory (0.3); 1 cr.** Laboratory course illustrating the principles and experiments taught in General Physics II. Corequisite: PHS 102.

**PHS 201 Waves and Heats (2.0); 2 cr.** Wave motion; sound wave; superposition and standing waves; temperature and ideal gases; heat and first and second laws of thermodynamics. Nature of light; interference of light waves; diffraction and polarization. Prerequisite: Sophomore Standing.

**PHS 203 General Physics III (3.0); 3 cr.** A course covering waves and corpuscles, sound, acoustics, reflection and refraction of light; interference and diffraction; polarization, spectrometry, and laser optics. Prerequisite: Sophomore Standing.

**PHS 204 Applied Mechanics (4.0); 4 cr.** Newton's laws and applications. Conservation of energy and linear momentum, collision. Rotational kinematics and dynamics, angular momentum and its conservation. Equilibrium. Oscillations. Universal gravitation. Prerequisite: Sophomore Standing.

**PHS 205 Thermodynamics and Waves (4.0); 4 cr.** An introduction to thermodynamics and the physics of waves: it covers concepts of temperature and heat, the laws of thermodynamics, heat engine and refrigerators, entropy; the kinetic theory of gases. Added to these, it covers the basic concepts of waves:

harmonic waves, energy, superposition principle, reflection of waves, standing waves, with applications to mechanical waves (sound, surface waves...) and light. Prerequisite: Sophomore standing.

**PHS 207 Development of Science and Technology (3.0); 3 cr.** The principal periods in the development of the scientific thought. The contribution of individuals like Aristotle, Ptolemy, Copernicus, Galileo, Newton, Darwin, Mendel, and Einstein. Prerequisite: Sophomore Standing.

**PHS 208 Physics for Life Sciences I (3.0); 3 cr.** This course covers mechanics, relativity, hydrostatics, hydrodynamics, thermodynamics, and the physics of waves, with special emphasis on biological applications. Prerequisite: Sophomore Standing.

**PHS 209 Physics for Life Sciences II (3.0); 3 cr.** This course covers electricity and magnetism, modern physics: early quantum theory with emphasis on atomic and molecular applications, spectroscopy, nuclear physics, statistical mechanics, with special emphasis on biological and medical applications. Prerequisite: Sophomore Standing.

**PHS 211 Principles of Physics (3.0); 3 cr.** Topics are selected from the fields of mechanics, thermodynamics, acoustics, optics, electricity and magnetism, and modern physics. Prerequisite: Sophomore Standing.

**PHS 212 Electricity and Magnetism (3.0); 3 cr.** Electrostatics: field, potential and dielectric. DC circuits and laws. Magnetic field, Ampere's and Faraday's laws, induction. AC circuits. Qualitative discussion of Maxwell's equations. Corequisite: MAT 224.

**PHS 213 Modern Physics (3.0); 3 cr.** Special Relativity. Quantization of electricity, charge, and light, blackbody radiation. particle-wave duality. Bohr model of Hydrogen. Schrodinger wave equation and application to one dimensional problems. Three-dimensional solution of the Hydrogen atom. Angular momentum and spin. Corequisite: MAT 235.

**PHS 271 Electricity and Magnetism Laboratory (0.2); 1 cr.** Selected experiments in electricity and magnetism. Emphasis is placed

on statistical treatment of data and error estimation. *Corequisite*: PHS 212.

**PHS 272 Modern Physics Laboratory (0.2); 1 cr.** Selected experiments in modern physics. Emphasis is placed on statistical treatment of data and error estimation. *Corequisite*: PHS 213.

**PHS 278 Physics for Life Sciences I Lab (0.2); 1 cr.** Lab to accompany PHS 208. Experiments are performed in Mechanics, Hydrodynamics, Heat transfer and Waves. *Corequisite*: PHS 208.

**PHY 279 Physics for Life Sciences II Lab (0.2) 1 cr.** Lab to accompany PHS 209. Experiments in Electricity and Magnetism: Hall Effect, Circuits, Helmholtz Coil, and Modern Physics: Blackbody Radiation, Spectroscopy... *Corequisite*: PHS 209.

**PHS 301 Optics (2.2); 3 cr.** Topics covered: wave optics and properties of light including interference, Fraunhofer and Fresnel diffraction, polarization and double refraction. Introduction to lasers and holography. *Prerequisite*: PHS 201.

**PHS 303 Analytical Mechanics (3.0); 3 cr.** Particle kinematics and dynamics, central force problem, motion in non-inertial frames of reference, kinematics and dynamics of rigid bodies, Lagrangian mechanics, small oscillations, and relativistic momentum and energy. *Corequisite*: PHS 350.

**PHS 315 Nuclear Physics (3.0); 3 cr.** General nuclear properties, radioactivity, nucleon-nucleon interaction, scattering, nuclear models, and nuclear reactions. *Prerequisite*: PHS 213.

**PHS 346 Mathematical Methods for Physics I (3.1); 3 cr.** The first of two courses covering mathematical tools relevant to the solution of physical problems. Topics include diagonalization of matrices, transformation of coordinates, Jacobian, functions of complex variables, gradient, curl, divergence, and elements of vector analysis. Both courses include a weekly lab session on a mathematical software package. *Prerequisite*: MAT 215, MAT 224.

**PHS 350 Mathematical Methods for Physics II (3.1); 3 cr.** Second of the series of two courses in mathematical tools of physics. Topics

include partial differential equations, Fourier series and transforms, special functions, orthogonal functions, Greene's functions, integral equations. *Prerequisites*: MAT 215, MAT 224, MAT 235, PHS 346

**PHS 375 Experimental Physics (0.6); 3 cr.** Experiments in atomic and molecular physics, optics, and mechanical vibrations. Students have to perform open-ended experiments, and use computers for data analysis. *Prerequisite*: PHS 271 and PHS 272.

**PHS 403 Elementary Particle Physics (3.0); 3 cr.** Survey of elementary particles: leptons, hadrons, and quarks. Invariance principles and conservation laws. Detectors and accelerators. Phenomenological study of interactions. *Prerequisite*: PHS 213, PHS 435.

**PHS 405 Solid State Physics (3.0); 3 cr.** Topics include crystal structure, the band theory, the free-electron and Fermi-Dirac theory, and the physical properties of semiconductors and metals. *Prerequisites*: EEN 210, EEN 211 and PHS 213.

**PHS 415 Thermal and Statistical Physics (3.0); 3 cr.** Topics include: entropy and probability, energy and temperature, the three laws of thermodynamics, Maxwell-Boltzmann, Bose-Einstein and Fermi-Dirac statistics, equation of state for simple systems, and elementary theory of phase transitions. *Prerequisite*: PHS 213 and PHS 350.

**PHS 417 Electromagnetic Theory (3.0); 3 cr.** Maxwell equations with applications to physical problems. Topics include: electrostatics, magnetostatics, Laplace and Poisson equations, dielectric and magnetic materials, electromagnetic waves and radiation, and special theory of relativity. *Prerequisite*: PHS 212, PHS 350.

**PHS 435 Quantum Mechanics (4.0) 4 cr.** "Modern" quantum Mechanics. Hilbert space, operators, eigenvalues and eigenfunctions. Matrix formulation of quantum mechanics. Time-independent and time dependent perturbation theories. Scattering theory and interaction of radiation with matter. *Prerequisites*: PHS 213, PHS 303, PHS 350.

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## Undergraduate Courses Astronomy



**AST 201 Discovering Astronomy (3.0) 3 cr.** A non-calculus based introduction to astronomy. It explores the wonders of the universe using observations from space and from the ground. It covers the solar system, stars and their evolution (black holes, white dwarfs...), galaxies and cosmology (the Big-Bang...). The course will include an observing night to discover the night sky, readings, and some elementary observations. Not open to physics students

**AST 210 Introduction to Astronomy and Astrophysics (3.0) 3 cr.** An introductory course in astronomy & astrophysics from a contemporary point of view: it covers the solar system, stars and stellar evolution (red giants, black holes, pulsars), galaxies, and elements of cosmology (big bang, evolution of the universe) using ground based and space based data and observation. The course will include observational projects and a group observing night to familiarize students with the night sky.

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### Undergraduate Courses: Geology

**GEO 201 Physical Geology (3.0); 3 cr.** Basic principles of structural and depositional geologic processes. Structure of the Earth. Minerals, rocks and soils. Minerals and Rocks identification. Geological maps interpretation. *Prerequisite:* Sophomore Standing.

**GEO 202 Geology for Architects (2.0) 2 cr.** Minerals and Rocks, Earthquakes, Interpreting and Reading Topographical and Geological Maps, Geology of Lebanon, Laboratory Application and Field Trips.

**GEO 311 Hydrogeology (3.0); 3 cr.** Hydrologic cycle; meteorology; groundwater resources and

uses; groundwater movement, natural and artificial discharge. Groundwater erosion and deposition. Lebanon's water resources.

**GEO 312 Engineering Geology: 3 cr.** Weather and soil-forming Processes; Application of engineering geology in foundations design; properties of rock substance and rock mass; Tunnels; Mass-Wasting Process; Ground Water in Engineering Geology; Fluvial Processes; Dams; Land subsidence; coastal engineering geology; Earthquakes; Case Studies. *Prerequisite:* GEO 201.

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### Undergraduate Courses: Health

**HEA 201 Health Awareness (3.0); 3 cr.** Comprehensive prevention-oriented approach to personal health topics: stress management, mental health, physical fitness, nutrition and

weight control, human sexuality, communicable and chronic diseases, addictive substances and personal safety.



**FACULTY OF  
POLITICAL SCIENCE,  
PUBLIC ADMINISTRATION  
AND DIPLOMACY (FPSPAD)**

Dr. Michel Nehme, *Dean*

FACULTY DEPARTMENTS  
Dr. Chahine Ghais, *Chairperson*

## **FACULTY DIRECTORY**

### **Office of the Dean**

Green Building, 1st Floor, Room B265  
Tel: 09-218-950/51/52 Extension 2431  
E-mail: micheln@ndu.edu.lb

### **Department of International Affairs and Diplomacy**

### **Department of Public Administration**

### **Department of Political Science**

Green Building, 1st Floor, Room B261  
Tel: 09-218-950/51/52 Extension 2446  
E-mail: cghaith@ndu.edu.lb

# FACULTY OF POLITICAL SCIENCE, PUBLIC ADMINISTRATION AND DIPLOMACY

## LIST OF FULL-TIME FACULTY MEMBERS

### Professors

*Keyrouz, Akl*, Ph.D., 1969 *Political Science*, University of Utah, U.S.A

<sup>86</sup>*Nehme, Michel*, Ph.D., 1983, *Political Science*, Rutgers University, New Jersey, U.S.A.

