

جامعة هايكازيان

Haigazian University

Հայկազնու համալսարան



UNIVERSITY CATALOG 2018-2020

Profile

Haigazian University was established in 1955 as a liberal arts institution which operates on the United States model of higher education using English as the language of instruction. It offers the Bachelor of Arts, Bachelor of Business Administration, Bachelor of Science, Master of Arts, and Master of Business Administration degrees. All degrees are recognized by the Lebanese government.

Dedicated to excellence in the liberal arts and professional education, the University strives to prepare men and women who are inspired to serve with purpose, imagination, and generosity in their communities while conscious of living in an interdependent and multicultural world.

Haigazian University, which is supported by the Armenian Evangelical community, is open to all students who are academically qualified regardless of race, nationality, or creed. Through the close relationship between faculty and students, the Institution has a successful track record of graduating informed and open-minded students who are dedicated to truth, freedom and service.

Haigazian University is a member of the Association of American International Colleges and Universities (AAICU).

Changes in Policy, Tuition and Fees. The information provided in this catalog reflects an accurate picture of Haigazian University at the time of publication in August 2018. However, the Institution reserves the right to make necessary changes in policies, requirements, tuition, fees, and calendars contained in this catalog at any time without prior written notice. Haigazian University is a non-profit institution.

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PRESIDENT'S WELCOME

Universities are known to have a direct influence on both the present and the future generations. The impact on the present is determined by the nature of the academic programs, the trainings, the conferences, the publications, the certifications, the student activities, the building of a sense of community, the work ethic and knowledge of the faculty and the staff, the directives of the administration, and the way the overall peaceful and collegial atmosphere is shaped. The present position of the university is where higher values and goals meet the lives of the university community, including the neighbors, the participants in the academic programs and even the parents, friends and families of the students.

The impact of the university on the future is more complex to understand but it is equally significant. As learning does not stop and university years are considered as mainly foundational, graduates of the university keep changing, and accumulating wisdom and expertise. However, it is a fact that the scripts of professional life are written mostly with the alphabet of the college degree and its academic substance.

Haigazian University has strived, since 1955, to instill knowledge that is fortified with values of hard work, truthfulness, freedom of thought and genuine service. Student evaluations and testimonies show us that the message has been clearly received. The impact of the university has shaped lives and will do so in the future in the ones who have earned the diploma and the experience of an institution of higher learning called “Haigazian”.

May our programs serve the best edifying purposes of the unfolding generations.

*Rev. Paul Haidostian, Ph.D.
President*

ACADEMIC CALENDAR

Fall Semester 2018-2019

August 16 – 23, Thursday – Thursday	Fall registration for new students.
August 21 – 22, Tuesday – Wednesday	Eid al-Adha, holiday.*
August 24, Friday	Orientation period for new students.
August 28, Tuesday, 7:30 a.m.	Fall Semester classes begin.
August 28 – September 3, Tuesday – Monday	Schedule changes.
September 3, Monday	Late registration for Fall Semester for current/returning students.
September 6 – 12, Thursday – Wednesday	Last day for late registration.
September 10, Monday	Statement of fees and installment forms for old and new students are processed.*
September 14 – 19, Friday – Wednesday	Al-Hijra: Islamic New Year, holiday.*
September 15, Saturday	Payment of fees.*
September 20, Thursday	Late Orientation day for late registered new students.
October 15, Monday	Ashoura, holiday.*
November 19, Monday	Founders' Day Convocation.
November 22, Thursday	Birthday of the Prophet Muhammad, holiday.*
November 28 – December 4, Wednesday – Tuesday	Lebanese Independence Day, holiday.
November 30, Friday	Spring registration for current/returning students.
November 30, Friday	Last day for Spring admission applications.
December 10 – 11, Monday – Tuesday	Last day for Spring financial aid applications for new students.
December 10, Monday	Last day to withdraw from courses.
December 11, Tuesday	Spring registration for new students.
December 12 – 13, Wednesday – Thursday	Fall Semester classes end.
December 14 – 21, Friday – Friday	English Communications Skills final examinations.
December 25, Tuesday	Reading period.
January 1, Tuesday	Final examinations.
January 6 – 7, Sunday – Monday	Christmas holiday.
	New Year, holiday.
	Armenian Christmas, holiday.

* These dates are subject to change.

Spring Semester 2018-2019

January 14, Monday, 7:30 a.m.	Spring Semester classes begin.
January 14 – 18, Monday – Friday	Schedule changes.
January 18, Friday	Last day for late registration.
January 23 – 28, Wednesday – Monday	Statement of fees and installment forms for old and new students are processed.*
January 30 – February 4, Wednesday – Monday	Payment of fees.*
February 2, Saturday	Orientation Day.
February 9, Saturday	Saint Maroun, holiday.
February 28, Thursday	Vartanants, holiday.
March 25, Monday	Eid Al-Bechara, holiday.
March 29, Friday	Last day for Fall admission applications.
	Last day for Fall financial aid applications for new students.
April 8 – 9, Monday – Tuesday	Registration for Summer Session for current/returning students.
April 10 – 16, Wednesday – Tuesday	Registration for Fall Semester for current/returning students.
April 18, Thursday	Last day to withdraw from courses.
April 19, Friday, 7:30 a.m.	Easter vacation begins.
April 24, Wednesday	Commemoration of the Armenian Genocide, holiday.
April 26, Friday	Greek Orthodox Easter, holiday.
April 30 Tuesday 7:30 a.m.	Classes resume.
April 30, Tuesday	Last day for Fall financial aid applications for current students.
May 1, Wednesday	Labor Day, holiday.
May 3, Friday	Spring semester classes end.
May 4, Saturday	English Communications Skills final examinations.
May 5 – 6, Sunday – Monday	Reading period.
May 7 – 14, Tuesday – Tuesday	Final examinations.
May 19, Sunday	Baccalaureate Service.
May 24, Friday	Commencement.

** These dates are subject to change.*

Summer Session 2018-2019

May 20, Monday, 7:30 a.m.	Summer Session classes begin.
May 20 – 21, Monday – Tuesday	Schedule changes and late registration.
May 22 – 24, Wednesday – Friday	Statement of fees and installment forms are processed.*
May 28, Tuesday	Armenian First Independence Day, holiday.
May 28 – May 31, Tuesday – Friday	Payment of fees.*
June 2 – 3, Sunday – Monday	Eid al-Fitr, holiday.*
June 21, Friday	Last day to withdraw from courses.
July 2, Tuesday	Summer Session classes end.
July 3, Wednesday	Reading period.
July 4 – 5, Thursday – Friday	Final examinations.
August 10 – 11, Saturday – Sunday	Eid al-Adha, holiday.*
August 15, Thursday	Assumption, holiday.

** These dates are subject to change.*

HAIGAZIAN UNIVERSITY

History

Haigazian University is named in honor of Dr. Armenag Haigazian, former headmaster of the Jenanian Apostolic Institute of Konya, Turkey. Dr. Haigazian was a highly respected educator who received his Ph.D. from Yale University and returned to Turkey to serve his Armenian compatriots. When the ethnic cleansing of the Armenians began, Dr. Haigazian had the opportunity to escape to the United States, but he chose to stay and continue his ministry. Later, he, along with the Armenian intellectuals, was rounded up to be driven to the Syrian desert. Dr. Haigazian died on the way in the prison of Kharpert in 1921. Concurrently, eight Armenian colleges were also destroyed in Turkey. Although these aspects of education and service were brought to an end, the dream continued in the minds of Dr. Haigazian's descendants and others. The Mehagian family (Mary Mehagian and Florence Mehagian-Guertmenian) of Phoenix, Arizona, relatives of Dr. Haigazian, donated capital through the Armenian Missionary Association of America (AMAA) and worked hand in hand with Stephen Philibosian to get Haigazian College started.

The University was founded on October 17, 1955, by the Union of Armenian Evangelical Churches in the Near East (UAECNE, Beirut, Lebanon) and the Armenian Missionary Association of America (AMAA, Paramus, NJ) in the USA as a liberal arts college to assist in the preparation of teachers and pastors.

Prior to this date, the Armenian Evangelical community of Beirut, to complement its high schools, had established two post-secondary educational entities: the Teacher's Training Institute, which was housed in the library of the Central High School and operated from 1948-51, and the Armenian Evangelical College, which held a Freshman Arts and Sciences program under the sponsorship of the First Armenian Evangelical Church of Beirut. These two entities merged in 1951 forming a Freshman Arts and Sciences plus a Sophomore Arts program, and they continued to serve the Armenian Community until 1955, when Haigazian College was established. Haigazian College was originally designed to function as a junior college offering two years of university-level education. However, a demand for upper-division classes encouraged the Institution to develop four-year programs.

Haigazian operated under its original name of "College" until 1991. In keeping with Near Eastern nomenclature, the name was changed to Haigazian University College in 1992. On December 28, 1996, the Ministry of Culture and Higher Education of Lebanon issued decree number 9657, which authorized the institution to change its name to Haigazian University.

Dr. John Markarian, the first president of the University, served until June 1966. During the years 1967 to 1971, Dr. Gilbert Bilezikian held this position; then Dr. Markarian returned to the post until his retirement in June 1982. Subsequently, the presidency was held by Dr. Verne H. Fletcher until February 1985. Miss Wilma Cholakian, the administrative dean, was then responsible for the operation of the University until August 30, 1995. Dr. John Khanjian served as

president from September 1, 1995, until August 1, 2002. On September 1, 2002, Rev. Dr. Paul Haidostian became president.

When the University opened in 1955, there were 43 students enrolled. Student enrollment reached 650 before the start of the civil disturbances in Lebanon in 1975. The present enrollment is approximately 800 with a faculty and staff of 150. So far the University has granted the Bachelor of Arts, Bachelor of Business Administration, Bachelor of Science, Master of Arts, and Master of Business Administration degrees in various fields to almost 4,300 students.

The University was first located in the Webb Building, a ten-room house converted for college use. Later, a seven-story building was added. This building was called the Mehagian Academic Centre in honor of Mr. and Mrs. A. S. Mehagian, whose financial support made its construction possible. A grant from Mr. Stephen P. Mugar enabled the University to acquire a beautiful historic structure, subsequently named the Mugar Building, to honor the donor's parents.

In 1985, due to the civil war in Lebanon, the campus was moved to the Petania center in Mar Mikhael and classes continued without interruption. In 1987 the campus moved to larger premises at the Christian Medical Center in the Ashrafieh district. On March 27, 1996, the Board of Managers decided that the University should return to its original campus on Rue Mexique, Kantari. On February 16, 1997, the renovation of the former campus began. On October 6, 1997, classes resumed in the renovated and revitalized Kantari campus to the delight of students and the community at large.

Early in July 2001 the construction of a fourth building on the Mugar property began; it has a media center, a board room, and faculty offices. This new facility became operational in October 2001, and was later named the Aharonian Building.

To accommodate the growth witnessed by the University, an agreement was reached in September 2003, with the Board of the Armenian Evangelical First Church, which allowed Haigazian University to use all the seven floors of the south wing of the Armenian Evangelical College adjacent to the University. A year later, in August 2004, a new piece of property was purchased on the May Ziadeh Street (parallel to Mexique Street on which the University operates). The plot includes a 6-floor Heritage Building which now hosts seminar rooms, administrative and academic sections. The Heritage Building, which enriches the cultural identity of the neighborhood, was inaugurated on April 9, 2010.

Empowered by its authorization from the Ministry of Culture and Higher Education to offer graduate programs in 1995, the Institution has since started four Masters programs: Educational Administration and Supervision, General Psychology, Clinical Psychology and Master of Business Administration. Throughout its sixty-one years of service, the University has contributed to the development of young active and able human resources for Lebanon, and the larger world .

Accreditation

According to the decree of the Ministry of Education of Lebanon number 3991/3, Haigazian University was recognized as an institution of higher learning on March 25, 1966, and according to decree number 1152/70 issued on May 17, 1971, the B.A. and B.S. degrees were recognized to be equivalent to the licence granted by the Lebanese University. The same decree recognized the Normal Diploma as a University Certificate for Elementary and Secondary School Teachers. According to decree number 9657 of the Ministry of Culture and Higher Education, dated December 28, 1996, the Institution is authorized to offer several graduate programs at the master's level.

The University is a member of the Association of American International Colleges and Universities. This association comprises a number of distinct, university-level institutions in Europe and the Middle East, which follow the American system of higher education with its transferable course credits and semester units. They offer curricula which are cross-cultural in content and international in perspective.

Haigazian University has signed a cooperative agreement with the following institutions:

1. American College of Greece
2. American University in Cairo
3. American University of Beirut
4. Franklin College, Switzerland
5. Institute for American Universities, France
6. Lebanese American University, Beirut
7. American International University in London, Richmond College
8. American University in Bulgaria
9. American University of Paris
10. John Cabot University, Italy
11. University of La Verne, Athens
12. Saint Louis University, Spain
13. American University of Armenia
14. American University of Sharjah
15. American University, Central Asia
16. The Lebanese University
17. Yerevan State University

Vision

Haigazian University aspires to be the institution of choice for students of diverse backgrounds seeking a personalized, quality academic experience that prepares them to serve in their respective communities and society at large.

Mission

Inspired by the Armenian Evangelical heritage and following the American liberal arts educational model, Haigazian University's mission is to promote academic excellence.

Academic Excellence

- The University promotes academic excellence and prepares its graduates to face 21st century challenges in a global context.
- The University provides quality, personalized education for undergraduate and graduate students. The curriculum incorporates critical thinking as well as knowledge and skills in the use of information technology, encouraging research and life-long learning.

Values, Ethics, and Leadership

- The University creates an environment of trust, respect, and non-discrimination. It encourages cultural and religious diversity and promotes respect for the individual. Personal integrity and ethical conduct are integral values in all domains of its endeavors.
- Haigazian University emphasizes leadership development to its students in their fields, and in the broader communities that they serve.

Heritage and Tradition

- As a Lebanese institution, University's mission is informed by a variety of enriching traditions. With its roots in the Armenian Evangelical heritage, which promotes a harmony of faith and learning, and its Armenian Diaspora experience, which testifies to resilience and progress, the University strives to disseminate and promote knowledge about Armenian civilization and heritage.
- The life of the University reflects the rich, cosmopolitan, and pluralistic society of Lebanon. It promotes dialogue, harmony, and integration among all sectors of the Lebanese community.

HAIGAZIAN ALMA MATER

Alma Mater Haigazian,
Thou the cradle of our dreams,
By the shade of Cedar trees,
From the Araradian fields,
We salute thee, Alma Mater
Our beloved Haigazian

*You gave us Truth, you set us Free
Showed the way to Eternity
You taught us all, true Leadership
Is Service of God Almighty*

Faithfully with us you bore
Sorrow, pain and scars of war
Like the Phoenix you will soar
Stronger, fairer than before
We Hail thee, O Alma Mater
Our beloved Haigazian

*You gave us Truth, You set us Free
Showed the way to Eternity
You taught us all, true Leadership
Is Service of God Almighty*

Here we stand, and pledge to thee,
Our true love and loyalty
And to all Humanity
Service with integrity
We thank thee, O Alma Mater
Our beloved Haigazian

*You gave us Truth, You set us Free
Showed the way to Eternity
You taught us all, true Leadership
Is Service of God Almighty*

*Composed by Rev. Nerses Balabanian
Words by Dr. Arda Ekmekji*

ADMISSIONS INFORMATION

Registrar: Anahid Fermanian, B.A.

UNDERGRADUATE

Enrollment Policy

The goal of Haigazian University is to provide maximum opportunities for educational, professional, and personal growth; therefore, the student's goals and objectives are considered first in evaluating applicants for admission. Consideration will be given to previous formal educational experience as well as to the student's potential to succeed in a challenging academic program.

Haigazian University seeks students who are creative, motivated, self-disciplined, and committed to learning. In keeping with the above philosophy, the admission decision is based on the chosen academic course of study, a good academic record, character recommendation, and entrance examination results.

Following an evaluation of the application, students may be granted admission to the University in one of the following two categories: Regular Admission or Probationary Admission.

Students who are accepted for admission must enroll in courses within two semesters of their acceptance date. Students must abide by the requirements of the semester in which they register, as they appear in the current university catalog.

Application Dates

The final dates for submitting applications for admission and re-admission are:

- March 30 for the Fall semester.
- November 30 for the Spring semester.

Applications received after these dates will be considered only on availability of space.

Application Procedures

All applicants must fill out a formal application form for admission, which is provided at the Admissions Office of the University or downloaded from the University Website. The application form, along with all required documents, must be submitted to the Admissions Office. Only candidates who have presented their complete records and have fulfilled the requirements set out

below are considered by the Admissions Committee. When all necessary documents have been submitted and reviewed, applicants are informed of their admission status by a formal letter. A list of accepted students is posted on the Admissions page of the University Website.

Records

Applications for admission will be considered and answered only after all of the following items have been submitted by the student:

- 1- A photocopy of identity card or passport;
- 2- Two recent passport-size pictures;
- 3- The grades of the last three years of secondary school on the recommendation form provided with the application. The recommendation form must be sent or presented with the application to the Admissions Office in a signed and sealed envelope;
4. A certified copy of the certificate received upon completion of secondary education;
- 5- A certified copy of the equivalence of the Lebanese Baccalaureate for Lebanese students holding foreign official certificates;
- 6- An official transcript of all previous university work;
- 7- A certified copy of University Degree;
- 8- Permission to join the Freshman class from the Lebanese Ministry of Education for candidates who have followed a foreign program;
- 9- An application fee (not refundable) or Renewal of application and re-admission fee (not refundable).

Accepted or rejected applicants may not reclaim any of the documents presented.

Admission Requirements

English Proficiency Requirements

1- English Examinations: All candidates must demonstrate proficiency in English by taking one of the following exams:

- G.C.E. examinations;
- The Institutional TOEFL (Test of English as a Foreign Language), valid for one year;
- The Internet-Based TOEFL (iBT, institutional code: 4278), valid for two years;
- SAT I (institutional code 0106), valid for two years;
- The International English Language Testing System (IELTS), valid for two years.

The students' scores in these examinations determine their level of English proficiency. Students register for English courses at the University or take the English Placement Test according to the following chart:

Paper-based TOEFL	i-BT	IELTS	SAT I - Writing & Language	English Language G.C.E.	English Level
450 - 499	45 - 60	4 - 4.5	18 - 20	-	ENG 000
500 - 524	61 - 70	5	21	-	ENG 001
525 - 549	71 - 78	5.5	22 - 25	C	ENG 101
550 - 574	79 - 89	6	26 - 27	B	ENG 102
>=575	>=90	>=6.5	>=28	A	Placement Test

Students in the following categories are exempt from this requirement:

- a. Special students who plan to take only courses which are not taught in English;
- b. Auditors.

2- Re-examination: Candidates who wish to repeat the Institutional TOEFL exam may do so after an interval of 30 days from the previous exam date. English Proficiency exam results presented after the enrollment of the student in the University are not taken into consideration.

3- English Placement Test: New students will be eligible to sit for the English Placement Test given by the English Department at Haigazian University according to the above chart. Depending on the student's performance on the English Placement Test, the English level of the student will be decided. The English Placement Test is valid for one year only.

Admission Requirements for the Freshman Class

1- Admission by Official Secondary Certificates: All holders of Official Secondary Certificates recognized by the Lebanese Ministry of Education are eligible to apply for admission to the Freshman or Sophomore class.

2- Admission for High School Diploma-holders: Diplomas from high schools based on twelve years of schooling and recognized by the Lebanese Ministry of Education are valid for admission to the Freshman class. All applicants to the Freshman class, Lebanese or non-Lebanese, who have followed a foreign program and hold a high school diploma, must obtain from the Equivalence Committee of the Lebanese Ministry of Education, an official statement of permission allowing them to pursue higher education. They should also take the

SAT I and three SAT II subject tests. This permission and the SAT I and SAT II tests must be taken prior to enrollment in the Freshman class. The SAT II test can be taken during the Freshman year. The total score of SAT I and SAT II must be at least 2,150 points for Freshman Arts and 2,300 points for Freshman Science. Freshman students are not promoted to the sophomore class before completing SAT I and SAT II requirement.

The subjects required for SAT II tests are as follows:

For admission to Freshman Arts:

Mathematics I or IC
Any other two subjects

For admission to Freshman Science:

Mathematics IIC
Two science subjects from Biology, Chemistry, or Physics

Admission Requirements for the Sophomore Class

Holders of the following official certificates are eligible to apply for admission to the Sophomore class:

- One of the four types of the *Lebanese Baccalaureate*:
 - General Science
 - Life Science
 - Economics and Sociology
 - Literature and Humanities
- The *Lebanese Technical Baccalaureate*;
- The *French Baccalaureate* ;
- The *International Baccalaureate* (if equivalent to the Lebanese Baccalaureate);
- The German Abitur ;
- The London G.C.E./The Oxford-Cambridge Higher School Certificate.

Holders of The London G.C.E./The Oxford-Cambridge Higher School Certificate should have succeeded in at least five subjects at ordinary level, and at least two subjects at advanced level or four advanced supplementary subjects excluding languages.

Lebanese students holding official certificates equivalent to the Lebanese Baccalaureate must present an official equivalence from the Ministry of Education.

Note:

Holders of Baccalaureate part II in Socioeconomics and Humanities are eligible for admission to the Sophomore Arts. Holders of Baccalaureate part II in Socioeconomics may be admitted to the Sophomore Science upon completion of the following freshman courses:

- *Mathematics and Computer Science majors – PHY 102 and MAT 102*
- *Medical Laboratory Sciences majors – CHY 101 and CHY 102*
- *Biology majors – CHY 101, CHY 102 and MAT 102*

Holders of Technical Baccalaureate are required to fulfill the Freshman requirements set by the Lebanese Ministry of Higher Education.

Students in the Faculty of Business Administration and Economics who are holders of Technical Baccalaureate or Lebanese Baccalaureate Part II in Humanities and Literature or its equivalent are required to take MAT 104.

Students in the Education, Psychology, and Social Work departments who are holders of Lebanese Baccalaureate Part II in Socio Economics or Humanities and Literature or their equivalent are required to take MAT 100.

Advanced Status

Candidates may have academic preparation which qualifies them to attain advanced standing in a subject. These candidates may petition the Admissions Committee for transfer of credit or exemption from requirements in that subject.

Transfer from Recognized Universities

Candidates for admission with advanced standing must present an official transcript of all university work. Candidates' academic record will be evaluated by the Academic Standing Committee on condition that the candidates meet Haigazian University admission requirements before their admission to the institution from which they are transferring. All transfer students must pass one of the English examinations accepted by Haigazian University. Applicants who have successfully completed one year of university work (30 credits) and meet the English language proficiency requirements of Haigazian University are exempted from these English examinations.

Students may receive credit for courses which are considered comparable to the courses offered at Haigazian University. They are required to submit the syllabi of the courses for which they expect to receive credit for with the application form to the Admissions Office. No consideration for transfer credits will be given once the student has enrolled at Haigazian University. Only credits are transferred from other universities. The grades are not transferable. No work done at other institutions after admission to Haigazian University will be considered for transfer credit, unless there is approval in advance by the Registrar. Students should ask the Registrar about transfer of credits to their Haigazian University record for work done elsewhere. All arrangements for credit must be completed before taking the course at another institution.

Cross Registration

The University has cross-registration articulations with the Near East School of Theology, the American University of Beirut, Balamand University, The Lebanese American University, Middle East University, and Notre Dame University. Courses taken outside Haigazian University under this program must be approved in advance by the Registrar. They will count as Haigazian courses on the student's record, but they cannot be counted toward fulfillment of the Haigazian residency requirements.

The following regulations apply:

- 1- Only full-time students will be permitted to cross-register.
- 2- No student should cross-register for a course which is offered at Haigazian University, or which will be offered at a time when the student can conveniently take it.
- 3- Students should not cross-register during their first semester at Haigazian University.
- 4- At least half the credits taken in a semester must be at Haigazian University.
- 5- No student on academic probation may cross-register for any course.
- 6- Students may cross-register for a course only if their major average at Haigazian University is at least 70.
- 7- Students will not be permitted to take elective courses by cross-registration if there are required courses they can take at Haigazian University.
- 8- Students may cross-register for elective courses only when suitable elective courses are not available at Haigazian University.
- 9- Students may cross-register for certain courses, upon the recommendation of their advisors, if the course is not offered at Haigazian University during the semester at the end of which the student is expected to graduate. Summer session is not considered a regular semester.
- 10- Students may be required to cross-register for certain courses which Haigazian University is unable to offer. In such cases, the restrictions on cross-registration stated above will not apply.
- 11- Students will be expected to pay the difference in fees if they are advised to cross-register; if students are obliged by the University to cross-register, the University will pay the difference. The authority to make this distinction in individual cases lies with the Registrar.

Categories of Students

Full Time Students

To be considered a full time student, a student must register to a minimum of 12 credit hours each semester.

Special Students

Special students are not candidates for a degree from Haigazian University. Admission of special students normally requires the completion of secondary school and the passing of the English Proficiency Test. Students who wish to enroll in courses not taught in English are exempted from the English Proficiency Test by the Admissions Committee. However, if the course in which a student wishes to enroll has a prerequisite, this requirement should be met first.

Any change of status (Special to Regular) will be made by a petition to the Admissions Committee. Credit for courses taken prior to change of status will count toward a degree only by the approval of the Admissions Committee, on condition that the student has fulfilled the admission requirements of the University at the time of admission as a special student.

Part Time Students

Working adults, over 25 years old, who are seeking a degree, may apply as part time students and register for two or more courses per semester. They are required to complete the admission requirements of the University, and must complete all graduation requirements within seven calendar years. Students who need less than 12 credits to complete their graduation requirements and those who are granted special permission by the Academic Standing Committee are also considered part-time students. Special permission is usually granted to students who are facing health or family problems which may affect their performance.

Auditors

Auditors are admitted to attend courses upon presentation of a special application for auditors and upon obtaining the permission of the Registrar and the Chair. Auditors must present evidence that they have completed secondary school, but this requirement may be waived by the Admissions Committee if the student has intellectual maturity and has been working for a number of years. Since the University does not recognize auditors as regular students, they should not take examinations. It is not allowed to audit laboratory, practicum, internship, observation, and seminar courses. Auditors do not receive credit for auditing a course and audited courses do not appear on transcripts. Auditors may receive a certificate of registration.

Transcripts and Certificates

Official academic transcripts will be issued at a student's request. Copies given to a student will be marked as such. Students are advised to have transcripts sent directly to institutions requiring them. Most institutions will accept only a transcript which is mailed directly by the issuing college or university.

Other certificates and letters of recommendation will be issued at the request of a student in accordance with the University policy pertaining to the document required. All certificates must be requested at least one week in advance.

Documents are issued only to the student concerned or to the person authorized by the student to request and collect information on his/her behalf.

All graduates are entitled to a free copy of official transcript of record and a certified copy of their degree

Re-admission

Students who withdraw from the University voluntarily and wish to return will be readmitted into the same major as pursued at the time of withdrawal unless change of major is requested. The Request for Re-admission must be submitted to the Registrar's Office at the date assigned for new students to submit applications. Readmitted students should follow the new program.

Reactivation of Application

Applicants who have been admitted but do not join Haigazian University in their admitted semester, can reactivate their application in the following semester by filling the Reactivation of Accepted Application form.

Renewal of Application

Applicants who have not been admitted and would like to renew their application within a period of four semesters from the date of the initial application, may do so by filling the Renewal of Application form and paying the application fee.

Acceptance on Probationary Basis

Students accepted on probation will be admitted for one or two semesters. They will be informed of the conditions required to remove the probation. The Student will enroll in 4 courses (15 credits or less) and must obtain a minimum average of 70 to remove probation.

FINANCIAL INFORMATION

Tuition and Fees

Being a non-profit institution of higher learning, Haigazian University aspires to offer quality education at a fair and affordable price. The following list of tuition and fees reflects this orientation.

All charges and fees are subject to change, and the University reserves the right to make adjustments accordingly. The tuition charged will always be at the rate which is current for the program in which the student is enrolled, regardless of the course number.

Students must complete their financial arrangements no later than the beginning of each term. Tuition and other fees are due and payable at the time of registration and before the end of the semester. All relevant fees are applicable to graduate students.

All new and/or returning students may apply to pay their tuitions in installments. If approved the student has to read and sign the form "Request for payment by installment, a Declaration and Undertaking". The dates of the installments are predetermined and payments should be done prior to the due date to avoid a penalty fee of LBP 10,000 /day.

NB. The financial information below does not apply to the Center for Continuing Education programs.

UNDERGRADUATE TUITION AND FEES ACADEMIC YEAR 2018 - 2019

Tuition	L.L.
Per credit hour	446,000
Auditors per credit hour.....	223,000
Intensive English 001.....	2,175,000
Intensive English 000.....	3,250,000
Fees	
Application for Admission and Readmission (not refundable).....	100,000
Registration for new and readmitted students, not to be credited against tuition and fees (not refundable).....	100,000
Reservation Fee (per semester) for continuing students, to be credited against tuition and fees (not refundable).....	100,000
Reservation Fee for new students, to be credited against tuition and fees (not refundable).....	1,340,000
Late Registration.....	100,000
Late Tuition Payment.....	10,000/day
Installment Fees (irreversible).....	1% on 2 installments; 2% on 3 installments
Government Medical Insurance (Required of Lebanese students only)*..	202,500
Personal Accident Coverage/Medical Health Insurance*.....	46,000/127,000

**The rates are subject to change without prior notice*

Medical Check-up for new students.....	100,000
Deposit (to be refunded when students leave the University, provided a request is made within 365 days).....	300,000
Orientation Course Fee	50,000
Orientation Course Repetition Fee	446,000
IT Services (per semester).....	100,000
Yearbook	75,000
Diploma.....	200,000
Normal Diploma.....	100,000
Official Transcript	10,000
Student Copy of Transcript.....	5,000
Certificate.....	5,000
Duplicate Key/ID Card.....	5,000
Catalog Fee (duplicate copy).....	10,000
Degree Certification (three copies).....	5,000
Change of Major/Emphasis, Declaration, Addition, or Removal of Minor/NDP.....	100,000
Student Housing Rates:	
Single Bed Room	3,958,000/semester.....1,583,000/summer session
Double Bed Room	3,166,000/semester.....1,267,000/summer session
Triple Bed Room	2,375,000/semester

Refund of Tuition and Fees

Students who have to withdraw from the University for justifiable reasons during the first four weeks of the semester are eligible for a tuition refund according to the following information.

Withdrawal

In the event a student withdraws from the University after registration, the following schedule will be applied, for the fall and spring semesters:

During first and second week of classes: 100 percent refund of tuition and fees.
During third and fourth week of classes: 50 percent refund of tuition and fees.

If students have received or had their accounts credited with financial aid funds for the semester, these funds will be returned to the appropriate aid funds before any refunds are made to the students. Students who are dismissed or requested to withdraw from the University are subject to the same policies.

Refunds are not made for the summer session.

Students who have pre-registered but fail to complete their registration or attend classes within the first two weeks of the semester shall be dropped from the University enrollment list for that particular semester.

Delinquent Payment of Tuition

If any student or former student is delinquent in the payment of any promissory note given for payment of any tuition, costs, or fees, Haigazian University reserves the right to prevent him/her from attending classes or enrolling in the next semester and to refuse a diploma or a transcript. Financial holds are placed on the transcripts of students with delinquent accounts, and no transcripts or diplomas will be issued to such students until the holds have been removed. Such students will be reinstated, will receive their grades, and have the financial holds removed only when their bills have been paid.

Financial Aid

Haigazian University makes higher education possible for qualified men and women by means of a variety of financial assistance programs. Financial assistance is usually provided to students who qualify on the basis of academic achievement and demonstrated need. Financial aid is granted annually to regular full-time students. A new application must be submitted each year to the Financial Aid Committee. As a general rule, unrestricted financial aid will not be available to Freshman students.

The total financial aid award cannot exceed the student's total education expenses as determined by Haigazian University. Recipients of financial aid must remain in good academic standing and maintain normal progress. This implies that a student who is on academic or disciplinary probation will not receive financial aid for the following year. Financial aid recipients are not generally allowed to withdraw from courses. If, for exceptional reasons, they are permitted to withdraw, the full tuition of that specific course must be paid, when repeated. The same policy holds for a student who fails in a course. The total amount of financial aid granted is limited to the total number of credits for the originally declared major. If there is a need to change major, up to an additional 12 credits will be included.

The work program requires that students receiving financial aid from the University be assigned duties in laboratories, libraries, offices, or other University related positions, for several hours each week. The number of hours assigned to each student is proportional to the amount of financial aid granted to the student by the University.

Most of the aid offered is based on financial need. However, some scholarships recognize academic achievement without taking financial need into consideration. All documents related to financial aid renewal for returning students for the Fall Semester must be submitted to the Financial Aid Office by April 30 and for the Spring Semester by November 30. Documents related to new student applications for the Fall Semester must be submitted by March 31 and for the Spring Semester by November 30.

Returning students can expect to receive a response to their applications by June 30 and new students by May 15. Applications for financial aid received after the designated date will be considered late and will be served only as the remaining funds allow.

Types of Funds

A- Academic Scholarships are given to students of high academic achievement:

1. President's Scholarships of 30% of the following semester's tuition are awarded to full-time students who achieve a semester average of 90 or above. This is restricted to a maximum of 15 credits.
2. Dean's Scholarships of 25% of the following semester's tuition are awarded to full-time students who achieve a semester average of 85 to 89.9. This is restricted to a maximum of 15 credits.
3. Full Merit Scholarships of 100% of tuition are awarded to new applicants with outstanding academic performance following a highly selective process.
4. Merit Scholarships of 50% and 25% of tuition are awarded to new applicants with outstanding academic performance.

B- Restricted Financial Aid is granted to students who meet the qualifications specified by donors.

1. Armenology majors may be awarded up to 85% of their tuition if they show evidence of academic achievement and financial need, maintain an average of 80 in their major, and participate in the cultural activities of the University.
2. Education, Social Work, and English plus Normal Diploma majors may be awarded up to 70% of their tuition if they show evidence of financial need and maintain good academic standing.
3. Students in all other majors may qualify for a limited amount of financial aid if they demonstrate academic achievement and financial need.
4. All Pre-Master of Divinity and four Christian Education candidates who are endorsed by the Union of the Armenian Evangelical Churches in the Near East may receive full tuition scholarships for courses taken at Haigazian University. This financial aid excludes the Registration, Yearbook, Deposit, and Diploma fees.
5. Dependents of Armenian Evangelical Ministers may qualify for 100% financial aid to cover their tuition fees upon approval of their Financial Aid Application. This financial aid excludes the Registration, Yearbook, Deposit, and Diploma fees.
6. Children of full time faculty and staff at Haigazian University who are accepted as full-time undergraduate students and whose Faculty/Staff Dependent Discount Application is approved may qualify for 100% financial aid to cover their tuition. This financial aid excludes the Registration, Yearbook, Deposit, and Diploma fees.

C- Unrestricted Financial Aid is available to all students, except for Freshman students, who demonstrate academic achievement and financial need.

D- Athletic and Sports Scholarships are available to students who demonstrate good attitude, attendance, and athletic performance, and maintain a cumulative average of at least 70.

E- Scholarship for Graduate Studies is available for full time graduate students. The recipients are not expected to work in return. Thesis expenses are not included.

F- 50% Graduate Assistantships are provided on a very selective basis to full time graduate students. Graduate assistants are expected to work at their respective Department 10 hours per week, and need to maintain a cumulative average of 85% for the continuation of the assistantship. Thesis expenses are not included.

Sources of Restricted Financial Aid

The University has enjoyed the benevolence of many friends who have established endowments or perpetual funds of various amounts and of organizations that have supported the Financial Aid Program through their gifts. All funds are administered through the Financial Aid Committee of the University and the supporting organizations are kept informed of the recipients.

A . United States Agency for International Development (USAID)
Launched in the Academic Year 2007-2008, the fund was established to support the Financial Aid Program of the University and was concluded in Spring 2016.

B . Special Funds

1. The Armenian Education Endowment Fund: provides funds which come to the University through the United Church Board for World Ministries.
2. The Telfeyan Evangelical Scholarship Fund: provides funds through the United Church Board of World Ministries.
3. The Jack Akulian Fund.
4. The E.F. Albarian Fund.
5. The Santoukht and Yeghia Bakamjian Scholarship Fund.
6. The D. and R. Balikjian Scholarship Fund.
7. The Hrant Christopher Bardouny Scholarship Fund.
8. The George and Esther Barsoumian Memorial Fund.
9. The Sarkis Boghossian Scholarship Fund.
10. The Luther Bosnian Scholarship Fund.
11. The Dadour Dadourian Scholarship Fund.
12. The E.F. Gertmenian Scholarship Fund.
13. The Barkevouhi Gureghian Scholarship Fund.

14. The B. and Y. Hagopian Scholarship Fund.
15. The S. B. and Louise Janjigian Scholarship Fund.
16. The Martha Doodoo Jedidian Award.
17. The Armen K. and Mary D. Kalinian Scholarship Fund.
18. The Vartanoush and Garabed Karamanukian Scholarship Fund.
19. The A. Odian Kasparian E.F. Scholarship Fund.
20. The Dr. Mihran Kassabian Scholarship Fund.
21. The Puzant Levonian Award.
22. The Armen and Stephen Mangerian Scholarship Fund.
23. The Markarian/Verkuyl Scholarship Fund.
24. The John Markarian Fund of the Alumni Association.
25. The John Markarian Fund of the Eastern Committee.
26. The Edward and Helen Mardigian Fund.
27. The Leon Mehagian Fund.
28. The Stephen Philibosian Foundation Scholarship Fund.
29. The John Salibian Fund.
30. The E.F. Sanosian Fund.
31. The Lucy Souremian Estate.
32. The Rev. and Mrs. S.M. Rejebian Scholarship Fund.
33. The Armen Topjian Scholarship Fund.
34. The Daniel Wosgian Scholarship Fund.
35. The Sirpuhe and John Conte Foundation.
36. The ANAZIDA Scholarship Fund.
37. The Jean and Michele Simourian Fund.
38. The Turpanjian Scholarship Fund.
39. The John and Zevart Karagozian Memorial Scholarship Fund.
40. The Annenberg Foundation.
41. The Hagop Terjimanian Fund.

C . Perpetual Funds

1. The Vatche Barsoumian Scholarship Fund.
2. The Haig Berberian Family Scholarship Fund.
3. The Rev. Barkev & Armine Darakjian Scholarship for Ministerial or Christian Education students.
4. The Dr. Puzant and Mrs. Beatrice Hadidian Scholarship Fund.
5. The Virginia Harikian Scholarship Fund.
6. The Samuel Hekemian Family Endowment Scholarship Fund.
7. The Robert Hekemian Family Endowment Scholarship Fund.
8. The Loutfic and Romilda Jivelekian Scholarship Fund.
9. The Arousiag Joy Kassouny Scholarship Fund. The annual scholarship is to be given to an Arab student, preferably from Bedouin origin, in gratitude to Bedouins who shielded Joy from death.
10. The Dr. Edward and Mrs. Grace Kavjian Scholarship Fund.
11. The John and Pauline Khanjian Scholarship Fund.
12. The Rendel and Evelyn Levonian Scholarship Fund.
13. The Alex Manoogian Scholarship Fund.
14. The Charlotte and Elise Merdian Scholarship Fund.

15. The Digran and Flora Sarkissian Scholarship Fund.
16. The Joseph H. Jr. and Joyce Stein Scholarship Fund.
17. The Vergine Avedis Tchakejian Scholarship Fund.
18. The Garbis and Lucy Tutunjian Scholarship Fund.
19. The Armen and Salpi Haroutunian Fund.

D . Future Armenian Leadership Fund (FALF)

In November 2011, the Board of Trustees of Haigazian University established the Future Armenian Leadership Fund (FALF) for academically excellent and financially challenged Armenian students. This fund enables the University to award 50% or 100% merit scholarship to eligible students throughout their academic journey at HU, provided a cumulative average of at least 80% is maintained.

RIGHTS AND RESPONSIBILITIES

Rights

Freedom of Access

Haigazian University is open to applicants qualified according to the published admission policies and standards. Upon enrollment each student has access to all HU services and facilities to which he/she is entitled. Access may be denied to those who are not HU students.

Classroom Rights and Privileges

Instructors are expected to encourage open discussion and inquiry. Students may take reasoned exception to information offered in any course and should make judgments on matters through informed opinion.

Protection against Improper Disclosure

Students' views, political associations, and beliefs which are confided to instructors, advisors, and counselors during the performance of their duties are confidential.

Privacy Rights

No one outside HU may have access to, nor will HU disclose, any information from a student's educational or health record without the written consent of the student. Exceptions are HU personnel, officials of other institutions in which the student seeks to enroll, persons or organizations providing the student's financial aid, accrediting agencies carrying out their accreditation functions, persons in compliance with a judicial order, and persons in an emergency seeking to protect the health or safety of the student or other persons. Within the HU community, only members acting in the student's educational interest, individually or collectively, are allowed access to student educational records. These members include personnel from the offices of the President, the Dean, the Chief Financial Officer, the Registrar, Financial Aid, Admissions, and Academic Advising, as well as academic personnel within the limitations of their need to know.

Responsibilities

University Catalog

It is the responsibility of the student to be familiar with the information presented in this catalog and to know and observe all policies and procedures related to the program he/she is pursuing. Regulations will not be waived nor exceptions granted even if a student pleads ignorance of policies or procedures. Although academic advisors will assist students in every way possible, the responsibility for following all policies and meeting all requirements and deadlines rests with the student. A student is expected to satisfy the requirements of the catalog in effect at the time he/she is admitted and begins course work in a degree program. However, a student may elect to graduate under the catalog in force at the time of his/her graduation, provided the departmental chair approves

and the student complies with all requirements of the later catalog. New catalogs take effect on September 1 of the year published.

