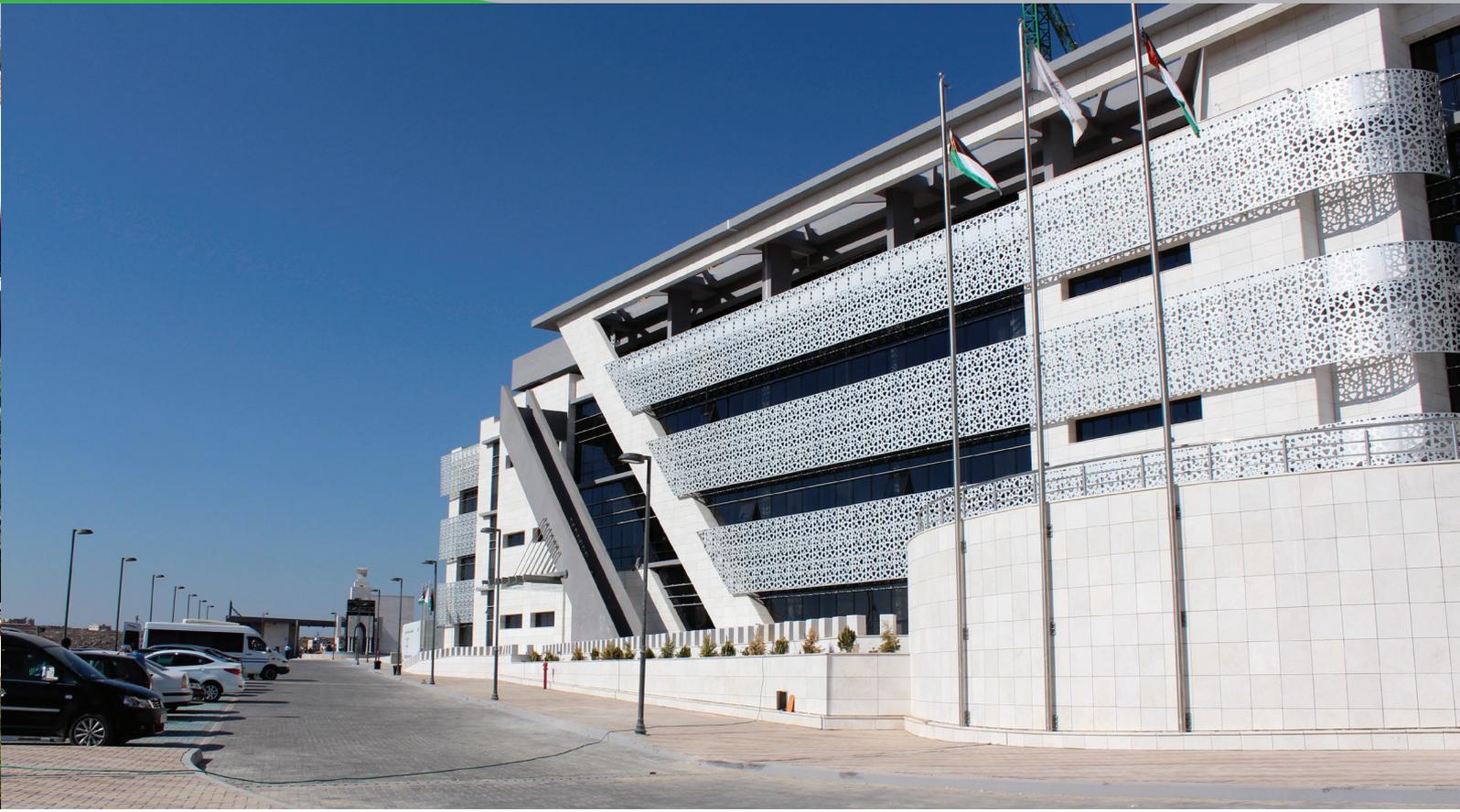




Arab American University

Student Guide Book

2018-2019





Arab American University
Student Guide Book
2018 - 2019



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Overview

Arab American University (AAUJ) is the first private Palestinian university, founded in year 2000, in collaboration with California State University (CSU) in Stanislaus and Utah State University (USU) in Logan. CSU approved AAUJ's first Curricula and gave the needed expertise to start the university, USU provided the faculty members and administrators to run the university in its first two years. AAUJ serves the educational needs of over 11,000 students by providing a dynamic learning atmosphere that inspires innovation and has a primarily focus on every student's success.