### Associate Professors

*Ghais, Chahine*, Ph.D., 1998, *Political Science*, University of Missouri-St. Louis, USA

*Haddad, Simon*, Doctorate, 1999, *Sciences Politiques*, IEP, Paris

*Labaki, George*, Doctorate, 1984, *Law*, Université de Paris-I, Pantheon, Sorbonne, France.

*Salem, Naim*, Ph.D., 1992, *International Studies*, University of South Carolina, USA

### Assistant Professors

*Sayah, Edward*, Ph.D., 1988, *Public Administration & Economics*, University of North Texas, USA.

*Sensenig-Dabbous, Eugene*, Doktor Der Philosophie, 1985, *Political Science and German Literature*, Paris-Lodron-Universität, Salzburg, Austria

### List of Staff Members

*Basbous, Nayla Bassil*, B.A., 1990, *Communication Arts*, BUC-LCHE, Lebanon

*Moubarak, Kamale*, Certificate, *Business Marketing*, Division of Continuing Education-NDU

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<sup>86</sup> Tenure

# FACULTY OF POLITICAL SCIENCE, PUBLIC ADMINISTRATION AND DIPLOMACY

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**Dean:** *Dr. Michel Nehme*

**Administrative Assistant:** *Mrs. Nayla Basbous*

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## **Degrees Offered**

The Faculty of Political Science, Public Administration and Diplomacy consists of three Departments:

Department of International Affairs and Diplomacy

Department of Political Science

Department of Public Administration

The Faculty of Political Science, Public Administration and Diplomacy offers programs leading to the degrees of:

Bachelor of Arts in International Affairs and Diplomacy

Master of Arts in International Affairs and Diplomacy

Master of Arts in International Law

Bachelor of Arts in Political Science

Bachelor of Arts in Political Science – American Studies Concentration

Bachelor of Arts in Political Science – Euro-Mediterranean Studies Concentration

Master of Arts in Political Science

Master of Arts in Comparative Law

Bachelor of Arts in Public Administration

Bachelor of Arts in Criminal Justice

Master of Arts in Public Administration

## **Bachelor of Arts Degrees**

### **Admission Requirements:**

Compliance with the general rules and regulations applied by NDU in the general Catalogue.

### **Graduation Requirements:**

Students seeking the degree of Bachelor of Arts in the Faculty of PSPAD must complete a total of 105 credits with an overall average of at least 2.0/4.0 and a minimum average of 2.3/4.0 in the major requirements.

## **Master's Degrees**

### **Program Guidelines**

The M.A. degrees in the Faculty of Political Science, Public Administration and Diplomacy, require each 36 credit hours, including a thesis. Courses are offered primarily in the late afternoon to allow students to pursue part-time employment or internship, if they so choose. The graduate programs require usually a minimum of four semesters of study depending on the full-time or part-time status of the student.

### **Objectives**

The main objectives are to train students for government and public service as well as for employment in business and non-profit sectors that employ graduates to lead their organizations and international operations.

The programs are intended to prepare and train in theory and practice students for careers in research, national and foreign diplomatic service, contemporary political and economic issues, public service, international and regional organizations, multi-national corporations, financial institutions, media enterprises and the like.

### **Admission Requirements**

In addition to the University graduate admission requirements, applicants should have a B.A. in Political Science, or Public Administration, or International Affairs and Diplomacy, International Law, or other related fields.

Successful passing of the EET Entrance Exam with a minimum score of 650 is required (p. 46 general catalogue), students' undergraduate GPA of 3.0 minimum, work experience, letters of recommendation, motivation for a career and leadership are all taken into consideration. The Faculty may require the GRE exam for non-NDU students, and the following prerequisite courses may be required of non-major applicants.

For M.A. in Political Science:

IAF 211, POS 201, POS 210 or equivalent by petition.

For M.A. in Public Administration :

PAD 201, POS 201, POS 210 or equivalent by petition.

For M.A. in International Affairs and Diplomacy :

IAF 211, IAF 321, POS 201 or equivalent by petition.

For M.A. in International Law:

IAF 211, IAF 401, POS 442

### **Graduation Requirements:**

Students seeking the degree of M.A. in the Faculty of PSPAD must meet the University graduation requirements and complete one of the following two options with a G.P.A. of at least 3.0/4.0:

- 36 credits of course work in addition to a comprehensive written and oral examination; or
2. successful completion of 30 credits course work and six credits thesis.

## DEPARTMENT OF INTERNATIONAL AFFAIRS AND DIPLOMACY

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**Chairperson of Departments:** *Dr. Chahine Ghais*

**Secretary:** *Mrs. Kamale Moubarak*

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The Department of International Affairs and Diplomacy offers three programs leading to the degrees of Bachelor of Arts and Master of Arts in International Affairs and Diplomacy and International Law.

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### **The Degree of Bachelor of Arts in International Affairs and Diplomacy**

The program of International Affairs and Diplomacy is designed to provide students with broad knowledge in the field. Graduates are prepared to work in several career areas. These include the Lebanese Government, notably the Ministry of Foreign Affairs; international and regional organizations such as the United Nations and its various agencies, multinational corporations, banking institutions, educational institutions, and, among others, media enterprises and the like.

#### **Degree Requirements (105 credits)**

##### **General Education Requirements** **27 cr.**

ARB 211 or ARB 231, CSC 201, ENL 213, ENL 230, ENS 201, NTR 201, HIT 211, POS 201, REG 212 or REG 213.

##### **Major Requirements** **45 cr.**

IAF 211, IAF 231, IAF 301, IAF 321, IAF 322, IAF 401, IAF 402, IAF 407, IAF 409, IAF 490, PAD 201, POS 210, POS 350, POS 353, POS 382

##### **Electives in PSPAD (27 crs.), 3 of which should be taken in Economics.** **27 cr.**

From: ECN 200, ECN 211, ECN 212, or equivalent.

P.S: Students may choose to take 18 credits of those electives as a minor in other majors within the PSPAD Faculty.

##### **Free Electives** **6 cr.**

##### **Minor in IAF (for non-IAF Majors only)** **18 crs.**

Required: IAF 211, IAF 231, IAF 321

9 credits Electives from IAF courses



**Bachelor of Arts in International Affairs and Diplomacy  
Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

IAF	211	Intro. To International Relations	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
POS	201	Intro. to Pol. Science	3 cr.
CSC	201	Computer & Its Use	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PAD	201	Intro. To Public Admin.	3 cr.
ENL	230	English in the Workplace	3 cr.
IAF	231	World Political Geography	3 cr.
ECN	212	Macro – economics	3 cr.
—	—	Major Elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
POS	240	Law and Society	3 cr.

**Fall Semester II (15 Credits)**

IAF	301	Modern Political Ideologies	3 cr.
PAD	241	Administrative Law	3 cr.
POS	210	Government and Inst. of Lebanon	3 cr.
IAF	321	Diplomacy: Theory and Practice	3 cr.
POS	350	Comp. Gov. & Politics	3 cr.

**Spring Semester II (15 Credits)**

POS	442	Lebanese Const. Law	3 cr.
POS	353	Governments of the Middle East	3 cr.
IAF	322	Lebanese Diplomacy	3 cr.
—	—	Major Elective	3 cr.
—	—	GER	3 cr.

**Summer Session II (9 Credits)**

—	—	Major Elective	3 cr.
—	—	Free Elective	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester III (15 Credits)**

POS	382	Research Methods	3 cr.
IAF	401	Public International Law	3 cr.
IAF	407	International & Regional Organizations	3 cr.
IAF	402	Human Rights in Intl. Pol.	3 cr.
POS	345	Ethics & Leadership	3 cr.

**Spring Semester III (15 Credits)**

IAF	409	Foreign Pol. Making of the M. P.	3 cr.
IAF	403	Arab Israeli-Conflict	3 cr.
IAF	471	Modern Europe	3 cr.
POS	479	Govt. & Politics of the US	3 cr.
IAF	490	Special Topics in International Affairs	3 cr.

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## Undergraduate Courses: International Affairs and Diplomacy

**IAF 211 Introduction to International Relations (3.0); 3 cr.** An examination of the nature and evolution of the major concepts that shape international relations: the balance of power, the role of states in the international system, international law, and the elements of foreign policy. *Prerequisite:* ENL 107

**IAF 231 World Political Geography (3.0); 3 cr.** A general survey of states in the world that focuses on politically relevant geographic information: location, size, population, principal cities, major resources.

**IAF 301 Modern Political Ideologies (3.0); 3 cr.** An introduction to the most influential political ideas in the modern world since the mid-nineteenth century. The focus is on the ideologies that have been influential and effective in the international system. *Prerequisite:* ENL 107

**IAF 321 Diplomacy: Theory and Practice (3.0); 3 cr.** An examination of the principles and practice of diplomacy, international relations, and an analysis of the structures, functions, and procedures of diplomatic and consular services, including diplomatic privileges, immunities, and recruitment of diplomatic and consular personnel. *Prerequisite:* IAF 211 or consent of instructor.

**IAF 322 Lebanese Diplomacy (3.0); 3 cr.** Covers the legal and practical evolution of the Lebanese diplomatic corps and focuses on the framework within which Lebanese diplomacy operates, the direction(s) which it generally takes regionally and internationally, and the approaches and strategies followed. (Arabic/English).

**IAF 401 Public International Law (3.0); 3 cr.** A study of the sources of Public International Law and its application in interstate relations.

**IAF 402 Human Rights in International Politics (3.0); 3 cr.** This course covers the conceptual bases of the fundamental rights of the human being. It focuses on international principles, conventions, and treaties signed by governments on the question of human rights at the international, regional and national levels, and the ways and means through which violations of human rights may be documented and countered.

**IAF 407 International and Regional Organizations (3.0); 3 cr.** An examination of the structures, functions, and agencies of the United Nations and other regional international organizations, and their role in the international system. *Prerequisite:* IAF 211 or consent of instructor.

**IAF 409 Foreign Policy Making of the Major Powers (3.0); 3 cr.** An analysis of the making and objectives of the foreign policy of the major states in the international system in the context of globalization, the new world order, European integration, and other regional factors. *Prerequisite:* IAF 211 or consent of instructor.

**IAF 453 Euro-Mediterranean Partnership (3.0); 3 cr.** A study of the historical and Evolving relationships between Europe and the Middle East, and the factors of trade, resources, security, and geo-strategic consideration which influence these relationships.