Class Attendance

Regular class attendance is expected of each student. Individual instructors are responsible for clarifying the policy of the University in the first session of the semester. The University allows students to miss a maximum of 6 class periods during a 3-credit course that meets three times a week, and 4 class periods during a 3-credit course that meets twice a week. The instructor has the right to limit the number of missed periods to less than 6 or 4, but he/she may not permit more. If a student misses sessions he/she will be warned by the instructor with a Notification of Excessive Absences. If the student misses more sessions than allowed by the instructor, then, his/her grade in the course will be recorded as XF and credit will not be given for the course.

Students should never assume that classes are dismissed or the University closed by relying on information other than official administrative notices.

The University allows no make-up examinations, except when the student presents an excuse to the instructor which the instructor finds acceptable.

Absence from final examinations is permissible only for a cause beyond the student's control. Normally, permission for such an absence must be secured in advance of the time of the examination. The instructor will assume responsibility for dealing with such requests.

Students who are absent from final examinations because of illness must present a medical report to the instructor before the grades for the semester are reported in order to be eligible to take a make-up examination. The grade for a student missing a final examination will be reported by the instructor as XF. This grade may be changed to either I or a numerical grade within ten days of the end of the examination period, if the student petitions to the Academic Standing Committee providing a medical report or any other supportive evidence required to justify the absence.

Classroom Conduct

Instructors are responsible for presenting appropriate material in courses, and students are responsible for learning the material. Although it is a student's academic performance that is evaluated in determining grades, student conduct is important in the academic setting. Enrollment in a class may be terminated due to unsatisfactory student conduct, undue disrespect toward an instructor or administrator, or academic dishonesty. Each student is responsible for maintaining the standards of academic performance established for each course in which he/she is enrolled.

Academic Honesty

Plagiarism is the passing on the ideas of others without acknowledgment or change. It involves the taking of personal credit for work done by others, (cheating) or citing literature without mentioning the source, the author and the

year. Even when the information is completely paraphrased, one still needs to acknowledge the original source. Since Plagiarism is an ethical academic offence, any evidence of it shall entail a failing grade and eventual dismissal from the University.

Each student is responsible for performing academic tasks in such a way that honesty is not in question. Unless an exception is specifically defined by an instructor, students are expected to maintain the following standards of integrity:

1. All tests, term papers, oral and written assignments, and recitations are to be the work of the student presenting the material.
2. Any use of wording, ideas, or findings of other persons, writers, or researchers requires the explicit citation of the source; use of the exact wording requires a “quotation” format.
3. Deliberately supplying material to a student for purposes of plagiarism is also culpable.

A faculty member who has proof that academic honesty has been violated may take appropriate disciplinary action, including not granting credit for the course. If a faculty member has reason to suspect academic dishonesty but is unable to prove it, he/she may require additional and/or revised work from the student. A faculty member shall bring to the attention of the Dean all violations of academic honesty. The Dean may place on probation, suspend, or expel any student who violates the academic honesty policy.

Behavior Standards

The use or possession of alcoholic beverages, illegal drugs, explosives, fireworks, and other dangerous substances is prohibited on HU property except by authorized personnel.

Smoking is prohibited in all of the areas within the University campus. This includes common work areas, classrooms, offices, conference and meeting rooms, hallways, basements, roofs, cafeteria, restrooms, as well as other enclosed facilities, in addition to the courtyards and the gardens all across the campus. There are outdoor areas in the campus designated for smoking.

Sexual, Racial, or Ethnic Harassment

Haigazian University is committed to maintaining an environment free of harassment for students, faculty, and staff. Consequently, sexual, racial, or ethnic harassment of HU students or employees is unacceptable and will not be tolerated.

General Principles

Haigazian University stresses not only academic and career preparation but also values and character development. In order to preserve the quality of education, HU expects all students to conform voluntarily to the established rules, regulations, and social orders and to conduct themselves at all times and in all places in a manner befitting student status. HU is not a law enforcement agency but expects all its students, whether as individuals or groups, to obey all civil

laws. Violators will not be immune from prosecution under these laws.

The primary objective of establishing disciplinary standards is to maintain an appropriate level of conduct in the academic community. Fairness, justice, and due process of law are required in the juridical process. HU judicial procedures permit members of the University community to register complaints against individuals or groups with the Dean or Registrar. Students found in violation of institutional regulations shall be informed of their right to due process. If a student chooses not to accept a decision made at a lower level of the judicial process, that student may appeal as outlined below. A student under disciplinary action has the right to be present on campus and to attend classes until suspended or expelled.

Violations of HU conduct regulations are normally handled in a formal hearing before the Discipline and Conduct Board. Situations requiring such action include violations of HU's drug, alcohol, and sexual behavior policies as well as incidents of violence threatening the safety of an employee or other member of the campus community.

Appeals Procedures on Academic Matters

A student may appeal final grades, academic honesty decisions, and most policy decisions. Appeals on academic honesty decisions begin with the instructor and then may be taken in turn to the department chair and Dean.

A student or a faculty member may appeal a final grade to the Registrar who in turn will follow university procedures to investigate and obtain the approvals of the concerned parties.

Appeals must be made in writing on the appropriate appeals form. All appeals must be made in a timely manner, generally within four weeks of the action or decision in question.

Appeals Procedures for Social Conduct Violations

Appeals against the Discipline and Conduct Board decisions must be made in writing within five working days to the appropriate Dean.

STUDENT RESOURCES AND FACILITIES

Student Life

The Student Life Department aspires to assist students to develop emotionally, socially, have balanced growth, study well, and optimize their student days. The Student Life Department is the nerve center of student well-being, the beehive of student Co-curricular activities, and the coordination center of all on- and off campus student activities.

The Student Life Committee (SLC) is an advisory body consisting of representatives of the activity clubs, the societies, and the sports teams, the Student Life staff, and the recorder. The SLC plans, coordinates, and supervises student Co-curricular activities. The approval of the SLC must be obtained for any student activities on campus. The SLC meets on a weekly basis.

The SLC aims at:

- 1- Enhancing Co-curricular activities that promote personal growth in a democratic atmosphere of freedom, tolerance and mutual respect.
- 2- Fostering teamwork and consensus in the organization and execution of authorized activities.
- 3- Improving the students' social skills and managerial abilities.
- 4- Enriching students' experience of cooperation and responsibility.
- 5- Channeling students' interests and enthusiasm towards community service and self-growth.
- 6- Safeguarding the healthy, creative and friendly atmosphere prevailing at HU.
- 7- Backing the launching of new activity clubs.

Co-Curricular Activities

Co-curricular activities give students the opportunity to simulate real-life experiences, socialize, organize events, and work in teams within areas of interest, which are not necessarily academic.

Activity clubs are formed on the basis of students' choices within the established rules and regulations of HU (See the Student Handbook). Every club/society is comprised of a chairperson, a representative, a secretary, an advertiser, an accountant and consultants. All members of any activity group bear the duty of carrying a certain portion of the work to be done to carry out a planned activity. Co-curricular activities are enriched by several recreational facilities such as the multi-purpose Roof Sports Hall, the Music Room, the Cafeteria, the Student Lounge, the Arts & Crafts Hall, the Student Life Committee Meeting Hall, the

meeting rooms, the Media Center, the Auditorium, the Mugar Court with an adjacent garden, and off-campus athletic facilities (pools, fields and courts) for athletic activities.

Among the traditional Co-curricular activities are inter-university and inter-departmental sports contests; street basket, chess, tennis and table tennis championships; on-and off-campus overnight workshops, Town and Departmental Halls, Orientation Day, outings, the Christmas party, field trips, camping, excursions, the dance and theater public performances, photo and painting exhibitions, the End-of-Year celebration, and Awards Day.

Current Co-curricular activity groups and societies include the Actors Club, the Art Club, the Computer Science Students Society (CS3), the Dance Club, the Desert Streams Club, the English Society, the Environmental Club, the Focus Club, the Haigazian Herald Club, the Photography Club, the Heritage Club, the Haigazian University Business Society (HUBS), the Music Club, the Natural Science Student Society (NSSS), the English Students Society, the Political Science Students Society, the Seniors Society, the Social and Behavioral Sciences Society, the Social Activities Club, the UNESCO Club, the X-Treme Team, and the Women's Movement Club.

Sports Activities

The University sports activities revolve around extensive training sessions, intramural and inter-university friendly games and leagues, activities abroad, and training camps. All sports activities are under the supervision of the Sports Coordinator.

Current sports teams include the men's and women's basketball teams, the chess club, the extreme sports club, the men's and women's futsal teams, the martial arts club, the table tennis team, and the tennis club.

Athletic Scholarships: Every semester athletic scholarships are offered to the best athlete-students who demonstrate good attitude, attendance and performance and maintain a cumulative average of 70 or above.

Sports Scholarship: A sports scholarship of up to 50% is allocated to a new professional athlete who is a new applicant to the University.

Co-curricular Activity Clubs

Actors Club - The club cultivates and develops acting talents; it helps students experience acting in plays staged in public under the supervision of a professional director.

Art Club - Talent, creativity, productivity, and achievement are terms that define the Art Club at Haigazian University. The club is dedicated to arts, crafts,

and design; the club members experiment with creative artwork by using simple, ordinary materials under the supervision of a professional art teacher and end up in a public group exhibition.

Computer Science Students Society (CS3) - The society represents the Computer Science Department students. It brings together all Computer Science students for mutual, professional, social and intellectual benefits through assisting and advising students. It advances the Computer Science students' interests through preparing seminars, lectures and project exhibitions.

Dance Club - It is a club where several student groups train with different instructors for various types and styles of dances that are staged off campus in a huge annual public performance.

Desert Streams Club - A caring philanthropic group that plans, organizes and implements charitable activities for the needy. Through humanitarian deeds the club inspires others towards a better and brighter future by helping them pass through difficult moments in life.

English Society - The society represents the English Department students. It brings together all English Department students for mutual, professional, social and intellectual benefits through assisting and advising students. It advances their interests through preparing seminars and lectures.

Environmental Club - The club is dedicated to environmental issues. It disseminates awareness on and explores the greenhouse effect, creates occasions to improve the environment through activities such as planting trees, beautifying the HU campus, cleaning the seashore and supporting other environmental groups. The club organizes hiking, camping, and recycling activities, as well as visiting nature reserves and parks.

Focus Club - This group of students is in charge of publishing the University yearbook, Focus. In consultation with the Student Life Department, the club plans and produces the yearbook.

The Haigazian Herald Club - The club is in charge of The Haigazian Herald, the student newspaper, which is a bimonthly publication.

Heritage Club - The Club is dedicated to past and present cultural, national and historical legacies. It organizes lectures, commemorative events, exhibitions, trips and visits that help enhance national awareness and promote multiculturalism within the student body.

HU Business Society (HUBS) - The society represents the student body in the Faculty of Business Administration and Economics. It brings together all Business students for mutual, professional, social and intellectual benefits through academic assistance and advising. It advances the Business students' interests through organizing seminars and lectures.

Music Club - The Club includes the Classical group and the Rock band. The Classical group performs twice a year in the University Auditorium. They play violin, flute, piano, cello and guitar. The Rock band performs during the Awards

Day and other HU student social gatherings and functions.

Natural Science Student Society (NSSS) - The society represents the Natural Science Department students. It brings together all Natural Science students for mutual, professional, social and intellectual benefits through assisting and advising students. It advances the Natural Science students' interests through organizing seminars and lectures.

Photography Club - This group of students is in charge of providing the photos for the University yearbook, Focus, the student newspaper, The Haigazian Herald and the student IDs. The Club meets on a weekly basis to learn the art and techniques of photography.

Political Science Students' Society - The society represents the Political Science Department students. It brings together all Political Science Department students for mutual, professional, social and intellectual benefits through assisting and advising students. It advances their interests through preparing seminars and lectures.

SBSS - Social and Behavioral Sciences Society - The SBS Society represents the student body majoring in any of the fields of specialization within the SBS Department: Psychology, Social work, Education, and Early Childhood Education.

Seniors Society - This is a forum where seniors meet, socialize and promote their interests. They establish tighter links among the seniors, the HU family and alumni, help seniors seek jobs, and organize the graduation banquet.

Social Activities Club - The club enriches the social life of HU through rally papers, games, contests, and social gatherings. It introduces students to the unique atmosphere and spirit of HU, helps students integrate into the HU community, and shares the pleasure of togetherness through Christmas, Halloween, and end-of-year parties and games.

UNESCO Club - The team is dedicated to spreading awareness on different issues in our society. Its members believe in creating a society built on human relations through social, cultural, and educational activities.

X-Treme Team - The team tests its members' skills, endurance, and wits to the limit, organizes extreme hiking, camping, rafting, and other exciting activities, and participates in inter-university championships.

Awards

To give impetus to the activity clubs, awards are presented at the end of every academic year: Furthermore, the contribution of a selected number of graduating class students to the Student Life is acknowledged at a reception given by the University President to them and their parents.

Facilities and Services

Counseling - The Counseling Center at Haigazian University is located on the second floor (room 201) of the College Building. The main task of this center is to facilitate students' educational, social and personal development through the offering of a variety of counseling services to individual students and groups. The counselor can help students in areas of decision-making, problem solution, crisis intervention, college adjustment and many others. More specifically, the counselor can discuss future careers, major-related issues, academic concerns, time management problems, personal matters, relational concerns, and educational as well as other important concerns. All the counseling services are offered in a nonjudgmental and strictly confidential environment. None of the information shared during the counseling or consultation sessions is shared with any other individual.

Telephone, Fax, and Mail Services - Students can call, fax, and send personal mail through the receptionist's office on the ground floor of the Philibosian Student Center. Every student is entitled to a private mailbox through which he/she can receive administrative, local and foreign mail. To receive mail, students should add their mailbox number to the University's P.O. Box number [i.e., P.O. Box: 11-1748/(Box#), Riad El Solh 1107 2090, Beirut, Lebanon]. Every student is entitled to a student email account. All graduates are entitled to an alumnus email account.

Food Services - The on-campus cafeteria offers quality snacks, a variety of refreshments, and meals.

Social Security and Student Liability - In accordance with Lebanese state law, every HU student who is Lebanese and enrolled in post-Freshman courses is to be registered for Social Security. HU students are covered against health related/physical mishaps, accidents, and medical emergencies 24/7.

Identity Cards - A University ID Card is issued to every registered HU student. The ID card is valid for one academic year. New cards are issued at the beginning of every academic year (to old students) and at the beginning of the semester (to new students). HU students should always carry their ID cards, which entitle them entrance to the campus, usage of the University library and admittance to hospital in case of mishaps.

Visitors - Visitors are welcome at Haigazian University until 5 pm provided they respect the standard conduct code of the University. Visitors have access to the courtyard, the Student Lounge, the Mugar garden and the Cafeteria.

Lost and Found - Students should inquire for items they may have lost on campus at the Student Life, first floor, Philibosian Student Center within two weeks.

Photocopying Services - Two photocopiers, which take magnetic cards, are available in the Derian Armenological Library (second floor, Mugar Bldg.) and in the Barsumian Library (first floor, Mugar Bldg.).

Fitness Center - Equipped with a number of fitness devices such as silent drives, rotational bench, sit-up bench, single gyms, shoulder machine, multi-function machines, treadmill walking machine, bicycle and dumb-bells. The Fitness Center, located on the roof of the Philibosian Student Center, offers students the opportunity to improve their physical fitness.

Sports Roof Hall - Equipped with a stereo, mirrors, table tennis tables, and pads the Sports Roof Hall offers students a comfortable area to practice table tennis, martial arts, and dance.

Spiritual Life

Campus Minister: Rev. Wilbert van Saane

Haigazian University is a church-related institution with strong ties to its Christian heritage. The relationship of the University to the Armenian Evangelical Church continues to be an important one. This relationship is expressed by the presence of church representatives on the Board of Trustees and by their financial and moral support of the University and its programs.

In keeping with its purpose and goals, along with co-curricular activities, the University provides spiritual life activities within an ecumenical atmosphere where the integration of faith and learning are explored. Having re-established the post of Campus Minister in 1994, the University provides an opportunity for the student to explore the Christian faith, recognizing that faith is one component of a balanced life.

Within the guidelines of the University, the Campus Minister's office organizes a variety of opportunities for Christian fellowship for students, staff and faculty, such as:

Chapel services: Held weekly, they are student-led, and include worship songs, prayer, and a short talk on a relevant topic by the Campus Minister. Occasionally, guest speakers are invited.

Discussion groups: On a regular basis, students gather for Bible study and discussions of Christian literature, films, music, and art.

Retreats: These trips are held once or twice a year to provide a warm and stimulating atmosphere intended to draw students closer to God and to each other.

Other activities: Christmas and Easter programs, service projects, occasional special lectures, and periodic field trips are held.

Besides organizing these activities, the Campus Minister maintains daily office hours, during which students, faculty or staff may come to discuss issues of concern.

Academic Resources

Information Technology (IT) Department

The mission of the Haigazian University IT Department is to provide the best quality, most efficient, and time-sensitive IT products and services to Haigazian University's entire family of constituents. The department's vision is to become a best practice in local and regional academic IT circles. There are several services that the IT Department offers:

IT Help Desk

The IT Department's Help Desk function is available to everyone approved to use media and computing equipment and services at Haigazian University and is the first port of call for any technical queries about the various services we operate. The service is used by students, faculty, and staff.

We are open from Monday to Friday from 08:00 to 17:00, local time. Queries may also be made by electronic mail (Helpdesk@haigazian.edu.lb), by internal telephone (ext. 328), or in person to the IT Department within the "Mehagian building" - room 409. Further information is available via the University website.

The Help Desk concentrates primarily on supporting computing hardware, software, and related computing services. It is the main objective of the Help Desk to record issues and requests, and to dispatch them to the appropriate IT staff. Depending on the urgency of the issue or request, the Help Desk will prioritize and ensure that a qualified staff member will respond to those needs as soon as possible.

If the inquiry is not urgent, the users are encouraged to send an e-mail to the Help Desk, describing their request or issue to the following e-mail address: Helpdesk@haigazian.edu.lb.

Internet Wireless Access

Wireless Internet access is available on the HU campus for devices that are equipped with wireless interface cards. To use this service, the users should contact the IT Helpdesk.

Classroom Management System

The Classroom Management System is a content management software that significantly improves the efficiency and effectiveness of student learning.

Instructors use it to post their course information, such as syllabi, lecture notes, assignments, and student grades. Students use it to submit their assignments and check out information about the courses they are enrolled in.

The Classroom Management System can be accessed from the Internet through the Haigazian University website <http://www.haigazian.edu.lb>. In order to use this software, Faculty and students must obtain an ID and password from the administrator (Helpdesk).

Computer Labs

Haigazian University aspires to offer its students state-of-the-art facilities to prepare them for a better tomorrow. The University currently has several computer labs that are equipped with modern personal computers designed to support students in their day-to-day university requirements. There are 4 computer labs in the Mehagian building as follows:

- A Computer Science lab, which is used by computer science students for their assignments and projects; it contains 16 modern PCs, loaded with professional software and connected to a centralized server.
- A Computing Services Center, which is used for instruction and research; it contains 30 modern PCs, loaded with professional software and connected to a centralized server.
- An Internet lab, which is used by the students to access the Internet in support of their academic requirements; it contains 16 modern PCs, loaded with professional software.
- An English lab located in the College Building (room C701), which is used by English instructors to teach their courses using Internet facilities; it contains 18 modern PCs, loaded with the necessary software and connected to a centralized server.
- A USAP lab, which is used by USAP students for their assignments and research; it contains 20 PCs, loaded with professional software and connected to a centralized server.
- There is also a computer exam room and lab in the College building, which is used for instruction, research, and on-line exams; it is equipped with 30 modern PCs, loaded with professional software and connected to the Classroom Management System.

The University Libraries

History

The Haigazian University Libraries consist of the Barsumian Library and the Derian Armenological Library. The Barsumian Library is named in honor of judge Nazareth Barsumian; while the Derian Library is named after Henry and Anahis Derian, in gratitude for their magnanimous support to the university.

Rev. Dikran Kherlopian, professor of Armenian Studies and first Head of the Armenian Department, had started a fine collection of Armenian books housed in his office. Hence, the libraries were started in 1955 in the Stephen Philibosian Student Center, a ten-room house converted for college use.

In 1965, the libraries moved to the newly added seven-storey Mehagian Building. The Armenian Library was located in a very spacious classroom on the second floor and the English Library on the third floor. A few years later, as the number of Armenian books increased, the Armenian Library was transferred to the Stephen Philibosian Student Center's third floor which was specially designed for this purpose. Over the years, both collections were expanded, and in 1972 were moved to the second and third floors of the newly acquired Mugar Building.

In 1985, during the Lebanese Civil War, the College moved to East Beirut for security reasons and was temporarily located in the Bethania Building, Mar Mikhael. In 1987, it moved to the former Christian Medical Center (CMC) in Ashrafieh, where the library collections were miraculously preserved intact.

With the return of peace and security to Lebanon, Haigazian University returned to the campus in Kantari during the fall of 1997, and the libraries went back to their former location in the Mugar Building.

Mission

Both libraries attempt to satisfy the scholarly aspirations, objectives and general inquisitiveness of students, faculty, staff, and other patrons.

The Barsumian Library aims at supporting and supplementing the general curriculum of the university, while the Derian Armenological Library assists students, authors, editors, publishers and intellectuals by providing relevant sources for their researches of Armenian interests.

Collection

The basic collection of the libraries was built up through books and donations from generous donors. Since 1962, the Haigazian University administration allocates an annual budget for the purchase of, audiovisual material, books, periodicals and online databases.

In addition to books, the libraries hold a collection of 650 Videos, 570 CDs, 876 DVDs, 300 Cassettes, 222 Maps, 20200 Cards, Clippings and Pamphlets, 835 Slides, 3905 Microfilms, 96 Diskettes, 4 Video Disks, 75 Long and Short Players, 355 Coins and 10 Oil Paintings. In addition to the above, the library caters millions of peer reviewed articles and books through 20 different online databases, specially acquired to facilitate the patrons' academic studies.

Barsumian Library

The Barsumian Library contains around 43,000 volumes, including 4,500 volumes of bound periodicals. The library currently receives 80 periodicals. It also houses the special collection of Dr. Armenag Haigazian's archives, which includes academic notes, textbooks on diverse subjects, and a pocket encyclopedia in Armenian.

The Barsumian Library uses the Library of Congress Subject Headings and the Dewey Decimal Classification. Book search is facilitated through the automated system accessed online through OLIB.

Derian Armenological Library

The Derian Armenological Library contains a collection of about 38,700 volumes, including around 6,500 volumes of bound periodicals. The library currently receives around 50 periodicals.

The library is considered to contain one of the richest collections among libraries in the Armenian Diaspora. Its book collection includes a number of rare books and a selection of 18th and 19th century publications. One of the oldest books in the collection is a copy of the first Armenian Bible, published in 1666 in Amsterdam, by Voskan Yerevantzi.

The Derian Library has special collections of coins, pictures, posters and paintings. Of special interest are books in Turkish written in the Armenian alphabet (Hayadar Trkeren). During the last four decades, special attention has been given to collecting books in various languages related to Armenian studies.

The periodical holdings of Derian Library include many collections of 19th century journals such as *Shdemaran Bidani Giteliats* (Smyrna, 1839-1854), *Pazmaveb* (Venice, 1843-present), *Avedaper* (Constantinople 1855-1915), *Meghu* (Constantinople, 1856-1874), *Dzaghigh* (Smyrna, 1861-1867), *Sion* (Jerusalem, 1866-1877), *Hairenik* (Constantinople, 1870-1896), *Arevelian Mamul* (Smyrna, 1871-1909), *Hantes Amsorya* (Vienna, 1887-present) and *Murch* (Tiflis, 1889-1907).

Interlibrary Loan

As a member of LIDS consortium, HU Libraries offer interlibrary loan services through renowned member universities. Interlibrary loan or resource sharing is made available for all students free of charge. To borrow material not available in HU, students, faculty, and staff must place a request with the assistant librarians who take care of the borrowing procedure and notify the patron upon the arrival of the item. HU Libraries cover the mail or courier service fee, whereas the end user is responsible for overdue fines, if any.

Library Hours

Fall and Spring:

Derian Armenological Library: Monday - Friday: 8:00 a.m. to 5:00 p.m.

Barsumian Library: Monday and Wednesday: 8:00 a.m. to 7:00 p.m.

Tuesday, Thursday and Friday: 8:00 a.m. to 5:00 p.m.

Saturday: 9:00 a.m. to 1:00 p.m.

Summer:

Both Libraries: Monday - Friday: 7:30 a.m. to 1:30 p.m.

ACADEMIC INFORMATION

UNDERGRADUATE

Academic Advising

Academic advising at Haigazian University reflects the Institution's commitment to provide individualized attention that supports each student's educational and career goals. All Special students are advised by the Registrar's Office. All other students are advised by advisors assigned for them within their area of specialization.

Registration

All deadlines related to registration are listed in the academic calendar available on the University's Website. Students are expected to complete their registration during the registration period. Those registering during the late registration period must pay a special fee. Registered students may change their schedule with the approval of their academic advisors during the drop and add period. Returning students (those who have taken leave of absence) should register during the registration period for current students or during the late registration period.

Academic Progress

A Bachelor's degree candidate must complete an average of 30 credit hours per year. The normal load of a regular full-time student is five courses, which usually equals to 15 credits. A regular full-time student in the undergraduate program is required to register in a minimum of 12 credit hours each semester. Students who have a cumulative average of at least 75 and an average in the previous semester of at least 80 may register for more than the normal load with the advisor's approval. A load of seven courses is not considered an overload if the sixth and seventh courses are one-credit courses. Under no circumstances will a student be allowed to register for more than 19 credits or seven courses per semester. A student is not allowed to withdraw from a course if his/her number of credits falls below 12. The normal load permitted during the Summer Session is two courses or seven credits. A load of three courses is not considered an overload if one of the courses is a one credit course. Only students expected to graduate during summer are allowed to register for an overload of three courses or nine credits upon the approval of the Academic Standing Committee.

Classification of Students

Students will be classified in one of the following categories:

Classification	Credits Completed
1- Freshman	0 - 29
2- Sophomore	30 - 59
3- Junior	60 - 89
4- Senior	90 and above
5- Special: students who are not candidates for a degree from Haigazian University.	
6- Intensive: students whose TOEFL score is between 450-524.	
7- Auditors: students who are registered for courses without receiving credit.	

Class Attendance

For more details, you may refer to the Rights and Responsibilities section of the catalog.

Examinations and Grading

Haigazian University operates on a semester basis. Fall semester examinations are given in December, Spring semester examinations are given in May, and Summer session examinations are given in July. Class attendance is mandatory in order to receive academic credit. Grades are calculated numerically with the maximum grade as 100 and the minimum grade as 40. The passing grade is 60. The following letter grades are also given:

- I** **Incomplete:** Given in cases of illness or other circumstances beyond the student's control which have prevented the student from completing the requirements for the course. The student should present valid reason to the instructor before the grades for the semester are reported. In such cases, the remaining work in the course must be completed within six weeks of the beginning of the next semester. Students may petition the Academic Standing Committee for an extension of the time limit. Note: Students may not enroll in a course with a prerequisite course in which they have the grade of I unless they achieve a passing grade during the "change of schedule" period.
- F** **Fail:** Given to students who fail non-numerically graded courses.
- IF** **Incomplete Fail:** Given to students who have an I grade and fail to complete the work within the time limit.
- P** **Pass:** Given to students who fulfill all requirements of non-numerically graded courses.
- W** **Withdraw:** Given to students who withdraw from a course.
- XF** **Not Complete:** Given to a student who stops attending a course without properly withdrawing from it; whose absences exceed the number

specified by the instructor of the course; who misses the final exam without notification, and by the Administration for reasons other than absence. A student who has an excessive number of absences in a particular course must be sure to withdraw from that course before the withdrawal deadline or he/she will receive an XF.

Cumulative Average

To calculate the cumulative average, the grade for each course is multiplied by the number of credits, then the sum of the results is divided by the total number of credits. All grades of 100-level courses are excluded from the cumulative average. Freshman students once promoted to the Sophomore class will have their 100-level courses eliminated from their cumulative average.

All major courses and related field requirements will be included in the computation of the major average. Once a student changes his/her major, all below 60 grades received in previous major courses or university core requirements which are not required in the new major will be excluded from his/her cumulative average. The above policy also applies to Freshman requirements. Transfer course credits from other institutions are not included in the cumulative average. The grades of W and I are not counted in the average. The grades of IF and XF are counted as 40. If a student repeats a course, the most recent grade is computed in the average.

Academic Recognition

Placement on the President's List or the Dean's List

The President's List and the Dean's List are issued at the end of each semester to honor undergraduate students who have excelled in their courses during that term. As prerequisites for this honor, students must have regular full-time status, must be enrolled for at least 12 semester hours in courses which they have not taken before or withdrawn, must not have any failing or Incomplete grade(s), and must not be on disciplinary probation. Those who achieve a semester average of 90 or above will be placed on the President's List for that semester. Likewise, those who achieve a semester average of 85 to 89.99 will be placed on the Dean's List for that semester.

Academic Probation

Academic Probation carries a serious warning to the student indicating that his/her scholastic record is unsatisfactory and continued failure to improve this record will result in academic disqualification. The Academic Standing Committee may also impose restrictions on the student's program of study. The following regulations are applicable to both Regular and Special students. A student who does not earn a cumulative average of 70 or who fails in two or more courses in a given semester is placed on academic probation.

A new sophomore student will be placed on probation if the cumulative average of nine or more 200-level course credits is less than 70.

A student on probation can not register for more than four courses with a maximum of 15 credit hours, hold responsible positions in university extracurricular clubs or activities, or receive financial aid. However a load of five courses will not be considered overload for students on probation if one of the courses is one credit, given that the total number of credits does not exceed 15.

New students who are accepted on probation will not have their probation removed before the completion of at least 12 credit hours. A freshman student who is on probation, when promoted to sophomore class, will remove probation if the cumulative average of six or more 200 level courses is above 70.

Probation is removed if the student attains a cumulative average of 70 or more and has no incomplete grades. The Summer sessions are not considered as regular semesters for the purpose of placement/removal of probation except in the case of students who will be graduating in July.

If a student who is on probation withdraws from the University, the semester will be disregarded and the student will be permitted to be readmitted on probation. This procedure will be permitted only once during the student's study at the University. A student who does not change his/her probationary status within a year may lose his/her eligibility for enrollment.

A student who fails to remove probation will be placed on continued probation for another semester. Repeated probations may result in dismissal from the University.

A student on academic probation who gets a grade of I (Incomplete) at the end of the semester will have his registration pending for the following semester until the completion of the Incomplete grade and the decision of Academic Standing Committee.

Leave of Absence

A student who finds it necessary to interrupt his/her studies at Haigazian University may apply to the Registrar for a leave of absence prior to leaving the University. After obtaining a leave of absence, a student may be absent from Haigazian University for two semesters. Students whose leave of absence exceeds two semesters are considered automatically withdrawn from the University. To return to the University, students are required to readmit by filling the Readmission Form and paying the readmission fee. A leave of absence is granted for financial, medical or personal reasons. A leave of absence

will not be granted to those whose purpose is to transfer to another institution. To return to the University, students need to reactivate their files by filling the Reactivation Form for Returning Students. Returning students may register during the registration period for current students or during the drop and add period, after reactivating their files.

Dismissal from the University

Students on academic probation who fail to remove their probation by the end of the semester may be dropped from the University, unless they have not failed any of the courses for which they had registered during the previous semester and they have attained a semester average of at least 70. Repeated probation may result in dismissal from the University.

Consideration for readmission may be given if the student petitions the Academic Standing Committee and presents evidence of exceptional circumstances that may have influenced his/her academic performance.

Students dropped from the University for poor academic performance who are considering readmission to the University, are required to:

1. Attend another university for at least one semester, complete at least 12 credits, and maintain a semester average of 70.
2. Present a petition addressed to the Academic Standing Committee requesting readmission.

If readmitted, students have to meet all conditions specified by the Academic Standing Committee, register for at least 12 credits and maintain a semester average of 70.

Withdrawal from Courses

Students are allowed to withdraw from a course with the grade W no later than the fourteenth week from the beginning of the semester. No student is allowed to withdraw from any course more than once, nor to reduce his/her number of credits below 12.

A student wishing to withdraw from a course must fill in a Withdrawal Form, have it approved by his/her advisor, and submit it to the Registrar's Office. A student who stops attending a course without withdrawing officially, will be given the grade XF (equal to 40) for the course.

Repeating Courses

1. A student who fails a required course must repeat that course the next semester it is offered.
2. Students are not allowed to repeat courses in which they have attained a grade of 70 or more.

3. Students may not register for the same course more than three times.
4. If a course is repeated, only the last grade will be included in the cumulative average and major field average.
5. A student who receives the grade W (Withdrawal) will have the chance to repeat the course one more time.

Withdrawal from the University

A student who wishes to withdraw in good standing must obtain a “Clearance Form for Withdrawal from University” from the Registrar’s Office and have it signed by the Registrar’s Office, the Financial Aid Office, the Librarian, the Student Life Office, the Billing Office, and the Cashier’s Office. Students may withdraw at any time prior to the first day of final examinations. Students who withdraw and later wish to be readmitted to the University will be required to apply for readmission. When considering such a petition, the Admissions Committee will take into consideration the quality of the student’s work prior to withdrawal. Students who fail to follow the required procedure will receive XF grade and may be refused readmission at a later date.

Re-admission

Students who have attended Haigazian University and have later withdrawn must reapply for admission by filling in a readmission form. Readmission will be based on the current admission policies, and the student will be required to meet current graduation requirements. Official transcripts of all academic work undertaken during the period of absence must be provided. Students whose leave of absence exceeds three semesters are considered automatically withdrawn from the University and lose their deposit. These students are required to fill the Readmission form to return to continue their studies.

Change of Major / Emphasis

- 1- The maximum number of times a student is permitted to change from one major/emphasis to another shall be two.
- 2- A student wishing to change his/her major must fill in a Change of Major Form and have it approved by the Departmental Chair of the new major and the Academic Standing Committee.
- 3- Once a student changes his/her major, all failing grades received in previous major courses which are not required in the new major will be excluded from his/her cumulative average.
- 4- Change of Major/Emphasis are effective for fall and spring semesters.
- 5- A student who changes his/her major, must follow the program of study of the new major that is effective in the semester when the change of major is applied.

Graduation

Haigazian University offers Bachelor of Arts, Bachelor of Business Administration and Bachelor of Science degrees, and a Normal Diploma. Students expecting to graduate must fill the Diploma Application Form during their last semester. This application will provide the Registrar's Office with the information needed to prepare the diploma and to include the student's name on the list of graduates. A Diploma Fee is required of all students even if they do not participate in the commencement ceremony.

Duplicate Degree

Haigazian University degrees are issued only once when a student graduates. Under no circumstances will a second original degree be issued. A duplicate copy of the original degree may be issued upon the request of the student and after presentation of proof that the degree has been lost. The form "Application for Duplicate Degree" should be filled and presented to the Registrar's Office. The issued Duplicate Degree can be delivered only to the student.

Graduation With Honors

Honors at graduation are based on the cumulative average. For the purpose of awarding Honors, all grades, including those from failed and repeated courses, will be included in the calculation of a student's cumulative average. In order to graduate with honors from Haigazian University, a student must fulfill the following conditions:

- Must have been a regular full-time student.
- Must have completed final academic semesters at Haigazian University.
- Must have completed at least 60 credits of 200-level courses at Haigazian University.

Honors, designated "Summa Cum Laude," "Magna Cum Laude" and "Cum Laude," are conferred at graduation upon the students who satisfy the following conditions:

Cum Laude - a cumulative average of 85 to 87.49 and a major field average of 85 or above.

Magna Cum Laude - a cumulative average of 87.5 to 89.99 and a major field average of 85 or above.

Summa Cum Laude - a cumulative average of 90 or above and a major field average of 85 or above.

Bachelor Programs

To receive a Bachelor's degree from Haigazian University, a student must complete the requirements of a declared major, the general education requirements, and all of the following:

1. Complete a minimum of 124 credits with a cumulative average of 70, of which at least 94 credits ought to be in 200-level courses.
2. Fulfill the residency requirement of four semesters and at least 60 credit hours at Haigazian University.
3. Fulfill the Freshman requirements, if admitted to that class.
4. Fulfill the requirements for a major with an average of 70 in the major. At least 28 credits in the major must be taken at Haigazian University.
5. Fulfill all financial obligations.
6. Complete all the requirements for graduation within a maximum of seven calendar years. A student may interrupt his/her studies for no more than two calendar years at one time within these seven years. If a student has not completed his/her degree after seven years, he/she must apply for readmission and begin a new degree. No transfer of credits from the previous seven years of work will be allowed.
7. Complete a minimum of six semesters of which the last two should be at Haigazian University.

Haigazian University graduates who rejoin the University to take courses in a new major will be granted a certificate upon completion of the requirements for that major.

Enrollment of Undergraduate Students in Any of the Social and Behavioral Graduate Programs

Undergraduate students who wish to take graduate courses for credit must have completed 95% of their major courses and be within 12 semester hours of completing their Bachelor's degree. A student may not take more than three semester hours of graduate credit (one course), and prior approval must be obtained from the Social and Behavioral Sciences Department Chair. The credits of the course will be considered towards the undergraduate degree of the student. The student is required to pay graduate tuition fee.

Dual Degree

It is possible to study for a second degree at Haigazian University upon readmission after graduation. Students may, upon the approval of the department, complete the requirements for a second degree. A student will be granted the second degree if he/she completes at least 30 credits in the new major/degree.

Minors

Haigazian University offers minors in various departments. Students are required to complete minimum 18 credits in a minor. At least 9 credits of course

work must be completed at Haigazian University. No more than nine credits may overlap to satisfy both the requirements of a minor and a major.

To be eligible to declare a minor, the applicant:

- Must have completed at least 2 semesters (30 credits) at HU.
- Must be on Normal Academic Status (not on probation).

For the completion of a minor, students are required to maintain an average of at least 70 in the courses taken in the minor. All required courses taken in the department in which a minor is declared, are computed in the average of the minor. For the requirements of each minor, students should refer to the departments concerned in the University catalog. A student is not allowed to declare two minors in the same department.

Minors are offered in Business Administration, Armenian Studies (Armenian Language, Armenian Literature, Armenian History and Cultural History), English Language, English Literature, Biology, Nutrition Sciences and Dietetics, Computer Science, Education, Psychology, Political Science (International Relations and Middle East Politics), Social Work, Music, and Physics.

Freshman and Sophomore Requirements

The courses listed below as Freshman and Sophomore requirements must be taken in the specified class and may not be postponed. English Communications Skills courses must be taken in sequence.

Freshman Arts and Freshman Science students are required to complete 30 credits in the following subjects:

Humanities and Social Sciences 9 credits (at least 3 credits from each)

Natural Sciences 3 credits

Math 3 credits

Electives

The above requirements should be completed by taking courses from those listed below:

Mathematics courses:

MAT 100, MAT 101, MAT 102, MAT 104

Natural Science courses:

BIO 101, BIO 103, BIO 104, CHY 101, CHY 102, PHY 101, PHY 102.

Social Sciences courses:

BAD 101, ECO 101, EDU 101, PSC 101, PSY 101.

Humanities courses:

PHI 101, ARA 101, ARA 102, HIS 101, HIS 102, HIS 103.

Freshman Arts Requirements

English 101 - 102

Mathematics and Science

- at least 3 credits in science (for all majors)
- at least 3 credits in mathematics
- MAT 104 (for BAD majors)
- MAT 101-102 (for ECO majors)

Humanities and Social & Behavioral Sciences

- at least 3 credits in Humanities
- at least 3 credits in Social & Behavioral Sciences

Electives

Freshman Science Requirements

English 101 - 102

Humanities and Social & Behavioral Sciences

- at least 3 credits in Humanities
- at least 3 credits in Social & Behavioral Sciences

Mathematics 101 - 102

Chemistry 101 - 102 (for Biology, MLS, and NSD majors)

Physics 102 (for Computer Science and Mathematics majors)

Electives

Sophomore Requirements (Refer to Core Requirements)

Mathematical Sciences:

- Computer Science 201
- Computer Science 205 or Computer Science 266 3

Language and Culture

- Intercultural Studies 203 3
- English 201-202 6
- Arabic 3

or

- Armenian 3

Natural Science

- Biology 201, Biology 225, Biology 235, Environment 204,
Geology 204, or Public Health 200 3

***Orientation 099* 0**

General Education Requirements

Education at Haigazian University reflects the University's identity and commitment to liberal studies. It aims, through its general education requirements, to fulfill its statement of purpose, which may be summarized as "the pursuit of truth, freedom, and service." To be more specific, the aim of Haigazian University's general education program is to free students from ignorance, prejudice, and inarticulateness in order that they might share freely and fully in the gifts of Creation and the riches of culture as well as bear the responsibilities of the human and ecological communities.

To obtain a Bachelor's degree from Haigazian University, a student must complete all the appropriate residency, credit, and general education requirements listed below as well as specific major requirements listed in the programs section of this catalog.