AAUJ provides quality education for Palestinian and international students and aspires to be a leader in Palestinian higher education. AAUJ has made impressive strides towards the development of educational facilities and laboratories in a vibrant setting. It adopts a distinct, unique education system with a wide range of demand-based academic programs offering diversified education. The necessity-motivated programs are meant to acquaint graduates with the skills, qualifications and knowledge needed to develop independent thinking and entrepreneurship aptitudes in order to contribute to the overall, sustainable national development. To this end, AAUJ recruits the brightest professionals, scholars and researchers from Palestine and abroad-an approach that diversifies and enriches the sources of education and transfers the latest achievements in science and technology.

AAUJ prides itself of being a leading academic institution that is always present in local, regional and international academic forums. It is also an active member of the Association of Arab Universities, the Federation of Islamic Universities and the Association of Private Universities.

AAUJ administration and staff work very hard to provide a satisfactory learning environment bolstered by extracurricular activities. Thus, it deals rationally with challenges and seize available opportunities, so as to adapt, grow and understand change in a rapidly-evolving society. Equally important, AAUJ is consistent with applying International



Quality Standards and by doing so, it got the ISO certificate (ISO9001:2008). In addition, the University aims to provide a satisfactory learning environment bolstered by extracurricular activities. Thus, it accepts challenges, capitalizes on opportunities available, and prepare students to compete in the national, regional, and international economies of the twenty-first century.

This is a brief overview of AAUJ mission and philosophy, strategic goals, structure, faculties and programs, students, services, policies and procedures as well as about its administration to help you feel at home. At AAUJ we welcome you and we are committed to help you have a successful, pleasant and productive experience in our modern campus.

Vision

The Arab American University aspires to be known for graduating students who far exceeds the expectations locally and globally, adhere to the highest ethical standards and have a real impact on the society through research and innovation.

Mission

- To offer academic programs of international standards and recruit highly qualified faculty members who value teaching and research.
- To create a collaborative environment open to the free exchange of ideas, where research, creativity, innovation, and entrepreneurship can flourish
- To build collaboration with international universities of highest standards.
- To instill in the students, the desire to behave ethically.
- To promote among its faculty members, staff and students the desire to serve the community at large.



Administration

The University has a number of academic and administrative boards tasked with making sure that the academic and administrative work is up and running smoothly as well as laying the foundations and instructions that ensure proper functioning.

The Board of Trustees

The Board of Trustees crafts the necessary policies, develops the financial plan and promotes the outstanding academic atmosphere.

The University Council

The University Council is consisted of the following: The university president, vice presidents and assistants, faculties' deans, a representative from each faculty, two administrators, two representatives of the local community and a representative of the Students Union. The Council enacts the general policy of the University in a way that guarantees quality education and meets the needs of the Palestinian national development.



Council of Deans

The Council of Deans is consisted of the university president, vice presidents and assistants and the deans of the faculties. The Council is authorized and entrusted to implement the academic programs within the established standards and policies. It also makes the decisions needed to implement the academic-related regulations.

Faculty Councils

Each Faculty Council is made up of the dean, the heads of academic departments in each faculty and a representative from each academic department. Each Faculty Council reviews and promotes the academic and administrative affairs of the respective faculty; liaises between academic departments in the faculty as well as between the faculty and other faculties of the University. The Council provides policy recommendations to the Council of Deans.

Department Councils

Each academic department has a council encompassing all the academic staff members of that department. The Councils are tasked with tackling the academic and administrative issues of the departments and providing the faculty councils with policy recommendations. The department councils also develop syllabi and assess student's performance. They also endeavor to build the capacities of the departments' staff members.



Deanship of Admission and Registration

Deanship of Admission and Registration (DAR) is the first and last station for students of the university, starting from the admission process until students' graduation and take their certificates. DAR keeps the academic records of all students, issues graduation certificates and other official documents and provides students with the admission requirements and helps them in making their decision about which academic program to choose, as well as application procedures and requirements for obtaining the degree.

In particular, the DAR assumes the following tasks:

- 1- Receives applications from prospective students, visiting students and helps new students in filling applications of admission, and provides them with the necessary information on faculties and departmental requirements.
- 2- Cherishes the academic records of students.
- 3- Maintains course schedules and academic plans
- 4- Prepares the final exam schedule.
- 5- Provides students with official transcripts, and other academic records on a regular basis and upon request.



- 6-Receives transfer and visiting applications and evaluates their transcripts and courses taken at other universities and educational institutions.
- 7-Notifies students of course changes, academic load, non-academic tests, deferral of enrollment, notifications, probation, and suspensions.
- 8-Informs student of graduation requirements and official changes related to academic programs.
- 9-Produces the list of graduate and honor students.
- 10-Issues and publishes certificates.



Admission

Applying to AAUJ is the first step toward your rewarding future. Whether you're applying as a freshman or a transfer student, we're always there to answer your inquiries.

AAUJ receives applications in the Fall, Spring and Summer Semesters every year.