**IAF 471 Modern Europe and the European Union (3.0); 3 cr.** A study of the European Union and its economic, political, social, financial, and legal institutions. Attention is given to the impact of the European integration process in Europe and beyond. *Prerequisite:* IAF 211 or consent of instructor.

**IAF 490 Senior Study (3.0); 3 cr.** Special topics in International Affairs and Diplomacy.

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## The Degree of Master of Arts in International Affairs & Diplomacy

The program is designed to provide students with indepth knowledge in international affairs and diplomacy, national foreign service, and contemporary political and economic issues. It offers a variety of courses in international relations, comparative government, international organizations, international law, and draws on some courses in economics and business.

### Admission Requirements

Refer to the University graduate admission policy.

### Graduation Requirements

Students seeking the degree of M.A. in International Affairs and Diplomacy must meet the University graduation requirements and complete one of the following two options with a G.P.A. of at least 3.0/4.0:

1. 36 credits of course work in addition to a comprehensive written and oral examination; or
2. successful completion of 30 credits course work and six credits thesis.

### Degree Requirements (36 credits)

#### Core Requirements

IAF 601, PAD 604, POS 681

9 cr.

#### Major-related Electives

Choose 5 courses from

IAF 602, IAF 604, IAF 605, IAF 609, IAF 615, IAF 621, IAF 631, IAF 632, IAF 633, IAF 641, IAF 645, IAF 651, POS 611, POS 661

15 cr.

#### Free Electives

6 or 12  
cr.

*Option I:* Thesis (IAF 699) in addition to 30 cr. Of course work

*Option II:* Successful completion of 36 credits of course work culminating in comprehensive written and oral exams.

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## Graduate Courses: International Affairs and Diplomacy

**IAF 601 International Relations; Theory and Practice (3.0); 3 cr.** The seminar surveys major theories of international relations and evaluates their utility for understanding international politics. It emphasizes: (1) The broad trends and theoretical frameworks which shape relations among states, both at the international and regional levels; (2) The implications of the power factors on the external and domestic policies of states; and (3) The factors leading to international cooperation and confrontation and their implications.

**IAF 602 Economics of International Politics (3.0); 3 cr.** The course investigates the relationship between economic and political processes in the international system, and the institutions involved in conducting these processes. Major theoretical understandings of international political economy are examined along with specific issues in the field. These issues include: International trade, trade and developing nations, transnational corporations, multinational investment, and the World Trade Organization.

**IAF 604 Human Rights in International Politics (3.0); 3 cr.** This seminar focuses on the role played by the UN and other intergovernmental organizations in protecting, promoting, and advancing these rights. Special emphasis is placed on problems of human rights violations worldwide, on international conventions, and the role of human rights organizations internationally.

**IAF 605 International Organizations and Specialized Agencies (3.0); 3 cr.** This seminar focuses on the role played by the UN and other intergovernmental organizations in international affairs. Special emphasis is placed on the operations of the specialized agencies (IMF, World Bank), the determinants of their policies, and the impact of these policies internationally.

**IAF 609 Ethnic Conflict and Conflict Resolution (3.0); 3 cr.** The seminar focuses on the theories and methods of conflict resolution, the relevant literature in the field, and the importance of conflict resolution mechanisms and modalities in international politics. These theories and modalities are applied to various

intra- and interstate conflicts in the international system, some of which are focused upon as case studies in the seminar.

**IAF 615 Statesmanship and Diplomacy (3.0); 3 cr.** Deals with the role of leaders and diplomats in protecting and promoting countries' interests and in influencing international politics, and addresses the factors that may guide or constrain statesmen in conducting foreign policy.

**IAF 621 Contemporary International Issues (3.0); 3 cr.** Provides an overview of the contemporary issues in international affairs that have political, strategic, and socio-economic significance in interstate relations. These issues range from ideological conflicts to technology and politics, warfare and politics, violence and terrorism, and nuclear proliferation.

**IAF 623 The European Integration: Its Impact (3.0); 3 cr.** Analysis of the institutional structures of the European Union. Emphasis is on the economic and political effects of the integration process on Europe and beyond.

**IAF 631 U.S. Foreign Policy Making (3.0); 3 cr.** The seminar explores the United States' foreign policy-making from an institutional perspective. It focuses on Congress, the Presidency, and the relevant executive agencies. Attention is given to U.S. policy toward the Middle East.

**IAF 632 Diplomacy (3.0); 3 cr.** The focus in this seminar is on the role of diplomacy in interstate relations and how diplomacy can facilitate interaction among governments and nations and help to achieve national goals. It emphasizes the basics of diplomatic negotiations and bargaining along with the etiquettes of diplomatic and political relations.

**IAF 633 Comparative Foreign Policy (3.0); 3 cr.** The focus in this course is on how foreign policy is made in the context of a state's declared objectives. A primary attention is directed to the foreign policy-making of the major states in the international system and the various processes used to accomplish political goals. Ideologies, national interest, and the type

of political system are focused upon insofar as they shape a state's foreign policy direction.

**IAF 641 Public International Law (3.0); 3 cr.** A graduate seminar that deals with the sources and development of international law, with a special attention given to current trends and problems. A critical evaluation of contemporary problems of world legal order is provided, covering issues related to global resources regimes, war, social and economic and trade laws.

**IAF 645 Political Risk Analysis (3.0); 3 cr.** This course aims at investigating current international events and highlighting their potential negative impacts in the political, economic, social, and business arenas. Students will be given case studies in the detection and analysis of risk indicators and their probable consequences.

**IAF 649 International Energy and Environmental Issues (3.0); 3 cr.** A study of energy questions globally from the perspectives of economic developmental needs, on the one hand, and environmental considerations and concerns, on the other. The seminar surveys the evolution of energy usage internationally and assesses the use of different sources of energy over time, the efficiency of these various sources, and their effects on development, the environment, and human society.

**IAF 651 Comparative Economic Systems (3.0); 3 cr.** A study of the major economic

systems around the world in their theories as well as practices. Emphasis is on comparing and contrasting the tenets of these systems, how they are applied, and their advantages and shortcomings.

**IAF 657 Politics of International Economic Relations (3.0); 3 cr.** Theories of international interdependence, dependence, and integration; politics of decision making on protectionism and international finance; role of multinational corporations in world political economy; North-South debate; economic issues and national security.

**IAF 660 Special Topics in International Affairs (3.0); 3 cr.** The seminar deals with current issues in international affairs that have political, strategic, or economic significance at the global or regional levels. The questions to be studied in this seminar are based on current international developments and are chosen according to the specialty of the professor directing the course.

**IAF 699 Thesis; 6 cr.** The thesis involves the application of research methods to a significant topic of current relevance to the spheres of international affairs and diplomacy. The project involves the incorporation of the student's hypotheses, methods of testing, test results and conclusion in a sound, written report available to later researchers.

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## The Degree of Master of Arts in International Law

### Objectives:

In an increasingly interactive world influenced by state and non-state actors in which governments, peoples, and large varieties of organizations and multinational corporations interact on a daily basis through an enormity of contracts, regulations, laws and procedures, it has become required that higher educational institutions stress in their academic curricula the importance of International Law. This specialty helps students understand the basic different legal systems applied in international relations.

### Admission Requirements:

Compliance with the general rules and regulations applied by NDU in the general Catalogue.

### Graduation Requirements

Successful completion of 36 semester credits with an overall GPA of at least 3.0/4.0.

### Degree Requirements (36 credits)

#### Core Requirements

IAF 601, PAD 604, POS 681

9 cr.

#### Major-related Electives: choose 5 courses

Choose any 5 INL courses from those listed in the catalog.

CPL 611 is considered a major related elective.

15 cr.

#### Free Electives

*Option I:* Thesis (INL 699) in addition to 30 credits of course work.

6 or 12 cr.

*Option II:* Successful completion of 36 credits of course work culminating in comprehensive written and oral exams.

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## Graduate Courses: International Law

**INL 620 International and Comparative Patent Law (3.0); 3 cr.** A study of patent reform issues including domestic patent reform legislation and ongoing harmonization treaty discussions under WIPO; review of selected topics with comparative study from the viewpoint of Japan, the United States, and Europe.

**INL 622 International Environmental Law (3.0); 3 cr.** Studies of the treaty negotiation process, role of international institutions in developing and implementing environmental agreements, relationship between environmental law and international issues, developing countries' perspectives on environmental law. Issues covered include climate change, export of hazardous waste, deforestation and biodiversity, Antarctica, and environmental concerns in war, human rights, and development financing.

**INL 624 International Business Transactions (3.0); 3 cr.** U.S. law and practice relating to characteristic forms of international transactions, including the transnational sale of goods (the law governing the documentary sale, various forms of letters of credit, commercial terms and insurance); the export of technology through franchising, distributorship, and licensing contracts; and the export of capital through the establishment, operation, and withdrawal of foreign direct investment. The impact of relevant international organizations and/or emerging substantive international commercial law (e.g., the United Nations convention on Contracts for the International Sale of Goods). Specialized problems in the negotiation and structure of international transactions.

**INL 626 International Trade Law (3.0); 3 cr.** Study of domestic and international laws and institutions governing foreign trade. Legal aspects of U.S. participation in the World Trade Organization, NAFTA, and other international forums, laws regulating customs and tariffs, most-favored nation treatment, subsidies, dumping, unfair trade practices, and disruptive imports under the escape clause. Specialized problems in regulating exports under the Export Administration Act, boycotts, corrupt practices, and restrictive business practices may be covered.

**INL 628 International Litigation (3.0); 3 cr.** Study of the history, forms, progress, problems, and future of interstate, third party dispute resolution. Examination of basic issues and principles of public international litigation and arbitration between governments and between a government and a private entity. Investigation of the guiding principles and essential elements of conducting litigation in the arena of public international law and with state parties through in-depth examination of leading cases before the International Court of Justice. Problems of mixed and interstate arbitration, both ad hoc and institutional.

**INL 630 Immigration Law (3.0); 3 cr.** Theory and application of the Immigration and Nationality Act and 8 Code of Federal Regulations. Examination of practice before the Executive Office of Immigration Review, Immigration and Naturalization Service, Department of State and Department of Labor. Removal, political asylum, adjustment of status, naturalization, and other issues. Focus on family-and employment-based immigration practice. Examination of the procedural aspects of obtaining lawful permanent resident status in the U.S. through the family and/or employment preferences categories, as well as the process for obtaining non-immigrant admission.