Goals

Through its general education program, Haigazian University encourages its students to do the following:

1. Become reflective about questions of meaning and values in life and incorporate ethical guidelines into their lives.
2. Develop an international/intercultural consciousness in which they can appreciate the contributions, the diversity, and the interdependence of the various cultures of Lebanon and the world.
3. Develop an understanding of and ability to use computers and other technologies.
4. Develop a sense of community by working together with others toward serving society and the environment.
5. Develop learning and problem-solving skills.
6. Learn how to think critically and creatively, to live productively with ambiguity, and to help effect meaningful change.
7. Develop the ability to access, analyze, synthesize, and evaluate masses of information.
8. Develop effective oral, written, and interpersonal communication skills.
9. Develop an understanding of the assumptions, the basic terminology, the fundamental concepts, and the ways of knowing of the humanities, the social sciences, and the natural sciences.
10. Learn about the rich Arab/Armenian heritage of the past, be aware of the present, and take responsibility for the future.
11. Learn how to integrate and care for the intellectual, emotional, physical, aesthetic, and spiritual aspects of their lives.
12. Study, understand, and appreciate the interdependence of human beings and their environment and promote the sustainability of the planet.

Area Requirements

To become educated, students need to experience different branches of learning within the liberal arts. In each discipline they must develop an understanding of: its assumptions; how it approaches knowledge; and its basic concepts, methodology, and terminology. In addition students learn to think critically and analytically; access and evaluate information; and apply their learning to daily life.

1. Humanities. Students must demonstrate a breadth of understanding in the humanities through study of the fine arts, literature, languages, philosophy and religious thought. This study develops an appreciation of the philosophical, aesthetic, and cultural systems that have influenced our thought and, to a lesser degree, of the major systems that have affected other cultures.

2. Social Sciences. Students must demonstrate a basic understanding of the psychological, social, educational, economic, and political forces that have impacted society and the conditions that have influenced human behavior, collectively and individually.

3. Natural Sciences. Students must demonstrate an understanding of fundamental physical, chemical, biological, physiological and nutritional principles and the methodology used in applying them in order to develop a logical perspective of life from the viewpoint of science. This study provides information necessary for the critical analysis of issues facing individuals and societies, with emphasis on the relationships between the ecosystem and humans regarding mental and physical well-being.

4. Mathematics. Students must show sufficient ability in algebraic formulation, basic computation, problem solving, and logical reasoning so that they might understand the purpose and function of mathematics in a social context. This study enhances the student's grasp of complex systems and abstract thought processes.

5. Computer Science. Students must become computer literate and learn to apply computer technology in the context of everyday usage including solving problems arising in science, business and other areas.

6. Language Skills. Students must show satisfactory proficiency in the English language including composition, standard grammar, usage, and rhetorical approaches. They are required to analyze effective writing and learn the process of preparing investigative, research-based papers with documentation that is intellectually honest and in correct form. Students must also show that they can speak effectively before small groups and larger audiences.

7. Intercultural Studies. The Intercultural Studies Program fulfills part of the general education requirements for all Haigazian University students. It consists of three consecutive courses and studies chronologically and thematically each cultural entity in its ancient, medieval and modern periods. It aims to make students aware of and develop empathetic understanding toward other cultures and value systems. The inter-disciplinary nature and critical thinking approach of the program empowers students for a meaningful encounter and cooperative action with people from other cultures.

Core Requirements :

Mathematical Sciences

Computer Science 205 (for Faculty of Business Administration and Economics)	3 cr.
Computer Science 266 (for Math and Computer Science majors)	3 cr.
Computer Science 201 (for all other majors)	3 cr.

Language and culture

- Intercultural Studies 203-204-205	9 cr.
- English 201-202	6 cr.
- Arabic*	3 cr.
or	
- Armenian**	3 cr.

Natural Sciences

- Biology 201 (for Biology, MLS, and NSD majors)	4 cr.
- Biology 225, Biology 235, Environment 204, Geology 204, or Public Health 200 (for all other majors)	3 cr.

Social Sciences and Humanities

- Religion	3 cr.
- Any elective in Social and Behavioral Sciences or Humanities	3 cr.

Orientation 099

0 cr.

** Students who are not of Armenian descent and who are entering as Sophomores, Juniors, or Seniors will be required to take one 200-level Arabic course. Those who have not had a secondary school program which prepared them for university-level work in Arabic will be required to take 3 credits of courses listed below:*

- All courses in the Armenian and Arabic Departments that are taught in English.
- Middle Eastern History courses taught in the History Department, i.e. History 240, 241, 243, 244, 248.
- Political Science 230, 231, 233, 234, 235, 236.
- Sociology 241.
- IST 221, 222, 223, 224, 225, 226.

*** Armenian students who enter as sophomores, juniors or seniors are required to take two courses from the Department of Armenian Studies: one as language requirement and the other as humanities requirement. Armenian students with no prior instruction in Armenian are required to take elementary Armenian or Armenian courses taught in English or Arabic.*

ACADEMIC PROGRAMS AND COURSE LISTINGS

Haigazian University is comprised of four faculties: the Faculty of Business Administration and Economics, the Faculty of Humanities, the Faculty of Sciences, and the Faculty of Social and Behavioral Sciences. Departments with majors are administered by a Chair. Service departments and programs are managed by a coordinator. The organization of the University is formulated and controlled through the Administration and the Board of Trustees. All programs are designed, monitored, and controlled through the appropriate departments and with the approval of the Deans and the Faculty Assembly.

The four faculties with their various departments are listed below:

The Faculty of Business Administration and Economics: Business Administration and Economics.

The Faculty of Humanities: Arabic, Armenian, English, History, Music Art, Religion and Philosophy.

The Faculty of Sciences: Biology, Chemistry, Medical Laboratory Sciences, Physics (Natural Sciences); Computer Science, Mathematics (Mathematical Sciences).

The Faculty of Social and Behavioral Sciences: Christian Education, Education, Political Science, Psychology, Social Work, Sociology.

The degree, certificate, and Normal Diploma programs offered by the University are listed with the department that offers them. Below is a topical list of degrees offered:

1. Arabic Studies - B.A.
2. Armenian Studies - B.A.
3. Biology - B.S.
4. Business Administration - B.B.A., M.B.A.
5. Chemistry - B.S.
6. Christian Education - B.A.
7. Computer Science - B.S.
8. Economics - B.A.
9. Education - B.A., M.A.
10. English - B.A.
12. History - B.A.
13. Hospitality Management - B.A.
14. Mathematics - B.S.
15. Medical Laboratory Science - B.S.
16. Music - B.A.
17. Nutrition Sciences and Dietetics - B.S.

18. Physics - B.S.
19. Political Science - B.A.
20. Psychology - B.A., M.A.
21. Social Work - B.A

Course Abbreviations and Numbers

Haigazian University courses are designated with a two-or three-letter abbreviation followed by the course number. The abbreviations adopted by the University are as follows:

Arabic	ARA
Art	ART
Accounting	ACC
Advertising & Communication	ADC
Armenian	ARM
Biology	BIO
Business Administration	BAD
Chemistry	CHY
Computer Science	CSC
Early Childhood Education	ECE
Economics	ECO
Education	EDU
English	ENG
Environment	ENV
Finance	FIN
Geology	GEO
History	HIS
Hospitality Management	HOM
Human Resources Management	HRM
Intercultural Studies	IST
In-Service Teacher Training	TT
Legal Studies	LST
Management Information Systems	MIS
Mathematics	MAT
Medical Laboratory Sciences	MLS
Music	MUS
Nutrition Sciences and Dietetics	NSD
Orientation	OR
Philosophy	PHI
Physics	PHY
Political Science	PSC
Public Health Science	PHS
Psychology	PSY

Religion
Social Work
Sociology

REL
SOW
SOC

Unless otherwise specified, courses are 3 or 4 class hours per week, depending on the number of credits offered. When courses are longer, or when they require laboratories, the information will be listed in the following order: lecture hours, laboratory hours; number of credits, (3,1; 4 cr.) or lecture hours, laboratory lecture hours, laboratory hours; number of credits, (3,1,2; 4 cr.).

The following is the course numbering system adopted by the Haigazian University Faculty:

000-001: Intensive English Courses.

100-199: Elementary and Survey courses - lower division, usually taken during the Freshman year.

200-299: Introductory, intermediate and advanced level courses of a discipline taken after the Freshman year. When two course numbers are joined with a hyphen (e.g. 101-102), the courses should be taken in sequence during an academic year.

300-399: Advanced-level, upper division courses applicable to a Master's degree.

295, 399: Senior Seminar / Project / Thesis / Exam. Capstone activity required by majors in all departments. Papers/theses/projects are researched, prepared, and written under the guidance of a faculty member. Comprehensive exams are required in some departments.

OR 099 Orientation: Undergraduate students attend orientation sessions prior to their first semester at the University. The orientation program familiarizes students with the University's rules and regulations, provides them with academic information, helps them with life and time management, and introduces them to different aspects of university life. Students must obtain "Pass" on the test administered later during their first semester in order to graduate from Haigazian University.

HAIGAZIAN UNIVERSITY



FACULTY OF BUSINESS ADMINISTRATION AND ECONOMICS

Dean: Fadi Asrawi, Ph.D.

The Faculty of Business Administration and Economics at Haigazian University offers degree programs leading to a B.A, B.B.A. or MBA.

The following undergraduate programs are offered:

Majors:

- Business Administration
- Economics
- Hospitality Management

Emphases:

- Accounting
- Advertising and Communication
- Finance
- Hospitality Management
- Human Resources Management
- Legal Studies
- Management Information Systems

The Department of Business Administration also offers a minor consisting of 7 courses.

The mission of the Faculty of Business Administration and Economics is to provide students with an education that exposes them to a body of theory, research, and applications, which will develop in them conceptual and analytical abilities. These abilities will enable them to participate and work viably in current and future business environments.

The learning goals of the FBAD are set out below. By the end of the program, it is expected that students will be able to:

- Demonstrate competence in decision making and critical thinking using appropriate analytical, logical, qualitative and quantitative techniques.
- Show the capability to use and apply theories correctly.
- Be effective communicators. Using the latest technologies, they will be able to prepare and deliver effective oral and written presentations.
- Act ethically and use ethical standards in all their business undertakings.
- Solve business problems and design innovative strategic solutions.

Business Administration

The Faculty of Business Administration and Economics offers a Bachelor of Business Administration degree (BBA).

The learning goals for students in the major are set out below. By the end of the program, they will be able to:

- Demonstrate competence in decision making and critical thinking using appropriate analytical, logical, qualitative and quantitative techniques.
- Show the capability to use and apply theories correctly.
- Be effective communicators. Using the latest technologies, they will be able to prepare and deliver effective oral and written presentations.
- Act ethically and use ethical standards in all their business undertakings.
- Solve business problems and design innovative strategic solutions.

Students intending to major in Business Administration must first secure the approval of the Faculty and complete at least 64 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 94 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 124 credits, of which 94 credits must be in 200-level courses. Students not majoring in Business Administration may not register in business courses numbered 213 or above, except after completing the prerequisites of these courses and after securing the approval of the Dean of the Faculty of Business Administration and Economics.

The Department of Business Administration also offers a minor consisting of 7 courses.

General Education

(30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Business Requirements	(37 cr.)
ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ADC 241 Marketing Management	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 295 Senior Seminar	3 cr.
BAD 299 Business Internship	1 cr.
FIN 220 Financial Management	3 cr.
FIN 221 Financial Markets and Institutions	3 cr.
LST 261 Business Law	3 cr.

Electives	(3 cr.)
Any elective in the Faculty of Business Administration & Economics	3 cr.

Economics Requirements	(15 cr.)
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 216 Intermediate Macroeconomics	3 cr.
ECO 231 Economic Statistics I	3 cr.
ECO 232 Economic Statistics II	3 cr.

MIS / Math Requirements	(6 cr.)
MIS 272 Management Information Systems	3 cr.
MAT 204 Math for Business and Economics	3 cr.

Business Communication Requirement	(3 cr.)
ENG 248 Business English	3 cr.

Business Internship Program

Haigazian University offers junior and senior students the opportunity to enhance and complement classroom learning and develop professional competence through work experience placements, called internship, in companies and organizations.

Internship is open to juniors and seniors in the Faculty of Business Administration and Economics. It is available across the career spectrum including:

Advertising, sales promotion, marketing
Media and performing arts
Finance and accounting
Hospitality, tourism, and recreational services
Computer services and applications
Education
Investment, insurance, and banking
Market research and public relations
International agencies and charities
Publishing and design

Internship provides a student with insight into a career field, practical experience, contacts in a job area, and opportunity for increased understanding of Lebanese and foreign issues in the work place. Students develop personal and professional skills and gain valuable experience relevant to a chosen major or career plan.

Accounting : An Emphasis in the Faculty of Business Administration and Economics .

Coordinator: Vera Karageuzian - Haddad, M.B.A.

A student who completes the Emphasis in Accounting program receives a Bachelor of Business Administration degree (BBA) with an emphasis in Accounting.

The student who graduates with a major in accounting will be able to:

- Think analytically and critically to solve complex business and accounting problems.
- Communicate effectively, in a clear manner, financial and non-financial information for decision making and action taking.
- Utilize technology (such as computers, accounting software, information databases, and the World Wide Web) to facilitate and enhance accounting and financial reporting processes.
- Apply relevant accounting principles and standards (GAAP and IFRS) to specific business activities.
- Identify ethical issues associated with business situations and apply appropriate principles of ethics and civic responsibility.
- Solve tax issues and prepare a variety of tax /NSSF forms

- Apply the auditing rules and steps covered in internal and external auditing courses.

Students intending to major in Business Administration with an emphasis in Accounting must first secure the approval of the Faculty and complete at least 77 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 107 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 137 credits, of which 107 credits must be in 200-level courses,

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements (39 cr.)

ADC 241 Marketing Management	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 295 Senior Seminar	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 216 Intermediate Macroeconomics	3 cr.
ECO 231 Economic Statistics I	3 cr.
FIN 220 Financial Management	3 cr.
FIN 221 Financial Markets and Institutions	3 cr.
LST 261 Business Law	3 cr.

Accounting Requirements (29 cr.)

ACC 200 Applied Accounting	1 cr.
ACC 211 Fundamentals of Accounting I	3 cr.

ACC 212 Fundamentals of Accounting II	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ACC 215 Auditing	3 cr.
ACC 216 Intermediate Accounting	3 cr.
ACC 217 Advanced Accounting	3 cr.
ACC 218 Internal Auditing	3 cr.
ACC 222 Business Taxation	3 cr.
ACC 224 Information Technology in Accounting	3 cr.
ACC 299 Internship	1 cr.

MIS / Math Requirements (6 cr.)

MIS 272 Management Information Systems	3 cr.
MAT 204 Math for Business and Economics	3 cr.

Business Communication Requirement (3 cr.)

ENG 248 Business English	3 cr.
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Advertising and Communication : An Emphasis in the Faculty of Business Administration and Economics.

Coordinator: Najoie Nasr, D.B.A.

A student who completes the Emphasis in Advertising and Communication program receives a Bachelor of Business Administration degree (BBA) with an emphasis in Advertising and Communication.

After completion of the courses required by the emphasis in Advertising and Communication, students will be able to:

- Conduct a comprehensive opportunity analysis for a particular industry,
- Use a variety of research techniques to study the needs and preferences of the buying markets,
- Demonstrate a sound understanding of different promotional activities and media including digital advertising and social media,
- Develop creative briefs and put together a portfolio of ads,
- Evaluate advertising business strategies and practices,
- Plan and conduct integrated marketing communication campaigns,
- Show strong communication skills using meaningful persuasive techniques in writing and in oral presentations,
- Exhibit creativity and ability to work as part of a team.

Students intending to major in Business Administration with an emphasis in Advertising and Communication must first secure the approval of the Faculty and complete at least 74 credit hours in faculty requirements. Students entering as sophomores must complete a minimum of 104 credits of 200-level courses. Students entering as freshmen must complete a minimum of 134 credits, of which 104 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements (39 cr.)

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 295 Senior Seminar	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 231 Economic Statistics I	3 cr.
ECO 232 Economic Statistics II	3 cr.
FIN 220 Financial Management	3 cr.
LST 261 Business Law	3 cr.

Electives (1 cr.)

Any elective in the Faculty of Business Administration & Economics	1 cr.
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Advertising and Communication Requirements (25 cr.)

ADC 240 Introduction to Advertising	3 cr.
ADC 241 Marketing Management	3 cr.
ADC 242 Consumer Behavior	3 cr.
ADC 243 Consumer Communications and the Public	3 cr.

ADC 244 Marketing E-Commerce	3 cr.
ADC 246 Marketing Research	3 cr.
ADC 247 Integrated Marketing Communication	3 cr.
ADC 249 Entrepreneurial Marketing	3 cr.
ADC 299 Internship	1 cr.

MIS / Math Requirements (6 cr.)

MIS 272 Management Information Systems	3 cr.
MAT 204 Math for Business and Economics	3 cr.

Business Communication Requirement (3 cr.)

ENG 248 Business English	3 cr.
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Finance : An Emphasis in the Faculty of Business Administration and Economics.

Coordinator: Samih Azar, Ph.D.

A student who completes the Emphasis in Finance program receives a Bachelor of Business Administration (BBA) degree with an emphasis in Finance.

On completion of the Finance emphasis, graduates of the program will be able to:

- Carry out financial decision-making in a correct, swift, and appropriate manner.
- Differentiate between various financial instruments, and to devise new instruments to cater for the needs of their clients.
- Carry out financial consulting, portfolio advising and construction, and brokerage services.
- Manage and assess the overall riskiness of any institution.

Students intending to major in Business Administration with an emphasis in Finance must first secure the approval of the Faculty and complete at least 80 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 110 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 140 credits, of which 110 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements (42 cr.)

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ADC 241 Marketing Management	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 216 Intermediate Macroeconomics	3 cr.
ECO 231 Economic Statistics I	3 cr.
ECO 232 Economic Statistics II	3 cr.
LST 261 Business Law	3 cr.

Electives (3 cr.)

Any elective in the Faculty of Business Administration & Economics	3 cr.
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Finance Requirements (25 cr.)

FIN 200 Applied Finance	1 cr.
FIN 220 Financial Management	3 cr.
FIN 221 Financial Markets & Institutions	3 cr.
FIN 225 Intermediate Finance	3 cr.
FIN 227 Futures, Options and other Derivatives	3 cr.
FIN 228 Fixed Income Securities	3 cr.
FIN 229 Investment	3 cr.
FIN 230 Portfolio Analysis	3 cr.
FIN 233 Commercial Banking	3 cr.
FIN 299 Internship	1 cr.

MIS / Math Requirements	(6 cr.)
MIS 272 Management Information Systems	3 cr.
MAT 204 Math for Business and Economics	3 cr.

Business Communication Requirement	(3 cr.)
ENG 248 Business English	3 cr.

Hospitality Management: An Emphasis in the Faculty of Business Administration and Economics (in partnership with the American Hotel & Lodging Educational Institute – AHLEI).

A student who completes the Emphasis in Hospitality Management program receives a Bachelor of Business Administration degree (BBA) with an emphasis in Hospitality Management. Interested students can also receive a Hospitality Management Diploma from the American Hotel & Lodging Educational Institute.

On completion of the Business Administration degree with emphasis in Hospitality Management, graduating students will be able to:

- Demonstrate a methodical understanding of the Hospitality Industry.
- Recognize the importance of and apply exceptional guest service quality and ethics
- Apply analytic thought, evaluate arguments and critically analyze problems
- Express ideas clearly in writing; speak articulately; communicate with others using appropriate media channels and work effectively with others.
- Set appropriate goals.
- Work effectively as part of a team.
- Apply their theoretical knowledge to a “real life” experience in the hospitality industry.

Students may choose between two programs: Hospitality Operations Certificate or Hospitality Management Diploma (A framed certificate from the American Hotel & Lodging Educational Institute is awarded upon completion of the program).

Students intending to major in Business Administration with an emphasis in Hospitality Management must first secure the approval of the Faculty. Those following the Certificate Program must complete at least 76 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 106 credits of 200-level courses. Students entering as Freshmen

must complete a minimum of 136 credits, of which 106 credits must be in 200-level courses. Those following the Diploma Program must complete at least 88 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 118 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 148 credits, of which 118 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements (45 cr.)

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ADC 241 Marketing Management	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 281 Quantitative Methods	3 cr.
BAD 295 Senior Seminar	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
FIN 220 Financial Management	3 cr.
FIN 221 Financial Markets and Institutions	3 cr.
FIN 226 Financial Management	3 cr.
LST 261 Business Law	3 cr.

Electives (3 cr.)

Any elective in the Faculty of Business Administration & Economics 3 cr.

Business Communication Requirement (3 cr.)

ENG 248 Business English 3 cr.

Hospitality Management Emphasis

Choose between two programs: Hospitality Operations Certificate or Hospitality Management Diploma.

Hospitality Operations Certificate (9 courses) (25 cr.)

HOM 200 The Lodging and Food Service Industry	3 cr.
HOM 241 Food & Beverage Management	3 cr.
HOM 250 Supervision in the Hospitality Industry	3 cr.
HOM 299 Internship	1 cr.
HOM 333 Managing Front Office Operations	3 cr.
HOM 462 Hospitality Industry Managerial Accounting	3 cr.
HOM 464 Planning and Control for Food and Beverage Operations	3 cr.
HOM 468 Hospitality Industry Computer Systems	3 cr.
HOM 472 Hospitality Sales & Marketing	3 cr.

Hospitality Management Diploma (13 Courses) (37 cr.)

HOM 200 The Lodging and Food Service Industry	3 cr.
HOM 241 Food & Beverage Management	3 cr.
HOM 250 Supervision in the Hospitality Industry	3 cr.
HOM 281 Hospitality Facilities Management and Design	3 cr.
HOM 298 Elective	3 cr.
HOM 299 Internship	1 cr.
HOM 304 Leadership and Management in the Hospitality Industry	3 cr.
HOM 333 Managing Front Office Operations	3 cr.
HOM 338 Housekeeping Management	3 cr.
HOM 357 Managing Hospitality Human Resources	3 cr.
HOM 462 Hospitality Industry Managerial Accounting	3 cr.
HOM 464 Planning and Control for Food and Beverage Operations	3 cr.
HOM 472 Hospitality Sales & Marketing	3 cr.

Hospitality Management Training Internship Program

This program blends theory with practice by combining classroom education with work experience relating to studies. All students majoring in hospitality management must complete a minimum of one summer's full time working experience in a hospitality and tourism enterprise. Students at HU have done their internships at the most prestigious hotels and restaurants in Lebanon, the Gulf, Europe, and the US.

Human Resources Management (HRM): An Emphasis in the Faculty of Business Administration and Economics.

Coordinator: Vera Karageuzian - Haddad, M.B.A.

A student who completes the Emphasis in Human Resources Management program receives a Bachelor of Business Administration (BBA) with an emphasis in Human Resources Management.

The student who graduates with a major in HRM will be able to:

- Apply business knowledge, reflective practices, and ethical leadership skills to help position the organization competitively.
- Apply knowledge of human behavior, labor relations, and current laws and regulations to produce a working environment that is safe, fair, and compliant with all applicable regulations.
- Create a working environment in which all employees feel motivated and valued.
- Develop, implement, and assess recruitment, training, development, and total rewards programs that foster employee and organizational learning and development.
- Identify and use technology to research, collect, analyze, and interpret data and effectively communicate information in a professional manner
- Communicate clearly and concisely both orally and in writing.
- Demonstrate a desire for self-improvement and continued learning.

Students intending to major in Business Administration with an emphasis in Human Resources Management must first secure the approval of the Faculty and complete at least 74 credits hours in faculty requirements. Students entering as sophomores must complete a minimum of 104 credits of 200-level courses. Students entering as freshmen must complete a minimum of 134 credits, of which 104 credits must be in 200-level courses.

General Education

(30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements	(39 cr.)
ACC 211 Fundamentals of Accounting I	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ADC 241 Marketing Management	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 295 Senior Seminar	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 231 Economic Statistics I	3 cr.
ECO 232 Economic Statistics II	3 cr.
FIN 220 Financial Management	3 cr.
LST 267 Labor Contract and Social Security	3 cr.
Electives	(1 cr.)
Any elective in the Faculty of Business Administration & Economics	1 cr.
Human Resources Management Requirements	(25 cr.)
HRM 200 Strategic Human Resources Management	3cr.
HRM 207 Performance Management	3cr.
HRM 208 Compensation and Benefits	3cr.
HRM 209 Group Dynamics	3cr.
HRM 210 Training and Development	3cr.
HRM 223 Negotiation	3cr.
HRM 229 Industrial and Organizational Psychology	3cr.
HRM 238 Organizational Behavior	3cr.
HRM 299 Internship	1cr.
MIS / Math Requirements	(6 cr.)
MIS 272 Management Information Systems	3 cr.
MAT 204 Math for Business and Economics	3 cr.
Business Communication Requirement	(3 cr.)
ENG 248 Business English	3 cr.

Legal Studies: An Emphasis in the Faculty of Business Administration and Economics.

A student who completes the Emphasis in Legal Studies program receives a Bachelor of Business Administration degree. The student also receives a certificate of completion of Legal Studies from Haigazian University

On completion of the Business Administration degree with emphasis in Legal Studies, students are expected to be able to:

- Demonstrate a comprehensive knowledge of the fundamental theoretical issues in Business and Law and their relevance to practice;
- Demonstrate critical thinking capabilities through analysis and evaluation of information, leading to rational and informative actions;
- Write and communicate clearly and concisely;
- Demonstrate an appropriate academic foundation for further professional studies in the area of Business and Law.

Students intending to major in Business Administration with an emphasis in Legal Studies must first secure the approval of the Faculty and complete at least 82 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 112 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 142 credits, of which 112 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements (48 cr.)

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ADC 241 Marketing Management	3 cr.

BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 281 Quantitative Methods	3 cr.
BAD 295 Senior Seminar	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 216 Intermediate Macroeconomics	3 cr.
ECO 232 Economic Statistics II	3 cr.
FIN 220 Financial Management	3 cr.
FIN 221 Financial Markets & Institutions	3 cr.

Electives (3 cr.)

Any elective in the Faculty of Business Administration & Economics 3 cr.

Legal Studies Requirement (25 cr.)

LST 261 Introduction to Business Law	3 cr.
LST 262 Corporate and Business Vehicles	3 cr.
LST 263 Commercial Papers and Banking Operations	3 cr.
LST 264 Real Estate Law	3 cr.
LST 265 International Business Law	3 cr.
LST 266 Taxation Law	3 cr.
LST 267 Labor Contract and Social Security	3 cr.
LST 268 Holding and Off-Shore Companies	3 cr.
LST 299 Internship	1 cr.

MIS Requirement (3 cr.)

MIS 272 Management Information Systems 3 cr.

Business Communication Requirement (3 cr.)

ENG 248 Business English 3 cr.

Management Information Systems: An Emphasis in the Faculty of Business Administration and Economics.

Coordinator: Lena Karageuzian - Urneshlian, Diplom Informatiker

A student who completes the Emphasis in Management Information Systems receives a Bachelor of Business Administration (BBA) with an emphasis in Management Information Systems.

The students who graduate from the emphasis in MIS will be able to:

- Apply the theories and applications of MIS to enhance the competitiveness and effectiveness of firms.
- Design and control the information systems development cycle.
- Understand and apply all the technical aspects of management information systems.

Students intending to major in Business Administration with an emphasis in Management Information Systems must first secure the approval of the Faculty and complete at least 76 credit hours in faculty requirements. Students entering as Sophomores must complete a minimum of 106 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 136 credits, of which 106 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Core Requirements (42 cr.)

ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
ACC 213 Cost and Managerial Accounting	3 cr.
ADC 241 Marketing Management	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.

BAD 231 Business Management	3 cr.
BAD 255 Operations Research	3 cr.
BAD 271 Managerial Economics	3 cr.
BAD 295E Senior Seminar in Project Management	3 cr.
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 231 Economic Statistics I	3 cr.
FIN 220 Financial Management	3 cr.
LST 261 Business Law	3 cr.

Management Information Systems (28 cr.)

CSC 202 Programming I	3 cr.
CSC 204 Programming II	3 cr.
MIS 272 Management Information Systems	3 cr.
MIS 274 Relational Database Management	3 cr.
MIS 276 E-commerce	3 cr.
MIS 278 Web Application Development	3 cr.
MIS 280 System Analysis and Design of Information Systems	3 cr.
MIS 284 Networking Essentials	2 cr.
MIS 284L Networking Essentials -Lab	1 cr.
MIS 295 Special Topics in MIS	3 cr.
MIS 299 Internship	1 cr.

Mathematics Requirement (3 cr.)

MAT 204 Mathematics for Business and Economic Analysis	3 cr.
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Business Communication Requirement (3 cr.)

ENG 248 Business English	3 cr.
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Economics

Coordinator: Ani Tortian, Ph.D.

The Faculty of Business Administration and Economics at Haigazian University offers a degree program leading to a B.A. in Economics.

On completion of the Business Administration degree with emphasis in Economics, students will be able to:

- Demonstrate an understanding of the core concepts, terminology, and models used in economics.
- Apply economic theory, analyze problems and use qualitative and/or

quantitative analysis to make correct interpretations.

- Demonstrate the ability to write and communicate clearly and cogently their ideas.

- Define, analyze and evaluate economic issues and theories.

Students desiring to major in Economics must first secure the approval of the Faculty, then complete 63 credit hours offered by the Department of Economics. Students entering as Sophomores must complete a minimum of 94 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 124 credits, of which 94 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Prerequisites

Students must complete the following courses and get a grade of 70 or higher during their sophomore year.

ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.

Economics Requirements (37 cr.)

ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.
ECO 216 Intermediate Macroeconomics	3 cr.
ECO 217 Intermediate Microeconomics	3 cr.
ECO 220 Monetary Economics	3 cr.
ECO 226 Public Finance	3 cr.
ECO 231 Economic Statistics I	3 cr.
ECO 232 Economic Statistics II	3 cr.
ECO 241 Economic Development	3 cr.
ECO 251 History of Economic Thought	3 cr.
ECO 259 Introduction to Econometrics	3 cr.
ECO 281 International Economics	3 cr.
ECO 299 Business Internship	1 cr.

Electives (3 cr.)

Any elective in the Faculty of Business Administration & Economics 3 cr.

Business Requirements	(15 cr.)
ACC 211 Fundamentals of Accounting I	3 cr.
ACC 212 Fundamentals of Accounting II	3 cr.
BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.
FIN 220 Financial Management	3 cr.
MIS 272 Management Information Systems	3 cr.

Math Requirements	(6 cr.)
MAT 201 Calculus and Analytic Geometry III	3 cr.
MAT 202 Differential Equations	3 cr.

Business Communication Requirement	(3 cr.)
ENG 248 Business English	3 cr.

Hospitality Management

The Faculty of Business Administration and Economics at Haigazian University offers a degree program leading to a B.A. in Hospitality Management. Interested students can also receive a Hospitality Management Diploma from the American Hotel & Lodging Educational Institute.

On completion of the B.A. degree in Hospitality Management, graduating students will be able to:

- Demonstrate a methodical understanding of the Hospitality Industry.
- Recognize the importance of and apply exceptional guest service quality and ethics
- Apply analytic thought, evaluate arguments and critically analyze problems
- Express ideas clearly in writing; speak articulately; communicate with others using appropriate media channels and work effectively with others.
- Set appropriate goals.
- Work effectively as part of a team.
- Apply their theoretical knowledge to a “real life” experience in the hospitality industry.

Students intending to major in Hospitality Management must first secure the approval of the Faculty of Business Administration & Economics and complete at least 75 credit hours in faculty requirements. Students entering as Sophomores

must complete a minimum of 105 credits of 200-level courses. Students entering as Freshmen must complete a minimum of 135 credits of which 105 credits must be in 200-level courses.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Required Courses (75 cr.)

BAD 202 Leadership Development 1: Self Development	1 cr.
BAD 203 Leadership Development 2: Interpersonal Development	1 cr.
BAD 204 Leadership Development 3: Leadership	1 cr.

Management Operation

HOM 200 The Lodging and Food Service Industry	3 cr.
HOM 304 Leadership and Management in the Hospitality Industry	3 cr.
HOM 250 Supervision in the Hospitality Industry	3 cr.
HOM 333 Managing Front Office Operations	3 cr.

Human Resources Management

HOM 357 Managing Hospitality Human Resources	3 cr.
HOM 338 Housekeeping Management	3 cr.

Financial Management

HOM 260 Hospitality Industry Financial Accounting	3 cr.
HOM 462 Hospitality Industry Managerial Accounting	3 cr.
FIN 220 Financial Management	3 cr.

Food & Beverage Management

HOM 241 Food & Beverage Management	3 cr.
HOM 464 Planning and Control for Food and Beverage Operations	3 cr.
HOM 469 Culinary Theory and Practice	3 cr.

Marketing and Tourism

HOM 472 Hospitality Sales & Marketing	3 cr.
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Property Asset Management

HOM 281 Hospitality Facilities Management and Design	3 cr.
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Operation Management & Information Technology

HOM 468 Hospitality Industry Computer Systems	3 cr.
BAD 281 Quantitative Methods	3 cr.
MIS 272 Management Information Systems	3 cr.

Law

HOM 390 Hospitality Law	3 cr.
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Economics

ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Communication

ENG 248 Business English	3 cr.
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Nutrition

BIO 235 Food and Nutrition Awareness	3 cr.
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Practical Training

HOM 498 Hospitality Internship I	3 cr.
HOM 499 Hospitality Internship II	3 cr.

The Business Administration minor at Haigazian University provides you an additional life-long learning experience - core studies in business and economics which offer you a clear and concise way of analyzing issues in economics and business. The minor in Business Administration complements the students' study of the liberal arts. Students will find it helpful in their search for employment upon graduation as well as preparing them to continue for an MBA degree in the future. This minor is usually very popular with students who major in English, Education, Psychology, Political Science, Biology, Medical Laboratory Sciences, Mathematics and Computer Science. Within the Faculty of Business Administration and Economics, students can not declare a minor in Business Administration. Students minoring in Business Administration should score a minimum grade of 70 in ACC 211. Students minoring in Business Administration should complete 21 credits in their minor, 12 of which should be taken at Haigazian University, and maintain a minor average of at least 70. For more details regarding minors, kindly refer to the Minors section the catalog.

The minor in Business Administration consists of seven courses:

Core courses:

ACC 211: Fundamentals of Accounting I (passing grade is 70)

ECO 201: Microeconomic Principles

ECO 202: Macroeconomic Principles

ECO 231: Economic Statistics I

FIN 220: Financial Management

One of the following courses:

ADC 232: Sales Management

ADC 241: Marketing Management

BAD 231: Business Management

ENG 248: Business English

LST 261: Business Law

MIS 272: Management Information Systems

One additional course in Accounting, Advertising and Communication, Finance, Management Information Systems, or Human Resources Management.

Courses in Business Administration (BAD)

BAD 101 Introduction to Business (Freshman Level) (3 cr.)

The course provides general overview of the business world and its various fields. It covers topics related to management, organization, production, labor, accounting, data processing, marketing, and finance in brief.

BAD 200 Community Service (1 cr.)

The course is offered for all students at HU. Cross-cultural exchange is an integral part of the course. It allows students to go beyond the limitations and boundaries in which they live, by opening their heart and mind to people and cultures radically different from their own. Community service allows the volunteer to appreciate the joys and struggles facing the people of this world. Volunteering is an opportunity to advance in all areas of your life. The purpose is to connect with your community.

BAD 201 Introduction to Business (3 cr.)

A general course in Business Administration providing an overview of the business world and its various fields. Topics related to management, organization, production, labor, accounting, data processing, marketing, and finance are briefly covered. This course is offered only to non-business majors.

BAD 202 Leadership Development 1: Self Development (1 cr.)

A comprehensive course that integrates personal and professional growth

through the development of effective communication skills, positive self-image and self-esteem, and strategies for problem solving and decision making. Analysis of life course events, such as the development of career and educational objectives. Emphasis is on personal health assessment and strategies for coping with stress.

general

BAD 203 Leadership Development 2: Interpersonal Development (1 cr.)

Effective interpersonal communication skills are key to both personal and professional success. In order to become an effective communicator, one must learn how to communicate with diverse people (differences in race, gender, religion, education, socioeconomic status, etc.) in diverse situations (workplace, intimate/romantic, friendships, family relationships, etc.). This course will help students improve their interpersonal communications skills as well as clarify why some people are more effective and others less effective. Prerequisite: BAD 202.

BAD 204 Leadership Development 3: Leadership (1 cr.)

This course addresses the practice of leadership not as a science or simple formula that can be applied, but as skills that can be developed. Traditional concepts of effective leadership are studied, as well as current strategies for success in a personal business environment. Students consider values and ethics, discuss various aspects of effective leadership, and develop a personal plan to cultivate a durable, effective, personal leadership mode. Prerequisite: BAD 203.

BAD 231 Business Management (3 cr.)

This course is a survey of the major functions performed by the manager of any type of enterprise, namely the planning, organizing, leading, and controlling functions. These functions are studied in a dynamic environment with emphasis on individual and group research. Corequisite: ENG 201.

BAD 233 Commercial Banking (3 cr.) (Equivalent to FIN 233)

This course presents a study of the local and international banking environment. It emphasizes and studies the functions of commercial banking, its services, structure, management of balance sheet accounts, and profitability. Students become familiar with the reasons banks are so heavily regulated and why adequate solvency and liquidity are critical to maintaining a safe and sound banking system. Islamic banking is also covered. Traditional and modern banking, commercial and investment banks are distinguished from each other. The crucial role played by the central bank and the main functions of a central bank are explained. Prerequisite: FIN 226.

BAD 238 Organizational Behavior (3 cr.) **(Equivalent to HRM 238)**

The OB course covers all the key concepts needed to understand, predict, and respond to the behavior of people in real-world organizations. The course includes cutting-edge topics in how to increase motivation and job satisfaction. Corequisite: HRM 200.

BAD 242 Distribution Management and Retailing (3 cr.)

The course addresses the roles and processes of physical distribution, channel management, and retailing. Emphasis is placed on decision areas concerning transportation, inventory control, and customer service levels. The relationship between the manufacturer and end-user is analyzed from a control perspective, and the activities and functions of channel intermediaries are studied for their impact on market planning. Channel design and developments in contemporary retailing methods are covered with emphasis on retail store operations and the influence of technology on distribution. Prerequisite: ADC 241.

BAD 244 Real Estate Management (3 cr.)

The principles and practices of real estate management are examined in an international context. An investment perspective is complemented by an examination of accepted professional practices in the USA, Europe, and Lebanon for buying, selling, and holding property.

BAD 251 Insurance (3 cr.)

Theory and practice of risk management and personal lives are studied. The course includes a survey of the major patterns of life, property, and business insurance and the investment aspects of the insurance industry. It also examines social insurance. Prerequisite: Junior Standing.

BAD 255 Operations Research (3 cr.)

This course is a survey of management science, or operations research, and its quantitative tools. It covers in depth linear programming with the graphical approach, the mathematical optimization, and the extensive sensitivity analysis for separate and joint parameter changes. The course includes an analysis of critical path methods (PERT/CPM) and a discussion of the management of crashing activity durations. The course will also solve inventory models with the use of mathematical calculus, assuming both deterministic and uncertain demand. In addition, the problems of purchase discounts and single-period inventory management are studied. The student is introduced to the use of a statistical and computer software package for solving operations research problems. Prerequisites: ECO 231, CSC 205, and junior standing.

BAD 271 Managerial Economics (3 cr.) **(Equivalent to ECO 217)**

The course emphasizes the application of economic tools of analysis to solve managerial problems. The following economic techniques and principles used in formulating business policies are considered: forecasting, estimation and analysis of demand functions, estimation of production and cost functions, forms of competition, pricing techniques, and profit and capital budgeting. Prerequisite: ECO 201 and ECO 231 or BAD 281.

BAD 275 Leadership and Total Quality Management (3 cr.) **(Equivalent to HRM 275)**

The course focuses on the philosophy and guiding principles, approaches, methodologies and tools, and techniques of total Quality Management (TQM). The course aims at providing the future organizational manager as well as the non-managerial employee of an organization with the means to successfully carry out and improve personal work processes, peer group work processes, and participation in and/or management of the overall organizational processes. Major topics include : leadership, customer satisfaction, employee involvement, performance measures, and continuous improvement. Prerequisite: BAD 231 and ECO 231.

BAD 281 Quantitative Methods (3 cr.)

This course is designed to HOM and LST majors only. It is a combination of math concepts and introductory statistical analysis. The math part will cover linear equations, functions of one variable, differentiation, derivatives, optimization (both maximization and minimization), and integration. The statistical part will cover ways to present and describe data, frequency distributions, bar and pie charts, measures of location and measures of dispersion, an introduction to probability, discrete and continuous probability distributions, the Central Limit Theorem, estimation and confidence intervals and one-sample tests of hypothesis. Students cannot receive credit for BAD 281 on one hand and both MAT 204 and ECO 231, on the other hand.

BAD 292 Selected Topics (3 cr.)

This course will focus on a selected theme in the Business Administration field. Topical coverage of areas in management, finance, marketing , accounting and human resources management based on the interests of the students. Students may take more than one Selected Topics.

BAD 295 Senior Seminar in Business (3 cr.)

A senior course in the field of business or economics, the topic of which changes each semester. A student may complete this course more than once. In such a case, one course will be considered as required and the second one as a major

elective. Prerequisite: Senior Standing and courses that will be specified depending on the BAD 295 topic to be covered.

BAD 2951 Senior Seminar in Money and Banking (3 cr.)

This course is in three parts. The first covers the role of financial markets in the economy, the determination of interest rates and foreign exchange rates, the theories of the term structure of interest rates, and some principles of the time value of money. The second part covers the mechanism of the supply of money, multiple deposit creation, the components of the money multiplier, and the theories of money demand. The last part covers fiscal and monetary policies in an IS/LM framework, and the effects of these policies on macroeconomic stabilization, economic activity and real interest rates, with a stress on the importance of rational expectations in monetary economics. Prerequisite: ECO 216.