Admission to AAUJ is competitive and subject to availability of space in the particular program. The admission standards are:

Students wishing to join AAUJ should have obtained the General Certificate of Secondary Education or its equivalent, with an average allowing the student to join the intended program.

Students are accepted competitively according to their total grades in the General Certificate of Secondary Education:

Faculty	Major	High School Branch	Minimum High School Average
Dentistry	Doctor of Dental Surgery	Scientific only	80%
Engineering & Information Technology	Computer Systems Engineering	Scientific or Industrial or Information Technology	70%
	Telecommunications Engineering		
	Computer Information Technology (CIT)	Scientific or Industrial or Information Technology or Agricultural	65%
	Computer Science		
	Multimedia Technology		
	Computer Networks / Minor Information Security		
	Geographic Information Systems (GIS)	All Branches	65%
Sciences	Mathematics and Statistics	Scientific or Industrial or Agricultural or Information Technology	65%
	Mathematics and Statistics / Minor in Computer Science		
	Mathematics and Statistics / Minor in Education		
	Biology and Biotechnology		
	Biology and Biotechnology / Minor in Education		
	Physics		
	Physics / Minor in Computer Science		
	Physics / Minor in Education		
	Chemistry		
	Chemistry / Minor in Education		

Arts	Arabic Language and Media	All Branches	65%
	Education - Basic Elementary Education		
	English Language		
	English Language / Minor in Education		
	Sports Sciences	All Branches - under the following conditions: 1- Pass the fitness exam (date will be assigned later). 2- Candidate must be healthy (with a certified effort test from a licensed health center).	60%
	Diploma in Education for Upper Basic Level :	All Branches	Must have a bachelor degree from a recognized university or currently is a student at AAU and finished 70 Cr.Hrs with no less than (60%) or (1.67) or (C-) GPA
	Teaching Sciences		
	Teaching Mathematics		
	Teaching Arabic		
	Teaching English		

Allied Medical Sciences	Medical Laboratory Sciences	Scientific or Industrial or Agricultural	65%
	Medical Imaging		
	Environment and Community Health	Scientific or Literary or Shar'i or Agricultural or Industrial or Hotels or Home Economics or Entrepreneurship and Business	
	Physio - Therapy	Scientific or Industrial or Agricultural	
	Occupational Therapy	Scientific or Literary or Shar'i or Agricultural or Industrial or Hotels or Home Economics or Entrepreneurship and Business	

Nursing	Nursing	Scientific or Literary or Shar'i or Agricultural or Industrial or Hotels or Home Economics or Entrepreneurship and Business	65% for Scientific or Industrial or Agricultural Branches 80% for Literary or Shar'i or Hotels or Home Economics or Entrepreneurship and Business Branches
Administrative & Financial Sciences	Accounting	All Branches	65%
	Business Administration		65%
	Human Resource Management		
	Finance and Banking Sciences		
	Management Information Systems (MIS)		
	Hospitals and Health Care Management		
	Marketing		
Law	Law	All Branches	65%
	Fiqh & Law		

High School certificates obtained in other countries will have their averages worked out according to the regulations of the University Council which are based on the decisions of the Ministry of Education and Higher Education.



Registration Procedures

1. Applicants can pay admission fees through purchasing an Admission Card from any of the local banks or from the Finance Department on the Main Campus (Jenin) or from Ramallah Site. There are three types of Admission cards. One for bachelor, one for master, and one for diploma. Admission fees for Bachelor and Diploma is 70 USD while 100 USD for postgraduate studies (non-refundable).
2. Fill out the online application form and submitting required documents available at (www.aauj.edu/apply).
3. You can save the application's form data and send it later on.
4. Upon initial auditing an Acceptance Letter is sent via email or through SMS on your mobile device. Further remarks maybe added to the letter. Applicants who receive the letter should proceed to submit their original documents and pay seat reservation fee in order to secure final admission.
5. Students receive the seat reservations document via email or through SMS on your mobile device which contains English placement test appointment and login information for the portal page.
6. Students go to get their university ID card from the Deanship of Student Affairs.
7. Students receive their schedule for the first semester from the Deanship of Admission and Registration after Performing the English placement test.
8. You can review the application status at any time from the home page of the Admission Application using the login on your admission card.

English Placement Test

As English is intended to be the language of instruction for almost all programs, the English Placement Test has been designed in such a way that allows a proper assessment of students' level of English in order to find out what level of English the newly-admitted students already have and to decide which language courses are most appropriate for them. The test, held in the first semester of enrolment, is designed to determine students' level of English in all language skills. The exam assesses the entire spectrum of language ability. As such, the test places students on a level matching their performance: Beginner, Intermediate, Advanced or Pass. A score of 500 in the TOEFL is equivalent to 'Pass'.

Students who are placed in the beginner or intermediate level from the English Placement Test are only allowed to register 15 credit hours in the semester plus the English course.