**INL 632 Refugee and Asylum Law Seminar (3.0); 3 cr.** Selected topics from the areas of international law pertaining to the protection of refugees and domestic law of political asylum.

**INL 634 International Banking (3.0); 3 cr.** Study of the legal aspects of international banking and finance, including international laws and regulations concerning the structure and transactions of international banks and institutions. Topics include the institutional, legal and regulatory framework for international commercial banking and development finance; the emerging rules regarding international trade in financial services; international supervision of banking activities and regulation of banking transactions; contractual instruments for international financial transactions; and international debt and development crisis.

**INL 636 Foreign Direct Investment (3.0); 3 cr.** An examination of the legal, business and

financial problems involved in investing across national borders. Focuses on the strategies and techniques for structuring such investments and on the framework of regulation that affects them. The analysis includes US regulation of foreign investors, different types of foreign regulation of US investments, and international controls on domestic regulation of foreign investment through treaties and conventions. Model international transactions and sample documents are used to illustrate basic issues.

**INL 638 International Law of Human Rights (3.0); 3 cr.** An overview of international and regional human rights instruments and institutions, focusing on the manner in which the U.N., Middle Eastern, European, Inter-American, African and Asian human rights systems seek to protect individual and group rights. Examination of the problems these systems have encountered in discharging their mandate and exploration of ways to strengthen international and regional governmental and non-governmental efforts in the human rights field.

**INL 640 Air and Space Law (3.0); 3 cr.** Study of the development of international law related to the use of air space and outer space; analysis of air and space treaties in force; the role of various inter-governmental and non-governmental international organizations; consideration of special problems such as liability resulting from space activities, space technology, reusing of earth resources, arms control, and pollution and contamination of outer space.

**INL 642 Law of the Sea (3.0); 3 cr.** International law related to the use of ocean space. Development of international law concerning internal waters, territorial sea, contiguous zone, high seas, continental shelf-fisheries, exclusive economic zone, maritime boundaries, marine environment, marine scientific research, deep seabed and settlement of disputes. Current legal and policy issues associated with these areas.

**INL 644 International Law of Territory (3.0); 3 cr.** Basic principles of the international law of territory, including the definition of territory, the forms it may take, its relationship to states and other subjects of international law, how territory

is acquired, how it is lost and how it is transferred, how it is delimited and demarcated, how the title to territory is affected by historical and demographic factors, and traditional and contemporary principles and mechanisms for resolution of territorial disputes. Consideration of the modification of these principles since World War II and their possible application to several intense post-Cold War territorial disputes.

**INL 646 Law of War (3.0); 3 cr.** Examines the origins of the law of war, the 1949 Geneva Conventions for the Protection of War Victims, the Geneva Protocols of 1977, the 1980 Geneva Conventional Weapons Convention, other treaties and customary international law relating to means and methods of warfare, the role of the International Committee of the Red Cross, war crimes and enforcement mechanisms, and current problems in the regulation of hostilities.

**INL 648 International Criminal Law (3.0); 3 cr.** Study of selected issues attending the application of criminal law across international boundaries. Topics may include war crimes, terrorism, narcotics trafficking, money laundering, business fraud, extradition, and the recognition of foreign penal judgments.

**INL 650 International Arbitration (3.0); 3 cr.** Survey of arbitration and related mechanisms of dispute resolution in the international legal system that arise out of commercial, financial, and governmental transactions. Analysis of the arbitration agreement, the process of arbitration, and the enforcement of arbitrate awards as well as the common principles governing the disposition of claims. Review of the various arbitrate tribunals and their rules.

**INL 652 International Negotiations (3.0); 3 cr.** The art and science of international negotiations from a practitioner's perspective: analysis of the roles of the legislative and executive branches; examination of the inter- and intra-agency processes, including pre-, during, and post-negotiation, impact of external influences; and arms control negotiations, and practical exercises in negotiations.

**INL 699 Thesis; 6 cr.** The thesis involves The application of research methods to a significant Topic of current relevance to the spheres of international law.



## DEPARTMENT OF POLITICAL SCIENCE

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**Chairperson of Departments:** *Dr. Chahine Ghais*

**Secretary:** *Mrs. Kamale Moubarak*

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The Department of Political Science offers two programs: leading to the degrees of Bachelor of Arts and Master of Arts.

### **The Degree of Bachelor of Arts in Political Science**

The program is designed to provide students with full awareness of the discipline of Political Science. The major program will equip students with deep knowledge, and will afford them a smooth and solid transition into the graduate studies as well as professional preparation in areas which include: Public sector, foreign service, international and regional organizations, multi-national corporations, banking institutions, media and other enterprises.

#### **Degree Requirements (105 credits)**

##### **General Education Requirements** **27 cr**

CSC 201, ENL 213, ENL 230, HIT 211, POS 201  
ARB 211 or ARB 231, REG 212 or REG 213, ENS 201, NTR 201.

##### **Major Requirements** **45 cr.**

IAF 211, IAF 301, IAF 401, IAF 407, IAF 409, PAD 201, PAD 241, PAD 302,  
POS 210, POS 345, POS 350, POS 353, POS 382, POS 442, POS 490.

##### **Electives in PSPAD (27 crs.) 3 of which should be in Economics.** **27 cr.**

From: ECN 200, ECN 211, ECN 212, or equivalent

P.S.: Students may choose to take 18 credits of those electives as a minor in other majors within the PSPAD Faculty.

##### **Free Electives** **6 cr.**

##### **Minor in Pol.Sc. (for non-Pol. Science Majors only)** **18 cr.**

Required: POS 210, POS 350, IAF 211,  
9 credits of Electives from POS courses

**Bachelor of Arts in Political Science  
Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

POS	201	Intro. to Pol. Science	3 cr.
IAF	211	Intro. To Intl. Relations	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
CSC	201	Computer & its Use	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PAD	201	Intro. To Public Admin.	3 cr.
POS	240	Law & Society	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
HIT	211	Hist. of Leb. & M.E.	3 cr.
—	—	Major Elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

PAD	241	Admin. Law	3 cr.
IAF	301	Modern Pol. Ideologies	3 cr.
POS	350	Comp. Government & Pol.	3 cr.
POS	210	Gov. & Inst. Of Lebanon	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

POS	331	Judicial Politics	3 cr.
PAD	302	Elements of Pub. Policy	3 cr.
POS	442	Lebanese Const. Law	3 cr.
POS	353	Gov. & Politics of the M.E.	3 cr.
—	—	Major elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

POS	345	Ethics & Leadership	3 cr.
POS	317	Pol. Parties, Pub. Op. Pressure Gr.	3 cr.
IAF	402	Human Rights in Intl. Pol.	3 cr.
IAF	407	Intl. & Regional Org.	3 cr.
—	—	Major Elective	3 cr.

**Spring Semester III (18 Credits)**

POS	421	Environmental Pol.	3 cr.
POS	479	Gov. & Pol. Of US	3 cr.
IAF	401	Public Intl. Law	3 cr.
POS	409	Foreign Pol. Making of the Major Powers	3 cr.
POS	490	Special Topics in Pol. Science	3 cr.

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## **The Degree of Bachelor of Arts in Political Science – American Studies Concentration**

The program introduces students to the field of Political Science in general, and concentrates on American Studies. In addition to the general Political Science courses, students take courses which include: American History, American Constitutional Law, Government and Politics of the US, American Political Parties and Pressure Groups, and American culture. The major program will equip students with professional preparation in the respective areas to include: Public sector, foreign service, international and regional organizations, multi-national corporations, banking institutions, media and other enterprises.

### **Degree Requirements (105 credits)**

**General University Requirements** **27 cr**  
CSC 201, ENL 213, ENL 230, HIT 211, POS 201, ARB 211 or ARB 231, REG 212 or REG 213, ENS 201, NTR 201.

**Major Requirements** **45 cr.**  
IAF 211, IAF 301, IAF 401, IAF 407, IAF 409, PAD 201, PAD 241, PAD 302, POS 210, POS 345, POS 350, POS 353, POS 382, POS 442, POS 490.

**Electives in PSPAD (27 crs.) 3 of which should be taken in Economics.** **27 cr.**  
From: ECN 200, ECN 211, ECN 212, PAD 322 or equivalent  
And 15 crs. in AMS courses and POS 479  
P.S. Students may choose to take 18 credits of those electives as a minor in other majors within the PSPAD Faculty.

**Free Electives** **6 cr.**

**Minor in American Studies** **18 cr.**  
AMS 305, AMS 316, AMS 408, AMS 481, AMS 483, POS 479

**Bachelor of Arts in Political Science - American Studies Concentration**  
**Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

POS	201	Intro. to Pol. Science	3 cr.
IAF	211	Intro. To Intl. Relations	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
CSC	201	Computer & its Use	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PAD	201	Intro. To Public Admin.	3 cr.
POS	240	Law & Society	3 cr.
ENL	230	English in the Workplace	3 cr.
HIT	211	Hist. of Leb. & M.E.	3 cr.
—	—	Major Elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester II (15 Credits)**

AMS	316	American History	3 cr.
IAF	301	Modern Pol. Ideologies	3 cr.
POS	350	Comp. Government & Pol.	3 cr.
POS	210	Gov. & Inst. Of Lebanon	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

POS	331	Judicial Politics	3 cr.
PAD	302	Elements of Pub. Policy	3 cr.
AMS	481	American Const. Law	3 cr.
IAF	321	Diplomacy: Theory & Practice	3 cr.
—	—	Major Elective	3 cr.

**Summer Session II (9 Credits)**

—	—	Major Elective	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester III (15 credits)**

POS	345	Ethics & Leadership	3 cr.
POS	317	Pol. Parties, Pub. Op. Pressure Gr.	3 cr.
IAF	402	Human Rights in Intl. Pol.	3 cr.
IAF	407	Intl. & Regional Org.	3 cr.
AMS	408	American Foreign Policy	3 cr.

**Spring Semester III (15 Credits)**

POS	421	Environmental Pol.	3 cr.
POS	479	Gov. & Pol. Of US	3 cr.
IAF	401	Public Intl. Law	3 cr.
POS	490	Special Topics in Pol. Science	3 cr.
—	—	Major Elective	3 cr.

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## **The Degree of Bachelor of Arts in Political Science – Euro-Mediterranean Studies Concentration**

The program is designed to provide students with in-depth awareness of the discipline of Political Science in general and concentrates on Euro-Mediterranean studies. In addition to the general Political Science courses, students take courses which include Modern European Thought, European Politics, European Civic Politics, special topics, Politics and Culture of Russia and Eastern Europe.