BAD 295D Senior Seminar: International Economics (3 cr.) (Equivalent to ECO 281)

An introduction to the theory of international trade and finance with emphasis on the study of the gains from international specializations and exchange, mechanisms of inter-country economic relations, balance of payments, correction of imbalances in international trade flows, and effects and purposes of restrictions on trade. Attention is given to major contemporary international trade problems. Prerequisite: ECO 216 and BAD 271.

BAD 295E Senior Seminar: Project Management (3 cr.)

In order to introduce any significant change, be it the development of a new product, or the re-engineering of existing products or services, organizations must engage in Project Management. The use of disciplined, rigorous, and generally accepted project management techniques greatly increases the chance of successfully delivering business changes. This course examines the organization, planning, and controlling of projects and provides practical knowledge on managing project scope, schedule and resources. Topics include project life cycle, work breakdown structure and Gantt charts, network diagrams, scheduling techniques, and resource allocation decisions. Concepts are applied through team projects and tutorials using project management software such as Microsoft Project. Prerequisite: Senior Standing.

BAD 299 Business Internship Program (1 cr.)

A one-credit course of one to two months of training in a business firm. Prerequisite: Completion of 54 Sophomore-level credits.

Courses in Accounting (ACC)

ACC 200 Applied Accounting (1 cr.)

The course introduces students to the technicalities of working in the accounting and auditing fields. It is a course with a proactive approach preparing students for the professional working environment in the domains of accounting and audit. Additionally, the course introduces concepts of the CMA Part 2 program. Prerequisite: Senior Standing.

ACC 211 Fundamentals of Accounting I (3 cr.)

An introductory course in financial accounting. The course covers the techniques of recording, classifying, and summarizing financial information; the completion of the accounting cycle; the preparation of the income statement, the balance sheet and the cash flow statement according to the requirements of Generally Accepted Accounting Principles; accounting for current assets such as cash, receivables and inventories, plant assets and depreciation, natural resources and depletion, intangible assets and amortization. Prerequisite: Sophomore Standing.

ACC 212 Fundamentals of Accounting II (3 cr.)

The second of two introductory courses in financial accounting. This course covers the accounting for partnerships and corporations according to the Generally Accepted Accounting Principles. Financial Management techniques such as working capital management, debt and equity financing and dividend policy are introduced. The preparation of the cash flow statement using both the direct and indirect methods is covered. Prerequisite: ACC 211.

ACC 213 Cost and Managerial Accounting (3 cr.)

The course presents a study of the concepts and principles underlying the development of cost information for decision-making and control. It covers process and job order systems using both traditional and activity-based costing (ABC) in the service, merchandising, and manufacturing sectors; break-even analysis; variance analysis; cost behavior and budgeting (standard and flexible); pricing and optimization through cost control. Prerequisite: ACC 211 and Junior Standing.

ACC 215 Auditing (3 cr.)

Through this course the student is familiarized with the auditing practices pertaining to economic enterprises. The public responsibilities, ethical requirements, rules, regulations and conventions governing the profession are covered. Prerequisite: ACC 212.

ACC 216 Intermediate Accounting (3 cr.)

The course covers the principles and standards of financial accounting used for the preparation and presentation of financial statements. Accounts of the balance sheet and income statement are covered in more depth than in ACC 211 and ACC 212. The effects of changing prices on financial statements are also covered. Prerequisite: ACC 212.

ACC 217 Advanced Accounting (3 cr.)

An advanced course in financial accounting. The course covers some specialized topics not discussed in Intermediate Accounting, namely accounting for inter-corporate investments requiring consolidated financial statements, accounting for partnerships, for fiduciary transactions, and for foreign exchange transactions. Prerequisite: ACC 212.

ACC 218 Internal Auditing (3 cr.)

This course is an introduction to internal auditing and its role within an organization, its elements and services. It covers the following subjects: the audit approach, corporate governance perspectives, risk management, internal controls, setting an audit strategy, the audit fieldwork and audit professionalism. Prerequisite: ACC 212.

ACC 222 Business Taxation (3 cr.)

The course covers federal taxation in the US for individuals, corporations, partnerships, government, and not-for-profit organizations. It stresses the need to apply these taxation laws to public accounting engagements. The latest tax laws are studied in an effort to enable the student to understand and apply taxation to any business. Prerequisite: ACC 212.

ACC 224 Information Technology in Accounting (3 cr.)

This course includes the following information technology topics that CPAs need to understand to perform auditing and other attestation engagements in computerized environments: Role of Information Systems, Hardware, Software, Data Structure, Networks, Transaction Processing Modes, Electronic Commerce, Application Processing Phases, IT Control Objectives, Control Activities and Design, and Physical Access Controls and Security. Prerequisite: CSC 205 and Senior Standing.

ACC 299 Internship (1 cr.)

A one-credit course of one to two months of training in a business firm. Prerequisite: Completion of 54 Sophomore-level credits.

Courses in Advertising & Communication (ADC)

ADC 232 Sales Management (3 cr.)

An overview of selling and sales management. Findings of social sciences, latest technology and quantitative tools are used to educate sales representatives on effective selling. Topics covered include setting sale objectives; recruiting, training, compensating and motivating the sales force; forecasting sales and budgeting sales functions; measuring the effectiveness of sales programs. Prerequisite: ADC 241.

ADC 240 Introduction to Advertising (3 cr.)

Survey of the economics, psychology, and philosophy of advertising; creative and media strategies; and organizational structure. This course emphasizes the principles and practices of advertising in relation to economics, societies, and mass communication. Prerequisite: ADC 241.

ADC 241 Marketing Management (3 cr.)

The course presents a survey of the field of marketing through analyzing the planning, organizing, and controlling of the marketing function in an organization. The variables of the marketing mix (i.e., product planning, pricing, distributing, and promotion) in a continuously changing environment are discussed. Special emphasis is placed on individual and group research. Prerequisite: ECO 201. Corequisite: ENG 201.

ADC 242 Consumer Behavior (3 cr.)

The decision-making process of buyers is examined and evaluated with reference to sociopsychological and economic factors. Market segmentation and target market selection are focal topics. Prerequisite: ADC 241.

ADC 243 Consumer Communications and the Public (3 cr.)

Addresses the interface between marketing activity and various public institutions and actions: government agencies, consumer groups, boycotts, and litigation. Prerequisite: ADC 241.

ADC 244 Marketing E -Commerce (3 cr.)

Internet technology and its use in business and commerce; consumer choice, search, and implications for competition; pricing and bundling of information goods; intelligent markets; personalization and targeted communications; value chain handling; retailing and business-to-business applications; security, encryption, and payment systems; privacy and intellectual property. Prerequisite: ADC 241.

ADC 245 International Marketing (3 cr.)

The course covers the variables of the marketing mix (i.e., product planning, pricing, distributing, and promoting) of a company operating overseas. The laws related to international marketing as well as the selection of marketing policies and techniques and the financial features of foreign trade are also covered. Prerequisite: ADC 241.

ADC 246 Marketing Research (3 cr.)

The course explores, through the use of scientific tools, both internal and field research. Methods of sampling, data collection, and analysis are studied as means of reaching more effective marketing decisions. Prerequisite: ADC 241. Corequisite: ECO 232.

ADC 247 Integrated Marketing Communication (3 cr.)

Focus is on the intersection between marketing communications and strategic marketing. Prepares students to plan and manage all the varied communication tasks as a system. Develops tools to design marketing communications, deploy them tactically to meet strategic goals, and to create learning systems to adjust them periodically. Lectures, guest speakers, case discussions, and projects. Prerequisite: ADC 240.

ADC 249 Entrepreneurial Marketing (3 cr.)

The primary objective is to teach students to do rigorous, explicit, customer-based marketing analysis, which is most appropriate for new ventures. Explicit analysis of customers and potential customers, using available data, together with explicit and sensible additional assumptions about customer needs and behavior. Additional course objectives are to teach students about: (a) ways to implement marketing strategies when resources are very limited, and (b) common deficiencies in marketing by entrepreneurial organizations. Prerequisite: ADC 241.

ADC 299 Internship (1 cr.)

A one-credit course of one to two months of training in a business firm. Prerequisite: Completion of 54 Sophomore-level credits.

Courses in Finance (FIN)

FIN 200 Applied Finance (1 cr.)

The course introduces students to the technicalities of working in the Finance field. The course equips students with technical skills that boosts their knowledge and provides them with a competitive advantage during interviews and initial stages of work. Additionally, the course introduces concepts of the CFA test. Prerequisite: Senior Standing.

FIN 220 Financial Management (3 cr.)

This is an introductory course in corporate finance and lays the foundation for future finance courses. It will cover such subjects as the analysis of financial statements with the use of ratio analysis, the estimation of and the interrelation between return and risk, bond valuation, stock valuation, project evaluation, and the cost of capital. The emphasis is put on both theory and practice. The course will enable students to value securities and projects and take trading positions or recommend investment decisions. The basis for the course is on the time value of money and its many applications and ramifications in finance. Prerequisites: ACC 211 or HOM 260, ECO 202, & ECO 231 or BAD 281.

FIN 221 Financial Markets and Institutions (3 cr.)

Financial markets finance much of the expenditures by corporations, governments, and individuals. This course presents an overview of the structure, functions, instruments and depository and non-depository institutions in money, financial and capital markets, and their role in the allocation of capital. The student will understand the importance of financial markets to the economy, the securities traded in these markets, such as bonds, stocks and derivatives, the impact of interest rates, the determinants of interest rates, the effects and types of financial regulation, and the influence of a central bank on interest rates and on the markets. Prerequisite: FIN 220.

FIN 225 Intermediate Finance (3 cr.)

The time value of money, financial ratios, and capital budgeting are initially reviewed. The impact of debt on financial leverage is studied. All the different theories of capital structure, starting with the capital structure irrelevance in perfect capital markets, to the effect of financial distress and bankruptcy costs, the signaling theory, the agency theories, and the effects of taxes, are covered, and in each case the optimal capital structure is identified. The course includes also techniques for short term cash flow, working capital and inventory management, and for long term financing issues involved in financial leases, mergers and acquisitions. Prerequisite: FIN 220.

FIN 227 Futures, Options and other Derivatives (3 cr.)

This course is intended to introduce the student to highly speculative markets that may serve the purpose of risk management. The instruments studied range from forwards, to futures, to swaps, to options, to options on futures, and to synthetic securities and derivatives. The similarities and differences between these instruments are highlighted. The course shows how these contracts can be written on commodities, on stocks and stock indexes, on bonds, on currencies, and on interest rates. Three categories of investors and their behavior are described: arbitrageurs, hedgers, and speculators. Prerequisite: FIN 221.

FIN 228 Fixed Income Securities (3 cr.)

This course dwells on fixed-income securities like Treasury, agency and corporate bonds. Bond valuation, the yield curve, the yield curve theories, credit ratings, credit risk, credit default swaps, bond mathematics and bond theorems are reviewed in depth. The effect of embedded options in bonds, like call and put options, are analyzed and priced. Futures and options on interest rates are explained. Both variable and fixed interest rate securities and their significance for swaps are described. Both asset and liability swaps are depicted. The concepts of arbitrage and hedging are presented. Prerequisite: FIN 221.

FIN 229 Investment (3 cr.)

This course presents the practical applications of investment theory using modern finance theory. It covers the themes of asset allocation, asset pricing and trading based on the risk/return trade-off. The student learns how to construct an investment portfolio, and how to manage and evaluate that portfolio. Stress is placed on security analysis and valuation and the role of traditional and derivatives markets. Topics covered are portfolio diversification, the general bond theorems, the capital asset pricing model (CAPM), the arbitrage pricing theory (APT), fundamental and technical analysis, and the three axioms of the efficient market hypothesis (EMH). Prerequisite: FIN 221.

FIN 230 Portfolio Analysis (3 cr.)

The contents of this course cover the following: systematic portfolio management, portfolio construction, portfolio insurance, portfolio performance, arbitrage in portfolios, bond valuation and duration, and applying valuation models. In addition, financial derivatives and the way they are used to hedge portfolios are studied. The material on options includes trading rules, put-call parity, exact and analytical option pricing, binomial models and the effect on option prices of income, such as dividends, on the underlying asset. The material on futures includes trading, hedging, and pricing. The material on swaps includes forward rate agreements (FRAs), currency and interest rate swaps, and the concept of comparative advantage. Prerequisite: FIN 221.

FIN 233 Commercial Banking (Equivalent to BAD 233) (3 cr.)

This course presents a study of the local and international banking environment. It emphasizes and studies the functions of commercial banking, its services, structure, management of balance sheet accounts, and profitability. Students become familiar with the reasons banks are so heavily regulated and why adequate solvency and liquidity are critical to maintaining a safe and sound banking system. Islamic banking is also covered. Traditional and modern banking, commercial and investment banks are distinguished from each other.

The crucial role played by the central bank and the main functions of a central bank are explained. Prerequisite: FIN 220.

FIN 299 Internship (1 cr.)

A one-credit course of one to two months of training in a business firm. Prerequisite: Completion of 54 Sophomore-level credits.

Courses in Hospitality Management (HOM)

HOM 200 The Lodging and Food Service Industry (3 cr.)

Helps students understand the hospitality industry as a whole and see how departments work together. Covers both the lodging and food service industries.

HOM 241 Food and Beverage Management (3 cr.)

(Equivalent to NSD 230)

Shows how to profitably manage a food service operation in order to satisfy guests. Employees learn how to give guests the highest priority as all details of food and beverage operations are planned, implemented, and evaluated. Corequisite: HOM 200.

HOM 250 Supervision in the Hospitality Industry (3 cr.)

This course develops the communication skills essential for effective leadership, different ways to increase productivity and raise performance standards as well as turning basic human resource functions into motivational strategies. Corequisite: HOM 200.

HOM 260 Hospitality Industry Financial Accounting (3 cr.)

Introduces the fundamentals of financial accounting through examples from hotels, restaurants, and clubs. Students will easily understand the accounting process and its function in hospitality operations. Summarizes the ten steps in the accounting cycle and covers in detail the income statement and balance sheet and their uses in hospitality-specific accounting systems. Students cannot receive credit for both ACC 211 and HOM 260. Corequisite: HOM 200.

HOM 281 Hospitality Facilities Management and Design (3 cr.)

Shows operations managers how to handle today's engineering and maintenance concerns. Covers all major facility systems. Clearly shows non-engineers how to understand and speak the language of vendors, suppliers, and maintenance/engineering staff, reduce expenses, and increase the efficiency of a facility's systems. Corequisite: HOM 200.

HOM 299 Internship (1 cr.)

This program blends theory with practice by combining classroom education with work experience relating to studies. All students majoring in Hospitality Management must complete a minimum of two summer's full-time working experience in a Hospitality and tourism enterprise.

HOM 304 Leadership and Management in the Hospitality Industry (3 cr.)

Designed to acquaint students with quality and leadership issues facing today's hospitality industry. Included are the Malcolm Baldrige National Quality Award, continuous improvement, quality service, power and empowerment, communication skills, goal setting, high performance teams, diversity, managing organizational change, and strategic career planning. Corequisite: HOM 200.

HOM 333 Managing Front Office Operations (3 cr.)

Designed to increase front office efficiency and help sales grow with the knowledge gained from this course. Includes yield management techniques and the latest computer technology. Shows how front office activities and functions affect other departments and stresses how to manage the front office to ensure that the firm's goals are met. Corequisite: HOM 200.

HOM 338 Housekeeping Management (3 cr.)

Students will learn what it takes to manage this vital department. Provides a thorough overview, from the big picture of maintaining a quality staff, planning, and organizing, to the technical details of cleaning each area of the hotel. Corequisite: HOM 200.

HOM 357 Managing Hospitality Human Resources (3 cr.)

Written in practical terms to give students solutions to today's sensitive problems. Explains how to fulfill the requirements of the Americans With Disabilities Act (ADA) and other employment and workplace laws. Covers the latest strategies for attracting a wider range of applicants, minimizing turnover, reducing productivity losses, and much more. Corequisite: HOM 200.

HOM 390 Hospitality Law (3 cr.)

Teaches students how to avoid lawsuits and protect property in the hospitality industry. Gives students an understanding of potential legal problems and how important legal considerations can affect a property. Corequisite: HOM 200.

HOM 462 Hospitality Industry Managerial Accounting (3 cr.)

With this course, students make effective managerial, business, and operational decisions based on a thorough understanding of financial analysis. Includes how to analyze financial statements, identify costs, develop realistic budgets, forecast, plan cash flow, and more. Prerequisite: HOM 260.

HOM 464 Planning and Control for Food and Beverage Operations (3 cr.)

Helps students take charge of the complexities of controlling food, beverages, labor, and sales income. Covers standards determination, the operating budget, and income/cost control, as well as control systems, the basics of computers, and computer applications in planning and control functions. Corequisite: HOM 200.

HOM 468 Hospitality Industry Computer Systems (3 cr.)

Gives students a thorough understanding of hospitality computer technology and the management of information systems. Features applications for all functional areas, including reservations, rooms, food and beverage, sales, event management, and accounting. Students learn to improve efficiency while serving guests better. Corequisite: HOM 200.

HOM 469 Culinary Theory and Practice (3 cr.)

This course is designed to introduce the student to food and beverage operations through three major components: fundamental food composition and properties, food products and preparation, and food safety. Students will prepare recipes, menus, and production schedules. Students will develop the ability to recognize properly prepared foods through preparing, tasting and evaluating foods. They will also plan menus, develop recipes, and produce them in a final project. Corequisite: HOM 200.

HOM 472 Hospitality Sales and Marketing (3 cr.)

Builds a top-flight sales team with creative, successful sales and marketing programs that really work. Features new ways to sell rooms and food and beverage services to business and leisure travelers, travel agents, and meeting planners. Industry pros give tips on sales programs and advertising strategies that worked for them, as well as suggestions for playing up the unique features of a property. Corequisite: HOM 200.

HOM 498 Hospitality Internship (3 cr.)

This course provides an opportunity for the student to complete a relevant internship in a specialized area of the hospitality and tourism industry. Students will maintain a written journal of internship experiences and produce a report that analyzes the results of research on a problem unique to the establishment. Additionally, student will prepare a professional career portfolio based on the internship experience. Students may pursue a wide variety of hospitality establishments for their internships including hotels, restaurants, resorts, convention centers, sports clubs, country clubs, and associations.

HOM 499 Hospitality Internship (3 cr.)

(Same description as HOM 498)

Courses in Human Resources Management (HRM)

HRM 200 Strategic Human Resource Management (3 cr.)

The course covers a wide range of HR topics and shows students the importance of human resource management. Offering a wealth of functional examples and applications, this course explains how important is that all managers need basic human resource management skills. This course builds its core around the talent management process—which is defined as the goal-oriented and integrated process of planning, recruiting, developing, managing, and compensating employees. Corequisite: BAD 231

HRM 207 Performance Management (3 cr.)

This course clearly describes the key approaches to designing, implementing and managing an effective performance management system, and sets these approaches within the broader context of the organization. Covering the importance of mission and strategy, reviewing and rewarding performance, and the controversies surrounding performance-related pay it is relevant to all those who have a responsibility for designing, introducing or managing a performance management system. Prerequisite: HRM 200.

HRM 208 Compensation and Benefits (3 cr.)

Strategic Compensation: A Human Resource Management Approach illustrates the art and science of compensation practice and its role in promoting a company's competitive advantage. This course focuses on a compensation program's objectives and strategies that are essential in providing a company with a competitive edge. A compensation program is an invaluable tool companies possess to attract, motivate and retain talent. Prerequisite: HRM 200 and HRM 207.

HRM 209 Group Dynamics (3 cr.)

The course provides students with practical strategies, built on theory and research, for communicating and working successfully in groups. It includes the guiding principle of balance while looking at both how groups work and how to work in groups. This course gives students the tools to apply group communication theories, methods, and skills—helping them become more effective and ethical group members. Corequisite: HRM 238.

HRM 210 Training and Development (3 cr.)

This is a senior course that teaches HR students the necessary skills to become affective trainers. Knowledge of proper training methods is crucial for rapidly growing organizations. The course covers several concepts like defining training and development in organizations, describing the role of trainers, using different training designs and programs, teaching how to judge the feedback

system and developing the trainer as a leader. Students also learn about electronic training as well as developing, implementing and evaluating training inside organizations. Corequisite: HRM 200.

HRM 223 Negotiation (3 cr.)

The course addresses negotiations and dispute resolution in a wide variety of settings. Because skill development is an important part of becoming a masterful negotiator, concepts are augmented with numerous exercises, activities, role plays, and self-assessments. By combining theoretical foundations with experiential exercises, the course helps students develop their ability to negotiate and resolve conflicts in both personal and professional settings. Prerequisite: LST 267. Corequisite: HRM 238.

HRM 229 Industrial and Organizational Psychology (3 cr.)

Industrial/organizational psychology is a field with a strong scientific base and an applied orientation, the course demonstrates the connection between psychological theory and application: theoretical concepts are shown to lead to useful interventions. The course is designed with the student in mind. Whenever possible, the course draws on examples and illustrations from the world of work that students understand - making for an introductory text appealing to a wide range of students with varying academic backgrounds. An examination of psychological principles and techniques in their application to various aspects of industry and business. Prerequisite: Junior Standing.

HRM 238 Organizational Behavior (3 cr.) (Equivalent to BAD 238)

The OB course covers all the key concepts needed to understand, predict, and respond to the behavior of people in real-world organizations. The course includes cutting-edge topics in how to increase motivation and job satisfaction. Corequisite: HRM 200.

HRM 276 Leadership and Change Management (3 cr.)

Recognizing and responding to change is the oxygen of life for an organization, and leadership is fundamentally about focusing organizations on these new realities. In the past, leaders generally knew that they were invested with formal power and their directives carried the weight of authority. Today's organizations are flatter and formal authority is not as useful anymore; in order to get people moving in the right direction, leaders have to rely on personal influence, communication and conflict resolution skills. Managing change is tough but necessary in an environment that shifts constantly. Moreover, consensus on how to achieve change is difficult as each manager looks at change initiative from his or her viewpoint, based on personal experience. Corequisite: HRM 238.

HRM 299 Internship (1 cr.)

A one-credit course of one to two months of training in a business firm.

Prerequisite: Completion of 54 Sophomore-level credits.

Courses in Legal Studies (LST)

LST 261 Business Law (3 cr.)

The course covers laws pertaining to businessmen, business associations, and commercial documents. Special emphasis is placed on the Lebanese Commercial code and the Lebanese Accounting Plan, comparing them to the laws of other Arab countries, the U.S., and Europe. Prerequisite: Junior Standing.

LST 262 Corporate and Business Vehicles (3 cr.)

Agency (formation, functionality, etc.) partnerships, commercial representative, broker; companies (limited liability, joint stock, etc.) Prerequisite: LST 261.

LST 263 Commercial Papers and Banking Operations (3 cr.)

Bills of exchange, promissory notes, cheques, letter of credits (International Chamber of Commerce's regulations), letter of guarantees, bank deposits, joint accounts, banking secrecy law, anti money laundering law. Prerequisite: LST 261.

LST 264 Real Estate Law (3 cr.)

The formation of the real estate register, its function; sale and purchase of real estate (form, condition, effect, registration etc.); mortgage of real estate (form, registration effect etc.). Prerequisite: LST 261.

LST 265 International Business Law (3 cr.)

International institutions and regulations (WTO, UN, EU, International Business Treaty etc.). Prerequisite: LST 261.

LST 266 Taxation Law (3 cr.)

This course covers taxation regulations in Lebanon for individuals, corporations and commercial establishments, including tax abatement and tax exemption and taking into consideration the provisions stated in the public budget. Prerequisite: LST 261.

LST 267 Labor Contract and Social Security (3 cr.)

This course covers the legal provisions which govern the labor contract and explains the legal effects of such contract and gives the student solid knowledge about the social security regulations in Lebanon and the mutual obligations and rights of employers and employees. Prerequisite: Junior Standing.

LST 268 Holding and Off –Shore Companies (3 cr.)

This course provides the student with the legal framework according to which holding and off-shore companies are authorized to conduct their activities in Lebanon and how such companies are formed along with their obligations. Prerequisite: LST 261.

LST 299 Internship (1 cr.)

A one-credit course of one to two months of training in a business firm. Prerequisite: Completion of 54 Sophomore-level credits.

Courses in Management Information Systems (MIS)

MIS 272 Management Information Systems (3 cr.)

This course is an introduction to the MIS discipline, and it covers the fundamentals of information technology, management structures, and basic business operations. The goal of this course is to teach business students how to use and manage information technologies to support and revitalize business processes, improve business decision making, and gain competitive advantage. Topics include: the components of information systems and systems thinking; how to gain strategic advantage using information systems; the components of information technology, such as hardware, software, data resource management, and telecommunications; business applications, such as electronic commerce, and enterprise systems; and finally an introduction to the systems development life-cycle. Prerequisite: CSC 205.

MIS 274 Relational Database Management (3 cr.)

This course provides students with the necessary skills to analyze data and design the appropriate relational database structures to solve business problems. It offers a review of the history of data base management systems (DBM) and discusses the advantages and disadvantages of the various types of DBMS technologies. A combination of theory and practical applications prepares the student to model, analyze, and design DBMS schemas and related structures. Topics include: Entity Relationship Modeling and Data Normalization; Physical Database Schemas in Microsoft SQL Server and/or Oracle; and how to use the Structure Query Language (SQL). Prerequisite: MIS 272. Corequisite: CSC 204.

MIS 276 E-Commerce (3 cr.)

This is an introduction to E-commerce, and it covers the entire landscape of e-business and e-commerce. The focus is on what a manager needs to know about Internet infrastructure, strategy formulation and implementation, technology concepts, public policy issues, and capital infrastructure in order to make effective business decisions. This is presented in a framework for the study and practice of e-commerce with business strategy at the core surrounded by

four infrastructures: the technology infrastructure that underlies the Internet, the media infrastructure that provides the content for businesses, public policy regulations that provide both opportunities and constraints, and the capital infrastructure that provides the money and capital to run the businesses. Prerequisite: MIS 278 and Junior Standing.

MIS 278 Web Application Development (3 cr.)

This course teaches the fundamentals of building effective database-driven web business applications and prototypes, using modern development tools and visual development environments. Particular emphasis is on teaching internet technologies, including both client and server-based scripting and programming languages. Students will be exposed to different development environments such as Microsoft's ASP. Net using the Visual Studio framework, and other competing java-based architectures. Also included are coverage of HTML, XML, Prerequisite: MIS 272 and CSC 202.

MIS 280 System Analysis and Design of Information Systems (3 cr.)

This course is an introduction to the process of building, acquiring, or integrating information systems, and it combines traditional structured systems development methods, as well as object-oriented methods and techniques. Topics include: Systems Planning and Scope Definition, Requirements Discovery and Modeling, Fact-Finding Techniques, Windows-based and Internet based Systems Design methodologies, CASE engineering tools, and the Unified Modeling Language. The major emphasis of this course is the delivery of an information systems blueprint and specifications. Prerequisite: MIS 274 and CSC 204.

MIS 284 Networking Essentials (2 cr.)

This course offers a complete introduction to data communications and offers a business-oriented perspective on the technology that lies at the heart of the booming telecommunications revolution. Providing a solid background of fundamentals to tomorrow's information systems professionals, this course in data communications keeps a balance between the super-technical and the watered-down, providing a solid understanding not only of how things work, but how they can be applied to create business solutions. Topics include Networks (LAN, MAN, WAN), Conducted and Wireless Media, Network Topologies, network hardware, network operating systems, and the Internet. Prerequisite: MIS272 and CSC 204.

MIS 284 L Networking Essentials - Lab (1 cr.)

This course complements the MIS 284 course by offering a hands-on lab environment for students to test the various network theories. This includes working with various Media, network processors, such as switches and routers,

and how to build a small LAN using Microsoft Windows XP and Windows 2003. Corequisite: MIS 284.

MIS 295 Special Topics in MIS (3 cr.)

Given the rapid change in technology, today's MIS students must be prepared and ready to exploit new emerging trends and technologies. The goal of this course is to explore alternating advanced MIS topics, including: Business Intelligence, Content Management, Data Warehousing and Data Mining, Strategic Enterprise Architecture, Strategic IT Planning and Management, Project Portfolio Management, Artificial Intelligence, Decision Support Systems, and other such emerging topics. This is a senior course in the field of MIS, the topic of which changes every semester. Prerequisite: MIS272 and CSC 204.

MIS 299 Internship (1 cr.)

A one-credit course of one to two months of training in a business organization, designed to provide students an opportunity to test their academic knowledge in a real business environment. Completion of 54 sophomore-level credits.

Courses in Economics

ECO 101 Introduction to Economics (Freshman Level) (3 cr.)

Introduction to the broad field of economics and its principles. A study of the behavior of individual consumers and firms under various market conditions. Acquaintance with the basic tools of fiscal and monetary policies and the methods of their implementation.

ECO 201 Microeconomic Principles (3 cr.)

Analysis of price determination and resource allocation in a market economy. Particular attention is paid to the individual consumer and producer choice under a variety of market structures. The minimum passing grade is 70 for Business Administration and Economics students. Prerequisite: Sophomore standing.

ECO 202 Macroeconomic Principles (3 cr.)

Introduction to theories of national income, fiscal and monetary policies, money and banking, inflation and unemployment, public finance, and international transactions. The minimum passing grade is 70 for Business Administration and Economics students.

ECO 203 A Survey of Economic Theory (3 cr.)

Introduction to the broad field of economics and its principles. A study of the behavior of individual consumers and firms under various market conditions. Acquaintance with the basic tools of fiscal and monetary policies and the

methods of their implementation. Finally, an overview of international trade and finance. Students cannot receive credit for both ECO 203 and ECO 201-202. Not open to Business and Economics majors.

ECO 216 Intermediate Macroeconomics (3 cr.)

This course covers three main parts. The first part is for the short run. The IS/LM framework will be introduced with special emphasis on the effects of monetary and fiscal policies on aggregate variables. The second part is for the medium run. The Aggregate Supply/Aggregate Demand (AS/AD) model is introduced with special emphasis on the effects of aggregate demand on unemployment and the price level. The Phillips curve, the natural rate of unemployment, and Okun's law are studied. The last part is for the long run. In this part growth theory is explained. The overall stress is on the determination of macroeconomic variables, like inflation, interest rates, money supply, output, consumption, investment, saving and unemployment. Prerequisites: ECO 201, ECO 202.

ECO 217 Intermediate Microeconomics (3 cr.) (Equivalent to BAD 271)

Theoretical analysis of the behavior of the consumer, the firm, and other economic units as well as of the determination of product and factor prices under various market structures. Application of the theory to contemporary economic problems. Students may not receive credit for both ECO 217 and BAD 271. Prerequisite: ECO 201 and ECO 231 or BAD 281.

ECO 220 Monetary Economics (3 cr.)

This course is in three parts. The first covers the role of financial markets in the economy, the determination of interest rates and foreign exchange rates, the theories of the term structure of interest rates, and some principles of the time value of money. The second part covers the mechanism of the supply of money, multiple deposit creation, the components of the money multiplier, and the theories of money demand. The last part covers fiscal and monetary policies in an IS/LM framework, and the effects of these policies on macroeconomic stabilization, economic activity and real interest rates, with a stress on the importance of rational expectations in monetary economics. Prerequisite: ECO 216.

ECO 222 Analysis of Contemporary Economics (3 cr.)

The course studies consumer demand, productive resources, technology, government policies, and environmental policies. It relates managerial economics to product selection, production methods, pricing, and promotional strategies. Prerequisite: ECO 217.

ECO 223 Economic Transition and Development in Armenia and Eastern European Countries (3 cr.) **(Equivalent to ARM 267)**

The course discusses the ongoing transition from the socialist mode of economic development to a mixed market economy in the countries of the former communist bloc, focusing on Armenia as a special case study. It analyzes the basic features of economies in transition, the sources of external finance, reform measures within the different economic sectors, and the position of the state vis-a-vis various political groups. Prerequisite: Junior Standing.

ECO 226 Public Finance (3 cr.)

The aim of this course is to introduce the students to the theory, policy and application of public economics. To this end, analysis is conducted of the economic role of the public sector and the costs and benefits of allocating resources to the public sector as opposed to allowing the private sector to use those resources. The course presents the economic basis for government activity such as the provision of public goods, the management of various externalities, the importance of transaction costs and the Coase theorem, and the need for properly delineating property rights. It covers the criteria for the evaluation of government enterprises, and the financing of government expenditures through taxation policies. Prerequisites: ECO 216, and BAD 271/ECO 217.

ECO 231 Economic Statistics I (3 cr.)

Descriptive statistics, including frequency distribution, measures of central tendency, measures of variations, elements of probability theory, probability distribution, sampling and sampling distributions, estimation, and hypothesis testing. Prerequisite: MAT 104 for students with Bacc II in Humanities.

ECO 232 Economic Statistics II (3 cr.)

Hypothesis testing, regression and correlation analysis, analysis of variance; Chi-Square distribution, t and F distributions; time series and forecasting, index numbers, decision theory. Prerequisite: ECO 231.

ECO 241 Economic Development (3 cr.)

The meaning and characteristics of underdevelopment, survey of theories of growth and theory of development, the problem of “disguised” unemployment, factor proportions and optimal techniques of production, the role of capital accumulation and foreign trade, industrialization, planning techniques for economic development. Prerequisite: ECO 216, and BAD 271/ECO 217.

ECO 246 Economic Organization of the Middle East (3 cr.)

Analytical examination of the contemporary performance of Arab economies, their developmental experience, the changes in their structure, their major resources, and the outlook for development. Prerequisite: ECO 201 and ECO 202.

ECO 248 Economics of the Environment (3 cr.)

Describes the interdependence between the environment and the economy. Several case studies are featured throughout the course. The critical problem of proper evaluation of services provided by natural environments is discussed using several techniques including cost-benefit analysis. Prerequisite: ECO 201 and ECO 202.

ECO 251 History of Economic Thought (3 cr.)

Historical Development of economic doctrines and theory. Topics include mercantilism, physiocracy, Adam Smith, Thomas Molthes, David Ricardo, J.S. Mill, Karl Marx, marginal analysis, Alfred Marshall, J.M. Keynes and modern economic schools. Special emphasis is placed on the effect of historical insight upon the contemporary care of economic theory. Prerequisite: ECO 216, BAD 271/ECO 217.

ECO 258 Modeling and Forecasting (3 cr.)

Development of calculus differential equations and finite mathematics; use of regression analysis as employed in the disciplines of Economics and Business. Prerequisite: MAT 204.

ECO 259 Introduction to Econometrics (3 cr.)

This is a senior course in statistical analysis that covers the main topic of linear regression analysis. There is a review of the two-variable model and this is generalized to cover multiple regression. The usage, diagnostics, and problems of the multiple regression are discussed in depth. Tests and adjustments for heteroscedasticity, serial correlation and normality of the regression residuals are explained. The course is both theoretical, building on statistical concepts, and applied, with a stress on the importance of properly specifying functions and correctly interpreting the empirical results, that are obtained from a computer output. Hypothesis testing is underscored in many respects. Emphasis is placed on the necessity to have an underlying theory before undertaking the estimation process. The students will learn how to use statistical packages. Prerequisite: ECO 232.

ECO 281 International Economics (3 cr.)
(Equivalent to BAD 295D)

An introduction to the theory of international trade and finance with emphasis on the study of the gains from international specializations and exchange, mechanisms of inter-country economic relations, balance of payments, correction of imbalances in international trade flows, and effects and purposes of restrictions on trade. Attention is given to major contemporary international trade problems. Prerequisite: ECO 216 and ECO 217.

ECO 284 Labor Economics and Trade Unions (3 cr.)

Analysis of factors affecting the demand for and supply of labor in a modern economy. The growth and development of the Trade Union movement, employers' associations, and the system of collective bargaining; government intervention in the labor market. Prerequisite: ECO 201 and ECO 217.

ECO 286 Economics of Industry (3 cr.)

Industrial structures, monopoly versus competition, concentration levels, barriers on import, control of competition, government intervention in industry, implications of regional policy. Prerequisite: BAD 271/ECO 217.

ECO 288 Law and Finance in Relation to International Trade (3 cr.)

Methods of international payments, mechanics of the foreign exchange market, foreign exchange control systems, credit insurance, and documentary credits. Prerequisite: ECO 217.

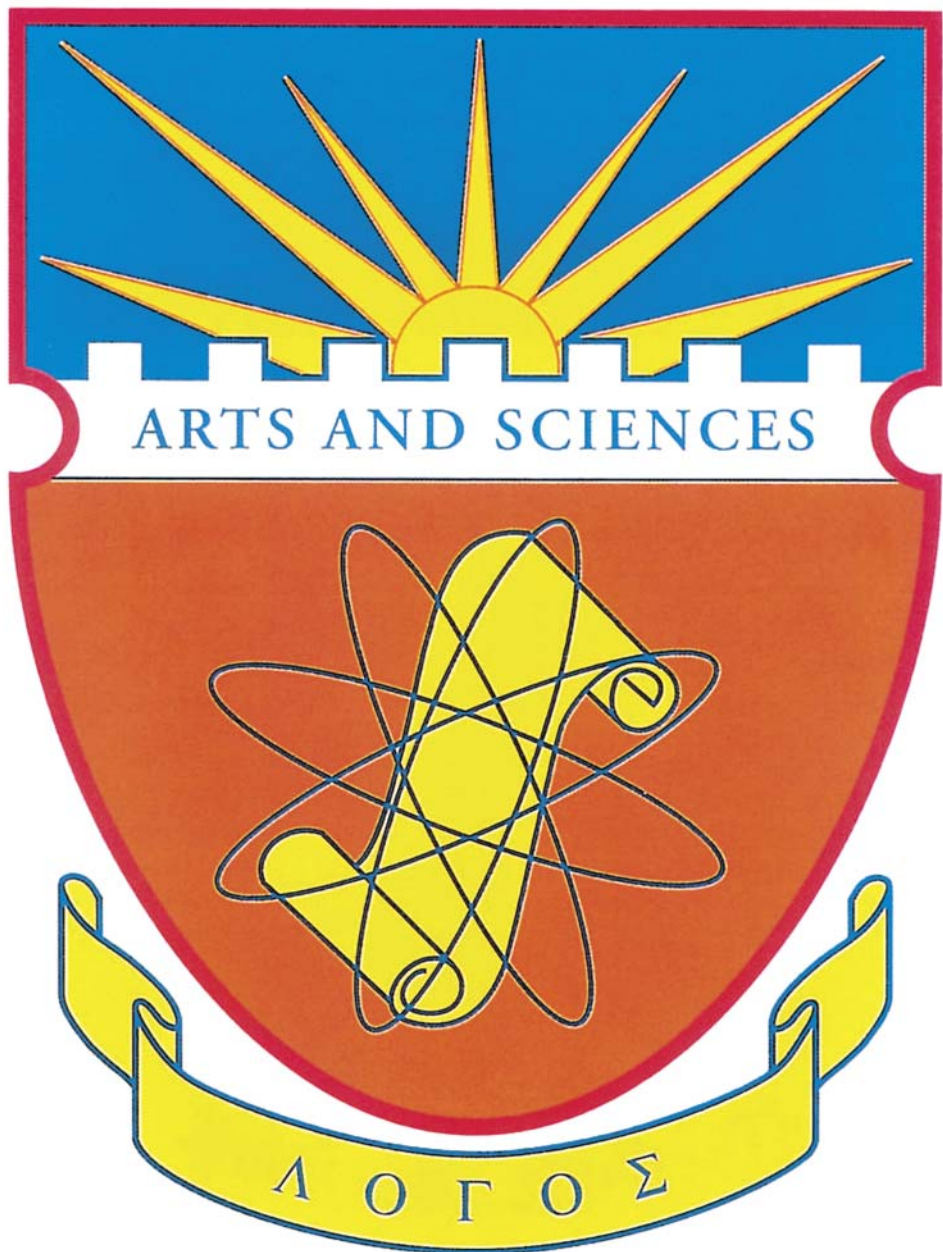
ECO 292 International Political Economy (3 cr.)

This course examines political problems of the contemporary world which have their roots in economics-unemployment; the value of the dollar; energy; trade; sanctions; the role of the US, Japan, and the EU in the world economy; and underdevelopment. The course works towards a synthesis of economics and politics to understand the modern world. Prerequisite: ECO 201 and ECO 202.

ECO 299 Economics Internship Program (1 cr.)

A one-credit course of one to two months of training in a business firm. Prerequisite: completion of 54 sophomore-level credits.

HAIGAZIAN UNIVERSITY



ARTS AND SCIENCES

Dean: Arda A. Ekmekji, Ph.D.

Faculty of Humanities

The Faculty of Humanities at Haigazian University offers the Bachelor of Arts (B.A.) degree in English Language and Literature, Arabic, Armenian Studies, History, Music and Religion. The Faculty also offers minors in Armenian Studies and Music.

The Faculty of Humanities provides the Liberal Arts component of the University's curriculum. Its mission is to develop thoughtful citizens who have an appreciation of diverse cultures of the world, sensitivity to aesthetic and ethical issues, and the ability to think critically and analytically.

After completing these degrees or inter-disciplinary required courses, students will be able to:

- Demonstrate knowledge of the assumptions, basic terminology, fundamental concepts, and tools of the Humanities.
- Adeptly Use analytical and critical methods of inquiry.
- Think creatively.
- Critically assess acquired information.
- Communicate effectively both orally and in writing.

Arabic

The Department of Arabic Studies offers courses in Arabic language, literature, and thought that lead to the B.A. degree in Arabic. Its aim is to educate students in the rich Arabic cultural heritage.

To qualify for a B.A. in Arabic Studies, a student must complete a minimum of 124 credits of which at least 94 credits ought to be in 200-level courses. These requirements include the general education requirements of the University and 42 credits of core requirements distributed as follows:

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements (42 cr.)