Academic system and credit hours load

The study at the Arab American University is based on the credit hours system. The academic year consists of two compulsory semesters of sixteen weeks each, and an optional eight-week summer semester. The university weekend days are on Thursday and Friday of each week. Other holidays are announced in the university academic calendar at the beginning of each academic year.

Tuition Fees

Now that you have been accepted at AAUJ, you'll need to take two important steps to complete the enrollment process. First, you need to pay the seat reservation fees which is considered an installment for your first semester tuition fees. Second, you have to pay the outstanding balance within a month of your enrollment. Seat reservation fees for different faculties and facilities are detailed below:

A. Seat Reservation

Reservation Fees (USD)	Faculty/Major
1150	Faculty of Administrative and Financial Sciences, Faculty of Law, Faculty of Arts, Faculty of Sciences, Faculty of Allied Medical Sciences. Major: Computer Information Technology, Computer Science, Multimedia Technology, Computer Networks
1400	Faculty of Nursing. Majors: Computer Systems Engineering, Telecommunications Engineering
3550	Faculty of Dentistry
850	Majors: Geographic Information System, Sports Sciences
700	Majors: Educational training Diploma

Seat reservation fees is considered as part of the semesters tuition fees, and the student shall pay the outstanding balance within one month upon receiving her/his schedule.

B. Other fees

Amount	Item	Due Date
70 USD	Application Card	Upon obtaining the application card
64 USD	Health insurance	Per Academic year (28 USD for each Regular semester and 8 USD for summer semester)
64 USD	Registration fees	Per semester
7 USD	Internet access fees	Per semester
7 USD	University ID fees	Per academic year
3 USD	Student fund	Per semester
141 USD	Refundable deposit	Paid once and refunded upon graduation
42 USD	Placement test	Paid once
35 USD	Lab fees	Paid when registering 'Intermediate English' or 'Advanced English'.

Students who register for 'Beginning English' should pay a sum of 212 USD as fees regardless of their major.

C. Seat Reservation Fees' Refund:

In case that you submit a request of withdrawal, the Finance Department refunds the fees after deducting a sum that varies in line with the time of withdrawal:

Percentage	Time of withdrawal according to the academic calendar
20%	withdrawal before classes start
40%	withdrawal within the first week of classes
60%	withdrawal within the second week of classes
100%	withdrawal after the beginning of the third week

Note:

- Fees per credit hour are fixed for all semesters including the summer semester. In the summer semester, students shall not receive any internal financial aid (high school average discount is excluded).
- If the student drops a course after the "add and drop" period (withdrawal with grade 'W'), he/she loses his/her right for refund.
- If, for any reason, a course is repeated (regardless of how many times), student shall pay the fees according to the high school average discount.
- You need to pay 150 NIS as a transfer application fees (transferring from your major to another).
- If you change your major to one with higher fees, you will pay the difference between fees of credit hours you have already done and the fees of the credit hours of the new major (all the courses that will appear in your new major's transcript).
- If you register a number of courses that are not included in your curriculum, you will pay the credit hour fees according to high school average discount.
- The hourly fee for the training courses is 113 USD for the Faculty of Nursing and the Faculty of Allied Medical Sciences. and 92 USD for medical imaging and medical laboratories majors.

D. Girls' Dormitory

Living in AAUJ campus is a great way for you to get connected, meet friends, and be involved. To that end, AAUJ Dormitory offers a number of housing options for girls:

Rate (per semester)	Room
700 USD	Double occupancy room
970 USD	Suite
1150 USD	Single occupancy room

Note: An additional fee of 150 USD is paid as a security deposit. This is refundable upon leaving the dormitory.

Dormitory fees refund policy

- You are subject to the following deductions in accordance with the time of withdrawal:
- 20% of the fees if the student leaves before classes start
- 40% of the fees if the student leaves within the first week of classes
- 100% of the fees if the student leaves after the beginning of the second week of classes.

Credit Hours- By Faculty

Faculty	No. of credit hours
Dentistry	210
Allied Medical Sciences	132-142
Nursing	139
Sciences	131-134
Arts	127-133
Administrative and Financial Sciences	127
Engineering and Information Technology	132-163
Law	133



Academic Regulations

1. A student whose grade-point average (GPA) falls below 1.67 (in a term rather than the summer) shall receive an Academic Warning, and (he/she) must clear the warning by raising (his/her) GPA to the required standard. For more information on warning and academic dismissal, see 'rules of awarding the bachelor's degree' on the university webpage.
2. Students are placed on the honor list in a regular semester (at least 15 credits) if they obtain a Semester Point Average (SPA) of 3.67 (courses with grade 'P' are not part of the course load).
3. Students are placed on the President's Honor List in a regular semester (at least 15 credits) if they obtain a Semester Point Average (SPA) of 4 (provided they have received no probation).
4. Students are placed on the Dean's Honor List in a regular semester (at least 15 credits) if they obtain a Semester Point Average (SPA) of 3.67, with a minimum C+ for each course taken (provided they have received no probation).
5. Students placed on the President's Honor List or the Dean's Honor List (the student must also rank first in the particular faculty) shall receive a stipend with a value set by the Council of Deans.
6. Students are not allowed to be absent more than 25% of the total Cr.Hrs for each course. If any student is absent more than 25% with or without an excuse, except for those who are subject to the instructions of absence in field training, he/she will be considered W "withdrawal" and it will be recorded in his transcript.