### **Degree Requirements (105 credits)**

#### **General University Requirements** **27 cr**

CSC 201, ENL 213, ENL 230, HIT 211, POS 201, ARB 211 or ARB 231, REG 212 or REG 213, ENS 201, NTR 201.

#### **Major Requirements** **45 cr.**

IAF 211, IAF 301, IAF 401, IAF 407, IAF 409, PAD 201, PAD 241, PAD 302, POS 210, POS 345, POS 350, POS 353, POS 382, POS 442, POS 490.

#### **Electives in PSPAD (27 cr.) 3 of which should be taken in Economics** **27 cr.**

From: ECN 200, ECN 211, ECN 212, PAD 322 or equivalent

And 15 crs. in EMS courses and IAF 471

P.S: Students may choose to take 18 credits of those electives as a minor in other majors within the PSPAD Faculty.

#### **Free Electives** **6 cr.**

#### **Minor in PSPAD** **18 cr.**

EMS 303, EMS 371, EMS 391, EMS 483, EMS 490, IAF 471

**Bachelor of Arts in Political Science - Euro-Mediterranean Studies Concentration  
Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

POS	201	Intro. to Pol. Science	3 cr.
IAF	211	Intro. To Intl. Relations	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
CSC	201	Computer & its Use	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

PAD	201	Intro. To Public Admin.	3 cr.
POS	240	Law & Society	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
HIT	211	Hist. of Leb. & M.E.	3 cr.
—	—	Major Elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester II (15 Credits)**

EMS	303	Modern European Thoughts	3 cr.
IAF	301	Modern Pol. Ideologies	3 cr.
POS	350	Comp. Government & Pol.	3 cr.
POS	210	Gov. & Inst. Of Lebanon	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

POS	331	Judicial Politics	3 cr.
EMS	391	European Politics	3 cr.
EMS	371	European Civic Politics	3 cr.
IAF	321	Diplomacy: Theory & Practice	3 cr.
—	—	Major Elective	3 cr.

**Summer Session II (9 Credits)**

—	—	Major Elective	3 cr.
—	—	Major Elective	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester III (15 Credits)**

POS	345	Ethics & Leadership	3 cr.
IAF	453	Euro-Mediterranean Partnership	3 cr.
IAF	402	Human Rights in Intl. Pol.	3 cr.
IAF	407	Intl. & Regional Org.	3 cr.
AMS	408	American Foreign Policy	3 cr.

**Spring Semester III (15 Credits)**

POS	421	Environmental Pol.	3 cr.
IAF	471	Modern Europe	3 cr.
IAF	401	Public Intl. Law	3 cr.
—	—	Major Elective	3 cr.
POS	490	Special Topics in European Studies	3 cr.

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## Undergraduate Courses: American Studies Courses

**AMS 305 Cultural Pluralism in America (3.0); 3 cr.** Survey of the development of American Society focusing on the role of Afro Americans, concepts of cultural pluralism, racism and inter-group relations explored within a comparative historical framework.

**AMS 316 American History (3.0); 3 cr.** Studies the various stages in the American history, colonial England, Independence, Confederacy and Federacy, the Civil War, WWI, the New Deal, WWII and after.

**AMS 408 American Foreign Policy (3.0); 3 cr.** The process of formulating US foreign policy, with emphasis on the Department of State and

the Foreign Services. Analyzes the major problems of American policy in action.

**AMS 481 American Constitutional Law (3.0); 3 cr.** The development of constitutional doctrine concerning public power that has resulted from US supreme court cases and decisions.

**AMS 483 Social Welfare in America (3.0); 3 cr.** Advanced survey of social services, public policies, and the profession of social work. Issues include dependency, deviancy, crime, social security, public health, social reforms, public and voluntary institutions.

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## Undergraduate Courses: Euro-Mediterranean Courses

**EMS 303 Modern European Thought (3.0); 3 cr.** Overview of the history of ideas in Europe beginning with the Renaissance and covering the liberal age, authoritarian ideologies, and contemporary liberal democracy.

**EMS 371 European Civic Politics (3.0); 3 cr.** Focuses on the role of civic society in influencing governmental institutions and shaping the political, economic, and social settings. Particular attention is given to parties and citizens' groups.

**EMS 391 European Politics (3.0); 3 cr.** A survey of the new Europe, from Dublin to

Moscow, in relation to its political history and future prospects. Geography, economic issues, and military matters are stressed along with the European cultural and sub-cultural identities.

**EMS 483 Politics and Culture of Russia and Eastern European Countries (3.0); 3 cr.** The ideology, political and social structures, of Russia are examined in the context of imperial expansion, the Communist Revolution, and the subsequent collapse of communism and the break-up of the Soviet Union.

**EMS 490 Senior Study: Special Topics in Euro-Mediterranean Studies (3.0); 3 cr.**

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## Undergraduate Courses: History

**HIT 101 Contemporary History of Lebanon (3.0); 3 cr.** Covers Lebanon's contemporary history. Political, economic and social developments are stressed.

**HIT 201 History of Lebanon (3.0); 3 cr.** Covers the history of Mount Lebanon and its

neighboring area, from the Arab conquest until independence. *Prerequisite:* ENL 105.

**HIT 211 History of Lebanon and the Middle East (3.0); 3 cr.** Deals with the Middle East since the beginning of the Ottoman domination till the present. *Prerequisite:* ENL 107.

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## Undergraduate Courses: Political Science

**POS 101 Principles of Politics & Government (3.0); 3 cr.** Introduces the basic political philosophies and governmental processes, and

the relationships between rights, liberties, and responsibilities of individuals and governments.

**POS 201 Introduction to Political Science (3.0); 3 cr.** Covers the basic concepts in political science. *Prerequisite:* ENL 107.

**POS 210 Governments and Institutions of Lebanon (3.0); 3 cr.** An introduction to the various characteristics that have shaped the Lebanese political system. An introduction to the processes of parliamentary, executive, administrative, and judiciary government is provided.

**POS 212 Political History of the Near East Until World War I (3.0); 3 cr.** A survey of political history and culture of the Mediterranean civilizations.

**POS 240 Law and Society (3.0); 3 cr.** Nature, purposes and sanctions of law sources of law private and public law. Common and civil law, courts and administration of justice. This course is a prerequisite to all law courses. *Prerequisite:* ENL 107.

**POS 317 Political Parties, Public Opinion, Pressure Groups (3.0); 3 cr.** Analysis of pressure politics and political behavior. Impact of parties and pressure group on the governmental efficiency and the public good. Evaluation of public opinions impact on governmental decisions.

**POS 321 State and Local Government (3.0); 3 cr.** Places subnational politics in its social, ideological, and federal setting. Concern is with both formal structure and political process. Focus on the individual's role.

**POS 323 Minority Politics (3.0); 3 cr.** An examination of the social, cultural and economic factors which affect the political choices of minorities. Analysis of minorities political rights and actions.

**POS 331 Judicial Politics (3.0); 3 cr.** Examination of the principal actors in the legal system: police, lawyers, judges, and citizens. About half of the course is devoted to the study of judicial behavior in the courts and political and personal influences on judicial behavior.

**POS 335 Classical Political Thought and Ideologies (3.0); 3 cr.** Introduction to the origin and development of inquiry about human life and political association with particular reference to ancient and medieval philosophies.

**POS 345 Ethics and Leadership (3.0); 3 cr.** An examination of the nature of the relation between authority and moral duty in light of the long tradition of civil and religious statutes.

**POS 350 Comparative Governments and Politics (3.0); 3 cr.** A study of the basic approaches to comparative politics. Constitutional comparisons among the political systems of the United States, Great Britain, France, China, and Japan are highlighted.

**POS 353 Governments of the Middle East (3.0); 3 cr.** A comparative study of the governmental systems and political processes of Middle Eastern countries.

**POS 382 Empirical Research Methods (3.0); 3 cr.** An exposition of the scientific methods for conducting research, collecting and analyzing data, formulating hypotheses and propositions, and developing well-organized reports. *Prerequisite:* ENL 213

**POS 403 Arab-Israeli Conflict (3.0); 3 cr.** A study of the Arab-Israeli conflict and its effects on the legal, economic, and political patterns of the region and the international community.

**POS 421 Environmental Politics (3.0); 3 cr.** Political, legal, and economic forces in environmental law and policy. Special emphasis on air and water pollution and on threat to public and agricultural land. Environmental groups and their opponents.

**POS 442 Constitutional Law (3.0); 3 cr.** A study of the precepts and provisions of the Lebanese constitution and its contributions to policy, governance, and democracy.

**POS 473 Government and Politics of Latin America (3.0); 3 cr.** A study of the political systems of major Latin American countries in terms of their ideological, economic, social, and cultural variables.

**POS 475 Government and Politics of South East Asia (3.0); 3 cr.** A study of the political systems of major countries in South East Asia in terms of their ideological, economic, social, and cultural variables.

**POS 477 Government and Politics of Africa (3.0); 3 cr.** A study of the political systems of major African countries in terms of their ideological, economic, social, and cultural variables.



**POS 479 Government and Politics of the United States (3.0); 3 cr.** A study of the constitution of the American government and the determinants of the political process.

**POS 480 Internship 1 cr. or POS 481 Internship 2 cr. or POS 482 Internship 3 cr.** A supervised on-the-job working experience in International Affairs, Public Administration or Political Science. The internship will be done in cooperation with recognized international and national institutions and organizations from the

public and private sector. Interns will have the opportunity to develop new skills by working under the direction and supervision of an experienced practitioner and acquire new skills. A minimum of 120 hours of internship is required. A detailed report is to be submitted as a record of the work accomplished.  
*Prerequisite:* Senior standing.

**POS 490 Senior Study - Special Topics in Political Science (3.0);3 cr.**

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## The Degree of Master of Arts in Political Science

The department of Political Science offers graduate work leading to the Master of Art in Political Science. This Master's program is aimed at those students planning or embarking upon a career in public service and in related fields.

### Admission Requirement

In addition to the University graduate admission requirements, applicants should have a B.A. in Political Science, Public Administration, International Affairs and Diplomacy, International Law, or other related fields.

Successful passing of the EET Entrance Exam with a minimum score of 650 is required. Students' undergraduate GPA of 3.0 minimum, work experience, letters of recommendation, motivation for a career and leadership are all taken into consideration. The Faculty may require the GRE exam for non-NDU students, and the following prerequisite courses may be required of non-major applicants: IAF 211, POS 201, POS 210, or equivalent by petition.