ARA 201, 220, 230, 240, 242, 245, 247, 252, 254, 255, 257, 258, and two electives.

Arabic Courses

ARA 100A Arabic for Beginners Level A (3 cr)

١٠٠-أ اللغة العربية للمبتدئين (المستوى الأول)
تشتمل هذه المادة على دراسة مبادئ اللغة العربية في القراءة والكتابة. تعطى فقط للذين يجهلون العربية الفصحى تماماً. هنا هناك البيت

ARA 100B Arabic for Beginners Level B (3 cr)

١٠٠-ب اللغة العربية للمبتدئين (المستوى الثاني)
متابعة للمقرر ١٠٠-أ، على المستوى الثاني.

ARA 101 Ancient Arab Heritage (3 cr)

١٠١ دراسات في التراث العربي القديم
يتناول هذا المقرر مجاري الفكر العربي القديم فيدرس القضايا التي شغلت أهله والروافد التي أغنته كما يدرس نصوصاً من أبرز كتابه ومفكره حتى عصر النهضة.

ARA 102 Modern Arab Heritage (3 cr)

١٠٢ دراسات في التراث العربي الحديث
يتابع دراسة مجاري الفكر العربي القديم وأبرز قضاياها ويدرس آثار أبرز كتابه ومفكره خصوصاً في النهضة العربية والعصر الحديث.

ARA 200 Technical Arabic (1 cr)

٢٠٠ أصول الكتابة التقنية
يهدف هذا المقرر إلى تدريب الطلاب الذين تعودوا أساليب الكتابة الأدبية على استخدام اللغة العربية الموضوعية والوظيفية لخدمة متطلبات العمل في القطاعات الإدارية والاقتصادية والسياحية... الخ، وامتلاك التعابير الأساسية للكتابة في هذه الموضوعات، بالإضافة إلى امتلاك تقنية كتابة: رسائل العمل، وخلاصة الخبرات و(C.V). والتقارير، والشيكات (بالأرقام الصحيحة)... الخ.

ARA 201 Studies in Arabic Language and Literature (3 cr)

٢٠١ دراسات في اللغة والأدب
يشتمل هذا المقرر على دراسة نصوص من الأدب العربي القديم والحديث وبلتفت إلى طبيعته وفنونه ووجوه إبداعه ويهتم بتدريب الطلاب على الفهم والتحليل والتذوق والمناقشة. كما يشتمل على مراجعة لقواعد اللغة العربية على المستوى العام.

ARA 202 Sociolinguistics

(3 cr)

٢٠٢ علم اللغة الاجتماعي

يهدف هذا المقرر إطلاع الطلاب على المبادئ الأساسية والمفاهيم المعتمدة لعلم اللغة الاجتماعي بشقيه النظري والتطبيقي وعرض المصطلحات العائدة له، والمواضيع التي يدرسها، وتعريفهم على الأدوات الإجرائية وآليات البحث العلمي الضرورية في مختلف أبحاثهم الميدانية منها أو النظرية. ويخصص المقرر خمس حصص لعرض ومناقشة مؤلف لساني تطبيقي حديث حول علم اللغة الاجتماعي هو "الشباب ولغة العصر - دراسة لسانية اجتماعية".

ARA 212 Arabic Poetry and Its Development

(3 cr)

٢١٢ الشعر العربي وتطوره

يتناول هذا المقرر الشعر العربي وتطوره منذ الجاهلية وحتى العصر الحديث فيدرس عمود الشعر العربي القديم من خلال آثار الشعراء الكلاسيكيين الكبار، ويتابع تطوره عبر النهضة العربية والاتجاهات الشعرية المحددة في العصر الحديث.

ARA 213 Arabic Prose and Its Development

(3 cr)

٢١٣ النثر العربي وتطوره

يتناول هذا المقرر النثر العربي وتطوره وأبرز آثاره خصوصاً بعد ظهور الإسلام وانتشار الكتابة وقيام الحضارة العباسية وصولاً إلى النهضة الحديثة وما تركت فيه من مؤثرات جددت فنونه وقضاياها وطرق إنشائه.

ARA 220 Advanced Arabic

(3 cr)

٢٢٠ دراسات متقدمة في اللغة

يعنى هذا المقرر بمراجعة أساسية لقواعد اللغة العربية وعلومها، خصوصاً النحو وأصول التركيب وشؤون الإعراب والبلاغة وأوليات العروض.

ARA 230 History of Arab Civilization

(3 cr)

٢٣٠ تاريخ الحضارة العربية

دراسة لتطور التاريخ العربي الحضاري والاجتماعي والثقافي والفني حتى العصر الحديث.

ARA 238 Methods of Teaching Arabic

(3 cr)

٢٣٨ مناهج تعليم العربية

يركز هذا المقرر على مناهج تدريس اللغة العربية وتدريب الذين يتوجهون إلى تعليمها على أصول تدريسها لغةً وأدباً و نصوصاً.

ARA 240 Seminar in Special Topics (3 cr)

٢٤٠ حلقة دراسية

تركز بشكل اختياري على دراسة قضايا وتيارات وشخصيات ذات أثر مهم، على طريقة حلقات البحث، ويمكن أن تتناول بشكل خاص المواضيع التي تظهر في القسم الاختياري. كما يمكن أن تدور حول شأن من شؤون تعليم الأدب أو اللغة، أو الدراسات الحضارية المقارنة.

ARA 242 Arabic Linguistics (3 cr)

٢٤٢ الألسنية العربية

مقدمة في الألسنية العامة والألسنية التطبيقية. ودراسة ببيان اللغة العربية على ضوء علم اللغة ونظرياته الحديثة.

ARA 245 Research Methods (3 cr)

٢٤٥ مناهج الدراسة و البحث

أصول البحث وأدواته ومناهجه. استخدام المصادر والمراجع والقواميس والموسوعات، استخلاص المعلومات وتنظيمها، مع تناول موضوع محدد كمادة بحث تطبيقي.

ARA 247 Introduction to a Semitic Language (3 cr)

٢٤٧ دراسة لغة سامية قديمة

تتناول هذه الدراسة إحدى اللغات السامية القديمة (كالعبرية) التي تتصل باللغة العربية بصفات سامية مشتركة.

ARA 252 Pre-Islamic, Islamic, and Omayyad Literature (3 cr)

٢٥٢ تطوّر الأدب العربي من الجاهلية إلى آخر العصر الأموي

الشعر الجاهلي، التغيرات الأساسية بعد ظهور الإسلام، القرآن، الحديث، ازدهار الخطابة، الشعر الأموي، نهضة الغزل، بدايات التجديد.

ARA 254 Abbassid Poetry (3 cr)

٢٥٤ الشعر العباسي

يدرس هذا المقرر نهضة الشعر العباسي وتجدّد فنونه، ويتوقف بالتقد والتحليل عند نتاج بعض أعلامه الكبار.

ARA 255 Abbassid Prose (3 cr)

٢٥٥ النثر العباسي

يدرس هذا المقرر نهضة النثر العباسي وتجدّد فنونه و مواكبه لمطلّبات الحضارة الجديدة. ويتوقف بالتقد والتحليل عند نتاج بعض أعلامه الكبار.

ARA 257 The Development of Modern Arabic Poetry (3cr)

٢٥٧ تطوّر الشعر العربي في العصر الحديث

يعنى هذا المقرر بحركة الانبعاث والتجديد التي عرفها الشعر العربي في نهضته الحديثة ويتابع تطوّراته حتى القسم الثاني من القرن العشرين. ويتوقّف بالتقد والتحليل عند نتاج بعض أعلامه الكبار.

ARA 258 The Development of Modern Arabic Prose (3cr)

٢٥٨ تطوّر النثر العربي الحديث

يعنى هذا المقرر بحركة الانبعاث والتجديد التي عرفها النثر العربي في نهضته الحديثة ويتابع تطوّراته حتى القسم الثاني من القرن العشرين. ويتوقّف بالتقد والتحليل عند نتاج بعض أعلامه الكبار.

ARA 259 Arab-Armenian Relations according to Armenian Sources (7th-10 c. CE / 1st-4th c. HE) (3cr)

(Equivalent to ARM 269)

٢٥٩ العلاقات العربية والأرمنية منذ القرن السابع الميلادي/الأول الهجري حتى القرن العاشر الميلادي/الرابع الهجري حسب المصادر الأرمنية

يتناول هذا المقرر دراسة في العلاقات السياسية والاجتماعية والثقافية والفنية والمهنية بين العرب والأرمن وعرضاً شاملاً لميادين التفاعل العربي الأرمني في أرمينيا وخارجها منذ القرن السابع الميلادي/الأول الهجري حتى القرن العاشر الميلادي/الرابع الهجري وذلك حسب المصادر الأرمنية .

ARA 260 Comparative Studies In Literature or Civilization (3cr)

٢٦٠ دراسات مقارنة في الأدب أو الحضارة

معنى المصطلح، الأدب المقارن، التوجهات والأصول ومناهج الدراسة. نماذج من الدراسات المقارنة الأدبية والتاريخية الحضارية المتصلة بالتراث العربي. مع اختيار التوجه في القسم الثاني من المقرر نحو دراسة أساسية مقارنة في ميدان الأدب، أو ميدان التاريخ الحضاري.

ARA 262 Islamic Studies (3cr)

٢٦٢ دراسات إسلامية

القرآن والتحوّلات الجديدة، الإيمان، الأمة، المعتقدات والفروض، الحديث والسنة، الإصلاح والنظم الجديدة، التفسير والتشريع وأصول الفقه والمذاهب. نتائج الاختلاف على الخلافة والتوسع الإقليمي. علم الكلام وأبرز قضاياها. أثر الإسلام في النهضة العربية القديمة والحديثة والدعوات المعاصرة.

ARA 263 Sufi Literature (3 cr)

٢٦٣ الأدب الصوفي

يتناول هذا المقرر: نشأة التصوف، التصوف والزهد واختلاف طرق الوصول إلى المعرفة و الحق. الأصول الإسلامية و المؤثرات الدخيلة. مراحل التصوف و شعائره، نظامه و طرقه. أبرز أعلامه و شعرائه مع التوقف عند نموذجين أساسيين.

ARA 265 History of Arabic Music (3 cr)

٢٦٥ تاريخ الموسيقى العربية (للمتخصصين و غير المتخصصين) (Equivalent to MUS 265)

يتناول هذا المقرر تاريخ الموسيقى العربية، ابتداءً من العصر الجاهلي ثم العصر الأموي وصولاً إلى العصر العباسي؛ كما يتطرق إلى تاريخ الموسيقى العربية في الأندلس وكذلك إلى المقامات العربية والإيقاع العربي والآلات الموسيقية العربية وذلك دون تعمق أو غوص في التفاصيل الموسيقية. هذا المقرر للمتخصصين وغير المتخصصين في الموسيقى أو في العلوم الموسيقية.

ARA 266 Andalusian Literature (3 cr)

٢٦٦ الأدب في الأندلس والعصر الوسيط

فتح الأندلس، الإمارة الأموية، عصر الدويلات. انتقال المؤثرات الفنية في الحياة العامة والشعر والغناء من الشرق إلى الغرب. نهضة الشعر الأندلسي والمؤثرات التراثية والأندلسية المحلية خصوصاً في فن التوشيح. دراسة نماذج وشواهد من الشعر والتثر مع توقف عند إثنين من الأعلام. ظروف الأدب العربي في ما يسمى عصور الإنحطاط.

ARA 268 Folklore Literature (3 cr)

٢٦٨ الأدب الشعبي و الفولكلوري

يتناول هذا المقرر نماذج من أدب السيرة والقصص البطولي والخرافي القديم والأدب الشعبي العربي القديم والحديث في دلالاته الفولكلورية والثقافية والإنسانية.

ARA 272 Contemporary Arabic Literature (3 cr)

٢٧٢ التوجهات الأدبية المعاصرة

الأدب العربي يُعيد الحرب العالمية الثانية. بداية التجارب الجديدة وأصولها. المؤثرات الثقافية الغربية. المؤثرات والجهود المحلية (أصحاب الدعوات، النقّاد، المجالات و المنشورات) التوجهات والمدارس الأدبية الحديثة والمعاصرة. الإتجاهات النقدية. الإتجاهات النظرية والشعرية. مع دراسة شواهد ونماذج متنوعة وتوقف خاص عند بعض أعلام الشعر المعاصر.

ARA 273 The Modern Arabic Novel and Drama (3 cr)

٢٧٣ القصة و المسرح في الأدب الحديث

يعالج هذا الدرس أصول القصة في الأدب العربي القديم وتطور الرواية والقصة القصيرة في العصر الحديث، مع قراءة ودراسة لأعمال نموذجية محدّدة نهضوية و معاصرة. وهو يعرض كذلك لمبادئ الفن المسرحي ونهضته العربية الحديثة ويتناول نماذج من آثار أعلامه.

ARA 274 Arabic Literature by Women (3 cr)

٢٧٤ الأدب النسائي العربي

يتناول المقرر موضوع الكاتبة، النسوية والنوع الأدبي. فيدرس علاقة الكاتبة بـ "قضية المرأة" وبالأجناس الأدبية وأشكال التعبير المتوفرة لديها: من المقالة، التراجم، الخطبة، الرسالة، النقد الأدبي النسوي، قصيدة التفعيلة، السيرة الذاتية، شهادة السجينة، الدورية، الرواية. تطمح هذه المادة إلى قراءة الكتابات التي شكّلت وعياً تحررياً ودفعاً ثقافياً وإجتماعياً وسياسياً للنساء وساهمت بإثراء الأدب العربي المعاصر.

ARA 275 Arabic Rhetoric and Creative Writing (3 cr)

٢٧٥ البلاغة العربية و الكتابة الخلاقية

أسس البلاغة وأنواع الأساليب. بلاغة النثر وبلاغة الشعر عند القدماء والمحدثين: نصوص تطبيقية. التدرّب على الكتابة الصحيحة والأساليب المناسبة من خلال أعمال إنشائية في مختلف أنواع الكتابة الشائعة في العصر الحديث (المقالة، الأقصوصة، المذكرات، التعليق، الكلمة) والشعر.

ARA 277 Arab Journalism (3 cr)

٢٧٧ الصحافة والكتابة الصحافية

الصحافة العربية في عصر النهضة، في لبنان خصوصاً. تطور الصحافة الحديثة: تطوّر الإهتمامات واللغة الصحافية. الصحافة والأدب. أنواع الكتابة الصحافية: الخبر، التحقيق، المحاوره وأنواع المقالات. تدريب وزيارات عملية.

ARA 292 Selected Topics (3 cr)

٢٩٢ درس مخصّص

درس مخصّص يمكن أن يتناول أي مادة دراسية أو بحث علمي في آداب اللغة العربية أو شؤون تعليمها مما تقتضيه الحاجات الجامعية وفق ما يقرره قسم الآداب العربية.

Armenian Studies

The Department of Armenian Studies offers a B.A. in Armenian Studies, three minor programs, and service courses for students of other majors. Through publications and other activities, the Department also seeks to advance the scholarly understanding and analysis of various topics in the area of Armenian Studies.

The B.A. in Armenian Studies program is designed to provide a solid academic foundation in Armenian letters, history, politics and culture. As such, the program intends to prepare students for teaching in schools and for community service and leadership, as well as for graduate studies.

To qualify for a B.A. in Armenian Studies, students entering as sophomores must complete a minimum of 94 credits of 200-level courses. Students entering as freshmen must complete a minimum of 124 credits, of which at least 94 credits ought to be 200-level courses. In both cases, the 200-level courses must include 46 credits in the Department and 30 credits of general university requirements.

The Department also offers three minor programs:

- A minor in Armenian Language requires 18 credits: ARM 203, ARM 204, ARM 210, ARM 213, ARM 229, and ARM 258.
- A minor in Armenian Literature requires 18 credits: ARM 210, ARM 213, ARM 221, ARM 222, ARM 229, and ARM 258. (Note: ARM 210 has ARM 204 as a prerequisite.)
- A minor in Armenian History and Cultural History requires 18 credits: ARM 210, ARM 211, ARM 212, ARM 213, ARM 220, and ARM 258. (Note: ARM 210 has ARM 204 as a prerequisite.)

No courses required by the major of a student are counted toward the minor declared by that student. In case a student has taken the minor course requirements to complete his/her major or university requirements, the student must take additional courses from the minor to complete the credit requirement of the minor. Students minoring in Armenian Language/Armenian Literature/Armenian History and Cultural History should complete at least 15 credits of their minor at Haigazian University and maintain a minor average of at least 70.

Besides its major and minor programs, the Department also offers service courses that can be taken by students from all majors in order to fulfill the Armenian component in their general education requirements (see Core Requirements). Alternatively, these courses might serve as electives for students who want to be exposed to various topics on Armenian language, literature, history or cultural history. Courses in the Department are usually given in Armenian; each year, however, some courses are offered in English or Arabic.

Since 1970, the Department of Armenian Studies has published a scholarly annual, the *Haigazian Armenological Review*, which is devoted to original research in the area of Armenian Studies. The Department collaborates closely with the Haigazian University Armenian Diaspora Research Center and the Derian Armenological Library. It has also signed cooperation agreements with various Armenia-based institutions. Moreover, the Department offers lectures and seminars to educators and the public at large. While contributing to the life of the University and the local Armenian community, these activities also enrich the educational experience of students pursuing an Armenian degree as these students are invited to benefit from the lectures and to submit their own work for publication.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements (40 cr.)

ARM 203 Advanced Modern Armenian I: Lexicology and Morphology	3 cr.
ARM 204 Advanced Modern Armenian II: Syntax	3 cr.
ARM 205 Classical Armenian	3 cr.
ARM 210 Practical Application of Advanced Modern Armenian Grammar	3 cr.
ARM 211 History of the Armenian People from Prehistory to the 11th Century A.D.	3 cr.
ARM 212 History of the Armenian People from the 11th Century to 1914	3 cr.
ARM 213 Contemporary Issues of Armenian Life	3 cr.
ARM 220 Survey of Armenian Cultural History	3 cr.
ARM 221 History of Armenian Literature I	3 cr.
ARM 222 History of Armenian Literature II	3 cr.
ARM 229 History of Modern Armenian Literature III	3 cr.
ARM 258 History of the Armenian People from the Genocide of 1915 until the Present	3 cr.
ARM 295 Senior Seminar	3 cr.
ARM 299 Internship	1 cr.

Two Area Electives (6 cr.)

Choose **two** area electives from the following courses: ARM 209, ARM 230, ARM 259, ARM 270E, ARM 282.

Four Related-field Requirements (12 cr.)

Choose **four** courses from the Social and Behavioral Sciences programs, as follows:

- **Two** Political Science or Sociology courses (6 cr.)
- **Two** Psychology or Education courses (6 cr.)

Two Free Electives

(6 cr.)

Armenian Studies Courses

Armenian Language

Շայերէն

ARM 200 Introduction to Armenian (3 cr.)

This course aims at teaching the Armenian alphabet, short conversations, short sentences and the use of simple verbs, focusing more on the listening and speaking skills of Armenian, rather than writing and reading. (Not open to Armenian students.)

ARM 201 Elementary Armenian (3 cr.)

This bilingual English-Armenian course aims at teaching the Armenian alphabet, reading short texts, writing sentences, conjugating verbs, speaking, listening and translating. (Open to students with no prior instruction in Armenian.)

ARM 203 Advanced Modern Armenian I: Lexicology and Morphology (3 cr.)

Գրական Արեւմտահայերէն - Ա.՝ Բառագիտութիւն եւ Ձեւաբանութիւն

Դասընթացքը կ'ընդգրկէ արեւմտահայերէնի բառագիտութեան եւ ձեւաբանութեան ուսումնասիրութիւնը: Բառագիտութիւնը կ'ուսումնասիրէ բառը, լեզուի բառային համակարգը, բառային կազմը, բառապաշարային շերտերը: Բառագիտութեան մէջ կը մտնեն իմաստաբանութիւնը եւ ստուգաբանութիւնը: Ձեւաբանութիւնը կ'ուսումնասիրէ խօսքի մասերը եւ անոնց քերականական յատկանիշները, բառերու ձեւերն ու քերականական իմաստները:

A comprehensive study of the lexicology and morphology of Western Armenian. The lexicology part examines the formation and meaning of words, the elements of words, relations between words, while the morphology section includes a study of parts of speech and their grammatical features, the forms and grammatical meanings of words.

ARM 204 Advanced Modern Armenian II: Syntax (3 cr.)

Գրական Արեւմտահայերէն - Բ.՝ Շարահիւսութիւն

Դասընթացքը կ'ընդգրկէ արեւմտահայ քերականութեան շարահիւսութեան ուսումնասիրութիւնը՝ բառակապակցութիւններն ու նախադասութիւնները, անոնց տիպերը, կապակցութեան եղանակներն ու յարաբերութիւնները.

ինչպես նաև կ'անդրադառնայ պարզ եւ բարդ նախադասութիւններու վերլուծումին:

An in-depth study of Western Armenian syntax, including the arrangement of words and phrases to create well-formed sentences, collocation, as well as the analysis of simple and complex sentences.

ARM 205 Classical Armenian (3 cr.)
Գրաբարի Դասընթացք

Դասընթացքը կ'ընդգրկէ գրաբարի քերականութիւնը՝ գոյականներու, ածականներու, թուականներու, դերանուններու հոլովում, բայերու խոնարհում, նախդիրներու, նախադրութիւններու եւ յետադրութիւններու գործածութիւն, գործնական հրահանգներ եւ գրաբարէ աշխարհաբար թարգմանութիւններ: Նախապահանջուած է ARM 203:

A basic study of classical Armenian grammar, with emphasis on nouns, adjectives, numerals, adverbs, verbs, use of prepositions, practical homework, and translation from classical to modern Armenian. Prerequisite: ARM 203.

ARM 209 History of Armenian Language (3 cr.)
Հայոց Լեզուի Պատմութիւն

Դասընթացքը յատկացուած է հայագիտութիւնը իբրեւ մասնագիտութիւն ընտրած ուսանողներուն: Սերտողութեան աւարտին ուսանողները պիտի իմանան հայերէնի ծագումն ու ցեղակցական կապերը, ինչպէս նաև անոր զարգացումը եւ որակական անցումները՝ հնագոյն ժամանակներէն մինչեւ մեր օրերը: Նախապահանջուած է ARM 205:

The course is aimed at students majoring in Armenian Studies. It offers a study of the development of the Armenian language from the earliest times until today, with special emphasis on its origins, relations with other languages, and various development phases. Prerequisite: ARM 205.

ARM 210 Practical Application of Advanced Modern Armenian Grammar (3 cr.)

Արդի Արեւմտահայերէնի Քերականական Օրէնքներու Կիրարկութիւն

Դասընթացքը կը միտի քերականական օրէնքներու դասընթացքներու հետեւած ուսանողներուն գիտելիքները ամրապնդել ու խորացնել գործնական աշխատանքներու եւ վարժութիւններու միջոցով՝ ապագայ խմբագիրներ, թերթերու եւ պարբերականներու ատակ սրբագրիչներ, ինչպէս նաև մասնագէտ ուսուցիչներ պատրաստելու համար: Նախապահանջուած է ARM 204:

The course aims to enhance the skills of students who have prior knowledge of modern Armenian grammar rules, through practical exercises, with the goal of training future Armenian-language editors, copyeditors and teachers. Prerequisite: ARM 204.

ARM 292 Seminar: Selected Topics in Armenian Language (3 cr.)
Քննական Ուսումնասիրություն Հայերենի և Լեզուագիտական Մասնատր Նիւթերու

Ամպիոնի կողմէ ընտրուած ուսանողութիւնը հետաքրքրող հայերենի եւ լեզուագիտութեան վերաբերեալ նիւթեր:

Special topics of interest to students in such areas as Armenian language and linguistics, to be chosen by the Department.

Armenian Literature
Հայ Գրականութիւն

ARM 221 History of Armenian Literature I (3 cr.)
Հայ Մատենագրութիւն Նախամեսրոպեան Շրջանէն Սինչեւ ԺԸ. Դար - Ա.

Դասընթացքը կ'ուսումնասիրէ հայ հին գրականութեան զարգացումը սկսելով նախամեսրոպեան շրջանէն մինչեւ Սայաթ Նովա, անդրադառնալով հայ ականատր մատենագիրներու կեանքին, գործունէութեան եւ ստեղծագործութիւններուն՝ ընտրովի բնագիրներու ընթերցումով եւ վերլուծումով:

The course covers the history of ancient Armenian literature from its beginnings in the 5th century A.D. to the late Middle Ages. It encompasses the lives and works of renowned Armenian authors of that period, together with readings from selected texts.

ARM 222 History of Armenian Literature II (3 cr.)
Հայ Գրականութեան Պատմութիւն ԺԸ. Դարէն Սինչեւ Մեծ Եղեռն - Բ.

Դասընթացքը կ'ուսումնասիրէ հայ նոր գրականութեան զարգացումը՝ սկսելով Մխիթարեաններէն, անդրադառնալով արեւմտահայ ու արեւելահայ գրականութեան զարգացման փուլերուն, հասնելով մինչեւ Մեծ Եղեռն, ինչպէս նաեւ համառօտակի կ'անդրադառնայ ժամանակաշրջանի գրական մամուլին:

The course covers the history of modern Armenian literature, with emphasis on the contribution of the Mekhitarists and the famous Eastern and Western Armenian authors of the 19th and early 20th centuries, until the Armenian Genocide of 1915. It encompasses reading from selected texts and review of literary periodicals published during this period.

ARM 229 History of Modern Armenian Literature III (3 cr.)
Հայ Նոր Գրականութեան Պատմութիւն՝ Յետ-Եղեռնեան Ժամանակաշրջան - Գ.

Դասընթացքը կ'ուսումնասիրէ հայ նոր գրականութեան զարգացումը՝ անդրադառնալով յետ-Եղեռնեան գրականութեան զարգացման փուլերուն, իր սփիւռքահայ եւ հայրենի դրսեւորումներով, ինչպէս նաեւ համառօտակի

կ'անդրադառնայ ժամանակաշրջանի գրական մամուլին:

The course covers the history of post-Genocide Armenian literature, created both in the Armenian Diaspora and in Armenia, with emphasis on the reflection of the social and political situation of the Armenians in both entities. The course encompasses reading from selected texts and articles.

ARM 230 Armenian Folk Literature (3 cr.)
Հայ ժողովրդական Բանահիստորիան

Դասընթացքը կ'ընդգրկե հայ բանահիստորեան որոշ բնագաւառներու՝ առասպելի, վիպերգի, հեքիաթի, արանդութեան, առակի, ժողովրդական երկերու եւ «Մասունցի Դաւիթ» դիցազնավէպի սերտողութիւնը՝ ընտրովի բնագիրներու սերտումով:

A study of different genres of Armenian folk literature: legends, epic songs, folktales, myths, fables, folksongs and the folk epic “Daredevils of Sassoun,” with readings from selected texts.

ARM 292 Selected Topics in Armenian Literature from the 5th to the 20th Centuries (3 cr.)

Ընտրովի Նիւթեր Հայ Գրականութենէն, Ե.-Ի. Դարեր

Ամպլիոնի կողմէ ընտրուած ուսանողութիւնը հետաքրքրող հայ գրականութեան վերաբերեալ նիւթեր:

Special topics of interest to students in such areas as Armenian literature, to be chosen by the Department.

Armenian History
Շայոց Պատմութիւն

ARM 211 History of the Armenian People from Prehistory to the 11th Century A.D. (3 cr.)

Հայ ժողովուրդի Պատմութիւն Հնագոյն Ժամանակաշրջանէն Մինչեւ ԺԱ. Դար

(Equivalent to HIS 211)

Դասընթացքը կ'ընդգրկե հայ ժողովուրդի քաղաքական պատմութեան գիտական ուսումնասիրութիւնը եւ սերտողութիւնը միջազգային յարաբերութիւններու լոյսին տակ, նախահայկական Հայաստանէն մինչեւ Մելճութեան արշաւանքները՝ նոյն շրջանի հայ ժողովուրդի ընկերային, հասարակական, տնտեսական ու մշակութային կեանքին ընդգրկումով:

A scientific study of the political history of the Armenian people in the light of international developments from the pre-Armenian period of the history of Armenia to the invasions of the Seljuks, as well as the social, economic and cultural aspects of Armenian history.

ARM 212 History of the Armenian People from the 11th Century to 1914 (3 cr.)

Հայ ժողովուրդի Պատմություն ժԱ. Դարեն Մինչեւ 1914

(Equivalent to HIS 212)

Դասընթացքը կ'ընդգրկէ հայ ժողովուրդի քաղաքական պատմութեան գիտական ուսումնասիրութիւնը եւ սերտողութիւնը միջազգային յարաբերութիւններու լոյսին տակ, Սելճուքեան արշաւանքներէն մինչեւ 1914՝ նոյն շրջանի հայ ժողովուրդի ընկերային, հասարակական, տնտեսական ու մշակութային կեանքին ընդգրկումով:

A critical study of the political history of the Armenian people in the light of international developments from the Seljuk invasions up to the declaration of independence of Armenia in 1991. The course also presents social, economic and cultural aspects of Armenian history.

ARM 213 Contemporary Issues of Armenian Life (3 cr.)

Ժամանակակից Հայ Հրատապ Հարցեր

Դասընթացքը կը նպատակադրէ ընդհանուր ծանօթութիւն տալ հայութեան դիմագրաւած ամենահրատապ ընկերային, քաղաքական, մշակութային, հոգեւոր, ինքնութեանական, ներհայկական թէ արտաքին յարաբերութիւններու, Հայկական Հարցի, գոյատեւումի եւ այլ մարտահրաւերներուն մասին:

The course provides a general introduction to important issues of Armenian social, political, cultural, religious life; internal and external relations; the Armenian Question; identity matters; and other challenges.

ARM 256 The Armenian Question in the Light of the Eastern Question and the Armenian Revolutionary Movement (3 cr.)

Հայկական Հարցի Հոլովոյթը ԺԹ. Դարու Կեսէն Մինչեւ Լոզան

Դասընթացքը կը քննարկէ Օսմանեան Կայսրութիւնը եւ Արեւելեան Հարցը, Արեւելեան եւ Հայկական Հարցերու միջազգայնացումը, ինչպէս նաեւ Հայկական Հարցը Սան Ստեֆանոյի, Պերլինի, Փարիզի, Մոսկուայի, Լոնտոնի եւ Լոզանի խորհրդածողովներուն:

A critical review of the Ottoman Empire and the Eastern Question; the internationalization of the Eastern and Armenian Questions; the Armenian Question in the peace conferences of San-Stefano, Berlin, Paris, London and Lausanne.

ARM 257 History of Cilician Armenia: 11th-14th Centuries (3 cr.)

Քննական Տեսութիւն Հայկական Կիլիկիոյ Պատմութեան 1071-1375 թթ.

Դասընթացքը կ'ուսումնասիրէ Փիլարտոս Վարաժունիի դերն ու Կիլիկիոյ հայկական իշխանապետութեան հիմնադրութիւնը, Ռուբինեան եւ Հէթումեան Հարստութիւններու իշխանութիւնը՝ հայ-խաչակրական, հայ-մոնկոլական եւ հայ-մենկոլքեան յարաբերութիւններու լոյսին տակ, միաժամանակ անդրադառնալով Կիլիկիոյ հայոց մշակութային կեանքին:

The course studies the role of Philaretus Varazhnuni and the establishment of an Armenian principality in Cilicia; the reign of the Rubenid and Hethumid Dynasties in light of Armeno-Crusader, Armeno-Mongol and Armeno-Mamluk relations; as well as the cultural life of Armenians in Cilicia.

ARM 258 History of the Armenian People from the Genocide of 1915 until the Present (3 cr.)

Հայ ժողովուրդի Պատմություն Մեծ Եղեռնէն Սինչեւ Մեր Օրերը

Դասընթացը կ'ընդգրկէ հայ ժողովուրդի քաղաքական, ընկերային եւ տնտեսական կեանքին քննական ուսումնասիրութիւնը, Մեծ Եղեռնէն մինչեւ մեր օրերը՝ շեշտը դնելով Հայոց Ցեղասպանութեան, Հայաստանի Ա. Հանրապետութեան, խորհրդային եւ յետխորհրդային ժամանակաշրջաններուն Հայաստանի, Արցախի եւ Սփիւռքի հիմնահարցերուն վրայ:

A critical study of the political, social and economic life of the Armenian people from the Armenian Genocide to the present day, with emphasis on the Genocide in 1915, the First Republic of Armenia, and the key issues facing the Armenian state, as well as Artsakh (Nagorno-Karabagh) and the Armenian Diaspora, during the Soviet and post-Soviet periods.

ARM 259 History of the Armenian Diaspora from the Earliest Times to 1914 (3 cr.)

Հայ Գաղթականութեան եւ Հայկական Գաղութներու Պատմություն Սինչեւ 1914

Դասընթացը կ'ուսումնասիրէ հայոց գաղթը դարերու ընթացքին մինչեւ 1914. Բիւզանդիոնի, Պարսկաստանի, Հնդկաստանի, Ռուսիոյ, Արեւելեան Եւրոպայի, Ամերիկաներու եւ Մերձաւոր Արեւելքի հայկական գաղութներն ու անոնց ընկերային, հասարակական, տնտեսական եւ մշակութային կեանքը:

The course covers the emigration of Armenians throughout the centuries until 1914; the social, economic and cultural life of Armenian communities in the Byzantine Empire, Persia, India, Russia, Eastern Europe, the Americas and the Near East.

ARM 260 History of the Modern Armenian Diaspora (3 cr.)
Ժամանակակից Սփիւռքի Պատմություն

Դասընթացը կ'ուսումնասիրէ Սփիւռք հասկացութիւնը, Սփիւռքի յառաջացումը, անոր վերափոխութեան եւ ձեւափոխումներու գործընթացն ու պատճառները, անոր ընդհանուր՝ աշխարհագրական կառոյցը (Միջին Արեւելք, Հիւսիսային Ափրիկէ, Եւրոպա, Հիւսիսային եւ Հարաւային Ամերիկա, Ծայրագոյն Արեւելք), առանձնաշարժութիւնները, ընկերա-մշակութային, քաղաքական եւ համայնքային հաստատութիւնները, սփիւռքահայուն ինքնութիւնը, ընկերային-տնտեսական-քաղաքական մասնակցութիւնը եւ

նպաստը տեղական կեանքին, հայապահպանումը, եկեղեցւոյ դերը Սփիւքի պատմութեան եւ մշակոյթին մէջ:

The course examines the concept of Spurb (Diaspora); the development, features and geographical distribution (Middle East, North Africa, Europe, North and South America, Far East) of the modern Armenian Diaspora; its sociocultural, political and community organizations; diasporan identity and preservation of Armenian identity; Diasporan Armenians' social, economic and political participation in and contribution to local life; the role of the Church in the history and culture of the Diaspora.

ARM 261 The History and Politics of the Mountainous Karabagh Conflict: 5th Century A.D. to the Present (3 cr.)
Լեռնային Ղարաբաղի Հակամարտութեան Պատմութիւնն ու Քաղաքականութիւնը՝ 5-րդ Դար Բ.Ե. Մինչեւ Մեր Օրերը

Դասընթացքը կ'ուսումնասիրէ Լեռնային Ղարաբաղի հակամարտութեան պատմութիւնն ու քաղաքականութիւնը հայերու եւ ազրայէճանցիներու միջեւ՝ յատկապէս շեշտելով հակամարտութեան քաղաքական զարգացումները 18-րդ, 19-րդ եւ 20-րդ դարերուն: Դասընթացքը նաեւ կ'ուսումնասիրէ Եւրոպայի Ապահովութեան եւ Համագործակցութեան Կազմակերպութեան (ԵԱՀԿ) կողմէ ներկայացուած զանազան խաղաղութեան ծրագիրները հասնելու համար, բանակցութիւններու ճամբով, լուծումի մը՝ հակամարտութեան երկու կողմերուն միջեւ:

This course studies the history and politics of the Mountainous Karabagh conflict between the Armenians and Azerbaijanis. Particular emphasis is placed on the political developments of the conflict in the 18th, 19th and 20th centuries. The course also examines the various peace initiatives by the OSCE to reach a negotiated solution between the conflicting parties.

ARM 262 The Armenian Genocide 1915-1919 (3 cr.)
Հայկական Յեղասպանութիւնը, 1915-1919

Դասընթացքը կ'ուսումնասիրէ Հայկական Յեղասպանութիւնը պատմական տեսանկիւնէն՝ կեդրոնանալով Օսմանեան Կայսրութեան հայ ժողովուրդի բնաջնջումին վրայ առաջին համաշխարհային պատերազմին՝ վերջնականապէս լուծելու համար հայ-թրքական հակամարտութիւնը: Դասընթացքը նաեւ յատկապէս կը շեշտէ ցեղասպանութեան եւ բռնութեան քաղաքականութիւնները՝ իբրեւ միջոց լուծելու համար քաղաքական հակամարտութիւնները:

This course is a critical analysis of the Armenian Genocide from a historical perspective. It concentrates on the destruction of the Armenian population of the Ottoman Empire during World War I to the ultimate resolve of the Turko-Armenian conflict. Particular emphasis will be placed on genocidal and violence policies to resolve political conflicts.

ARM 265E History of Armenian Political Thought (3 cr.)
Հայ քաղաքական Ստրի Պատմություն

Դասընթացը կ'ուսումնասիրի հայ պետական, քաղաքական եւ դիւանագիտական մտածողութիւնը սկիզբէն մինչեւ մեր օրերը, հայ քաղաքական եւ դիւանագիտական մտքի ընթացքի սերտողութիւնը Հայաստանի, Կիլիկիոյ եւ գաղութներու մէջ՝ ազգային-հասարակական կառոյցի, միջազգային յարաբերութիւններու եւ համապատասխան փաստաթուղթերու լոյսին տակ:

The course covers the study of the state, political and diplomatic thought in Armenia, Cilicia and the Diaspora from its beginnings to the present in the light of national-social structures, international relations, and corresponding documents.

ARM 266E Government and Politics in Armenia (3 cr.)
Ժամանակակից Հայաստանի Պետական-Քաղաքական Կառուցումը
(Equivalent to PSC 236)

Դասընթացը կ'ուսումնասիրի Հայաստանի ժամանակակից քաղաքական կառուցումի ակունքներն ու զարգացումը՝ շեշտը դնելով յետխորհրդային ժամանակահատուածին վրայ, ինչպէս նաեւ կառավարական կառոյցներու եւ գործընթացներու, երկրին մէջ գործող քաղաքական, տնտեսական, հասարակական եւ այլ ուժերու ու խմբաւորումներու առանձնայատկութիւնները: Նախապահանջուած է PSC 201 կամ «Junior» կարգավիճակ:

A survey of the development of the present political system of Armenia, with emphasis on the post-Soviet period. The course also includes a study of governmental institutions and processes, of the dynamics of political, economic, social and other forces and groupings in the country. Prerequisite: PSC 201 or Junior Standing.

ARM 267 Economic Transition and Development in Armenia and Eastern European Countries (3 cr.)
Հայաստանի եւ Արեւելեան Եւրոպայի Երկիրներու մէջ Տնտեսական Անցման ու Զարգացման Առանձնայատկութիւններ
(Equivalent to ECO 223)

Դասընթացը կ'ուսումնասիրի նախկին համայնավարական ճամբարի երկիրներու սոցիալիստական տնտեսվարման եղանակէն դէպի խառն շուկայական տնտեսութիւն անցման ընթացիկ գործընթացը՝ շեշտը դնելով Հայաստանի փորձառութեան վրայ, անցման շրջանի տնտեսութեան գլխաւոր գիծերը, ֆինանսաւորման արտաքին աղբիւրները, տնտեսութեան զանազան ճիւղերու մէջ իրագործուող բարեփոխումները, ինչպէս նաեւ պետութեան դիրքորոշումը տարբեր քաղաքական խմբաւորումներու նկատմամբ: Նախապահանջուած է «Junior» կարգավիճակ:

The course discusses the ongoing transition from the socialist mode of economic

development to a mixed market economy in the countries of the former communist bloc, focusing on Armenia as a special case study. It analyzes the basic features of the economies in transition, the sources of external finance, reform measures within the different economic sectors, and the position of the state vis-à-vis various political groups. Prerequisite: Junior Standing.

ARM 268 Comparative Study of Armenian Legal Thought (3 cr.)
Հայ Իրաւական Մտքի Բաղդատական Դասընթացը

Դասընթացը կը վերլուծէ հայերէն իրաւական բնագիրները, որոնք ի յայտ կու գան հայ փիլիսոփայական, քաղաքական եւ պատմական աղբիւրներու մէջ: Դասընթացը կը սկսի Դ. դարէն՝ Հայ Քրիստոնէական Եկեղեցիի կրօնական-կանոնական օրէնքներու յառաջացումէն եւ աշխարհական աւանդներէն, հասնելու համար մինչեւ իրաւական փաստաթուղթերը մերօրեայ հայ պետականութեան:

This course analyzes the development of Armenian legal texts as manifested in philosophical, political and historical references. It covers from the 4th century, with the rise of religious canon laws of the Armenian Christian Church and secular traditions, until the codified legal statutes of modern Armenian statehood today.

ARM 269 Arab-Armenian Relations According to Armenian Sources (7th-10th c. CE/1st-4th c. HE) (3 cr.)
Հայ-Արաբ Յարաբերութիւնները Ըստ Հայկական Աղբիւրներու (Է.-Ժ. Դարեր)

(Equivalent to ARA 259)

Դասընթացը կը ներկայացնէ հայ-արաբական քաղաքական, ընկերային, մշակութային եւ տնտեսական յարաբերութիւնները՝ Է.-Ժ. դարերուն: Դասընթացը համապարփակ մատուցումն է հայ եւ արաբ տարբեր բնագաւառներու փոխյարաբերութիւններուն՝ վերոյիշեալ ժամանակաշրջանին, ըստ հայկական աղբիւրներու:

This course surveys the political, social, cultural and economic relations between the Arabs and the Armenians from the 7th to the 10th centuries (1st to the 4th Hegira centuries). It includes a holistic presentation of the different spheres of interaction between the Armenians and the Arabs during this period, as documented by Armenian sources.