Learning Resources

Whatever the subject you are studying, you can find that the learning facilities at AAUJ are designed to encourage innovative ways for you to learn. Our vibrant learning centers are at the heart of AAUJ's campus life. They offer an inviting and secure environment for learning and teaching.

Library

The AAUJ Library caters to research workers, students, lecturers, students from other universities and the professional public. The library stocks more than 65,000 titles (in different languages) which are accessible for reference and borrowing. Library users have access to global scholarly work through electronic information database with a wide range of journals.

The Library (located in the IT Building, 3rd floor) combines a refined modern design with state-of-the-art technology to provide an inspirational place to study, featuring a study hall with internet access, making it easy to study and do research. The library team are friendly, always ready to extend help and give advice. Electronic library and databases can be accessed through <http://library.aauj.edu/>

Laboratories

AAUJ students enjoy labs equipped with high quality equipment, enabling them to experience a professional research environment. These labs mainly include dentistry labs (prosthetic dentistry, conservative treatment, patient simulators and a multi-purpose lab); dental clinics for students; chemistry labs; biology labs; physics labs; computer labs; biochemistry labs; media labs; languages labs; Allied Medical Sciences labs (anatomy, hematology, clinical chemistry laboratory, histology, molecular biology, genetics, microbiology, parasitology, research, physiotherapy, occupational therapy, medical radiology and nursing).

English Language Center

The Language Centre at AAUJ offers general English programs throughout the year. The courses offered are designed to help students develop their English and academic study skills. AAUJ seeks to provide the best level of English instruction through hiring competent faculty members (both native speakers of English as well as Palestinians majoring in TEFL) and adopting modern, eclectic pedagogical methods in language teaching. English language Center incorporates four English language laboratories (that can accommodate up to 100 students); two of which use multimedia technology, to bring students' English language up to the level needed at the university.



Dental Center

The Dental Center, first of its kind in Palestine, is the first fruit of a larger medical center, hopefully a teaching hospital in the near future. The Center is run by a group of professors, dental specialists and highly qualified nurses and technicians.

Deanship of Student Affairs

The Deanship of Student Affairs' primary focus is to create a positive environment that fosters successful university life outside of the traditional classroom. It involves five departments:

1. Department of Student Services attends to issues related to student services including: student ID cards, arrested students, female student's dorm, excuses of absences and late arrival, and student's lockers rent.
2. Department of Loans and Financial Aid conducts social surveys and manages loans provided by the Ministry of Education and Higher Education, needy students fund, and external aid and grants (overseen by a committee comprising a number of university staff and professors and chaired by the Dean of Student Affairs).
3. Department of Arts and Cultural Activities is in charge with nonacademic student activities such as arts and culture. It also supervises university art galleries and mounts external exhibitions. The Department oversees the Dabka band, the theater, photography club, chorus, sports and athletics.



4. Department of Sports Activities is in charge of all sports related activities including soccer, volleyball, basketball, tennis, ping-pong, etc
5. Department of Students Follow-up and Representation handles issues related to student council, as well as students clubs and blocks.

In addition to these departments, there is a social worker tasked with students' social and psychological counseling.

Hassib Sabbagh Information Technology Center of Excellence

Hassib Sabbagh Information Technology Center of Excellence is the address of excellency not only at the Arab American university but for north part of West Bank. The Center provides a variety of quality training courses in different levels in order to bridge the gap between the theoretical and practical aspects. It also carries out educational activities targeting all age groups from the local community to motivate creativity; through the provision of the available business incubator, creativity area for intelligence games and the strong network with many institutions. Currently, the Center looks forward to participate in creating a professional community through introducing a group of a professional diploma programs accredited by the Ministry of Labor.

Facilities & Services

Medical Clinic and Health Insurance

AAUJ provides obligatory health insurance for all students in addition to a medical clinic that provides complete medical out-patient services to university students and employees. The medical clinic is equipped with medical analysis laboratory, physiotherapy laboratory, occupational therapy laboratory as well as medical imaging apparatus.