### Graduation Requirements:

Students seeking the degree of M.A. in the Faculty of PSPAD must meet the University graduation requirements and complete one of the following two options with a G.P.A. of at least 3.0/4.0:

1. 36 credits of course work in addition to a comprehensive written and oral examination; or
2. successful completion of 30 credits course work and six credits thesis.

### Degree Requirements (36 credits)

#### Core Requirements

IAF 601, PAD 604, POS 681

**9 cr.**

#### Major Electives

IAF 604, IAF 605, IAF 615, IAF 633, IAF 641, IAF 645, PAD 618, PAD 627, PAD 652, PAD 654, POS 611, POS 619, POS 651, POS 659

**15 cr.**

#### Free Electives:

*Option I:* Thesis 6 cr. (POS 699) in addition to 30 cr. of course work.

**6 or 12 cr.**

*Option II:* Successful completion of 36 credits of course work culminating in comprehensive written and oral exams.

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## Graduate Courses: Political Science

**POS 611 The Middle East in International Politics (3.0); 3 cr.** The seminar examines the place of the Middle Eastern countries in the world system and the roles played by outside powers in the Middle East.

**POS 619 Political Communication (3.0); 3 cr.** Diffusion of persuasive political communications through standard and created media. Examination of campaign techniques (i.e., research on issues and themes, electorate polling, thematic media approaches, campaign strategies) in management and administration.

**POS 625 Policy Analysis and Choice (3.0); 3 cr.** Survey of techniques for systematic analysis and evaluation of policy questions and programs, formulation of policy alternatives, cost-benefit analysis, and application of statistical computer models.

**POS 651 Contemporary Middle East Governments and Political Processes (3.0); 3 cr.** A comparative study of the governmental systems and political processes of the contemporary Middle Eastern countries and their role in world affairs. Topics include elites and political systems, democratization vs. fundamentalization, internal and external conflicts and their impact on nation-building, and constitutional law in the Arab states.

**POS 659 Comparative Defense and Intelligence Studies (3.0); 3 cr.** An evaluation of national defense policies of the major powers

and the strategic roles of key regions in the international military balance. Emphasis is directed to the study of major intelligence agencies and the role of intelligence in general (military, industrial, etc.) in national security.

**POS 661 The European Integration (3.0); 3 cr.** Topics covered include an exploration of the economic, political, social, demographic, constitutional, and legal patterns of the European integration process. The course traces the development of the European Union and evaluates its impact on member states, their economies, collective security, and international trade. A particular attention is given to the European Union's interaction with the other two major economic powers: The United States and Japan.

**POS 681 Research Methods (3.0); 3 cr.** The course introduces students to the scientific methods for conducting research, collecting data, analyzing these data, formulating hypotheses and propositions, and developing these propositions into coherent, well-organized reports.

**POS 699 Thesis in Political Science (6.0); 6 cr.** The thesis involves the application of research methods to a significant topic of current relevance to the spheres of Political Science. It requires the incorporation of the student's hypotheses, methods of testing, test results and conclusion in a sound report available to later researchers.

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## The Degree of Master of Arts in Comparative Law

In the present world referred to as the "Global Village", and in view of the international global system controlled to a great extent by non-governmental, multi-national corporations; where governments, peoples, businesses and others do interact on a daily basis through an enormity of contracts, regulations, laws and procedures, it has become necessary to stress in academic curricula the importance of Comparative Law. This specialty would help students of law understand the basic different legal systems applied in the world.

### Admission Requirement

In addition to the University graduate admission requirements, applicants should have a B.A. in Political Science, or Public Administration, International Affairs and Diplomacy, International Law, or other related fields.

Successful passing of the EET Entrance Exam with a minimum score of 650 is required. Students' undergraduate GPA of 3.0 minimum, work experience, letters of

recommendation, motivation for a career and leadership are all taken into consideration. The Faculty may require the GRE exam for non-NDU students, and the following prerequisite courses may be required of non-major applicants: POS 201, IAF 401, POS 442.

**Graduation Requirements:**

Students seeking the degree of M.A. in the Faculty of PSPAD must meet the University graduation requirements and complete one of the following two options with a G.P.A. of at least 3.0/4.0:

1. 36 credits of course work in addition to a comprehensive written and oral examination; or
2. successful completion of 30 credits course work and six credits thesis.

**Degree Requirements  
(36 credits)**

**Core Requirements**

CPL 603, CPL 605, CPL 625.

**9 cr.**

**Major-related Electives: choose 5 courses**

CPL 607, CPL 611, CPL 615, CPL 627, CPL 629, CPL 633, CPL 635, CPL 637, CPL 639, CPL 645, CPL 661, CPL 681, CPL 689, CPL 691

**15 cr.**

**Free Electives**

**6 or 12 cr.**

*Option I:* thesis 6 cr. (CPL 699) in addition to 30 cr. Of course work.

***Option II***

Successful completion of 36 credits of course work culminating in comprehensive written and oral exams.

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## Graduate Courses: Comparative Law

**CPL 603 Comparative Concepts and Issues of Justice (3.0); 3 cr.** Issues relating to justice policies, perspectives, techniques, roles, institutional arrangements, management, issues of research and innovative patterns to prevent crises and delinquency

**CPL 605 Current Issues in Human Rights and Global Justice (3.0); 3 cr.** The first part of this course focuses on the dramatic changes in the creation and enforcement of international human rights law that have taken place since World War II. Notwithstanding serious challenges from a variety of sources, no government in the world publicly dissents from the acceptance of support for human rights. Students will examine the existing international human rights regime and explore the impact of the UN charter, the Universal Declaration, and various multilateral and regional human rights treaties and regimes on the behavior of nations today. Using cases from the M.E., Europe, US and international courts, the course will focus on ethical issues in human rights. Topics will include political repression, informed consent, and human rights. Law can be used to promote human rights

**CPL 607 Comparative Law of Lawyering and the Legal Profession (3.0); 3 cr.** Lawyers often suppose that the entire law of professional responsibility is contained in the profession's codes. However, "other" law (criminal law, tort law, procedural law, securities law, etc) plays an equally and sometimes more important role in regulating a lawyer's conduct. This three-credit course will focus on an examination of the ways in which ethics' codes and "other" laws work together to shape a lawyer's course of action in different contexts (business transactions, civil litigation, government representation criminal defense.) In addition, students will explore the contours of the profession.

**CPL 611 Comparative Constitutional Law (3.0); 3 cr.** The aim of this seminar is to develop an understanding of major international constitutional traditions. Students will focus in significant part upon the French, German and other constitutions, using the American Constitution as a comparative background. The course will cover both the citizens rights provisions and basic structures of government.

**CPL 615 Comparative Administrative Law (3.0); 3 cr.** Law governing the organization, powers, contracts procedures of the executive and administrative establishments.

**CPL 625 Elements of World Law (3.0); 3 cr.** This course will outline what law is and how it works among nations and explore the workings of leading international organizations. It examines practical and normative issues in international security, human rights, diplomacy, international finance, and international commerce. Students will be invited to explore a juridical landscape that is peculiarly different from the one they have grown accustomed to. The course will contrast the methods, the sources, and the institutions of the international legal system with the methods, the sources, and the institutions of major world legal systems making

**CPL 627 Employment and Labor Law (3.0); 3 cr.** This course examines the legal framework governing the relationship between employers and workers. It explores common and Roman laws principles, questions of occupational safety and health; employment discrimination of various sorts, and private sector unionization and collective bargaining. There will be discussion of the employees' selection of unions as collective bargaining representatives collective bargaining and regulation of the bargaining process, use of economic weapons such as strikes and boycotts, and the enforcement of collective bargaining agreements. A recurrent question is the choice of various "models" of employment relationships: freedom of contract, information and incentives, unionization, and direct regulation.

**CPL 629 Comparative Substantive Criminal Law (3.0); 3 cr.** Criminal liability, crimes against persons' property and society. Government sanctions of individual conduct as formulated by courts and legislation.

**CPL 633 Comparative Juvenile Justice System (3.0); 3 cr.** This seminar will consider how our legal systems should respond to crimes committed by minors. In particular, students will consider the appropriateness of treating minors differently from adults in the process of preventing, adjudicating, and imposing

consequences for criminal behavior. Readings on adolescent development and urban sociology will help discussions.

**CPL 635 Comparative Media Law (3.0); 3 cr.** This course will survey legal issues involving the traditional mass media primarily newspapers, broadcasting, and cable. Some emphasis on structural regulations will be applied.

**CPL 637 Electronic Commerce Law (3.0); 3 cr.** The seminar will focus on both the technology involved in electronics, commerce and the law surrounding the emerging field. This course begins with an overview of the history and infrastructure of the Internet, providing students with a working knowledge of the terminology and technology they will likely encounter working in this legal field. Additional background discussion will involve the concept of regulation of the Internet, global vs. national perspectives on the law of the Internet, and conceptions of sovereignty. Topics may include electronic contracts, digital signatures, cybernatories, the application of traditional UCC doctrines such as the mailbox rule and the statute of frauds to in e-commerce.

**CPL 639 Comparative Insurance Law and Policy (3.0); 3 cr.** This course will examine legal issues relating to first-party and third-party insurance, as well as limited aspects of domestic insurance regulation. Topics will include the special principles of construction applicable to insurance policies, particular problems arising under life and health policies

**CPL 641 Comparative Business Law (3.0); 3 cr.** Legal and ethical aspects of agency, partnership corporations, bankruptcy, antitrust, securities and other regulations and institutions.

**CPL 643 Comparative Religious Law (3.0); 3 cr.** An in-depth study of the relationship between religion and the law. The study focuses on Islamic, Christian and Jewish laws.

**CPL 645 Comparative Commercial Arbitration: Domestic and International (3.0); 3 cr.** Arbitration is a widespread and fast-growing method for resolving commercial disputes. This class examines the legal regime that governs commercial arbitration in both the domestic and international realms. The class

begins with a brief overview of the legal regime governing purely domestic arbitration, and then explores the different (but related) legal regimes that govern international commercial arbitration. Students will look at domestic and foreign statutes, national and international cases, treaties, and several arbitrate institutions.

**CPL 661 Globalization and Sovereignty in International Intellectual Property Law (3.0); 3 cr.** This course focuses upon the creation, negotiation, and implementation of multinational treaties and organizations aimed at correcting the economic inefficiencies of the international intellectual property laws. Through a rigorous reading of basic legal texts, scholarly comment, and various international working papers, students in this seminar will examine the possible barriers to harmonization efforts

**CPL 681 Comparative Family Law (3.0); 3 cr.** This course examines the law's regulation of the creation and dissolution of family relationships, and the legal rights and responsibilities that family members have in the context of their family status. These issues will be examined in both modern and historical contexts, with particular emphasis on marital relations. Topics to be covered include: polygamy, marriage and parenthood interracial marriage and adoption, same-sex marriage and parenthood, surrogate motherhood, the economic consequences of divorce, the dissolution of non-marital relationships, and the termination of parental rights.