ARM 292 Seminar: Selected Topics in Armenian History (3 cr.)
Քննական Ուսումնասիրութիւն Հայոց Պատմութեան Մասնաւոր Նիւթերու

Ամպլիոնի կողմէ ընտրուած ուսանողութիւնը հետաքրքրող հայոց պատմութեան վերաբերեալ նիւթեր:

Special topics of interest to students in such areas as Armenian history, to be chosen by the Department.

Armenian Cultural History

Հայ Մշակույթի Պատմություն

ARM 220 Survey of Armenian Cultural History (3 cr.)

Ակնարկներ Հայ Մշակույթի Պատմության

Դասընթացը լուսարձակի տակ կ'առնէ հայ մշակույթի այլեայլ դրսեւորումները՝ հնագոյն ժամանակներէն մինչեւ 19-րդ դար: Ան համառօտակի կը ներկայացնէ հայ ժայռապատկերներու, քառանիստ սիւներու, ճարտարապետութեան, որմնանկարչութեան, մանրանկարչութեան, քանդակագործութեան, խաչքարային արուեստի, խեցեգործութեան, բրուտագործութեան, գորգագործութեան, ասեղնագործութեան, փայտաքանդակի, զարդանկարչութեան, ոսկերչութեան, արծաթագործութեան, պղնձագործութեան, դրամներու եւ յուշամետալներու, բանահիւսական արուեստի, թատրոնի, երաժշտութեան, պարարուեստի, գրատպութեան դրսեւորումները, իւրայատկութիւնները եւ անոնց տեղն ու դերը հայ մշակույթի պատմութեան համապատկերին մէջ:

The course highlights various manifestations of Armenian culture from the earliest times to the 19th century. It provides an introduction to Armenian petroglyphs, architecture, murals, miniature painting, sculpture, *khachkar* (cross-stone) art, ceramics, pottery, carpets, needlework, wood carving, jewelry, metalwork, coins, folk art, theater, music, dance, typography, with an emphasis on their characteristics and role in the history of Armenian culture.

ARM 226 History of Modern Armenian Drama (3 cr.)

Հայ Թատրոնի Պատմություն

Դասընթացը կ'ուսումնասիրէ հայրենի եւ սփիւռքահայ թատրոնի պատմութիւնն ու նոր ժամանակներու ականաւոր հայ թատերագիրները, թատերախումբերը, դերասանները եւ կարեւորագոյն ստեղծագործութիւնները:

A survey of the history of Armenian theater in Armenia and the Diaspora and a study of the works of influential modern Armenian playwrights, theater troops and actors.

ARM 270E Armenians in Lebanon (3 cr.)

Հայերը Լիբանանի Մէջ

Դասընթացը լուսարձակի տակ կ'առնէ 1915-ի Յեղասպանութենէն ետք հայ ժողովուրդի հաստատուիլը Լիբանան: Դասընթացը կ'ընդգծէ լիբանահայութեան ազգային, մշակութային, կրթական, հաստատութենական, տնտեսական վերականգնումը. կը վերլուծէ անոնց ընկերա-քաղաքական համարկումը լիբանանեան ընկերութեան եւ կ'արժեւորէ լիբանահայութեան տեղը, դերն ու նպաստը Լիբանանին ու հայ իրականութեան:

The course highlights the settlement of the Armenians in Lebanon after the Genocide (1915). It surveys aspects of Lebanese-Armenian national, cultural,

educational, institutional, economic and industrial revival. It analyzes the sociopolitical integration of the Armenians in the Lebanese polity and assesses their contribution to, and role and place in Lebanon. The course also discusses the impact of the Lebanese-Armenian community within the Armenian space.

ARM 271 Religious History of the Armenian People (3 cr.)
Հայոց Կրօնքի Պատմութիւն

Նիւթը կը նպատակադրէ ներկայացնել հայ ժողովուրդի կրօնական փորձառութիւնը նախապատմական շրջանէն մինչեւ մեր օրերը՝ շեշտը դնելով Հայ Առաքելական, Հայ Կաթողիկէ եւ Հայ Աւետարանական Եկեղեցիներուն վրայ:

The course is designed to explore the religious experience of the Armenian people from pre-historic times to the present with special emphasis on the origins and development of the Armenian Apostolic, Armenian Catholic and Armenian Evangelical Churches.

ARM 273E Introduction to the Archaeology of Armenia (3 cr.)
Ներածութիւն Հայատանի Հնագիտութեան

Դասընթացքը կ'ուսումնասիրէ պատմական Հայաստանի հնագիտական գլխաւոր ժամանակաշրջանները՝ Հին Քարէ դարէն մինչեւ ԺԴ. դար, ինչ-պէս նաեւ Հայկական Կիլիկիոյ ԺԱ.-ԺԴ. դարերու հնագիտական յուշարձանները: Դասընթացքը հիմնուած է իւրաքանչիւր դարաշրջանին յատուկ վիճագիր արձանագրութիւններու, կանգուն յուշարձաններու եւ հնագիտական պեղումներու ուսումնասիրութեանց վրայ: Իւրաքանչիւր դարաշրջանէն իբրեւ նմոյշ կ'ուսումնասիրուի ներկայացուցչական հնագիտական յուշարձան մը՝ շեշտը դնելով անոր ճարտարապետութեան, գտածոներուն, ինչպէս նաեւ համապատասխան գրաւոր սկզբնաղբիւրներու եւ դրամագիտական նիւթերու վրայ:

The course introduces students to the major archaeological periods of Historical Armenia from the Old Stone Age till the 14th century, as well as those of Cilician Armenia from the 11th to the 14th centuries. The study is based on the written inscriptions, the standing monuments and the archaeological excavations of each age. A detailed study of a representative site is chosen as a case study for each period, emphasizing architecture, artifacts, texts and numismatics.

ARM 274E History of Armenian Painting and Manuscript Illumination (3 cr.)

Հայ Գեղանկարչութեան եւ Մանրանկարչութեան Պատմութիւն

Դասընթացքը կ'ուսումնասիրէ հայկական մանրանկարչութիւնը, վերջինիս գլխաւոր կեդրոնները եւ ականաւոր հայ մանրանկարիչներու աւանդը, ինչ-պէս նաեւ դարերու ընթացքին հայ գեղանկարչութեան զարգացումը Հայաստանի եւ հայկական գաղթավայրերու մէջ, խորհրդահայ, յետխորհրդահայ եւ սփիւռքահայ արդի նկարչութիւնը:

The course studies the evolution of Armenian manuscript illumination, its major centers and the contributions of prominent Armenian miniature artists, as well as the development of Armenian painting in Soviet and post-Soviet Armenia and in the Diaspora.

ARM 275 History of Armenian Music (3 cr.)
Հայ երաժշտութեան Պատմութիւն

(Equivalent to MUS 275)

Դասընթացքը կ'ուսումնասիրէ հայ եկեղեցական երաժշտութիւնը, գուսանական եւ աշուղական երգերը, հայ ժողովրդական երգերը, ինչպէս նաեւ դասական, արդի եւ ժամանակակից հայ երաժշտութիւնը, երաժիշտները, երգչախումբերը եւ կատարողները:

The course covers Armenian religious music; minstrel (*ashugh*) and troubadour (*gusan*) songs; Armenian folk songs; and classical, modern and contemporary Armenian music, composers, choirs and singers.

ARM 276 History of Armenian Architecture (3 cr.)
Հայ ճարտարապետութեան Պատմութիւն

Դասընթացքը կ'ուսումնասիրէ Հայաստանի ճարտարապետական հնագոյն կոթողները, հայ ճարտարապետութեան զարգացումը դարերու ընթացքին, քաղաքաշինութիւնը, ականատր հայ ճարտարապետներու եւ շինարար վարպետներու աւանդը, հայ ճարտարապետութեան առանձնայատկութիւնները:

The course studies ancient architectural monuments in Armenia; the development of Armenian architecture; city-planning; the contribution of famous Armenian architects and engineers; and the characteristics of Armenian architecture.

ARM 277 History of Armenian Philosophical Thought (3 cr.)
Հայ Իմաստասիրութեան Պատմութիւն

Դասընթացքը կ'ուսումնասիրէ հայ իմաստասիրական մտքի զարգացումը դարերու ընթացքին Հայաստանի եւ գաղթօճախներու մէջ: Յատուկ ուշադրութեան առարկայ կը դառնան Ե.-Ի. դարերու հայ մտածողները եւ իրենց երկասիրութիւնները:

A study of the evolution of Armenian philosophical thought throughout the centuries in Armenia and the Diaspora. Students will study the works of Armenian philosophers from the 5th to the 20th centuries.

ARM 278 History of Armenian Cinematography (3 cr.)
Հայկական Շարժապատկերի Պատմութիւն

Դասընթացքը կ'ուսումնասիրէ շարժապատկերի գաղափարը, ծնունդը եւ հայ իրականութեան մէջ վերջինիս ներթափանցումը, հայկական գեղար-

ւեստական անխօս, հնչիւնային եւ վաւերագրական շարժապատկերները, կենդանի գծանկարները, շարժապատկերի հայազգի նշանաւոր դէմքերու աւանդը, ինչպէս նաեւ հայկական թեմաներով՝ օտարազգի դէմքերու գործերը:

The course analyzes the idea and the development of motion pictures, and their introduction into Armenian life. It includes a study of Armenian feature-length silent and sound fiction films, documentaries, animated cartoons; the legacy of famous Armenian film industry figures; as well as the Armenian-themed works of non-Armenian artists.

ARM 279 Introduction to the History of Armenian Print and Electronic Journalism (3 cr.)
Ներածութիւն Հայ Տպագիր եւ Ելեկտրոնային Մամուլի Պատմութեան

Դասընթացքը կ'ուսումնասիրէ հայ մամուլի զարգացումը՝ ԺԸ. դարէն մինչեւ մեր օրերը՝ Հայաստանի եւ գաղթօճախներու մէջ, ականաւոր հայ տպագրիչներ, հայ տպարաններ, խմբագիրներ եւ պարբերական հրատարակութիւններ, առանձնաշատկութիւններ եւ զարգացման հեռանկարներ: Դասընթացքը կ'ուսումնասիրէ նաեւ հեռահաղորդակցման այլ միջոցներ՝ հեռատեսիլ, ձայնասփիւռ, ինչպէս նաեւ ժամանակակից ելեկտրոնային հայ մամուլը, ընկերային համացանցը:

A study of the development of Armenian journalism since the 18th century in Armenia and the Diaspora; renowned Armenian publishers; Armenian printing houses, editors and periodical publications; characteristics and future prospects. The course also covers other means of telecommunication (television, radio), as well as modern electronic journalism and the social network.

ARM 280 History of Armenian Education (3 cr.)
Հայ Դպրոցի եւ Մանկավարժութեան Պատմութիւն

Դասընթացքը կ'ուսումնասիրէ հայ դպրոցի եւ մանկավարժական մտքի զարգացումը Մեսրոպեան Ոսկեդարէն մինչեւ մեր օրերը. հայ կրթական հաստատութիւններ, կրթական ծրագիրներ, հայ մանկավարժներ, հայ կրթական գործի իրագործումներ, հեռանկարներ:

An examination of the development of Armenian pedagogical thought since the 5th century; Armenian educational institutions and programs; Armenian educators, achievements, and the future of the Armenian educational endeavor.

ARM 282 Armenian Historiography (3 cr.)
Հայ Պատմագրութեան Պատմութիւն

Դասընթացքը կ'ուսումնասիրէ հայ պատմագրութիւնը՝ իբրեւ կարեւոր եւ անբաժան մասը հայ մտաւոր մշակոյթին, հայ պատմագրութեան զարգա-

ցունը եւ հանգրուանները, զանազան դպրոցները, հայ պատմագիրներու պատմագիտական, հասարակական, քաղաքական եւ կրօնական հայեացքները եւ պատմագիտական երկերու արժէքն ու նշանակութիւնը, խորհրդահայ պատմագրութեան անցած ճանապարհը եւ նուաճումները:

A study of Armenian historiography as an important and indispensable aspect of Armenian cultural heritage, along with an analysis of its development and its different schools. Particular emphasis will be placed on its highpoints; the scholarly, social, political and religious worldview of Armenian historians throughout the ages; the importance and value of the works they have created; and the development and achievements of Soviet Armenian historiography.

ARM 291 Introduction to Armenology (3 cr.)
Ներածութիւն Հայագիտութեան Պատմութեան

Դասընթացքը կը ներկայացնէ հայագիտութեան բնագաւառը, անոր պատմութիւնը, զարգացումը եւ արձանագրած նուաճումները, հայագիտութեան ներկայ վիճակը, անոր ժամանակակից հարցերը եւ զարգացման հեռանկարները, հայագիտական կեդրոնները, մամուլը, հայ եւ օտար հայագէտներ:

A critical study of the field of Armenology, its development and achievements, its current status, contemporary issues and prospects, Armenological centers, periodicals, Armenian and non-Armenian Armenologists.

ARM 292 Seminar: Selected Topics in Armenian Cultural History (3 cr.)
Քննական Ուսումնասիրութիւն Հայ Մշակոյթի Պատմութեան Մասնատր Նիւթերու

Անպիտոնի կողմէ ընտրուած ուսանողութիւնը հետաքրքրող հայ մշակոյթի պատմութեան վերաբերեալ նիւթեր:

Special topics of interest to students in such areas as Armenian cultural history, to be chosen by the Department.

ARM 295 Senior Seminar (3 cr.)
Աւարտական Ուսումնասիրութիւն

Մասնագիտացող բոլոր ուսանողները պարտին պատրաստել ընդունուած գիտական չափանիշներուն համապատասխանող գրատր աւարտաճառ մը Բաժանմունքի դասախօսներէն մէկուն հսկողութեան ներքոյ:

A culminating activity required of all majors. The course involves the writing of a thesis. It must be researched, prepared and written under the guidance of a member of the Department, meeting accepted standards of research procedures and reporting format.

ARM 299 Internship

(1 cr.)

Հայագիտական Բնագաւառէն Ներս Աշխատանքային Փորձառութիւն

Հայագիտական բնագաւառէն ներս գործնական փորձառութիւն ձեռք ձգելու նպատակով, մասնագիտացող բոլոր ուսանողները պարտին 15 ժամուան աշխատանքային ծրագիր մը ամբողջացնել հայկական մշակութային, կրթական, մամուլի, տպագրական, բարեսիրական կամ այլ համայնքային հաստատութեան մը մէջ: Ծրագրի աւարտին, ուսանողը պէտք է Հայագիտական Ուսմանց Բաժանմունքի անձնակազմին առջեւ բերանացի զեկոյց մը ներկայացնէ, որմէ ետք կը ստանայ յաջող կամ ձախող արդիւնք: Նախապահանջուած է վեց հայագիտական դասընթացքներու ամբողջացում եւ Բաժանմունքի Վարիչին կողմէ վաւերացում:

A one-credit course required of all majors. The course involves 15 hours of work experience in an Armenian cultural, educational, media, publishing, charitable or other community institution. Students should orally present a summary report of their work to the Department. Grade: Pass or Fail. Prerequisites: The completion of at least six Armenian Studies courses and the approval of the Department Director.

English

Chair : Suha Safiyiddeen, Ed. D.

The Department of English offers a B.A. in English Language, a B.A. in English Literature, Communication Skills courses, and an Intensive English program. The Department also offers two minors: English Literature and English Language.

The mission of the English department is two-fold. It offers service courses that provide students from all majors with the English communication skills they need to succeed in their university studies and careers. Students majoring in English develop familiarity with the rich literary heritage of the English language, a basic understanding of linguistics, and the ability to think and write analytically and creatively.

The aims of the Department are to:

- Help students realize that they can use the power of language to influence the world in a positive way.
- Ensure that all students are adequately prepared to communicate effectively in their major disciplines.
- Produce educated, articulate citizens capable of reasoning critically, solving problems and communicating with clear and effective language.
- Support other programs and departments through its commitment to help students develop proficiency in academic English.
- Provide students majoring in English language or literature with a solid mastery of their subject matter as well as excellent reading, writing, speaking, and research skills.

Communication Skills

All Haigazian University undergraduate students must demonstrate their ability to read, write, understand, and speak the English language at the level required for university academic studies. The Communication Skills program consists of five courses (Eng. 101, Eng. 102, Eng. 201, Eng. 202, and Eng. 248) that must be taken in sequence. While some students are exempted from the two most basic courses (Eng.101, 102) all students must take the two more advanced ones (Eng. 201 and Eng. 202) and only students majoring in business must take Eng. 248.

The Communication Skills program prepares students to:

- Access and use library and other resources
- Write clear, well-developed, well-supported critical essays

- Transfer the communication skills they learn to their own fields of study and careers.
- Develop conversational as well as academic skills.
- Develop an understanding of the foundations of effective communication and the role communication plays in developing strong interpersonal relationships.

The five Communication Skills courses are: ENG 101, ENG 102, ENG 201, ENG 202 and eng. 248. A grade of 70% minimum in each of ENG 201 and 202 is required of all English majors.

Intensive English

The Intensive English program consists of two courses (Eng. 000 and Eng. 001) and is designed for applicants to Haigazian University who are academically qualified to join the university but lack the required level in English. Classes meet 15 hours a week and 8 hours a week respectively, and students practice grammar, reading, writing, listening, and speaking.

The goal of the Intensive English program is to develop in students a high level of proficiency in reading, writing, speaking and listening so as to increase their level of academic achievement.

Students with a TOEFL score of 450-499 can join Intensive English I (Eng. 000). Those who score a final average above 80% can register for ENG 101.

Students with a TOEFL score of 500-524 can join Intensive English II (Eng. 001). Those who score a final average above 80% can register for ENG 102.

English Language and Literature

The Department of English offers a program leading to the B.A. in English Language or English Literature.

The Department aims to produce graduates who:

- Show mastery of subject matter
- Understand and apply fundamental concepts of the discipline
- Translate knowledge into practice, develop reasoning skills and develop a positive attitude toward practice.
- Use methods, concepts and theories in new situations.
- Develop their power of written and spoken expression
- Conduct sound research

- Work well in a team
- Are committed to open-minded inquiry and life-long learning
- Address issues critically and reflectively

Students of either major may choose to earn a Normal Diploma in Teaching English offered by the Education Department. A cumulative average of at least 70% is required for both majors .

To earn a B.A. in English Language or Literature students have to complete a minimum of 94 credits of university and major requirements. If they choose to earn a Normal Diploma, they need to take the requirements set by the Education Department. In this case, the students must complete a total of 112 credits.

The Department also offers two minors. A minor in English Literature requires 18 credits: ENG 205A, ENG 206, ENG 207, ENG 213, ENG 215, ENG 220. A minor in English Language requires 18 credits: ENG 203, ENG 204, ENG 226, ENG 227, ENG 228, ENG 236 or ENG 237. Students minoring in English should score a minimum grade of 70 in ENG 201 and 202. For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

I . Communication Skills

These consist of required University program courses in English dealing with academic reading, writing, and speaking skills. The courses must be taken in sequence. A grade of 70% minimum in each of ENG 201 and 202 is required of all English majors.

II . BA in Language 48 credits

1- Required Courses : (Language) (27 cr.)

ENG 203 Modern English Grammar	3 cr.
ENG 204 Advanced Academic Writing	3 cr.
ENG 226 Introduction to Linguistics	3 cr.
ENG 227 History of the English Language	3 cr.
ENG 228 Phonetics	3 cr.
ENG 236 Language in Society	3 cr.
ENG 237 Gender and Language	3 cr.

ENG 238 Discourse Analysis	3 cr.
ENG 296 Language Senior Seminar	3 cr.

2- Required Electives (Language) (9 cr.)

3 English language courses in the Department.

3- Required Courses (Literature) (12 cr.)

ENG 205A Introduction to Literature	3 cr.
ENG 207 Survey of English Literature II	3 cr.
ENG 215 18th Century Novel	3 cr.
ENG 220 Survey of American Literature	3 cr.

III. BA in Literature (48 cr.)

1- Required Courses: (Literature) (27 cr.)

ENG 205A Introduction to Literature	3 cr.
ENG 206 Survey of English Literature I	3 cr.
ENG 207 Survey of English Literature II	3 cr.
ENG 209 Shakespeare	3 cr.
ENG 213 Introduction to Drama	3 cr.
ENG 215 18th Century Novel	3 cr.
ENG 220 Survey of American Literature	3 cr.
ENG 224 Literary Criticism	3 cr.
ENG 295 Literature Senior Seminar	3 cr.

2- Required Electives (Literature) (9 cr.)

3 English literature courses in the Department.

3- Required Courses (Language) (12 cr.)

ENG 203 Modern English Grammar	3 cr.
ENG 204 Advanced Academic Writing	3 cr.
ENG 226 Introduction to Linguistics	3 cr.
ENG 227 History of the English Language	3 cr.

English Courses

ENG 000 Intensive English I (0 cr.)

English 000 is a low-intermediate to intermediate Intensive English course designed to prepare students for academic study in the English language at the University. The course is made up of fifteen hours per week, during which the students learn and practice Grammar and the four language skills of Reading, Writing, Listening and Speaking. The passing grade for ENG 000 is 70. Students scoring above 80 can register for ENG 101. Prerequisite: TOEFL score of 450-499.

ENG 001 Intensive English II (0 cr.)

An intensive English course designed to help students become proficient in the English language skills. The course prepares the students for academic study at the University. In intensive English, students learn and practice Grammar, Reading, Writing, Listening and Speaking skills. The passing grade for ENG 001 is 70. Students scoring above 80 can register for ENG 102. Prerequisite: TOEFL score of 500-524.

ENG 101 English Communication Skills (3, 2; 4 cr.)

A course in communication skills which develops the students' basic academic reading, writing and presentation skills. It focuses on paragraph writing, moving to essay writing, and includes work on editing and proofreading in context. It also develops reading skills by focusing on the interpretation and analysis of professional articles, outside readings and short stories. It furthermore provides practice in giving oral presentations. This course is supplemented with 2 in-class hours of lab to help the students with deficiencies in the required language skills.

ENG 102 English Communication Skills (3, 2; 4 cr.)

A course in communication skills designed to reinforce students' writing skills of short expository essay types (e.g. illustration, comparison and contrast, cause and effect, and definition). Students are also involved in reading and discussing articles and short stories for literal comprehension and analysis and in delivering oral presentations. This course is supplemented with 2 in-class hours of lab to help the students with deficiencies in the required language skills at a more advanced level.

ENG 201 Advanced English Communication Skills (3 cr.)

An advanced communication skills course, which introduces students to types of report writing and basic argumentation skills, including presenting the pros and cons of an issue and writing a problem solution argument. The students read, discuss and write on a novel assigned for the class. They also read, discuss, and

write reports on topical articles. The students also participate in debates and give a prepared oral presentation in class.

ENG 202 Advanced English Communication Skills (3 cr.)

A course which aims at developing students' communication skills in argumentation and analysis. Students are trained in analytical reading and writing of argumentative essays and summary analysis. They are also trained and required to follow methodologies of research and write a research paper. Prerequisite: ENG 201.

ENG 203 Modern English Grammar (3 cr.)

A course which involves a study of the fundamentals of the syntactic structure of English sentences. It provides some basic tools of sentence analysis and covers critical analysis of descriptive uses of grammar. Prerequisite: ENG 201.

ENG 204 Advanced Academic Writing (3 cr.)

This advanced academic writing course acquaints students with writing genres necessary for their major courses, namely, the personal narrative, the character sketch, and the personal response. Furthermore, students will engage in the process of writing a literature review based on topics related to different disciplines. Instruction focuses on the process of writing including the planning, shaping, development, and completion of each genre. In addition, the course focuses on the practice of close reading and analysis of texts through a brief introduction of critical approaches to literature. Prerequisite: ENG 202.

ENG 205 Classical Mythology (3 cr.)

A course which offers a survey of ancient classical mythology as myths found in classical writers, such as Ovid, and the way in which such myths appear in English and American literature. Prerequisite: ENG 201.

ENG 205A Introduction to Literature (3 cr.)

A course which introduces students to literary works of various genres - poetry, short stories, plays - by different authors. It aims at developing students' ability to interpret literature and analyze the elements of the works under study. Prerequisite: ENG 201.

ENG 206 Survey of English Literature I (3 cr.)

A survey course which covers the period from Beowulf to 1798. Students study the development of English literature from its earliest forms to the end of the 18th century. In addition to highlighting the political, religious, philosophical

and cultural developments, it introduces students to the literary genres within this period, such as the epic, romance, poetic forms, development of prose and journalism, and satirical works by a number of prominent authors of the periods under study. Prerequisite: ENG 205A.

ENG 207 Survey of English Literature II (3 cr.)

A course which continues the survey begun in ENG 206, starting with Blake through to Eliot, a period that includes the major works of Romantic, Victorian and Modern poets and writers, with emphasis on the historical, literary, philosophic and social developments as reflected in the selected works. Prerequisite: ENG 205A.

ENG 209 Shakespeare (3 cr.)

A course which involves a study of representative plays selected from the histories, tragedies, romances, comedies, and tragi-comedies. Prerequisite: Senior Standing.

ENG 213 Introduction to Drama (3 cr.)

A course which introduces students to the origins and development of drama. They study works of the major dramatists of the English Medieval period, Renaissance, Restoration and Eighteenth-Century, such as Everyman, mystery and miracle plays, Marlowe, Jonson, Webster, Wycherley, Congreve, Sheridan, Goldsmith, and others. Prerequisite: ENG 202.

ENG 215 Eighteenth Century Novel (3 cr.)

A course in which students study the elements contributing to the rise of the novel in the 18th century and the major novelists who helped shape the genre, such as Defoe, Richardson, Behn, Fielding, Swift, Sterne, Walpole, Shelley. Prerequisite: ENG 202.

ENG 218 Victorian Novel (3 cr.)

A course in which students study the major English and American novelists of the period: Thackeray, Dickens, Trollope, Stowe, Hardy, Twain, Meredith, James, and Wharton. Prerequisite: ENG 215.

ENG 220 Survey of American Literature (3 cr.)

A course which surveys works of various American authors, from the 1830s to the present, such as Irving, Cooper, Emerson, Poe, Whitman, Melville, Dickinson, Chopin, Frost, Fitzgerald, Faulkner, O'Neill. Prerequisite: ENG 205A.

ENG 222 Modern Drama (3 cr.)

A course which offers a study of English, Irish, and American playwrights such as Wilde, Shaw, Synge, Yeats, Lady Gregory, Pinter, Becket and others. Prerequisite: ENG 213.

ENG 223 Comparative Literature (3 cr.)

A course which involves an intensive study of a special topic to be selected by the instructor. Prerequisite: Senior Standing.

ENG 224 Literary Criticism (3 cr.)

A course which involves a survey of the major approaches in recent literary criticism, such as formalist, feminist, poststructuralist, postmodernist and postcolonial theories. Prerequisite: Senior Standing.

ENG 226 Introduction to Linguistics (3 cr.)

A major course which provides an introduction to the scientific study of human languages, concentrating on the similarity and diversity of the languages of the world. The course familiarizes the student with the different areas in linguistics such as phonetics, phonology, morphology, syntax, semantics, sociolinguistics, language acquisition and historical or diachronic linguistics. Prerequisite: ENG 201.

ENG 227 History of the English Language (3 cr.)

A major course which traces the development of English, in less than two thousand years, from an obscure Germanic dialect of Northern Europe to a world language spoken and used daily by hundreds of millions. Students will study the physical changes in the language's systems within the framework of social, political, and cultural history. Prerequisite: ENG 226.

ENG 228 Phonetics (3 cr.)

A course which studies the expressions of language's physiological, physical and perceptual aspects. The emphasis in phonetics will be on the systematic description of the sounds and processes of speech production, transmission, and perception. Prerequisite: ENG 226.

ENG 229 Public Speaking (3 cr.)

A course which involves preparation and presentation of conventional forms of public address, such as expository and persuasive speaking. It emphasizes developing performance skills through graded speaking activities. It also introduces discussion and debate. Prerequisite: Minimum grade of 70 in ENG 201.

ENG 231 Twentieth Century Novel (3 cr.)

A course in which major British and American novelists, such as Dreisen, Conrad, Woolf, Lawrence, Joyce, Hemingway, Faulkner, Lessing, and others are studied. Prerequisite: ENG 215.

ENG 232 Creative Writing Workshop (3 cr.)

A workshop course which involves the writing of fiction and poetry. Basic techniques and special literary terms of these genres are introduced and worked on. Special emphasis is placed on the particular and appropriate diction of both genres. Students are required to maintain a regular journal throughout, which will also provide them with material for their own writing. Prerequisite: ENG 202.

ENG 233 Theater Production Workshop (3 cr.)

A course that studies basic theater production skills. It includes participation in the actual production of a play.

ENG 234 News Writing and Reporting (3 cr.)

A course which introduces students to the techniques of news writing and reporting for the mass media. It involves intensive practice in gathering and evaluating news, learning fundamentals of good copy, interviewing and the beat system. Prerequisite: ENG 202.

ENG 235 Development and Progress of Mass Communication (3 cr.)

A course which contains theories on the development and progress of mass communication media with emphasis on the effects of the communication revolution and technical progress. The course will cover the conceptual history of print, media, television, film, advertising, public relations, and the recent electronic revolution. Prerequisite: ENG 202.

ENG 236 Language in Society (3 cr.)

A course which focuses on the cultural aspects of language and how language has been used in society. The course familiarizes the student with the two related branches covered in the field: language usage and language change. Corequisite: ENG 226.

ENG 237 Gender and Language (3 cr.)

A course that explores an approach to gender and language use and that emphasizes the grounding in social practice of both. The course addresses some of the basic theoretical notions available for thinking about language and about

gender in social as well as psychological terms, drawing out analytic tools not only from linguistics but also from recent theorizing about cognition, society and gender. Prerequisite: ENG 226.

ENG 238 Discourse Analysis (3 cr.)

A course that reviews the development of theories and methods needed to study the symbolic and semiotic aspects of human activities and to teach methods of discourse analysis. Students will learn how to work with various kinds of research data. Prerequisite: Senior Standing.

ENG 248 Business English (3 cr.)

A course on the common forms of business communications. It aims at assisting students to develop skills in writing business letters, memos, minutes, reports, interviews and research. Prerequisite: ENG 202.

ENG 250 Contemporary British and American Poetry (3 cr.)

A course which is centered on post - 1945 poetry, with such poets as McNeice, Larkin, Meaney, Roethke, Mervin, Bishop, and others. Prerequisite: ENG 206 and ENG 207.

ENG 251 British and American Prose (3 cr.)

A course which explores the works of writers of prose such as Burton, Browne, Pepys, Addison, Steele, Boswell, Franklin, Emerson, Thoreau. Prerequisite: ENG 202.

ENG 252 English and American Short Stories (3 cr.)

A course which focuses on the development of the genre through the works of writers such as Irving, Poe, Kipling, Mansfield, Maugham, O'Connor, and others. Prerequisite: ENG 202.

ENG 253 Orientalism (3 cr.)

An introduction to "Orientalism", the East seen through Western eyes and the West seen through Eastern eyes. Beginning with St. John of Damascus and continuing to today, the course focuses on translation of literary, artistic (including music, painting, history) subjects, and on works of travelers. Prerequisite: ENG 202.

ENG 292 Special Topics in Literature (3 cr.)

A course which deals with literary issues, involving directed readings in selected topics in English or American literature. Prerequisite: Senior Standing.

ENG 292A Special Topics in Language (3 cr.)

A course which deals with linguistic issues, involving directed readings in selected topics in the English language. Prerequisite: Senior Standing.

ENG 295 Literature Senior Seminar (3 cr.)

A course which involves an in-depth study of a special subject, culminating in the writing of an extended research paper. Prerequisite: Senior Standing.

ENG 296 Language Senior Seminar (3 cr.)

A course which involves an in-depth study of a special subject, culminating in the writing of an extended research paper. Prerequisite: Senior Standing.

History

The Department of History offers a program leading to the Bachelor of Arts (B.A.) This program concentrates on Middle Eastern and European history and aims at assisting the student to learn how to interpret evidence in order to reach informed conclusions.

The study of history provides a strong base for careers in law, politics, diplomacy, international relations, journalism, religion, education, and academic research.

In addition to the general education requirements, majors in history must complete a minimum of 36 credit hours in the Department including HIS 230, 235, 238, 240, 241, 243, 244, 285, and 295. ENG 202 is a prerequisite for all history courses (except HIS 101 and 102) offered to majors in the Department of History.

Up to 9 credit hours of relevant courses offered in the other departments of the Faculty of Humanities, as well as certain courses in the Departments of Economics and Education, may be included in the major upon the approval of the Department Chair.

History Courses

HIS 101 Europe and the Middle East in Ancient and Medieval Times (3 cr.)

Political, social, and cultural development of Europe and the Middle East from antiquity to the Middle Ages, with emphasis on the interrelationship between diplomacy, ideas, and economics.

HIS 102 Europe and the Middle East in the Modern and Contemporary Period (3 cr.)

Political, social, and cultural development of Europe and the Middle East in the modern and contemporary period, with emphasis on the interrelationship between diplomacy, ideas, and economics.

HIS 103 History of Modern Europe Until 1815 (3 cr.)

The course is a chronological survey of the history of Europe from the voyages of discovery until the downfall of Napoleon Bonaparte. It includes the development of a global economy, the Reformation, the Enlightenment, the American Revolution and the French Revolution. Students will be taught how to analyze historical problems and how to conduct research.

HIS 211 History of the Armenian People from Prehistory to the 11th Century A.D. (3 cr.)
(Equivalent to ARM 211)

A scientific study of the political history of the Armenian people in the light of international developments from the pre-Armenian period of the history of Armenia to the invasions of the Seljuks, as well as the social, economic and cultural aspects of Armenian history.

HIS 212 History of the Armenian People from the 11th Century to 1914 (3 cr.)
(Equivalent to ARM 212)

A critical study of the political history of the Armenian people in the light of international developments from the Seljuk invasions up to the Declaration of Independence of Armenia in 1991. The course also presents social, economic and cultural aspects of Armenian history.

HIS 217 The Byzantine Empire (3 cr.)

A survey of the Eastern Roman Empire from its creation under Emperor Constantine in the fourth century CE to the Ottoman conquest in 1453.

HIS 226 Social and Cultural History of Britain (3 cr.)

A study of British cultural institutions from the fourteenth century to the present, with emphasis on the influence of social and political developments on literature and the arts.

HIS 227 Social and Cultural History of the United States of America (3 cr.)

A study of the historical evolution of American cultural institutions from pre-Revolutionary times to the present, with emphasis on the influence of social and political developments in literature and the arts.

HIS 230 Classical Greece and Rome (3 cr.)

History of Classical Greece and the Roman Empire from antiquity to the fall of Rome in the fifth century CE.

HIS 231 Medieval Europe (3 cr.)

History of Europe from the collapse of the classical civilization in the West in the fifth century CE to the resurgence of Europe in the fifteenth century.

HIS 232 Europe from the Renaissance to the Eighteenth Century (3 cr.)

A political, economic, social, and cultural history of Europe from the Renaissance to the eve of the French Revolution in the late eighteenth century.

HIS 235 Europe from the French Revolution of 1789 to World War I (3 cr.)

A political, economic, and social history of Europe from the French Revolution of 1789 to the Treaty of Versailles in 1919.

HIS 238 Europe in the 20 th Century (3 cr.)

A political, economic, and social history of Europe from the Treaty of Versailles in 1919 to the present.

HIS 240 The Middle East from Pre -history to the Rise of Islam (3 cr.)

A Historical and cultural survey of Egypt, the Fertile Crescent, and Iran from prehistory to the rise of Islam in the seventh century CE.

HIS 241 The Middle East from the Rise of Islam to the Ottoman Conquest (3 cr.)

A historical and cultural survey of the Islamic Middle East from the seventh to the sixteenth centuries CE.

HIS 243 The Ottoman Empire (3 cr.)

A survey of the history of the Ottoman empire from its beginnings in the fourteenth century until its collapse in the aftermath of the First World War, with emphasis on the evolution of its political, economic, and social institutions.

HIS 244 The Contemporary Middle East (3 cr.)

A survey of the political and economic history of the Middle East from the end of the First World War to the present.

HIS 248 Modern History of Lebanon (3 cr.)

A survey of the political and social history of Lebanon with emphasis on developments in the late nineteenth and twentieth centuries.

HIS 262 History of Russia (3 cr.)

A survey of the development of Russia as a national entity and world power with special emphasis on the Soviet and post-Soviet periods.

HIS 265 Contemporary Asia and Africa (3 cr.)

A historical survey of political, social, cultural, and ideological developments in Asia and Africa in the twentieth century.

HIS 285 Historians and Historiography (3 cr.)

A study of the evolution of historical theory and writing. The course will explore the theories which have been used to analyze, explain, and describe the historical process. Several theories concerning the responsibilities, techniques, and goals of historical writing will also be addressed.

HIS 292 Selected Topics (3 cr.)

Directed reading or seminar which will study selected topics in history. Prerequisite: Junior Standing and consent of the Department Chair.

HIS 295 Senior Seminar (3 cr.)

An in-depth study of a special subject, culminating in the writing of an extended research paper. The course introduces students to the historiography of their field of specialization. Prerequisite: Junior Standing and the consent of the Department Chair.

Intercultural Studies Program

Coordinator: Arda A. Ekmekji, Ph.D.

The Intercultural Studies Program fulfills part of the general education requirements for all Haigazian University students. The program is centered on a survey of major texts, ideas, events and artistic expressions of Near Eastern, Asian, European, African and American societies as they responded to the need for survival and meaning. The program, which consists of three consecutive courses, studies chronologically and thematically each cultural entity in its ancient, medieval, and modern periods.

The aim of the program is to make students aware of and develop empathetic understanding toward other cultures and value systems. The inter-disciplinary nature and critical thinking approach of the program empowers students for a meaningful encounter and cooperative action with people from other cultures.

IST 203 World Culture: 3000B.C. – 1 A.D. (3 cr.)

Survey of three cultures (Near Eastern, Asian, and European) from the 3rd Millennium B.C. to the Rise of Roman Civilization. Corequisite: ENG 201.

IST 204 World Culture: Christianity – Romantic Age (3cr.)

Survey of Eastern and Western Cultures from the Rise of Christianity to the Romantic Age. Prerequisite: IST 203.

IST 205 World Culture: 20th Century (3 cr.)

Survey of the main cultural currents of 20th century thought such as Capitalism, Communism, Existentialism, Feminism, Colonialism, Nationalism, and the Information Age. Prerequisite: IST 204.

IST 210 Introduction to Feminist Theory (3 cr.)

The course examines feminism and its historical development through analysis and critique of the different feminist theories that have emerged during the twentieth century. It will concentrate, however, on three major theories: The Liberal, Radical and Existentialist. The objective is to give students some insight into a range of issues and debates, and to indicate the diversity of modern feminist thought. In the interest of bringing the subject closer to the students, relevant issues from Lebanon, in general, and from their personal experiences, in particular, will be discussed.

IST 221 Introduction to French (3 cr.)

This course is offered to students who have no, or little, knowledge of French. It aims at teaching them to hold short conversations, use simple verbs, write narrative and descriptive texts, analyze grammatically easy texts and do oral summaries.

IST 222 Advanced French (3 cr.)

This course is offered to students who have completed introductory French (IST 221) or who have studied French as a third language or in elementary school. An oral test and school records will determine student's level of knowledge.

IST 223 Introduction to Spanish (3 cr.)

This course is offered to students who have no knowledge-or little knowledge of Spanish. It aims at teaching them basic communication skills through grammatical, writing, oral and audio visual methods of instruction.

IST 224 Introduction to German (3 cr.)

This course is offered to students who have no knowledge of German. It aims at teaching them basic communication skills through grammatical, writing, oral and audio visual methods of instruction.

IST 225 Introduction to Chinese (3 cr.)

This course is offered to students who have no knowledge of Chinese. It aims at teaching them basic communication skills through grammatical, writing, oral and audio visual methods of instruction.

IST 226 Introduction to Italian (3 cr.)

The course is an introduction to the Italian language and culture. It teaches students how to communicate on a basic level, to introduce themselves or other people in both a formal and informal way. It also familiarizes them with common expressions used in daily life situations. Moreover, students will be able to write and read simple paragraphs using basic grammar, according to the Common European Framework of Reference for Languages (A1).

IST 292 Selected topics in Intercultural Studies (3 cr.)

Special Topics to be selected reflecting major trends in Intercultural Studies and related fields.

Music

The Bachelor of Arts degree with a major in music is a program designed for the study of music within a liberal arts curriculum. It is a broad study of topics, rather than specialization in the field of music, and has as its foundation the study of music history, theory and literature and the development of performance skills.

It is particularly attractive to people who are thinking of a career in teaching, or in arts, and provides an appropriate background for prospective candidates for advanced degrees as musicologists, composers and music librarians.

In addition to the general education requirements, the Music Department requires a minimum of 46 credits in Music, 12 credits of electives within the Music Department, and 3 elective credits in the Humanities.

The Department also offers a minor. A minor in Music requires 18 credits: MUS 210 or MUS 219, MUS 213, MUS 215, MUS 222 or MUS 217, and 2 electives from the Department. For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Required Courses (46 cr.)