Dormitory

AAUJ provides its female students with a well-equipped dormitory which contains 110 rooms. Female students can choose a double occupancy room, a single occupancy room or a suite. This dormitory is managed and supervised by the Deanship of Students Affairs.

Sports courts

AAUJ provides on-campus sports facilities for basketball, football, volleyball, handball and tennis. In addition, state of the art stadium (according to FIFA standards and conventions) and gymnasium are erected to cater for our students. These facilities are managed and supervised by the Department of Student Activities.





Cv atering

AAUJ cafeterias serve the staff and the students with different types of meals as well as hot and soft drinks.

Bookshops

There are many bookshops around the campus that sell textbooks and other stationaries.

Internet and Photocopying Services

On-campus internet services are available and provided via a number of computer labs (including internet services in the dormitory). Photocopying centers are also available to cater for students' academic and personal needs.

University Requirements for Undergraduates

To obtain a bachelor degree from AAUJ, every student should successfully complete the following requirements (in addition to the faculty and departmental requirements):

Obligatory university requirements (14 credit hours):

Course Title	Credit Hours
Beginning English*	0
Intermediate English*	3
Advanced English *	3
Fundamentals of Research Methods	2
Arabic Language	2
Palestinian Studies	2
Computer Skills	2
Community Service**	0

* Students are waived for studying these courses if they score 500 or higher in the TOEFL or 6.0 in the IELTS.

**Students must do at least 100 hours of voluntary work as a community service during their studies at AAUJ. This is a prerequisite for graduation.

University Elective requirements (8 credit hours)

The student can choose 8 credit hours from the following courses.

Course Title	Course Title
Human & the Environment	German Language
History of Civilization	Development Management
Jerusalem: Civilization and History	Current World Issues
Introduction to psychology	Islamic Culture

Introduction to Sociology	Law in our Life
French Language	Integrity and accountability in the fighting corruption
History of science	Democracy and Human Rights
Physical Education	Nutrition & food security
Israeli and Zionism Studies I	Home Gardening
Israeli and Zionism Studies II	Fine Arts
Anthropology	Energy Resources & Use
International Relations	Election and Political Participation
Civil Society Organizations	First Aid
Science, Technology, and Society	Technology In Our Life
Political Science	Introduction to the Economy
Critical Thinking	Astronomy
Modern Arab Thought	Turkish Language
Archeology	The Captive Movement
Hebrew Language	

Faculties and Academics

AAUJ offers 36 undergraduate programs in eight faculties: Dentistry, Allied Medical Sciences, Nursing, Sciences, Arts (it offers four diploma certificates), Administrative and Financial Sciences, Engineering and Information Technology, and law. In addition to fifteen programs in Graduate Studies, one in PhD, one in Residency, twelve in master programs and one high diploma.

Faculty	Major
Dentistry	-Doctor of Dental Surgery
Allied Medical Sciences	- Medical Laboratory Sciences - Medical Imaging - Environment and Community Health -Health Sciences: * Physio- Therapy *Occupational Therapy
Nursing	- Nursing
Sciences	- Mathematics and Statistics -Mathematics and Statistics/ Minor in computer science -Mathematics/ Minor in Education - Biology and Biotechnology - Biology and Biotechnology/ Minor in Education - Physics - Physics / Minor in Computer Science - Physics / Minor in Education - Chemistry - Chemistry / Minor in Education

Arts	<ul style="list-style-type: none"> - English Language - English Language / Minor in Education - Arabic Language and Media - Basic Elementary Education - Sports Sciences - Diploma in Education/ specialized in: <ul style="list-style-type: none"> * Science teaching * English Language teaching * Arabic Language teaching * Mathematics teaching
Administrative and Financial Sciences	<ul style="list-style-type: none"> - Accounting - Business administration - Marketing - Financial and Banking Sciences - Human Resources Management - Operation Management: Hospitals & Health Care Management, Management Information System 'MIS' and Hostelry.
Engineering and Information Technology	<ul style="list-style-type: none"> - Telecommunications Engineering TCE - Computer System Engineering CSE - Computer Information Technology CIT - Computer Science CS - Geographic Information Systems (GIS) - Multi-media Technology MMT - Computer Networks/ Minor Information Security
Law	<ul style="list-style-type: none"> - Law - Fiqh and Law

<p>Graduate Studies</p>	<p>1- PhD: PhD in Business in a collaboration with Indiana University of Pennsylvania (IUP) in the United States of American.</p> <p>2- Residency: Residency in Orthodontics</p> <p>3- Master: Applied mathematics Business Administration in a collaboration with Indiana University of Pennsylvania (IUP) in the United States of American. Commercial Law Computer Science Conflict Resolution & Development Strategic Planning and Fundraising Physics Intercultural Communication and Literature Quality Management Medical Laboratory Sciences Health Informatics Contemporary Public Relations</p> <p>4- Diploma: High Diploma in Oral Implantology</p>



Faculty of Dentistry

The Faculty of Dentistry offers students the chance to study Dentistry and oral surgery program. Where the Faculty provides students with hands-on and practical training on the latest oral and dental surgery and dental technology.