**CPL 689 Comparative Environmental Law (3.0); 3 cr.** This course is designed to provide a broad overview of major national and international legislations with the environment, including a clean air, clean water and endangered species. Issues of institutional competence and legitimacy, such as the allocation of authority between international, national governments.

**CPL 691 Case Studies: Criminal Law II (3.0); 3 cr.** Studies important cases in criminal law and provides comparison for such cases in Roman and Common law.

**CPL 699 Thesis in Comparative Law. (6.0); 6 cr.**

## DEPARTMENT OF PUBLIC ADMINISTRATION

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**Chairperson of Departments:** *Dr. Chahine Ghais*

**Secretary:** *Mrs. Kamale Moubarak*

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The Department of Public Administration offers three programs leading to the degrees of Bachelor of Arts in Public Administration and in Criminal Justice, and Master of Arts in Public Administration.

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### **Degree of Bachelor of Arts in Public Administration**

The program is designed to equip students with comprehensive awareness of the discipline of Public Administration. The major courses will provide students with in-depth knowledge of the field, and will afford them a smooth and solid transition into the graduate studies as well as professional preparation in the following areas: public sector in various ministries of government, budgeting and the budget process, foreign service, international and regional organizations, multi-national corporations, banking institutions, and other enterprises.

#### **Degree Requirements (105 credits)**

**General Education Requirements** **27 cr.**  
CSC 201, ENL 213, ENL 230, ARB 211 or ARB 231, HIT 211, ENS 201 or NTR 201, REG 212 or REG 213, POS 201.

**Major Requirements** **45 cr.**  
IAF 401, PAD 201, PAD 241, PAD 302, PAD 312, PAD 332, PAD 421, PAD 422, PAD 461, PAD 462, PAD 490, POS 210, POS 345, POS 382, POS 442.

**Electives in PSPAD (27 cr.), 3 of which should be taken in Economics.** **27 cr.**  
From: ECN 200, ECN 211, ECN 212, PAD 322 or equivalent  
P.S: Students may choose to take 18 credits of those electives as a minor in other majors within the PSPAD Faculty.

**Free Electives** **6 cr.**

**Minor in PAD (for non-PAD Majors)** **18 cr.**  
Required: PAD 201, PAD 302, PAD 332  
9 credits of electives from PAD courses

**Bachelor of Arts in Public Administration**  
**Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

POS	201	Intro. To Pol. Science	3 cr.
IAF	211	Intro. To Intl. Relations	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
CSC	201	Computer & its Use	3 cr.
POS	210	Gov. & Inst. Of Leb.	3 cr.

**Spring Semester I (15 Credits)**

PAD	201	Intro. To Public Admin.	3 cr.
POS	240	Law & Society	3 cr.
HIT	211	Hist. Of Leb. & M.E.	3 cr.
ECN	212	Principles of Macro - Economics	3 cr.
—	—	Major Elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester II (15 Credits)**

PAD	241	Admin. Law	3 cr.
POS	301	Modern Pol. Ideologies	3 cr.
POS	350	Comp. Governments & Pol.	3 cr.
ENL	230	English in the Workplace	3 cr.
—	—	GER	3 cr.

**Spring Semester II (15 Credits)**

POS	442	Leb. Constitutional Law	3 cr.
PAD	302	Elements of Pub. Policy	3 cr.
POS	353	Gov. of the M.E.	3 cr.
PAD	332	Admin. Beh. & Org. Theory	3 cr.
—	—	GER	3 cr.

**Summer Session II (9 Credits)**

—	—	Major Elective	3 cr.
—	—	Major Elective	3 cr.
—	—	Free Elective	3 cr.

**Fall Semester III (15 credits)**

POS	345	Ethics & Leadership	3 cr.
IAF	407	Intl. & Regional Org.	3 cr.
PAD	312	Regulatory Politics	3 cr.
PAD	322	Intl. Pol. Economy	3 cr.
—	—	Major Elective	3 cr.

**Spring Semester III (15 Credits)**

PAD	321	State & Local Gov.	3 cr.
PAD	421	Fiscal & Budgetary Pol. Of Leb.	3 cr.
PAD	422	Pol. Admin. Dev.	3 cr.
PAD	462	Public Management	3 cr.
PAD	490	Special Topics in P.A.	3 cr.
—	—	Free Elective	3 cr.

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## Undergraduate Courses: Public Administration

**PAD 201 Introduction to Public Administration (3.0); 3 cr.** Role of the Administration in the Political process with an examination of the basic concepts of Bureaucracy. This course is a prerequisite to all PAD courses. *Prerequisite or Corequisite:* ENL 107.

**PAD 241 Administrative Law (3.0); 3 cr.** (Arabic/English) Studies law governing the organization, powers and contracts procedures of the executive and administrative establishments.

**PAD 302 Elements of Public Policy (3.0); 3 cr.** Studies consumer protection, natural resources, environmental protection in relation to science and technology.

**PAD 312 Regulatory Politics (3.0); 3 cr.** Studies the development and implementation of governmental policies regulating business activities, consumer and labor.

**PAD 322 International Political Economy (3.0); 3 cr.** Studies the contemporary issues in international political economy approaches, global welfare, international debts, equality, ecology.

**PAD 332 Administration Behavior and Organization Theory (3.0); 3 cr.** Examines the consideration of theories seeking to explain administrative behavior, evidence for and against those theories as applied to governments.

**PAD 421 Fiscal and Budgetary Policy of Lebanon (3.0); 3 cr.** A study of the budgetary process from a legal and economic perspective. Topics include, among others, the public debt, taxation, and financial policy.

**PAD 422 Political Administration Development (3.0); 3 cr.** Illustrates topics such as: Politics of social changes, comparative urbanization, political administrative development caused by various legal, social, religious and political factors.

**PAD 435 Regional & Urban Planning (3.0); 3 cr.** Examination of the theory, objectives, and methods of the planning process stressing economic distribution and ideological differences. *Optional:* case study.

**PAD 461 Comparative Public Administration (3.0); 3 cr.** Comparative public administration and theory. Bureaucracies and their input on the political development process.

**PAD 462 Public Management (3.0); 3 cr.** Analysis of advanced public management techniques. Problems of implementing techniques: Case study and research.

**PAD 490 Senior Study - Special Topics in Public Administration (3.0); 3 cr.** Special topics in Public Administration.

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## The Degree of Bachelor of Arts in Criminal Justice

### Criminal Justice Program (CJS)

The program of Criminal Justice studies the interrelatedness of law enforcement, court services, correction, juvenile justice and private security within the criminal justice continuum.

### Objectives

In its institutional thrust as an academic center of higher education, Notre Dame University, Louaize opted to join the on-going dialogue on man as a socio-political constituent. More than ever before, the World's progress is influenced by the protection and enhancement of human rights and security within the confines of a democratic political system based on equality and justice.

The program is designed to provide students with knowledge and awareness of the legal system in relation to police training, law enforcement, court services, correction institutions, criminal rehabilitation, crime prevention and general security of the citizen.



The program will equip students with broad knowledge and afford them a smooth and solid professional preparation in the areas of social security, and legal services.

**Degree Requirements  
(105 credits)**

<b>General University Requirements</b> CSC 201, ENL 213, ENL 230, POS 201, ARB 212 or 231, REG 212 or 213, ENS 201, NTR 201, HIT 211	<b>27 cr.</b>
<b>Core Requirements</b> CJS 200, CJS 201, CJS 222, CJS 250, CJS 315, SOL 313, POS 442, POS 240, CJS 411, CJS 420	<b>30 cr.</b>
<b>Major Requirements</b> CJS 211, CJS 311, CJS 321, CJS 322, CJS 430, CJS 433, CJS 441, CJS 461, CJS 487, CJS 490.	<b>30 cr.</b>
<b>Major Electives:</b> Choose 4 courses from: PAD 201, PAD 241, PAD 322, CJS 455, SOL 312, PSL 201, IAF 402, POS 323, POS 240, POS 382, POS 421.	<b>12 cr.</b>
<b>Free Electives</b>	<b>6 cr.</b>

**Bachelor of Arts in Criminal Justice**  
**Suggested Program (105 Credits)**

**Fall Semester I (15 Credits)**

POS	201	Intro. to Pol. Science	3 cr.
CJS	200	Hist. of Criminal Justice	3 cr.
ENL	213	Sophomore Rhetoric	3 cr.
CSC	201	Computer & its Use	3 cr.
—	—	GER	3 cr.

**Spring Semester I (15 Credits)**

CJS	201	Survey of Criminal Justice	3 cr.
POS	240	Law & Society	3 cr.
ENL	230	English in the Workplace (GER)	3 cr.
CJS	222	Crime & Justice in Leb.	3 cr.
—	—	Major Elective	3 cr.

**Summer Session I (6 Credits)**

—	—	GER	3 cr.
—	—	GER	3 cr.

**Fall Semester II (15 Credits)**

CJS	211	Crime & Justice in America	3 cr.
CJS	250	Introd. To Private Security	3 cr.
CJS	311	Pol. Violence: Strategy, Tac. & Prescription	3 cr.
CJS	315	The Correctional Community	3 cr.
SOL	313	Family Violence & Child Abuse	3 cr.

**Spring Semester II (15 Credits)**

CJS	321	Peace Officers Standards & Trg.: Adm.	3 cr.
POS	442	Lebanese Const. Law	3 cr.
CJS	322	Peace Officers Trg.: Statues	3 cr.
CJS	430	Lebanese Criminal Law	3 cr.
—	—	GER	3 cr.

**Summer Session II (9 Credits)**

—	—	Major Elective	3 cr.
—	—	Free Elective	3 cr.
—	—	GER	3 cr.

**Fall Semester III (15 Credits)**

CJS	411	Org. & Adm. In Criminal Justice	3 cr.
CJS	420	Critical Issues in Law Enforcement	3 cr.
CJS	433	Ethical Studies in Criminal Justice	3 cr.
CJS	441	Probation & Parole	3 cr.
—	—	Free Elective	3 cr.