Core Requirements	(46 cr.)
MUS 210 History of Music	3 cr.
MUS 211 Music Literature I	3 cr.
MUS 212 Music Literature II	3 cr.
MUS 213 Music Theory	3 cr.
MUS 214 Music Harmony	3 cr.
MUS 215 Sight Singing I	3 cr.
MUS 216 The Teaching of Music in Schools	3 cr.
MUS 217 Recorder	3 cr.
MUS 218 Choral Conducting I	3 cr.
MUS 221 Instrumentation	3 cr.
MUS 222 Piano Class I	3 cr.
MUS 227 Computers in Music	3 cr.
MUS 228 Analysis of Musical Form	3 cr.
MUS 285 Haigazian Choir (Fall)	1 cr.

MUS 292 Selected Topics in Music	3 cr.
MUS 295 Senior Seminar	3 cr.

Electives in the Department (12 cr.)

ART 230 Art Appreciation	3 cr.
ART 231 History of Art	3 cr.
MUS 223 Choral Conducting II	3 cr.
MUS 224 Piano Class II	3 cr.
MUS 225 Sight Singing II	3 cr.
MUS 226 Sacred Music	3 cr.
MUS 234 Impressionism and Post-Impressionism in Music and Art	3 cr.
MUS 263 Opera	3 cr.
MUS 264 The Baroque	3 cr.
MUS 266 The Symphony	3 cr.
MUS 269 Chamber Music	3 cr.
MUS 275 History of Armenian Music	3 cr.

Electives in Humanities (3 cr.)

One course from the Humanities Department	3 cr.
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Art Courses

ART 201 Introduction to Visual Art (3 cr.)

A studio course that provides foundation for drawing and painting from life. Subjects include natural and manufactured forms from simple to complex. The course utilizes still life settings, human figure and outdoor settings to teach the fundamental steps and basic drawing skills through a range of art media.

ART 230 Art Appreciation (3 cr.)

The main objectives of the course are to introduce students to Applied and Fine Arts, to the language of art, and to the plastic elements as well as the principles of art. The course will focus on the appreciation of artistic styles and movements.

ART 231 History of Art (3 cr.)

The course is designed to introduce the student to the history of art found in both the Fine Arts (such as sculpture and painting) and the Applied Arts (such as architecture, ceramics, fashion and furniture design, posters, and other types of graphic arts) of the 20th century.

ART 292 Selected Topics in Arts (3 cr.)

The course consists of specific Art Topics selected according to faculty and student interests.

Music Courses

MUS 201 Fundamentals of Musicianship (3 cr.)

A preparatory course which presents the basic elements of music: keys, signatures, scales, intervals, chords, rhythmic notation, and form. This elective for students with little or no previous training in music aims at providing a good background for experiencing music as an amateur performer or listener. Not open to Music Majors.

MUS 210 History of Music (3 cr.)

Historical study of the music of the Medieval to Contemporary periods of music history. Emphasis on concurrent historical developments in government, politics, economics, geography, science, literature, painting, and philosophy.

MUS 211 Music Literature I (3 cr.)

An in-depth survey of music in the Baroque and Classical eras. Designed to develop a perspective on the repertoire of the representative composers and compositions and a technique for listening analytically.

MUS 212 Music Literature II (3 cr.)

An in-depth survey of music from the Romantic to Modern eras. Designed to develop a perspective on the repertoire of the representative composers and compositions and a technique for listening analytically. Prerequisite: MUS 211.

MUS 213 Music Theory (3 cr.)

Fundamentals of notation, music reading, scales, intervals, keys. Figured basses using triads in all major and minor keys.

MUS 214 Music Harmony (3 cr.)

Principles of voice leading. Figured basses using dominant seventh and secondary seventh chords, ninth chords, altered chords, chromaticism and modulation. Analysis of Bach chorales. Prerequisite: MUS 213.

MUS 215 Sight Singing I (3 cr.)

Techniques of sight singing and music reading skills. Development of ability in the aural recognition of melody, harmony and rhythm.

MUS 216 The Teaching of Music in Schools (3 cr.)
(Equivalent to ECE 213 and EDU 204)

Guiding music and movement experiences: encouraging discovery, encouraging non-participants, selecting songs, creating songs, teaching songs, introducing rhythm instruments, and various movement activities appropriate for early childhood.

MUS 217 Recorder (3 cr.)

Introduction to playing the recorder as a tool to introduce and teach music to children in the classroom.

MUS 218 Choral Conducting I (3 cr.)

Introduction to fundamental techniques of conducting; philosophy and purpose of conducting; establishing and maintaining time patterns, and conducting all basic and standard meters; differences in conducting varying dynamics, accents, musical characteristics and styles.

MUS 219 Music Appreciation I (3 cr.)

Introduction to the basic vocabulary of Western music; survey of styles and composers of the Classical and Romantic periods; discussion of those periods as a whole and of the relation of music to the other arts. Not open to music majors.

MUS 220 Music Appreciation II (3 cr.)

Survey of styles and composers of Medieval, Renaissance, Baroque, and 20th century music. Emphasis is placed upon extensive listening. Not open to Music majors.

MUS 221 Instrumentation (3 cr.)

This course covers the techniques of writing for the instruments of the orchestra. The range, transposition, and idiomatic characteristics of each instrument are studied. Prerequisite: MUS 214.

MUS 222 Piano Class I (3 cr.)

Basic techniques, reading, transposition and playing by ear. Emphasis on accompaniment to songs for the classroom.

MUS 223 Choral Conducting II (3 cr.)

Focus on technique including strengthening of conducting gestures, right hand left hand independence and coordination, concentration on conducting problems, e.g., cues, cutoffs, fermatas, complex rhythms, interpretation, phrasing, and dynamics. Conduct unison, two-part, and choral repertoire, and accompanied works. Prerequisite: MUS 218.

MUS 224 Piano Class II (3 cr.)

The second year Piano class builds upon the skills developed during the first year. Students work towards completion of the chorale, sight-reading and accompaniment. Prerequisite: MUS 222.

MUS 225 Sight Singing II (3 cr.)

Further development of the techniques of sight singing and music reading skills and the ability in the aural recognition of melody, harmony and rhythm. Prerequisite: MUS 215.

MUS 226 Sacred Music (3 cr.)

The course is designed to introduce the student to music in the church and the history of worship music from early traditions to the 20th century, including the Middle Ages, the Baroque, the Classical and Romantic eras. Hymnody and different church music genres are surveyed and auditioned.

MUS 227 Computers in Music (3 cr.)

Use of personal computers in teaching, performing, composing, and editing music; computer-assisted instruction; choosing hardware and software; use of Musical Instrument Digital Interface.

MUS 228 Analysis of Musical Form (3 cr.)

A study of the general principles and schemes which govern the structure of music through analysis and listening to song forms, contrapuntal forms, suites, sonatas, symphonies, variation forms and vocal forms. Prerequisite: MUS 214.

MUS 234 Impressionism and Post-Impressionism in Music and Art (3 cr.)

The course introduces students to the major artists, musicians and the fundamental aesthetic issues involved in music, painting and sculpture of the Impressionistic and Post-Impressionistic periods. Works by Monet, Renoir, Pissaro, Degas, Cezanne, Debussy, and Ravel will be discussed in the light of Impressionist and Post-Impressionist works. Students will also be introduced to the works of Gauguin and Vincent Van Gogh.

MUS 263 Opera (3 cr.)

A course designed to familiarize students with the opera genre, its various aspects, and its major stylistic developments. Significant works are surveyed from the earliest music dramas of Monteverdi and Purcell to the operas of Berg and Britten.

MUS 264 The Baroque (3 cr.)

Stylistic studies from 1600 to 1750 with special emphasis on the music of Bach and Handel.

MUS 265 History of Arabic Music (3 cr.)
(Equivalent to ARA 265)

This course covers the history of Arabic Music from its inception in pre-Islamic times until the Ummayyad and Abbasid periods. It also surveys the rise of Andalusian music in Spain and the study of Arabic scales, rhymes and musical instruments. Open to both majors and non-majors in Music and Arabic (Language of instruction: Arabic).

MUS 266 The Symphony (3 cr.)

History of the development of the symphony and related forms from the early Classical period to the present with emphasis on the symphonies of Haydn, Mozart, and Beethoven.

MUS 269 Chamber Music (3 cr.)

Study of the development of the technique, style, and instrumentation of chamber music from the early Classical period to the present.

MUS 275 History of Armenian Music (3 cr.)
(Equivalent to ARM 275)

The course covers Armenian religious music; minstrel (*ashugh*) and troubadour (*gusan*) songs; Armenian folk songs; and classical, modern and contemporary Armenian music, composers, choirs and singers.

MUS 285 Haigazian Choir (Fall) (1 cr.)

Students will study and perform a varied repertoire of classical, folk, jazz, and popular choral literature. Audition required. Non-Music Major Students taking MUS 285 or MUS 286 more than once will not get credit for their second enrollment.

MUS 286 Haigazian Choir (Spring) (1 cr.)

Students will study and perform a varied repertoire of classical, folk, jazz, and popular choral literature. Audition required. Non-Music Major Students taking MUS 285 or MUS 286 more than once will not get credit for their second enrollment.

MUS 292 Selected Topics in Music (3 cr.)

Topic chosen according to special interests of the faculty and students.

MUS 295 Senior Seminar

(3 cr.)

Intensive study of one specific area followed by a project undertaken by the students individually or in groups under the tutelage of the instructor.

Religion and Philosophy

Consistent with the mission and value orientation of Haigazian University, the Department of Religion and Philosophy offers courses which explore religion and religious values in a critical context. These courses in religion and philosophy aim at assisting students to reflect critically on their value priorities and to attempt to develop a consistent personal theology or philosophy of life.

Religion and Philosophy Courses

REL 215 Old Testament Survey (3 cr.)

A historical and theological survey of the basic events and themes of the Old Testament as they are reflected in the Torah, Prophets, and Writings.

Corequisite: ENG 201.

REL 216 New Testament Survey (3 cr.)

A historical and theological survey of the major events and themes of the New Testament as they are reflected in the Gospels, Acts of Apostles, and Letters.

Corequisite: ENG 201.

REL 217 World Religions: East (3 cr.)

A historical survey of major Asian religions with a view to discovering the conceptual, ethical, ritual, and symbolic expressions of each faith. The course will cover the religions which have their origin in India, China, and Japan.

Corequisite: ENG 201.

REL 218 World Religions: West (3 cr.)

A historical survey of the major religions which originated in the Middle East. The course examines the origin, development, and contemporary manifestations of Zoroastrianism, Judaism, Christianity, and Islam. Corequisite: ENG 201.

REL 220 Christian-Islamic Dialogue (3 cr.)

This course teaches basic themes related to both Christianity and Islam and attempts to eliminate tensions and misconceptions that arise in mixed societies due to lack, or absence, of communication. It examines the similarities and differences of both religions, exposes the principles of good dialogue, and teaches students how to engage in it practically. Corequisite: ENG 201.

REL 221 History and Theology of Protestantism (3 cr.)

An introduction to the history and essential theological tenets of Protestantism. The course familiarizes the student with the Protestant Reformation, its early

leaders (Luther, Calvin, Zwingli), its chief historical offshoots (Lutheranism, the (Ana)Baptist and the Reformed churches, Methodism, Anglicanism, Evangelicalism and Pentecostalism) and its worldwide proliferation. This course also enables students to engage with basic Protestant convictions on Christ, salvation, the church, the Bible, the sacraments, and the relation between church and state. Corequisite: ENG 201.

REL 271 Religious History of the Armenian People (3 cr.)

The course is designed to explore the religious experience of the Armenian people from pre-historic times to the present with special emphasis on the origins and development of the Armenian Apostolic, Armenian Catholic, and Armenian Evangelical Churches. Corequisite: ENG 201.

REL 292 Selected Topics (3 cr.)

Special topics to be selected each year reflecting major trends in religion and the main specialization of the Department. Corequisite: ENG 201.

PHI 101 Basics of Philosophy (3 cr.)

An introductory course dealing with philosophical questions that have practical import. It aims to introduce students to the philosophical mode of analysis.

PHI 201 Introduction to Philosophy (3 cr.)

A critical and disciplined inquiry into some of the basic issues in philosophy. How does one know what is true? Are human beings free or determined? In what way are religious and ethical terms meaningful and useful? What is the purpose of life? Corequisite: ENG 201.

PHI 205 Introduction to Ethics (3 cr.)

An analysis of the vocabulary, presuppositions, and principles basic to moral evaluation and exploration of the major options in normative ethics as they are applied to biological, medical, political, and business areas.

Corequisite: ENG 201.

PHI 207 Philosophy of Religion (3 cr.)

The course is designed to analyze such questions as the nature of God, religious language, meaning of faith and revelation, conflicting claims of truth by different religions, and the problem of evil. Corequisite: ENG 201.

PHI 220 Seminar in Theology or Philosophy (3 cr.)

A seminar concentrating on the theological or philosophical significance of a particular person, problem, period, or movement. Prerequisite: Two of the above and ENG 202.

Faculty of Sciences

The purpose of the Faculty of Sciences is to provide a modern scientific education which is regularly updated to keep up with current discoveries in the various fields. Through a proper balance between advanced theoretical courses and applied laboratory work, the curricula prepare the students for either professional vocations or for graduate study. The courses may also be useful for continuing education.

Division of Natural Sciences

Chair: Nadim Hassoun, Ph.D.

The Division of Natural Sciences offers programs of study which lead to the Bachelor of Science (B.S.) degree. A student may pursue a major in Biology, Chemistry, Medical Laboratory Sciences, Nutrition Sciences and Dietetics, or Physics. The Division also offers minors in Biology and Physics.

The mission of the Division is to develop in students an integrated view of medical, biological, chemical and nutritional sciences; an understanding of the interrelationship between the content and process of science; and a clear vision of the interrelationships between science and the environment in which a person lives.

Upon completion of a degree in a Natural Science major, the student is expected to:

- Demonstrate an understanding of the scientific theoretical concepts and terminology of the Natural Sciences.
- Apply practical skills learnt, problem-solving skills, and critical thinking in their future endeavors.
- Access scientific information from a variety of sources and use that information effectively.

Biology

The Faculty of Sciences at Haigazian University offers a program leading to a Bachelor of Science degree in Biology.

Students who graduate with a degree in Biology from Haigazian University will:

- Have a broad background in the fundamental concepts of biology.
- Have knowledge and experience in the basic methods, instrumentation and quantitative analytical skills used to conduct scientific investigations in biology.
- Demonstrate critical thinking and communication skills applicable to biological concepts.

- Be able to convey biological information in both written and oral forms.
- Be able to think ethically about biological research and its social impact.
- Use intellectual scientific knowledge to conduct scientific research in biology.
- Be prepared to sit for the MCAT exam for admission in Medical School.

All students admitted as Sophomores are eligible to continue in the program, provided they obtain a cumulative average of 70 in BIO 201. BIO 201 serves as university and major requirement.

To be eligible for graduation with the degree of Bachelor of Science in Biology, a student must satisfactorily complete the prescribed program of study with a minimum of 94 credit hours after the Freshman Science Class, or its equivalent, and attain a cumulative average of 70.

The department also offers a minor in Biology, which requires 22 credits: BIO 201, BIO 202, CHY 201, CHY 206, CHY 208, and BIO 204. Students in the Division of Natural Sciences cannot declare a minor in Biology. Students minoring in Biology should complete at least 13 credits of their minor at Haigazian University and maintain a minor average of at least 70. Students minoring in Biology should score a minimum grade of 70 in BIO 201. For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education (31 cr.)
Core requirements for all HU students are listed on page 58.

Core Requirements (47 cr.)

BIO 201 General Biology I (taken as university requirement)	
BIO 202 General Biology II	4 cr.
BIO 204 Introductory Biochemistry (equivalent to MLS 209)	4 cr.
BIO 207 Human Genetics	4 cr.
BIO 293 Seminar	1 cr.

Two Courses out of the following Biology courses:

BIO 206 Cell Biology	4 cr.
BIO 211 Plant Physiology	4 cr.
BIO 213 Ecology	4 cr.
BIO 226 Molecular Biology	4 cr.

Science Requirements

CHY 201 Chemical Principles	3 cr.
CHY 206 Quantitative Analysis	4 cr.
CHY 211 Organic Chemistry I	3 cr.
CHY 212 Organic Chemistry II	3 cr.

CHY 213 Organic Chemistry Laboratory	2 cr.
PHY 204 Classical Physics for the Life Sciences	3 cr.
PHY 205 Modern Physics for the Life Sciences	3 cr.
PHY 206 Classical Physics Laboratory for the Life Sciences	1 cr.
PHY 207 Modern Physics Laboratory for the Life Sciences	1 cr.
MLS 225 Biostatistics	

Biology Electives (15 cr.)

BIO 203 Animal Physiology	3 cr.
BIO 209 Basic Histology (Equivalent to MLS 211)	4 cr.
BIO 210 Embryology	4 cr.
BIO 214 Microbiology	4 cr.
BIO 218 Evolution	3 cr.
BIO 220 Immunology (equivalent to MLS 207)	3 cr.
BIO 221 Parasitology (equivalent to MLS 221)	4 cr.
BIO 224 Endocrinology (equivalent to MLS 203)	3 cr.
BIO 227 Virology (equivalent to MLS 227)	3 cr.
BIO 292 Special Topics in Biology	3 cr.

Free Elective (3 cr.)

Biology Courses

BIO 101 General Introductory Biology (3 cr.)

An introductory study of all the structures and functions of living cells with the basic concepts of genetics. Emphasis on animal systems and brief introduction to plant tissues and their functions.

BIO 103 Introductory Biology I (3,1,2; 4 cr.)

An introductory study of the structures, functions, and division of living cells. Molecular organization and regulation of genetic material. Study of basic concepts of genetics and evolution. Brief introduction to the Kingdoms Monera, Protista, Fungi, and Animalia. Not open to Biology majors.

BIO 104 Introductory Biology II (3,1,2; 4 cr.)

An introductory review of non-vascular and vascular plants. Study of basic concepts concerning animal systems and their functions. Not open to Biology majors. Prerequisite: BIO 103.

BIO 201 General Biology I (3,1,2; 4 cr.)

Structures, functions, and division of living cells. Molecular organization and regulation of genetic material. Systematic survey of Kingdoms Monera, Fungi, Protista, and Animalia.

BIO 202 General Biology II (3,1,2; 4 cr.)

Basic structures and functions of plant cells, phylogenetic relationships of plant divisions, survey of animal systems : structures and functions. Prerequisite: BIO 201.

BIO 203 Animal Physiology (3 cr.)

A comprehensive and detailed study of the functions in animal organisms; muscular contraction and coordination, nutrition and digestion, circulation and gas exchange, homeostasis, nervous organization and integration, sensation and sense receptors hormonal regulation and defense mechanisms (immunity systems). Prerequisite BIO 202 and Senior Standing.

BIO 204 Introductory Biochemistry (4 cr.)

(Equivalent to MLS 209)

A brief introduction to all biochemical reactions taking place in cellular organisms. The course covers metabolic pathways of cellular organelles, including proteins, lipids, carbohydrates, and nucleic acids. Structural properties are briefly described. Enzyme kinetics and gene expression are explained in detail. Prerequisite: BIO 202, and CHY 211 or CHY 208.

BIO 206 Cell Biology (3,1,2; 4 cr.)

The course aims at training students to relate molecular mechanisms to resulting visible images and processes of organelles and various types of cells and tissues. Aspects and ultrastructure of animal cells. Chemical constituents and function of each organelle in animal cell types. Membrane structure and functions, as well as cytoskeleton, intra-cellular mobility, and cell division are examined in detail. Cell differentiation and cell evolution are briefly examined. Corequisite: BIO 204. Prerequisite: BIO 207.

BIO 207 Genetics (3,1,2; 4 cr.)

This course deals with different aspects of genetics; structure of eukaryotic chromosomes. Numerical and structural chromosomal abnormalities in humans. Gene mutation. Detection and measurement of genetic variation. Non-Mendelian inheritance - Cancer genetics. Gene therapy. Mapping of the human genome and the future treatment of diseases. Regulation of gene expression. Population genetics. Prerequisite: BIO 201.

BIO 209 Basic Histology (3,1,2; 4 cr.)

(Equivalent to MLS 211)

Normal histology of various human tissues (epithelial, connective, muscle, nerve), a description of examples of pathological changes, lectures on the technique of tissue handling, preparation and staining of specimens, and smears of cytological material. Prerequisite: BIO 201.

BIO 210 Embryology (3,1,2; 4 cr.)

Principles and processes operating during embryo formation and development: gametogenesis, fertilization, cleavage and gastrulation, cell interactions and tissue differentiation leading to organogenesis; with emphasis on vertebrate development. Prerequisite: BIO 202.

BIO 211 Plant Physiology (3,1,2; 4 cr.)

Processes operating in the day-to-day life of vascular plants: photosynthesis and the autotrophic way of life; absorption, conduction, and storage of water and nutrients. Mechanisms underlying plant reproduction and growth. Role of light, temperature, and phytochromes. Prerequisite: BIO 204.

BIO 213 Ecology (3,4; 4 cr.)

The course aims at creating an awareness of environmental problems. And to do so it studies the relationship of living organisms to their environment, the biotic and abiotic parameters, populations, food and energy, pollution. Prerequisite: BIO 202.

BIO 214 Microbiology (3,1,2; 4 cr.)

Organization and structure of micro-organisms, bacterial growth, metabolism energetics, and genetic variation. Systematics of bacteria. Viruses: replication and classification. Interaction between micro-organisms and humans. Cellular and molecular basis of immunity. Bacteria, viruses, and human disease. Industrial microbiology. Prerequisite: BIO 202.

BIO 218 Evolution (3 cr.)

A comprehensive survey of the processes of organic evolution, the physical and biological factors implied, and the genetic mechanisms involved in species variability. Presentation of the modern synthesis and of alternative views and concepts. Prerequisite: BIO 207.

BIO 220 Immunology (3 cr.)

(Equivalent to MLS 207)

Fundamental aspects of basic immunology. Prerequisite: BIO 202.

BIO 221 Parasitology (3,1,2; 4 cr.)

(Equivalent to MLS 221)

General overview on the classification, morphology, development, and physiology of human parasites. Prerequisite: BIO 202.

BIO 224 Endocrinology (3 cr.)

(Equivalent to MLS 203)

Anatomy, Physiology, mechanism of action and diseases related to endocrine organs: Thyroid, parathyroid, pancreatic, gastrointestinal, adrenal and reproduction. Prerequisite: BIO 204.

BIO 225 Human Biology (3 cr.)

The course covers the fundamental principles of Biology as applied to human beings, with emphasis on the morphology, physiology and disorders of their different systems. Not open to Biology majors. Students who have taken BIO 103 and BIO 104 or BIO 201 and BIO 202 cannot receive credit for BIO 225.

BIO 226 Molecular Biology (3,1,2; 4 cr.)

A course that introduces the different techniques of molecular biology and recombinant DNA technology, and discusses the most recent advances in the field. Prerequisite: BIO 204.

BIO 227 Virology (3 cr.)

(Equivalent to MLS 227)

Structure, classification, replication and pathogenesis of DNA and RNA viruses, transmission, epidemiology and laboratory diagnosis of viral infection. Prerequisite: BIO 202.

BIO 235 Food and Nutrition Awareness (3 cr.)

This course is an introduction to nutrition. It covers the nutrients; food sources and physiological functions as related to human growth and well-being throughout life; current nutrition issues.

BIO 292 Special Topics in Biology (3 cr.)

Special topics to be selected each year reflecting major trends in Biology and related fields and the main specialization of the Department. Senior Standing.

BIO 293 Biology Seminar (1 cr.)

Introduction to the resources and methods of scientific literature. Review and presentation of scientific data. The course involves writing a report and its oral presentation to an audience. Prerequisite: Senior Standing.

Chemistry

The Faculty of Sciences at Haigazian University offers a program leading to a Bachelor of Science degree in Chemistry.

Graduates of the Chemistry program will:

- Demonstrate an understanding of fundamental chemical concepts.
- Demonstrate knowledge of experimental approaches to solving problems of a chemical nature and have an ability to extend that knowledge to the solution of new problems.
- Apply skills of the discipline to analyze, interpret and communicate results of laboratory experiments and research.
- Demonstrate mastery of fundamental laboratory techniques in a safe and proficient manner.
- Be able to collaborate with others in order to pose and test scientific hypotheses using effective oral and written communication skills.
- Be adequately prepared for graduate study, related to the fields of chemistry or biochemistry.

To be eligible for admission to the Department of Chemistry, candidates must have satisfactorily completed the Freshman Science Program, or an equivalent program, with a grade of 70 or more in at least twelve credit hours and an average of 70 or more in the courses they have taken in the Departments of Chemistry, Physics, and Mathematics. Lebanese students must hold the Lebanese Baccalaureate, Part II (Experimental Sciences or Mathematics), or its equivalent, and should be considered by the Registrar to be eligible for admission to the Sophomore Science Class.

To be eligible for graduation with the degree of Bachelor of Science in Chemistry, a student must satisfactorily complete the prescribed program of study with a minimum of 94 credit hours after the Freshman Science Class, or its equivalent, and attain a cumulative average of 70.

General Education

(31 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements

(61 cr.)

BIO 201 General Biology I	4 cr.
BIO 204 Biochemistry	3 cr.
CHY 201 Chemical Principles	3 cr.
CHY 205 Introduction Chemistry Laboratory	2 cr.
CHY 211 Organic Chemistry I	3 cr.
CHY 212 Organic Chemistry II	3 cr.
CHY 213 Organic Chemistry Laboratory	2 cr.

CHY 214 Analytical Chemistry	3 cr.
CHY 215 Analytical Chemistry Laboratory	2 cr.
CHY 217 Chemical Thermodynamics	3 cr.
CHY 218 Molecular Structure and Properties	3 cr.
CHY 219 Chemical Dynamics	3 cr.
CHY 220 Physical Chemistry Laboratory	3 cr.
CHY 221 Inorganic Chemistry	3 cr.
CHY 222 Coordination Chemistry	3 cr.
CHY 225 Organic Structure Determination	4 cr.
MAT 201 Calculus and Analytic Geometry	3 cr.
MAT 202 Differential Equations	3 cr.
PHY 211 Electricity and Magnetism	3 cr.
PHY 212 Modern Physics	3 cr.
PHY 213 Electricity and Magnetism Laboratory	1 cr.
PHY 214 Modern Physics Laboratory	1 cr.

Chemistry Courses

CHY 101 General Chemistry I (3,1,3; 4 cr.)

An introduction to the fundamental principles of chemistry. The course covers: periodic table of the elements, stoichiometry, introduction to quantum mechanics (line spectra, ionization energy of hydrogen, particle-wave duality, quantum numbers, orbital filling rules). Properties of liquids, solids, and gases; solutions concentration units, chemical and ionic equilibrium, chemical kinetics, and chemical bonding. Laboratory: Experiments related to basic laws of chemistry, (multiple proportions, laws of Du Long and Petit), gases (effusion and diffusion), liquids (vapor pressure), chemical equilibrium, and chemical kinetics.

CHY 102 General Chemistry II (3 cr.)

The course covers acids and bases: general properties, acid-base equilibrium, solubility equilibrium, thermo-chemistry, electro-chemistry, redox reactions, chemistry of metals and non-metals, coordination chemistry, nuclear and organic chemistry (a brief introduction). Prerequisite: CHY 101.

CHY 200 Basic Chemistry (3 cr.)

The course covers matter and energy, atoms and molecules, atomic theory, energy levels and the Bohr atom, the periodic table, chemical bonding, the chemical equation and stoichiometry, thermochemistry, the gaseous state, the liquid and solid states, the chemistry of Solutions, acids, bases and salts, chemical kinetics, chemical equilibrium, nuclear chemistry, lectrochemistry, and environmental chemistry. Students who have taken CHY 101 and CHY 102 cannot receive credit for CHY 200.

CHY 201 Chemical Principles (3 cr.)

An introduction to the fundamental concepts of atomic structure, chemical bonding of molecules, gases, liquids and liquid solutions, kinetic theory, chemical equilibrium, stoichiometry. Students who have taken CHY 101 and CHY 102 cannot receive credit for CHY 201.

CHY 205 Introductory Chemistry Laboratory (1,3; 2 cr.)

A laboratory course based on general and qualitative analysis experiments. Corequisite: CHY 200.

CHY 206 Quantitative Analysis (3,1,3; 4 cr.)

A survey of classical methods of analysis including theory and practice of quantitative analysis and representative gravimetric and volumetric methods. Prerequisite: CHY 201.

CHY 208 Brief Survey of Organic Chemistry (3 cr.)

Designed for students majoring in Biomedical Sciences. A brief survey of the following topics: hydrocarbons, stereoisomerism, organic halogens, oxygen containing groups, carbonyl group, carboxylic acids and their derivatives, amines. Prerequisite: CHY 201.

CHY 211 Organic Chemistry I (3 cr.)

The chemistry of carbon compounds with emphasis on hydrocarbons, free radicals, and properties of carbonium ions. Prerequisite: CHY 201.

CHY 212 Organic Chemistry II (3 cr.)

The theory and use of spectroscopic techniques in organic chemistry. Alcohols, ethers, esters, ketones, aldehydes, acids, and other functional groups, with emphasis on synthesis and mechanisms. Prerequisite: CHY 211.

CHY 213 Organic Chemistry Laboratory (1,3; 2 cr.)

Basic techniques for synthesis, purification, and separation of organic compounds. Corequisite: CHY 208 or CHY 212.

CHY 214 Analytical Chemistry (3 cr.)

Basic theoretical and experimental principles involved in qualitative and quantitative analysis using gravimetric, complexometric, and physicochemical methods, including refractometric, electrometric, colorimetric, and chromatographic methods. Prerequisite: CHY 201 and 205.

CHY 215 Analytical Chemistry Laboratory (1,4; 2 cr.)

The experimental work covers: balances and weighing, pH instrumentation and measurement, potentiometric titrations and ion-selective electrodes, spectrophotometry: instrumentation and spectrophotometric analysis, conductometric titrations. Prerequisite: CHY 214.

CHY 217 Chemical Thermodynamics (3 cr.)

The laws of thermodynamics and functions of thermodynamics. First law of thermodynamics, enthalpy, thermochemistry, bond energies. Second law of thermodynamics, entropy and free energy functions. Chemical and thermodynamic equilibrium state. Phase rule. Colligative properties of ideal solutions, electrochemistry. Prerequisite: CHY 201 and MAT 201.

CHY 218 Molecular Structure and Properties (3 cr.)

Quantum Chemistry: An introduction covering the historical development, wave theory, methods of quantum mechanics, and application of quantum chemistry with emphasis on chemical bonding, molecular symmetry, and molecular energy levels (a survey of the principles of electronic, vibrational, and rotational spectroscopy). Prerequisite: CHY 201 and MAT 201.

CHY 219 Chemical Dynamics (3 cr.)

Gases: real and ideal, elementary kinetic theory of gases, transport phenomenon: diffusion, thermal and ionic conductivity, viscosity. Chemical kinetics: order, molecularity, reaction mechanisms and rate constants. Determination of order, effect of temperature on rate, activated state theory, collision theory, reaction in solution, homogeneous catalysis. Prerequisite: CHY 201, 217 and MAT 201.

CHY 220 Physical Chemistry Laboratory (0,6; 3 cr.)

Experiments selected to illustrate principles such as: vapor pressure of a pure liquid, phase equilibrium, electrochemistry, determination of standard enthalpy, entropy and Gibb-energy, transport properties, slow and fast kinetics, and spectroscopy. Prerequisite: CHY 215, CHY 217, CHY 218 and CHY 219.

CHY 221 Inorganic Chemistry (3 cr.)

Review of atomic structure and trends in the periodic table. Theories of chemical bonding. Study of selected topics: hydrogen bonding, acids, bases, electron deficient compounds. Prerequisite: CHY 206 and Corequisite: CHY 211.

CHY 222 Coordination Chemistry (3 cr.)

Structure and bonding, stability and applications of coordination compounds and chelates. Prerequisite: CHY 221.

CHY 225 Organic Structure (Qualitative)

Determination (1,6; 4 cr.)

Theory, problems, and laboratory practice of systematic quantitative analysis of pure organic compounds. Separation and identification of mixtures. Prerequisite: CHY 213.

Medical Laboratory Sciences Program (M.L.S.)

The Faculty of Sciences at Haigazian University offers a program leading to a Bachelor of Science degree in Medical Laboratory Sciences.

Medical Laboratory Sciences is the study of the biochemistry and physiology of the clinical aspects of medicine. Knowledge of basic applied sciences (biology, chemistry and physics) is a necessity as a prerequisite for the knowledge of basic medical sciences, of which medical laboratory science is a vital and integral part. It takes four years to complete the M.L.S. program.

On completion of the degree in MLS from Haigazian University students will:

- Be prepared to become competent Medical Laboratory Scientists functioning in the clinical laboratory science field.
- Be able to perform laboratory tests with accuracy and precision.
- Understand and apply laboratory safety regulations and compliance measures.
- Demonstrate mastery of fundamental laboratory techniques in a safe and proficient manner.
- Demonstrate proficiency in analytical skills (technical competency).
- Be able to effectively communicate medical and scientific information to the health-care system.
- Be prepared to work or study in scientific/technical areas, supervision/management, higher education and research.
- Demonstrate appropriate ethical and professional behavior.

To be eligible for admission to the M.L.S. program, candidates must have satisfactorily completed the Freshman Science Program in the Faculty of Arts and Sciences, or an equivalent program, with a grade of 70 or more in at least 12 credit hours and an average of 70 or more in chemistry, physics and mathematics. Lebanese students must hold the Lebanese Baccalaureate, Part II (Life Science or General Science), or its equivalent, and should be considered by the Admissions Committee to be eligible for admission to the Sophomore Science class.

To be eligible for graduation with the degree of Bachelor of Science with a concentration in medical laboratory sciences, a student must have satisfactorily completed the prescribed program of study of 113 credit hours (minimum) after the Freshman Science class or its equivalent and have attained a cumulative average of 70.

M. L. S. Requirements

General Education

(31 cr.)

Core requirements for all HU students are listed on page 58.

Core Courses

(70 cr.)

MLS 202	Clinical Biochemistry	3 cr.
MLS 203	Endocrinology (equivalent to BIO 224)	3 cr.
MLS 205	Introductory Haematology	3 cr.
MLS 206	Clinical Haematology	3 cr.
MLS 207	Immunology (equivalent to BIO 220)	3 cr.
MLS 208	Serology	3 cr.
MLS 209	Basic Biochemistry (equivalent to BIO 204)	4 cr.
MLS 210	Human Physiology	5 cr.
MLS 211	Basic Histology (equivalent to BIO 209)	4 cr.
MLS 219	General Bacteriology	3 cr.
MLS 220	Systemic Bacteriology	3 cr.
MLS 221	Medical Parasitology(equivalent to BIO 221)	4 cr.
MLS 223	Medical Mycology	1 cr.
MLS 225	Epidemiology and Biostatistics	3 cr.
MLS 226	Molecular Diagnostic	4 cr.
MLS 227	Virology (equivalent to BIO 227)	3 cr.
MLS 228	Human Genetics	4 cr.
MLS 230	Clinical Chemistry Special Topics + Practicum	3 cr.
MLS 240	Clinical Haematology Practicum	2 cr.
MLS 250	Clinical Bacteriology Practicum	2 cr.
MLS 260	Clinical Parasitology and Urinalysis	2 cr.
MLS 270	Blood-Banking: Transfusion Medicine and Immunohaematology	2 cr.
MLS 290	Seminar	1 cr.
MLS 299	Hospital Training I	1 cr.
MLS 299C	Hospital Training II	1 cr.

Science Requirements

(12 cr.)

BIO 201	General Biology I (taken as university requirement)	
CHY 201	Chemical Principles	3 cr.
CHY 206	Quantitative Analysis	4 cr.
CHY 208	Brief Survey in Organic Chemistry	3 cr.
CHY 213	Organic Chemistry Laboratory	2 cr.

Medical Laboratory Sciences Courses

MLS 202 Clinical Biochemistry (3 cr.)

Mechanism of disease related to renal, liver, pancreatic and cardiac functions. Disorders of carbohydrate, lipids, purine and protein metabolism, homeostasis, acid-base balance and oxygen transport. Trace elements in clinical Biochemistry and nutrition. Prerequisite: MLS 209.

MLS 203 Endocrinology (3 cr.) **(Equivalent to BIO 224)**

Anatomy, physiology and disease related to endocrine organs mainly: thyroid, parathyroid, pancreatic, gastrointestinal, adrenal and reproduction. Prerequisite: MLS 209.

MLS 205 Introductory Haematology (2,1,2; 3 cr.)

Fundamental concepts in haematology, hemeostasis, thrombosis and phlebotomy, for direct application to clinical environment. Corequisite: MLS 210.

MLS 206 Clinical Haematology (3 cr.)

Details of diseases affecting the blood, bone marrow and reticuloendothelial system, mainly anemias, hemoglobinopathies, acute and chronic leukaemia, lymphomas and other diseases. Prerequisite: MLS 205.

MLS 207 Immunology (3 cr.) **(Equivalent to BIO 220)**

Fundamental aspects of basic immunology. Corequisite: MLS 210.

MLS 208 Serology (2,1,2; 3 cr.)

Practical experience in clinical immunology and serodiagnostic, which involves the study of the mechanism, different formats, interfering factors, application, and interpretation of commonly used serological tests. Prerequisite: MLS 207.

MLS 209 Basic Biochemistry (4 cr.) **(Equivalent to BIO 204)**

A brief introduction to all biochemical reactions taking place in cellular organisms. The course covers metabolic pathways of cellular organelles, including proteins, lipids, carbohydrates, and nucleic acids. Structural /properties are briefly described. Enzyme kinetics and gene expression are explained in detail. Prerequisite: MLS 210 and CHY 208.

MLS 210 Human Physiology (5 cr.)

Physiology of body fluids, blood, nerves, and muscles; the nervous system; the endocrine, cardiovascular, respiratory, excretory, and digestive systems; organic and energy metabolism.

MLS 211 Basic Histology (3,1,2; 4 cr.)
(Equivalent to BIO 209)

Normal histology of various human tissues (epithelial, connective, muscle, nerve), a description of examples of pathological changes, lectures on the technique of tissue handling, preparation and staining of specimens, and smears of cytological material. Prerequisite: BIO 201.

MLS 219 General Bacteriology (2,1,2; 3 cr.)

Fundamental aspects of basic and clinical bacteriology. The course consists of lectures and demonstrations in general bacteriology. Corequisite: MLS 210.

MLS 220 Systemic Bacteriology (2,1,2; 3 cr.)

Systemic diseases in clinical bacteriology. Experiments include: preparation of smears and culture media, identification tests, slide projection and serological tests for different types of bacteria encountered in clinical microbiology. Prerequisite: MLS 219.

MLS 221 Medical Parasitology (3,1,2; 4 cr.)
(Equivalent to BIO 221)

Theory and laboratory techniques used in the diagnosis of parasitic infections in humans. Corequisite: MLS 210.

MLS 223 Medical Mycology (1 cr.)

General characteristics of fungi, classification of fungi, types of diseases caused by fungi, and laboratory diagnosis of fungi infections. Corequisite: MLS 210.

MLS 225 Biostatistics (3 cr.)

Populations, samples and sampling error. Types of data, frequency distribution and graphical displays of data. Empirical definition of probability and probability distributions. Conditional probability, independence, Bayes' rule and counting rules. Discrete and continuous distributions, random variables, binomial, normal t distributions. Point of interval estimation and hypothesis testing. Linear regression and correlation. Computer packages may be used to illustrate methods.

MLS 226 Molecular Diagnostic (3,1,2; 4 cr.)

Molecular Diagnostics is designed to provide students with a background in molecular biology, emphasizing the practical aspect of molecular techniques in diagnosing inherited disorders, infectious agents, cancer, and gene polymorphism. A strong component of the course will be the hands on experimentation where students, working individually, shall execute, analyze and troubleshoot all assays outlined. Prerequisite: MLS 209.

MLS 227 Virology (3 cr.)
(Equivalent to BIO 227)

Structure, classification, replication and pathogenesis of DNA and RNA viruses, transmission, epidemiology and laboratory diagnosis of viral infection. Corequisite: MLS 210.

MLS 228 Human Genetics (3,1,2; 4 cr.)

The course is intended to emphasize the central principles of genetics and their clinical application. In particular, it integrates recent developments in the techniques of molecular genetics with clinical practice. Cytogenetics highlights recent molecular advances in this area. Autosomal and X-linked disorders include discussions of recent developments such as genomic imprinting, anticipation and expanded repeat mutations. Chapters are included on gene mapping, DNA fingerprinting, gene cloning, cancer genetics, and population genetics. Pedagogical aids such as CD-ROM, preparation of mitotic and meiotic chromosomes for analysis, Barr bodies staining, karyotyping, visits to genetics laboratories, genetic counseling exercises are incorporated to the course. Corequisite: MLS 210.

MLS 230 Clinical Chemistry: Special Topics
+ Practicum (2, 1, 2; 3 cr.)

Test methods for categories of analysis in clinical chemistry, including specimen collection, test principles, specific test methods, evaluating the test results, and clinical conditions. Case studies are provided to reflect the clinical conditions discussed in conjunction with testing protocol. Special Topics include Therapeutic drug monitoring, Toxicology, Tumour markers and Immunological disorders. Prerequisite: MLS 202 and MLS 203.

MLS 240 Clinical Haematology Practicum (1,2; 2 cr.)

Practical experience and demonstrations of routine techniques as well as special procedures related to clinical haematology. Prerequisite: MLS 206.

MLS 250 Clinical Bacteriology Practicum (1,2; 2 cr.)