The Academic Programs the Faculty offers are:

1. Bachelor Degree in Doctor of Dental Surgery. (210 Credit Hours)

Faculty of Allied Medical Sciences

The Faculty of Allied Medical Sciences offers several programs that focus on professional disciplines and medical technology. The Faculty is staffed with highly-qualified faculty members (PhD and MA holders), in addition to professional technicians who keep themselves updated on scientific research through regular consultation with medical service providers, institutions and industry.

Academic Programs

1. The Faculty of Allied Medical Sciences offers programs leading to the bachelor's degree in the following majors:
2. Medical Laboratory Sciences (132 Credit Hours)
3. Medical Imaging (135 Credit Hours)
4. Environment and Community Health (132 Credit Hours)
5. Health Sciences:
 - A. Physio - Therapy (136 Credit Hours)
 - B. Occupational Therapy (142 Credit Hours)





Faculty of Nursing

The Faculty of Nursing offers an advanced academic program that leads to a bachelor degree in Nursing with the best and most current devices and facilities.

Academic Programs:

1. Nursing (139 Credit Hours)



Faculty of Sciences

The Faculty of Sciences offers a number of graduate and undergraduate programs. In addition, the Faculty provides courses for several obligatory and elective university requirements from different faculties. As such, it is the AAUJ's home of teaching and research in the humanities, sciences and languages.

Academic Programs

The Faculty of Sciences offers programs leading to the bachelor's degree in:

1. Mathematics and Statistics/ Major or with minor in computer science. (127 Credit Hours)
2. Mathematics/ minor in Education. (134 Credit Hours)
3. Biology and Biotechnology. (132 Credit Hours)
4. Physics/ major or with minor computer science. (131 Credit Hours)
5. Chemistry. (131 Credit Hours)



Faculty of Arts

Academic Programs

The Faculty of Arts offers programs leading to the bachelor's degree in:

1. English Language. (127 Credit Hours)
2. English Language/ minor in Education. (131 Credit Hours)
3. Arabic Language & Media. (131 Credit Hours)
4. Education (Basic Elementary Education). (129 Credit Hours)
5. Sports Sciences. (133 Credit Hours)
6. Education Diploma. (33 Credit Hours)



Faculty of Administrative and Financial Sciences

The Faculty of Administrative and Financial Sciences is a large faculty providing a range of programs. The curriculum is designed to prepare students to be leaders in the public and private sectors institutions.

Academic Programs (127 Credit Hours)

The faculty offers programs leading to the bachelor's degree in:

1. Accounting
2. Business Administration
3. Marketing
4. Financial and Banking Sciences
5. Human Resources Management
6. Operations Management:
7. Management Information Systems (MIS)
8. Hospital and Health Care Management

Faculty of Engineering and Information Technology

The Faculty of Engineering and Information Technology develops courses in close consultation with industry and professional bodies to ensure that graduates are armed with the range of skills employers in the local market are looking for. Of course, the challenge is not in using information technology, but in the ability to keep pace with the latest findings in this science. In order to meet the needs of the market, the Faculty has introduced distinct technology-based geometric programs.

Graduates of this Faculty are well-prepared to contribute to the development of engineering and information technology systems. In collaboration with the most renowned national companies, graduates are trained on the latest findings in industries of hardware and software. These graduates have proved competent whether in the business world or in graduate scholarly work at European and American universities.

Academic Programs

The Faculty of Engineering and Information Technology offers several programs leading to the bachelor's degree in:

1. Telecommunications Engineering (162 Credit Hours)
2. Computer Systems Engineering (163 Credit Hours)
3. Computer Information Technology (133 Credit Hours)
4. Computer Science (134 Credit Hours)
5. Multi-Media Technology (133 Credit Hours)
6. Geographic Information Systems (GIS): (132 Credit Hours)
7. Computer Network/ Minor information Security (134 Credit Hours)





Faculty of Law

The Faculty offers an undergraduate program in law, both are distinct and in line with the highest national, Arab, regional and international standards in the field of law. These two programs are subject to internal periodical assessment. To help the students who lives inside the green lines from 1948 land pass the lawyers association exam, the Faculty of Law now offers a track in the study plan especially designed to meet the needs of students from 1948 land.

Academic Programs in the Faculty of Law (133 credit hours)

The Faculty of Law offers two BA programs, namely:

1. Law
2. Fiqh and Law

For any further information, please see faculties study plans. You can visit the University webpage www.aauj.edu, or claim the plan from your Dean's Office.