**Spring Semester III (15 Credits)**

CJS	461	Juvenile Justice Processes	3 cr.
CJS	487	Research in Criminal Justice	3 cr.
CJS	490	Special Topics in Criminal Justice	3 cr.
—	—	Major Elective	3 cr.
—	—	Major Elective	3 cr.

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## Undergraduate Courses: Criminal Justice

**CJS 200 History of Criminal Justice (3.0); 3 cr.** An introduction to the historical development of the Roman and Anglo-American criminal justice systems from their inception to the present time.

**CJS 201 Survey of Criminal Justice (3.0); 3 cr.** Overview concerning an understanding of the purpose of law enforcement, courts, penal institutions, probation, parole, and the role of the police officer in contemporary society.

**CJS 211 Crime and Justice in America (MGM) (3.0); 3 cr.** An overview of the components, structure, and functioning of the criminal justice system in America, including crime victims, law enforcement, courts, corrections, probation, parole, community corrections and juvenile justice

**CJS 222 Crime and Justice in Lebanon (3.0); 3 cr.** An overview of the components, structure, and functioning of the criminal justice system in Lebanon, including crime victims, law enforcement, courts, corrections, probation, parole, community corrections and juvenile justice. The majority of course time will document the failures of the system to provide equal justice to all people, especially women, children and people of culturally diverse backgrounds.

**CJS 250 Introduction to Private Security (3.0); 3 cr.** Introduces students to the principles of private security. Includes threat assessment, risk prevention, protection of assets, security systems, and a consideration of the issues, standards and goals of private security.

**CJS 311 Political Violence: Strategy, Tactics and Prescriptions (3.0); 3cr.** Examines the practice of political violence: the strategy and tactics adopted by those who engage in violence as well as those who eschew violence.

**CJS 315 The Correctional Community (3.0); 3 cr.** Critical examination of historical development and theories in the functions of correctional development, theories and institutions of punishment and social control. Analysis of contemporary issues: (1) the social systems of prisoners and guards; (2) institutional administration and legal issues in management; policy and strategies of intervention; (3)

decision-making in sentencing and parole; and (4) treatment and custodial philosophies and programs. Emphasis will be on a systemic evaluation of research literature.

**CJS 321 Peace Officers Standards and Training: Administration (3.0); 3cr.** Study of principles of law enforcement, career influences, stress/crisis intervention, crime prevention, community relations, court testimony, law enforcement communications, and cultural awareness.

**CJS 322 Peace Officers Standards and Training: Status (3.0); 3 cr.** Study of Lebanese Status relating Lebanon Criminal Code, law enforcement procedures relating to search, arrest, confessions, identification, and evidence, and of Lebanese Status relating to juvenile justice.

**CJS 411 Organization and Administration in Criminal Justice (3.0); 3 cr.** An overview of the principles of organization and administration in criminal justice. Emphasis is placed on current theories of organization as they relate to the needs of the criminal justice process.

**CJS 420 Critical Issues in Law Enforcement (3.0); 3 cr.** An overview of the broad spectrum of critical issues facing contemporary law enforcement officials in a free society. Areas relating to ethnic, tribal and confessional tension, civil disobedience, police conduct, unionization, civil disturbances and professionalism within law enforcement are discussed.

**CJS 430 Criminal Law (3.0); 3 cr.** Principles of criminal Liability, defenses criminal prosecution, elements of major crimes.  
*Prerequisite:* CJS 222

**CJS 431 Criminal Procedures (3.0); 3 cr.** Development of the law of criminal procedures from arrest through post-trial proceedings.  
*Prerequisite:* CJS 222

**CJS 433 Ethical Studies in Criminal Justice (3.0); 3 cr.** Development of ethical decisions relating to criminal justice issues.

**CJS 441 Probation and Parole (3.0); 3 cr.** Examines probation and parole as organizations, sentencing dispositions, and meditures of

rehabilitation. The student conducts simulated interviews, pre-sentence investigations and prepares recommendations to the court.  
*Prerequisite:* CJS 222

**CJS 455 Private Security and the Criminal Justice Community (3.0); 3 cr.** The powers and authority of private security personnel. Stresses requirements and restrictions on private security. Includes criminal and civil liabilities faced by private security personnel.  
*Prerequisite:* CJS 250

**CJS 461 Juvenile Justice Processes (3.0);3 cr.** Focuses on the development of justice for youth; the current conflicts within the system; its weaknesses and strengths. Primary emphasis will be on Lebanon's procedure.

**CJS 487 Research in Criminal Justice (3.0); 3 cr.** An introduction to the theoretical and practical consideration of research in criminal justice. Examination of research designs, conceptualization and operationalization of research methods: qualitative and empirical methods of inquiry; analytical techniques, data collection and processing; interpretation of criminal justice research findings.

**CJS 490 Seminar in Criminal Justice (3.0); 3 cr.** Devoted to an exploration and analysis of special issues in the field of corrections, law enforcement, and the general areas of the administration of justice: includes detailed examinations of vital issues and emerging trends which promise to affect the future.

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## **The Degree of Master of Arts in Public Administration**

The department of Public Administration offers graduate work leading to the Master of Arts in Public Administration. This Master's program is aimed at those students planning or embarking upon a career in public service.

### **Admission Requirements**

In addition to the University graduate admission requirements, applicants should have a B.A. in Political Science, Public Administration, International Affairs and Diplomacy, International Law, or other related fields.

Successful passing of the EET Entrance Exam with a minimum score of 650 is required. Students' undergraduate GPA of 3.0 minimum, work experience, letters of recommendation, motivation for a career and leadership are all taken into consideration. The Faculty may require the GRE exam for non-NDU students, and the following prerequisite courses may be required of non-major applicants: PAD 201, POS 201, POS 210, or equivalent by petition

### **Graduation Requirements:**

Students seeking the degree of M.A. in the Faculty of PSPAD must meet the University graduation requirements and complete one of the following two options with a G.P.A. of at least 3.0/4.0:

1. 36 credits of course work in addition to a comprehensive written and oral examination; or
2. successful completion of 30 credits course work and six credits thesis.

## Degree Requirements (36 credits)

### Core Requirements

IAF 601, PAD 604, POS 681.

9 cr.

### Major Electives:

IAF 641, IAF 645, INL 626, INL 636, PAD 602, PAD 612, PAD 618, PAD 620, PAD 622, PAD 627, PAD 629, PAD 632, PAD 652, PAD 654, POS 619, POS 625, POS 661

15 cr.

### Free Electives:

6 or  
12 cr.

*Option I:* Thesis 6 cr. (PAD 699) in addition to 30 cr. Of course work.

*Option II:* Successful completion of 36 credits of course work culminating in a comprehensive written and oral exam.

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### Graduate Courses: Public Administration

**PAD 602 Theories of Organization and the Public Sector (3.0); 3 cr.** Examination of theoretical frameworks for studying public and private bureaucracies, with emphasis on ideologies, values, behavioral patterns and concepts of organization.

**PAD 604 Public Administration (3.0); 3 cr.** Theory and practice of program evaluation and evaluative research. Exploration of scope and limitations of current practice in evaluation, considering economic, political, social and administrative.

**PAD 612 Comparative Development and Administration (3.0); 3 cr.** Analysis of bureaucratic structures and function in Lebanon; industrialized and less developed countries, primarily at national level.

**PAD 618 Public Budgeting (3.0); 3 cr.** Theory and techniques of budgeting in governmental fiscal relations and the political processes that relate to decision making within the governmental organization.

**PAD 620 Ethics and Public Values (3.0); 3 cr.** Ethical obligations of the public administrator. Whether membership in a large governmental bureaucracy vitiates individual moral responsibility. To whom or what the public administrator has moral obligations: Elected officials, the law, hierarchical superiors, professional standards, agency ethos, regime values, universal moral standards.

**PAD 622 Special Topics in Development and Planning (3.0); 3 cr.** This seminar is organized around topics related to current research in the field of economic development and planning.

**PAD 627 Political Development and Social Change (3.0); 3 cr.** It examines social change in the light of the political structures governing a state. The focus is on various developmental models used to affect or explain social change and on the social environment that may either propel or constrain change.

**PAD 629 Public Sector Labor Relations (3.0); 3 cr.** Nature of labor relations processes and practices at all levels. Attention to the political variables that distinguish public sector from private sector labor relations.

**PAD 632 Administrative Law (3.0); 3 cr.** The law governing public administration. Attention to legal reasoning, liability, due process, informalism, and public access. The apparatus of administration.

**PAD 642 The Political Economy of Public Policy (3.0); 3 cr.** Nature and functions of public management and problems of choice within the constraints of law, politics, and resource scarcity. Concepts of public interest and public goods; problems related to revenue and taxation. Basic economic and mathematical tools as appropriate.

**PAD 652 Organization Leadership (3.0); 3 cr.** This course provides an in-depth examination of the leadership function within the work organization. Essential skills of effective leaders are diagnosed with respect to : Goal setting, written and oral presentation, behavioral flexibility. The behavioral dimension and impact of various skills are emphasized to explain the necessary leadership role of both technical and non-technical personnel in the work organization.

**PAD 653 Comparative Public Policy (3.0); 3 cr.** Comparative analysis of policy formation; process of social and economic policy decision making in selected industrial societies; interaction of institutions, ideas, and power in decisions concerning social welfare, economic planning, and related policy areas.

**PAD 654 Bureaucracy and Public Management (3.0); 3 cr.** Familiarity with the

Lebanese government. Nature of bureaucracy in modern government with emphasis on Lebanon. Explanation of why government agencies behave as they do. Focus on real and imagined problems with bureaucratic rule, evaluation of commonly proposed solutions for these problems. Example from schools, armies, welfare bureaus, regulatory agencies and intelligence service among others.

**PAD 699 Thesis or Project, in Public Administration (6.0); 6 cr.** The thesis involves the application of research methods to a significant topic of current relevance to the spheres of Public Administration. The project involves the incorporation of the student's hypotheses, methods of testing, test results and conclusion in a sound, written report available to later researchers.

# DONATIONS

## Special thanks for

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MOUSLEM WAHABEH	Ness Investment
Fares Foundation	Prestige
Vatche and Tamar Manoukian Foundation	Skaff
Bank Al Madina	Structure SAL
Banque European Du Moyen Orient (BEMO)	UFA Assurance
Arab Gulf Program for United Nations Development Organizations (AGFUND) – Saudi Arabia	Verre Galant
Caritas International – Sweden	State Department, Education Office - USA
United Nations Development & Planning (UNDP) – Lebanon	Association Libanaise pour la Maitrise de l’Energie et de l’Environnement (ALMEE) – Lebanon