Faculty of Graduate Studies

A step forward, AAUJ laid the foundation stone of the graduate programs through the establishment of the Deanship of Graduate Studies, originally a supplementary channel of the undergraduate programs. Today, the undergraduate studies and the graduate studies work together to realize the goals of AAUJ. After an in-depth examination of the market, the AAUJ decided to launch some local market demand-based graduate programs.

The Deanship of Graduate Studies has turned into the Faculty of Graduate Studies with two departments: Natural & Applied Sciences Department and Humanities & Administrative Sciences Department.

Academic Programs in the Faculty of Graduate Studies

PhD: Business Administration in a collaboration with Indiana University of Pennsylvania (IUP) in the United States of American.

Residency: Residency in Orthodontics

Master: (36 credit hours)

Natural & Applied Sciences Department offers the following MA programs:

- Applied mathematics
- Computer Science
- Physics
- Medical Laboratory Sciences
- Health Informatics

Humanities & Administrative Sciences Department offers the following MA programs:

- Commercial Law
- Business Administration in a collaboration with Indiana University of Pennsylvania (IUP) in the United States of American.
- Conflict Resolution & Development
- Strategic Planning and Fundraising
- Intercultural Communication and Literature
- Quality Management
- Contemporary Public Relations

Diploma: High Diploma in Oral Implantology

Admission Requirements

Prospective students must meet the following minimum academic requirements:

- Have obtained a Bachelor's degree from an accredited university with 'C' grade (Good) or higher.
- Willing to sit for oral or written admission exams, or an interview.
- Upon acceptance, the candidate may be asked to take some prerequisites courses.
- For the High Diploma in Oral Implantology program, the applicant must possess a practicing certificate along with the above requirement.

Graduation Requirements

- Student must pass a minimum of 36 credit hours (with a minimum of 3.0 as GPA passing grade) and pass the comprehensive exam or the thesis defense.
- The maximum duration of study is 6 semesters (the summer session is not counted). The Graduate Council can extend this period pursuant to regulations.
- Completing the study plan specified conditions and requirements.

MA Degree Tracks

- Thesis Track: Students who take this track must prove that they have found a staff member willing to supervise their thesis. In addition, the students wishing to take this track must submit a letter to the effect that they want to change their track from comprehensive (the default track) into the thesis track. This track requires the students to complete 30 credit hours of coursework (with a CPA of 3 or higher) and 6 credit-hour thesis, as well as successfully defending their thesis.
- Comprehensive Exam Track: The main requirement of this track is the successful completion of 36 credit hours of coursework (with a GPA of 3 or higher) and passing the comprehensive exam which is held twice a year.

Tuition Fees for MA programs

Item	Fees
Application Fees	100 USD
Seat Reservation	1200 USD
Refundable Insurance (paid once)	282 USD
Registration Fees (Fall and Spring)	212 USD per semester
Registration Fees (Summer)	106 USD per semester
Internet Fees	28 USD per semester
Library Fees	28 USD per semester
Credit Hour tuition fees	(141 – 300) USD (according to the major)/per credit hour
Thesis defense/comprehensive exam fees	282 USD

Seat Reservation Fees' Refund:

In case the student submits a withdrawal request, a percentage of the seat reservation fee will be deducted according to the relevant instructions, which can be found at the Finance Department or the Deanship of Admission and Registration.

For more information, please see the graduate bylaws and regulations, as well as the graduate study plan.

Joint Business PhD with Indiana University, Pennsylvania

Admission Requirements:

1. Holds a Bachelor and Master degrees from universities or recognized academic institutions by the Palestinian Ministry of Higher Education. One of the two degrees must be in a business related field with a GPA of 3.0 or higher in the Master or a 2.60 GPA in the Bachelor degree or equivalent
2. Must hold valid GMAT certificate with a grade of (450) or higher
3. Succeeding in the personal interview

The Teaching Location:

The university campus in Ramallah.

The professors:

The majority of the program's professors are faculty members at the Indiana University in Pennsylvania.

Graduation Requirements:

1. The program plan has 48 credit hours, of which 36 are studied, according to the study plan, in the first two years including the comprehensive examination. Along with 12 credit hours for the thesis to register for after successfully passing all courses
2. Succeed in 36 credit hours according to the specialization plan with a cumulative average of at least 3.00 GPA. The student should also pass the comprehensive examination and defend the doctoral dissertation

3. Must complete his/ her studies within ten months (without counting the summer semester)
4. Completing the study plan specified conditions and requirements

Admission Application:

Admission fee is \$150. The program financial information can be found at the Finance Department of the Deanship of Admission and Registration.

“For more information, please check the instructions for granting a PhD and program plan at the Faculty of Graduate Studies.”