Laboratory diagnosis of different types of bacterial infections in blood, CNS, upper and lower respiratory tract, urinary tract, genital tract and gastro-intestinal tract, including processing of specimens, micro-bacteriology, miscellaneous and antimicrobial susceptibility testing. Prerequisite: MLS 220.

MLS 260 Clinical Parasitology and Urinalysis (1,2; 2 cr.)

Integration of theoretical knowledge with practical application for the laboratory diagnosis of human disease related to parasitic infections, male infertility and disorders detectable by microscopic and biochemical examination of urine specimens. Prerequisite: MLS 221.

MLS 270 Blood Banking : Transfusion Medicine and Immunohaematology (2 cr.)

Theory and test methods used in providing safe blood transfusion, including screening of donors and patient blood grouping, Rh typing as well as other serology tests to detect the presence of irregular antibodies and infections agents e.g. syphilis, hepatitis, HIV 1 and HIV 2. Corequisite: MLS 208.

MLS 290 Seminar & Research (1 cr.)

Use of resources and methods of scientific literature. The course involves an oral presentation of a particular subject in Laboratory medicine. Open only to fourth year M.L.S. students.

MLS 299 Hospital Training I (1 cr.)

MLS 299C Hospital Training II (1 cr.)

Nutrition Sciences and Dietetics

The Division of Science at Haigazian University offers a program leading to a Bachelor of Science degree in Nutrition Sciences and Dietetics.

Good nutrition is essential for good health. A Bachelor's Degree in Nutrition focuses on the relationship of nutrition and human health. Students will learn how to use nutrition to enhance human health and to control human disease.

Nutrition Science investigates the metabolic and physiological responses of the body to diet. Nutrition draws from both the basic and applied sciences. It requires a strong understanding of nutrients as chemicals and how the body handles these nutrients. Thus the core coursework of the Bachelor Degree in Nutrition Science and Dietetics includes: Biochemistry, Biology, Anatomy and Physiology, Infectious Diseases, Nutrition Science, Food and Culture, Clinical Nutrition, Genetics, Computers, Ethics, Food Service Management, Nutrition Biochemistry, Nutrition Therapy, Nutrition Research and Clinical Nutrition.

Students taking a degree in Nutrition Science and Dietetics (NSD) will learn how to plan food and nutritional programs and supervise the preparation of meals. They will learn how to assess and counsel individuals and groups on nutrition to prevent and advance health. Students will also learn the effect of food on mental function, athletic function and resistance to infections.

The Dietetic part of the degree offers students the chance to participate in clinical trials and to become a registered dietitian.

A degree in Nutrition and Dietetics allows a student to choose from a wide variety of career options. The student may enter the dietetic or nutritional industry or after taking a dietetic internship in a hospital, he or she may continue on to become a registered dietitian or pursue an advanced degree in nutrition, medicine, or public health. Plus, the job opportunities in this field are expected to be good. Students holding a NSD degree can work as community nutritionists (in health related areas, schools, airlines, the military), research scientists (in laboratories, hospitals and food industries), as well as pharmaceutical sales representatives.

To be eligible for admission to the NSD program, candidates must have satisfactorily completed the Freshman Science Program in the Faculty of Arts and Sciences, or an equivalent program, with a grade of 70 or more in at least 12 credit hours. Lebanese students must hold the Lebanese Baccalaureate Part II (Life Sciences, Mathematical Sciences or Socio-Economy), or its equivalent, and should be considered by the Admissions Committee to be eligible for admission to the sophomore science class.

Graduates wishing to become licensed dietitians should complete an internship for a minimum of six months in a recognized medical center.

The Department also offers a minor in Nutrition Sciences and Dietetics, which requires 21 credits: BIO 201, MLS 210, NSD 225, NSD 280, NSD 201 or BIO 235 and one of the following course: NSD 203, NSD 230, or NSD 235. Students minoring in Nutrition Sciences and Dietetics should complete at least 12 credits of their minor at Haigazian University and maintain a minor average of at least 70. For more details regarding minors, kindly refer to the Minors section of the catalog.

N.S.D. Requirements

General Education (31 cr.)

Core requirements for all HU students are listed on page 58.

Core Courses (44 cr.)

NSD 201	Basic Principles of Nutrition	3 Cr
NSD 202	Assessment of Nutritional Status	3 Cr
NSD 203	Community Nutrition	3 Cr
NSD 220	Food Chemistry	3 Cr
NSD 221	Food Analysis	2 Cr
NSD 225	Human Nutrition	3 Cr
NSD 230	Food and Beverage Management	3 Cr
NSD 231	Food Safety	3 Cr
NSD 250	Food Microbiology	4 Cr
NSD 260	Food Processing	3 Cr
NSD 270	Therapeutic Nutrition I	4 Cr
NSD 271	Therapeutic Nutrition II	4 Cr
NSD 280	Nutrition throughout the Life Cycle	3 Cr
NSD 290	Nutrition and Food Sciences Seminar	1 Cr
NSD 292	Special Topics in Nutrition and Food Sciences	2 Cr

Science and Business Requirements (25 cr.)

BAD 231	Business Management	3 Cr
MLS 210	Human Physiology and Anatomy	5 Cr
MLS 225	Biostatistics	3 Cr
CHY 200	Basic Chemistry	3 Cr
CHY 205	Introductory Chemistry Laboratory	2 Cr
CHY 208	Brief Survey of Organic Chemistry	3 Cr
CHY 213	Organic Chemistry Laboratory	2 Cr
BIO 204	Introductory Biochemistry	4 Cr
BIO 201	General Biology I (taken as university requirement)	

Nutrition Sciences and Dietetics Courses

NSD 201 Basic Principles of Nutrition (3 cr.)

Brief survey of nutrients: food sources; physiological functions and requirements as related to human health.

NSD 202 Assessment of Nutritional Status (3 cr.)

Methods of human nutritional assessment including dietary, anthropometric, biochemical and clinical assessments. Nutritional status assessment tools and techniques through practical experimentation laboratory sessions. Prerequisite: NSD 201.

NSD 203 Community Nutrition (3 cr.)

Detection and analysis of nutrition problems in communities. Nutrition programs and policy, principles of nutrition education. Prerequisite: NSD 201.

NSD 210 Food and Nutrition Awareness (3 cr.)

This course is designed to provide information about nutrition basics. It assists students in making optimal food choices for a better health. The course also explores current nutrition issues. Science elective not open to NSD, MLS and Biology majors.

NSD 220 Food Chemistry (3 cr.)

Chemistry of food components, chemical changes induced in foods upon processing and storage, and impact of such changes on sensory quality and nutritional value. Compounds involved in the generation of gustatory and olfactory responses and food additives are also considered. Prerequisite: CHY 208.

NSD 221 Food Analysis (1, 2; 2 cr.)

Laboratory methods for chemical analysis of nutrients and chemicals in food products. Prerequisite: NSD 220.

NSD 225 Human Nutrition (3 cr.)

Human requirements for energy, carbohydrates, fats, proteins, vitamins and minerals and nutrition recommendations. Prerequisite: NSD 201 and MLS 210.

NSD 230 Food and Beverage Management (3 cr.)

(Equivalent to HOM 241)

This course shows how to profitably manage a food service operation in order to satisfy guests. Employees learn how to give guests the highest priority as all

details of food and beverage operations are planned, implemented, and evaluated.

NSD 231 Food Safety (3 cr.)

This course highlights the importance of both quality and safety of food. The material focuses on the factors that influence both food quality through total quality management system and food borne illnesses. It also covers different quality systems (ISO, HACCP, GMP...) with particular emphasis on food safety. Different food laws and regulations applied both internationally and in Lebanon are presented. Risk assessment process, cleaning, sanitation, and pest control will be also illustrated. The course is proposed to provide students with an understanding of food safety regulations and quality assurance systems related to the food items prepared and served. Many cases and activities will trigger the student to integrate some of their personal work experience and the acquired knowledge from course material. Not open to MLS majors.

NSD 235 Nutrition, Sport and Performance (3 cr.)

This course is an overview of the emerging and advancing role of nutrition and supplements in sports and performance. It covers the scientific basis for sports nutrition (basic nutritional concepts, energy expenditure during exercises, diet and training/competition, use of supplements and ergogenic aids, and the special needs of various athletic groups. The course provides practical information for the competitive athlete and people of all ages wishing to incorporate nutrition into an active healthy lifestyle. The effects of eating disorders (in both males and females athletes), weight management and sport nutrition resources are also discussed. Prerequisite: MLS 210 and NSD 225.

NSD 250 Food Microbiology (3, 1, 2; 4 cr.)

Survey of food microorganisms causing food spoilage and poisoning; their role and methods to control them. Microbiological aspects of food preservation; beneficial utilization of microorganisms in food applications; laboratory detection of microbial contamination and hazards to public safety. Prerequisite: MLS 210.

NSD 260 Food Processing (2, 2; 3 cr.)

Survey of food constituents. Processing, packaging, distribution and storage of different food groups and how these factors influence food quality and safety. Laboratory work includes exercises in food processing and preservation. Prerequisite: NSD 220.

NSD 270 Therapeutic Nutrition I (4 cr.)

Nutritional management of patients with diabetes, cardiovascular and gastrointestinal diseases and disorders. Included for each of these problems are

the etiology, symptoms, diagnosis and treatment. Laboratory sessions include self study modules, case studies, reports and discussions regarding principals of planning and evaluating therapeutic diets as well as patient education for the pathological conditions mentioned above. Prerequisite: BIO 204, NSD 202, NSD 225, and NSD 280.

NSD 271 Therapeutic Nutrition II (4 cr.)

Nutritional management of patients with chronic and multiple disorders including cancer, liver and renal diseases, hematological disorders. Inborn errors of metabolism and infectious diseases. Additional focus on nutritional management of those requiring intensive nutritional support such as burn, surgery and trauma patients. Laboratory sessions include self study modules, case studies, reports and discussions regarding principals of planning and evaluating therapeutic diets as well as patient education for the pathological conditions mentioned above. Prerequisite: NSD 270.

NSD 280 Nutrition throughout the Life Cycle (3 cr.)

Basic nutritional needs necessary for the growth, development and normal functioning of individuals at each stage of the life span: childhood, adolescence, adulthood and old age. Special nutritional requirements for pregnancy and lactation are also included. Prerequisite: NSD 225.

NSD 290 Nutrition and Food Sciences Seminar (1 cr.)

Review and presentation of new scientific data in the field of Nutrition Science. Prerequisite: Senior Standing.

NSD 292 Special Topics in Nutrition and Food Sciences (2 cr.)

Directed study in a special topic in nutrition. Prerequisite: NSD 290 and Senior Standing.

Physics

The Faculty of Sciences at Haigazian University offers a program leading to a Bachelor of Science degree in Physics.

Graduates of the Physics program will:

- Demonstrate critical thinking by developing a thorough knowledge and comprehension of the core concepts of classical and modern physics.
- Use a set of fundamental skills that can be applied to a variety of situations, including a) writing skills; b) presentation skills; c) laboratory skills; d) computer skills; and e) problem solving.
- Show mastery of fundamental physics laboratory techniques in a safe and proficient manner.
- Demonstrate an understanding of scientific literature.
- Integrate the scientific method into problem-solving and experimentation.

Students majoring in Physics must pass PHY 211 and 212 with a minimum grade of 70.

To be eligible for graduation with the degree of Bachelor of Science in Physics, a student must satisfactorily complete the prescribed program of study with a minimum of 94 credit hours after the Freshman Science Class, or its equivalent, and attain a cumulative average of 70.

The Department also offers a minor in Physics that requires 18 credits: PHY 211/213, PHY 212, PHY 217, PHY 221, 2 courses chosen from the following groups: PHY 219, PHY 220, PHY 227 (advised for Mathematics majors), PHY 208, PHY 215, PHY 222 (advised for Biology majors), PHY 222, PHY 223, PHY 224 (advised for Physics majors). For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education

(30 cr.)

Core requirements are listed on page 58.

Core Requirements:

Student majoring in Physics must fulfill at least 37 credit hours in Physics:

PHY 211 Electricity and Magnetism	3 cr.
PHY 212 Modern Physics	3 cr.
PHY 213 Electricity and Magnetism Laboratory	1 cr.
PHY 214 Modern Physics Laboratory	1 cr.
PHY 215 Thermodynamics	3 cr.
PHY 217 Mechanics	3 cr.

PHY 218	Electronics	3 cr.
PHY 219	Quantum Mechanics	3 cr.
PHY 220	Electromagnetic Theory	3 cr.
PHY 221	Advanced Laboratory	2 cr.
PHY 223	Physical Optic	3 cr.
PHY 226	Solid State Physics	3 cr.

Select at least 6 credit hours from :

PHY 222	Environmental Physics	3 cr.
PHY 224	Acoustics	3 cr.
PHY 225	Nuclear Physics	3 cr.
PHY 227	Mathematic Methods of Physics	3 cr.
PHY 229	Solid State Electronics	3 cr.
PHY 233	Digital Electronics	4 cr.
PHY 234	Astrophysics	3 cr.
PHY 292	Special Topics	1-3 cr.

The student must also complete :

MAT 201	Calculus	3 cr.
MAT 202	Differential Equations	3 cr.
MAT 219	Linear Algebra	3 cr.
CSC 202	Computer Programming	3 cr.
CHY 201	Chemical Principles	3 cr.

Physics Courses

PHY 101 Introductory Physics (3,3; 4 cr.)

Measurement, scaling laws, kinematics, force and linear momentum, torque and angular momentum, gravitation, work and energy, oscillations, elements of chaos. Laboratory: kinematics in 1D, projectile motion, friction, the Fletcher Trolley, circular motion, collisions and momentum in 2D, Hooke's Law and simple harmonic motion, moments of inertia, air resistance, scaling laws of walking, scaling laws of Craters, a Computer Assisted Experiment.

PHY 102 Introductory Physics II (3,1,2; 4 cr.)

Simple harmonic motion, forced oscillations, resonance, types of waves, interference, diffraction, intensity, the decibel scale, spectrum, beats, the Doppler effect. Electric fields, electrical energy, capacitance, simple DC circuits, magnetism, induced voltage, elements of a.c. circuits.

Laboratory: Simple harmonic oscillations, speed of sound, standing waves, DC circuits, measurement of B, an a.c. circuit.

PHY 202 Physics for Secondary School Science

Teachers

(3 cr.)

Review of general Physics with emphasis on topics not generally covered in introductory college courses, such as fluids, thermoelectric effects, musical instruments, elements of modern physics, and elements of environmental physics.

PHY 204 Classical Physics for the Life Sciences

(3 cr.)

Harmonic motion, stress and strain, static fluids and fluids in motion, thermal physics and processes, heat and the laws of thermodynamics, heat engines, gas dynamics, vibrations and wave phenomena, sound with application to sound in medicine, reflection and refraction of light, mirrors and lenses with application to optical instruments, diffraction and interference.

PHY 205 Modern Physics for the Life Sciences

(3 cr.)

Electric field and electric force, electric potential, Gauss's law, magnetic field, Ampere's law, capacitance, resistors and Ohm's law, electric current, circuits and Kirchhoff's rule, electromagnetic induction and electromagnetism applied to biological systems. The last part of the course introduces relativity, the study of atoms, atomic structure and nuclei, elementary particles and radioactivity.

PHY 206 Classical Physics for the Life Sciences

Laboratory

(1,2; 1 cr.)

Error analysis, Spring and Pendulum, Bernoulli's Law, viscosity, vapor pressure, clement and desort, waves on a stretched string, standing waves in air columns, speed of sound in air, reflection and refraction, mirrors and lenses, interference and diffraction. Corequisite: PHY 204.

PHY 207 Modern Physics for the Life Sciences

Laboratory

(1,2; 1 cr.)

Error analysis, Basic oscilloscope, Resistors in parallel and series, Combination of a resistor and capacitor (RC circuit), Current Balance, Magnetic Field of a Coil, RC filter, Blackbody Radiation, Photoelectric Effect, Classical Scattering. Corequisite: PHY 205.

PHY 208 Imaging Techniques in Biological Sciences

(1 cr.)

Electronics of instrumentation, electrocardiograms, echography, X-rays, electron microscope, nuclear magnetic resonance, and radioactive implants. Prerequisite: PHY 207.

PHY 210 Introduction to Astronomy

(3 cr.)

An interdisciplinary survey of astronomy and cosmology from prehistoric times to the present state of the art instruments and theories. The course covers archeo-

astronomy, basic ideas in stargazing, the Copernican revolution, Newtonian cosmology and the Enlightenment, Astronomical tools, the solar system, comets and asteroids, the search for extra-solar planets and intelligence, stars, the Big Bang and the present cosmological paradigm. The course focuses on the interconnections among astronomy, technology and society as well as on the nature of inquiry in the field.

PHY 211 Electricity and Magnetism (3 cr.)

Coulomb's law, the electric field, Gauss' law, electric potential, capacitors and dielectrics, current and resistance, DC circuits. The magnetic field, Ampere's law, induction, magnetic properties of matter. Corequisite: MAT 201.

PHY 212 Modern Physics (3 cr.)

Atomic view of matter, atomic models, relativity, X-rays, wave properties of matter, elements of solid-state physics, natural and artificial radioactivity, nuclear models, and elementary particles. Prerequisite: MAT 201.

PHY 213 Electricity and Magnetism Laboratory (1,2; 1 cr.)

Introduction to electrical components and measurements, electric field mapping, simple circuits, charge and discharge of a capacitor, the binary ladder, RC circuits, CRT plots, LRC resonance, magnetic coupling, a rectifier. Corequisite: PHY 211.

PHY 214 Modern Physics Laboratory (1,2; 1 cr.)

Classical scattering, atomic spectroscopy, photoelectric effect, Michelson Interferometer, Bragg Diffraction, blackbody radiation, Fourier analysis of waveforms, e/m of electrons. Prerequisite: PHY 212.

PHY 215 Thermodynamics (3 cr.)

Fundamental concepts of thermodynamics, equations of state, the first and second laws of thermodynamics and their consequence, entropy, thermodynamic potentials, applications to simple systems, statistical thermodynamics. Prerequisite: MAT 201.

PHY 217 Mechanics (3 cr.)

Reference frames, trajectories, conservation of momentum, force as gradient, central forces, orbits, resonance, Fourier solutions, the Euler-Lagrange eqs., generalized coordinates, symmetries, constraints, Lagrange multipliers, coupled oscillations, normal modes, nonlinear dynamics and chaos, Poincare sections, bifurcation diagrams, logistic maps, Hamiltonian mechanics, and canonical conjugates. Corequisite: MAT 202.

PHY 218 Electricity and Electronics (3 cr.)

Elements of circuit analysis, RC circuits, waveform analysis, inductance, transformers, LRC resonance, diodes, voltage regulators, transistors, simple applications, solid state switches, operational amplifiers, oscillators, analogue computation. Corequisite MAT 201.

PHY 218L Electricity and Electronics Laboratory (1,2; 1 cr.)

Characteristic Curves, Transistor Biasing Circuits, Amplifiers, Bistable and Astable Circuits, Operational Amplifiers, Applications. Corequisite: PHY 218.

PHY 219 Quantum Mechanics (3 cr.)

Wave packets, uncertainty principle, Schroedinger Equation, eigenvalues, eigenfunctions, potential wells, the harmonic oscillator, tunneling, the hydrogen atom, spin and angular momentum. Prerequisite: PHY 212 and PHY 217.

PHY 220 Electromagnetic Theory (3 cr.)

Maxwell's Equations, the wave equation, reflection, refraction, polarization, guided waves, transmission lines, the vector potential, multiple expression, and radiation dipoles. Prerequisite: PHY 211.

PHY 221 Junior Laboratory (1,3; 2 cr.)

Forced mechanical oscillations, coupled oscillations, oscillators, eddy currents, conduction of gases, Hall Effect, X-rays, scaling laws in electronics, digital recording and processing of data, computer aided experiments in mechanics and thermodynamics. Prerequisite: PHY 218 and PHY 219.

PHY 222 Environmental Physics (3 cr.)

The solar spectrum, Lamber-Beer's Law, transient and steady-state heat balance, the greenhouse model, climate modeling, energy sources, transport laws, transport of pollutants, noise, spectrometric techniques for the analysis of the environment, risk estimation. Prerequisite: PHY 212 and PHY 215.

PHY 223 Physical Optics (3 cr.)

Maxwell's Equations, wave packets, dispersion, interference, Kirchhoff's Diffraction Formula, Fresnel and Fraunhofer Diffraction Patterns, coherence, lasers, and holography. Prerequisite: MAT 201.

PHY 224 Acoustics (3 cr.)

Oscillations of mechanical systems, the wave equation, transmission and reflection of sound, electrical analogues of mechanical systems, resonators, radiators, acoustic impedance, strings, membranes, pipes, horns, pitch, timbre, the human ear, and environmental acoustics. Prerequisite: PHY 217.

PHY 225 Nuclear Physics (3 cr.)

Facts about nuclei, parity, spin operators, two-nucleon systems, nuclear forces, nuclear models, scattering and nuclear reactions, natural and artificial radioactivity, interaction with electromagnetic waves, Meson Theory. Prerequisite: PHY 219.

PHY 226 Solid State Physics (3 cr.)

Properties of crystals, crystallography, lattice vibrations, thermal properties of insulators, the free electron model and band structure, semiconductors, metals, optical properties. Prerequisite: PHY 219.

PHY 227 Mathematical Methods of Physics (3 cr.)

Vector and tensor analysis, eigenvalues and eigenfunctions, Hermitian operators, orthogonality and completeness, special functions, Fourier analysis, calculus of variations.

PHY 228 Lasers and Fiber Optics (3,3; 4 cr.)

Light sources and detectors, line emission spectra, lasing, types of lasers and masers, light propagation theory, physical properties of waveguides, connectors, optical detectors, applications, optical switches and computation. Prerequisite: PHY 219 and PHY 223.

PHY 229 Solid State Electronics (3 cr.)

Fermi dirac statistics, thermodynamics of the electron gas, transport phenomena, dielectric and optical properties, superconductors, Josephson Effects, semiconductor devices, and manufacturing processes. Prerequisite: PHY 218 and PHY 226.

PHY 233 Digital Electronics (3,1,2; 4 cr.)
(Equivalent to CSC 233)

Survey of components, combinational computation, Stacks, memory expansion, ADC and DAC conversion techniques, VEM, the BOOZER, timing, systematic methods of state reduction, system controllers, functional partition, MDS concepts, handshake, state assignment, sequential computation, applications. Laboratory: combinational circuits, parity generation and check, De Morgan's laws, the adder-subtractor, simple counter with display, counters with arbitrary modulus, DAC, ADC, V/F conversion, RAM, ALU, a logic probe, series transmission, sequential multiplication. Prerequisite: PHY 218.

PHY 234 Astrophysics (3 cr.)

Astronomical measurements, elements of the General Theory of Relativity, cosmic dynamics, and cosmological theories. Prerequisite: PHY 215 and PHY 219.

PHY 292 Special Topics

(1-3 cr.)

With or without lab work. Can be repeated for credit. Prerequisite: Consent of Department.

Core Science Courses

ENV 204 Human Beings in Their Environment (3 cr.)

An environmental science course which deals with the major global environmental problems facing the planet. Topics covered: ecological background; environmental problems: causes and solutions, psychological and economic impact, health risks. The course is offered as a general education requirement. Not open to Biology, MLS, and NSD majors.

GEO 204 Geology and Natural Disasters (3 cr.)

This course broadly introduces the earth Sciences. It gives an overview of the Earth, its constituents, structure, and processes prevailing within and on its surface through the modern concepts of Earth evolution. This course provides an overview of natural disasters such as earthquakes, volcanoes, landslides, floods etc. Earth resources are briefly discussed. This course highlights the environmental problems with geological background.

PHS 200 Public Health Science (3 cr.)

This course introduces students to public health as a profession, the disciplines it encompasses, and to important current public health issues. The course emphasizes prevention of disease and promotion of health. Students will engage in discussion about health, health determinants as well as interventions to influence people's health. Not open to Biology, MLS, and NSD majors.

Division of Mathematical Sciences

Chair: Hatem Halaoui, Ph.D.

The Division of Mathematical Sciences at Haigazian University includes Computer Science and Mathematics. The Bachelor of Science (B.S.) degree is offered in each field. A minor in Computer Science is also offered.

Mission: The Division of Mathematical Sciences serves Haigazian University students, faculty, and staff by offering computer science and mathematics education of the highest quality. The Division also serves the local community through public lectures related to the latest advances in the fields of computing and communication technology. The Division is committed to helping students become leaders in their fields and prepares them to continue their studies and learning at the graduate level.

On completion of either program, Mathematical Sciences students are expected to be able to:

- Demonstrate an understanding of the basic terminology and fundamental concepts that are essential to the Mathematical Sciences.
- Use analytical and problem-solving skills while thinking critically and creatively.
- Apply the concepts and practical skills they have learnt.
- Engage in lifelong learning, a necessity for continuing high performance in their future careers.
- Communicate their ideas clearly and concisely, both orally and in writing.
- Demonstrate a strong commitment to professional and ethical practice within their profession.

Computer Science

The Computer Science program at Haigazian University offers the Bachelor of Science (B.S.) degree.

On completion of their degree, Computer Science students will be able to:

- Design, implement, and evaluate computer programs that solve significant computational problems.
- Use Data Structures and develop algorithms to solve complex computational problems.
- Analyze problem complexity and design new algorithmic solutions when faced with new problems.
- Design and implement different software systems.
- Design and implement different database systems.

- Design and develop E-commerce and web-based systems.
- Understand and analyze modern computer hardware and software systems.
- Understand the specific design decisions regarding computer architecture, operating systems, and memory structures, and evaluate those design decisions.
- Focus on a specific area of interest by selecting from a variety of elective courses on advanced system programming, web and mobile computing, Geographical Information Systems, Artificial Intelligence, network programming, and others.

B.S. degree in Computer Science: In addition to the general education requirements, the Computer Science Department requires a minimum of 55 credits in computer science and 12 credits in mathematics. All computer science students must pass each of CSC 202 and MAT 201 with a minimum grade of 70 in order to register in higher level courses in the major.

The Department also offers a minor. A minor in Computer Science requires 18 credits: CSC 202, CSC 204, CSC 236, MAT 270, and any two CSC courses (excluding CSC 266). Students minoring in Computer Science should complete at least 9 credits of their minor at Haigazian University. Students minoring in Computer Science should score a minimum grade of 70 in CSC 202. For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Required Courses (43 cr.)

CSC 200	Introduction to Computing	1 cr.
CSC 202	Computer Programming	3 cr.
CSC 204	Advanced Computer Programming & Data Structures	3 cr.
CSC 233	Logic Design of Digital Systems	4 cr.
CSC 236	Design and Analysis of Algorithms	3 cr.
CSC 238	Discrete Structures	3 cr.
CSC 239	Concepts of Programming Languages	3 cr.
CSC 240	Computer Architecture and Assembly Language	3 cr.
CSC 256	Database Systems	3 cr.
CSC 263	Software Engineering	3 cr.
CSC 271	Operating Systems	3 cr.

CSC 274	Data Transmission and Computer Networks	4 cr.
CSC 281	Theory of Computation	3 cr.
CSC 291	Computer Internship	1 cr.
CSC 299	Capstone Project	3 cr.

Elective Courses (12 cr.)

To be chosen in consultation with the student's advisor from the following:

CSC 237	Design and Analysis of Object-Oriented Programming	3 cr.
CSC 251	Numerical Analysis	3 cr.
CSC 278	Web Programming and Design	3 cr.
CSC 279	Mobile Application Development	3 cr.
CSC 280	Advanced Database Management Systems	3 cr.
CSC 282	Introduction to Artificial Intelligence	3 cr.
CSC 283	Computer Graphics	3 cr.
CSC 285	Compiler Design	3 cr.
CSC 286	Systems Programming	3 cr.
CSC 288	Operations Research	3 cr.
CSC 289	GIS for Computer Science	3 cr.
CSC 290	Advanced Computer Networks	3 cr.
CSC 295	Foundations of Parallel and Distributed Systems	3 cr.
CSC 297	Selected Topics in Computer Science	3 cr.
CSC 298	E-Commerce Technology	3 cr.

Mathematics Requirements (12 cr.)

MAT 201	Calculus and Analytic Geometry III	3 cr.
MAT 202	Differential Equations	3 cr.
MAT 219	Linear Algebra	3 cr.
MAT 233	Statistics	3 cr.

Computer Science Courses

CSC 200 Introduction to Computing (1 cr.)

This course introduces the computer science field and its influence on technology. It presents the main operations of computers, the use of computer networks, the World Wide Web, writing simple algorithms and other issues in the field like data/time complexities and computer security issues. Students who have taken CSC 201 or CSC 205 do not receive credit for CSC 200.

CSC 201 Introduction to Computers and Programming (3 cr.)

Introduction to computer hardware, software and basic programming: basics of computer literacy including word processing, spread sheets and Power Point. Introduction to computer hardware, software, and web design using HTML. Fundamental programming constructs using block-structured high-level languages. Not open to Computer Science and Faculty of Business Administration and Economics students.

CSC 202 Computer Programming (3 cr.)

Problem solving and algorithm design. Fundamental programming constructs: decision loops, modules. Fundamental data structures: arrays, records, files. Basic principles of software engineering: stepwise refinement, modular programming, documentation, testing. Lab work will be done in a high-level programming language such as Java.

CSC 204 Advanced Computer Programming & Data Structure (3 cr.)

Advanced programming techniques through dynamic memory allocation. Files and recursion. Introduction to advanced data types: pointers, lists, stacks, queues, trees. Introduction to searching and sorting techniques. Programming projects will be done in a high-level language such as Java. Prerequisite: CSC 202.

CSC 205 Introduction to Computing Concepts for Business (3 cr.)

This course introduces business students to the world of information technology and business computing by exploring introductory concepts in the following areas: general computing, computer hardware, computer software, data resource management, telecommunications & networks, programming, the Internet and the World Wide Web, the use of business spreadsheets such as Excel to perform business functions, and finally the use of business databases such as Access to store and retrieve business information.

CSC 233 Logic Design of Digital Systems (3,1,2; 4 cr)

Fundamental building blocks of digital logic (logic gates, flip-flops, counters, registers); programmable logic devices; logic expressions, minimization, sum of product forms; register transfer notation; finite state machines; physical considerations; date representation; numeric date representation and number bases; representation of nonnumeric date; hierarchical and modular design of digital systems: simple data paths and hardwired control unit realization.

CSC 236 Design and Analysis of Algorithms (3 cr.)

Advanced data structures and related algorithms. Algorithm design techniques, such as divide and conquer, the greedy method, trees and graph traversals, and backtracking. Illustrations through algorithms like searching and sorting, minimum Spanning Trees, single course and all-pairs shortest paths. Asymptotic time and space complexity of algorithms. Introduction to average case analysis and lower bound theory. Prerequisite: CSC 204.

CSC 237 Design and Analysis of Object - Oriented Programming (3 cr.)

The course concentrates on Object-Oriented Programming in C++ and on modeling a visual language such as UML, in the context of a generic object oriented development process. Topics include: function overloading, object identity, development of inheritance, polymorphism, abstract base classes, the object world, analysis/design goals as the driving development force, different system views, use cases, static and dynamic models, diagrams, and modeling with patterns. Prerequisite: CSC 204.

CSC 238 Discrete Structures (Equivalent to MAT 270) (3 cr.)

Sets, relations, functions. Basic counting concepts and techniques. Mathematical induction. Modular arithmetic. Recurrence relations and generating functions. Introduction to graph theory and related algorithms. Prerequisite: CSC 202.

CSC 239 Concepts of Programming Languages (3 cr.)

Classification of programming languages. Emphasizes the principles and programming styles that govern the design and implementation of programming languages and that are based on procedural, object-oriented, functional and rule based paradigms. Data objects, data types, control structures, sub-programs, activation records, binding, scoping, parameter passing, data abstraction. Functional, procedural, object-oriented and logic programming. Prerequisite: CSC 204.

CSC 240 Computer Architecture and Assembly Language (3 cr.)

Basic organization of computer hardware. Representation of data and instructions. Machine operations. Storage and addressing techniques. System interrupts, multi-tasking. Illustration on a specific microprocessor architecture such as Intel or Motorola. Introduction to assembly language. Prerequisite: CSC 233 and CSC 236.

CSC 251 Numerical Analysis (3 cr.)
(Equivalent to MAT 251)

An introduction to scientific computing as illustrated in: number systems and errors, roots of equations, computational linear algebra, curve fitting, numerical integration and differentiation, and numerical differential equations. Programming assignments are required. Prerequisite: MAT 201 and MAT 202.

CSC 256 Database Systems (3 cr.)

Overview of database design concepts. Views of data at different levels; data modeling; the relational, hierarchical, and network data models; relational algebra and calculus; data integrity, security and reliability constraints, normal forms; data definition and data manipulation languages, SQL, transactions, concurrency and recovery; an introduction to logic-based and object-oriented data models.; examples using Oracle DBMS and MSSQL. Prerequisite: CSC 236.

CSC 263 Software Engineering (3 cr.)

The software development life cycle; introduction to software project management: cost estimation and project planning; software specification and requirements analysis; comparison of software architectures; software design techniques; use of static and dynamic analysis tools: data flow concepts, decision tables, decision variables; user interfaces; introduction to software metrics; software quality assurance strategies: software testing strategies; system documentation; system implementation. Prerequisite: CSC 236.

CSC 266 Professional and Social Issues in Computing (3 cr.)

This is a course that focuses on the analysis of the social and professional issues that arise in those professions that deal with Information Technology and Computers.

CSC 271 Operating Systems (3 cr.)

An overview of the structure and the different functions of operating systems. Topics include process management and scheduling, interprocess communication, process synchronization, memory management, disk management, virtual memory, file systems. Introduces deadlock handling, recovery, concurrent programming, protection. Practice will be done using the UNIX operating system. Prerequisite: CSC 240.

CSC 274 Data Transmission & Computer Networks (4 cr.)

Fundamental concepts of data transmission and computer networks; overview of layered protocol hierarchies; the physical, link and network layers of the OSI

reference model; TCP/IP reference model. Error control, flow control, routing algorithms; multiple access protocols; packet switching and local area networks. Prerequisite: CSC 240.

CSC 278 Web Programming and Design (3 cr.)

This course introduces the fundamentals of internet programming and technologies used to design and develop dynamic web based applications. Client-side/server-side web programming skills and tools are introduced. It presents Mark-up web-programming languages (HTML, HTML5, Dynamic HTML and XML), scripting languages (JavaScript, PHP) AJAXenabled rich Internet applications, client-side technologies, web services, Web Servers, and multi-tiered applications using relational database systems. Prerequisite: CSC 204 and CSC 256. Students can not receive credit for CSC 278 and CSC 295.

CSC 279 Mobile Application Development (3 cr.)

Building mobile applications for various mobile devices including smartphones and tablets. Mobile computing will be discussed from three perspectives: mobile technology, application development, and user interaction. Students will be introduced to mobile application frameworks and development environments including technologies for developing Android/iOS platforms using Eclipse, Android SDK, Xcode and the iOS SDK. Prerequisite: Senior Standing.

CSC 280 Advanced Database Management Systems (3 cr.)

This course emphasizes advanced topics in database management systems. Topics include: advanced query processing and SQL techniques, recover issues and strategies, advanced database models, performance and tuning issues, distributed databases, data warehousing, and database security. Prerequisite: CSC 256.

CSC 281 Theory of Computation (3 cr.)

This course covers finite state machines and pushdown automata, and their relationship to regular and context-free languages. It also covers minimization of automata, Turing machines, and undecidability, computational complexity, propositional calculus and predicate calculus. Prerequisite: CSC 204 and CSC 238.

CSC 282 Introduction to Artificial Intelligence (3 cr.)

Basic concepts and methods of Artificial Intelligence; representation of knowledge; natural language processing; games and search strategies; planning; deduction and reasoning; machine learning; basic notions of expert systems. Prerequisite: CSC 239.

CSC 283 Computer Graphics (3 cr.)

Fundamental concepts of programming for computer graphics; current graphics hardware; Raster algorithms and software; elementary operations in two and three dimensional space; geometric transformations, clipping; interpolation and 3D viewing; curves and splines; ray tracing, shading, illumination and color; graphics data structures; interactive graphics. Prerequisite: MAT 219 and CSC 236.

CSC 285 Compiler Design (3 cr.)

Grammar of programming languages, lexical analysis, parsing theory and parser generation, syntax directed code generation, semantic processing, symbol table organization and management, dynamic storage allocation, code optimization and register allocation; error diagnostics. Prerequisite: CSC 240 and CSC 281.

CSC 286 Systems Programming (3 cr.)

Structure of an operating system; design and implementation of system software; assemblers, linkers, loaders, editors, interpreters, and compilers; task management; system generation and maintenance; system call interface in UNIX. Prerequisite: CSC 240 and CSC 271.

CSC 288 Operations Research (3 cr.)

Introduction to management science and its quantitative tools; models and model building; linear programming and its applications, project scheduling (PERT-cpm), deterministic inventory theory, and waiting line models. Prerequisite: MAT 233 and CSC 202.

CSC 289 GIS for Computer Science (3 cr.)

Introduction to ARC/INFO and its subsystems: ArcEdit, ArcPlot and Tables as tools to analyze and develop GIS Projects. Spatial databases with their data models and the relationships among spatial objects to clarify their role in Spatial Analysis. The student will use the programming language of GIS to develop and customize an independent project. Prerequisite: CSC 256.

CSC 290 Advanced Computer Networks (3 cr.)

Communication services, protocols and software; details of layered protocol hierarchies; the transport, session, presentation and application layers; fundamental concepts of computer network design; computer network and communication protocol architectures; internetworking, network security and internet applications. Prerequisite: CSC 274.

CSC 291 Computer Internship (1 cr.)

This is a required course that involves supervised 6 to 8 weeks work experience in a computer-related training program. Students should submit a summary report to the Department. Grade: Pass or Fail. Prerequisite: Approval of Chairperson.

CSC 292 Selected Topics in Computer Science (3 cr.)

Topic chosen according to the special interests of the faculty and students and related to latest development in the area of computer and information technology. Prerequisite: Permission of Instructor.

CSC 295 Foundations of Parallel and Distributed Systems (3 cr.)

The course introduces students to the basic concepts, architecture, design and development, and particularly the enabling technologies of parallel and distributed computing systems. Specific topics to be covered include the following: characteristics and basic design issues of distributed systems, inter-process communication (including UNIX sockets and Remote Procedure Calls), distributed operating systems, file service, concurrency control, fault tolerance, security, and case studies. Prerequisite: CSC 271 and CSC 274. Students can not receive credit for CSC 278 and CSC 295.

CSC 298 E-Commerce Technology (3 cr.)

The course provides a technical introduction to electronic commerce over the Internet, discussing topics such as electronic data exchange, digital currency, electronic catalogs, telecommunications infrastructure, data warehousing, software agents, web page development using current technologies such as HTML and XML, CGI scripting, Javascript, and Java. Topics may also include cryptographic techniques as applicable to web-site development, management of data in a secure manner, authentication and confidentiality, different levels of security (transaction, network, and protocol), and digital signatures. Prerequisite: Senior Standing or Permission of Instructor.

CSC 299 Capstone Project (3 cr.)

The course integrates skills in analysis, design, and presentation through developing an extensive project. Students select project topic according to their subject of interests and the availability of facilities and the approval of a faculty member who is going to supervise the project. Topics such as professional and ethical responsibilities, team work, intellectual property will be covered and discussed by lectures and seminars. Students are expected to spend some time doing part of their project, based on feasibility, in some companies. Prerequisite: CSC 263 and Senior Standing.

Mathematics

Graduates of the Mathematics major at Haigazian University receive the Bachelor of Science (B.S.) degree.

Students who complete the degree in Mathematics should be able to:

- Understand the role of axioms or assumptions and the basic rules of logic.
- Abstract general principles from examples.
- Analyze, model, and solve computational problems.
- Recognize which real-world problems are subject to mathematical reasoning.
- Formulate a mathematical statement precisely and write a coherent proof.
- Teach mathematics for high school students.
- Continue in graduate studies and conduct research in different fields of mathematics.

The Department of Mathematics offers the degree of Bachelor of Science (B.S.). In addition to the general university requirements, the Mathematics Department requires a minimum of 39 credits in mathematics, 12 credits in computer science, 7 credits in physics, and 6 credits in economics. All students majoring in mathematics must pass MAT 201 and MAT 202 with a minimum grade of 70.

Note : For a Normal Diploma (Teaching Diploma), all diploma requirements must be met. Total 200-level courses taken for the B.S. degree and the Normal Diploma should add up to 112 credits.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements (27 cr.)

MAT 201	Calculus and Analytic Geometry III	3 cr.
MAT 202	Differential Equations	3 cr.
MAT 209	Fundamentals of Mathematics	3 cr.
MAT 213	Topics in Geometry	3 cr.
MAT 219	Linear Algebra I	3 cr.
MAT 223	Advanced Calculus I	3 cr.
MAT 227	Introduction to Complex Variables	3 cr.
MAT 233	Probability and Statistics for the Sciences	3 cr.
MAT 241	Abstract Algebra I	3 cr.

Elective Courses (12 cr.)

Four mathematics courses in the Department.

Computer Science Requirements	(12 cr.)
CSC 202 Computer Programming	3 cr.
CSC 204 Advanced Computer Programming & Data	3 cr.
Two elective courses from Computer Science	6 cr.

Physics Requirements	(7 cr.)
PHY 211 Electricity and Magnetism	3 cr.
PHY 213 Electricity and Magnetism Lab	1 cr.
PHY 217 Mechanics	3 cr.

Economics Requirements	(6 cr.)
ECO 201 Microeconomic Principles	3 cr.
ECO 202 Macroeconomic Principles	3 cr.

Mathematics Courses

MAT 100 Introductory Statistics (3 cr.)

This course provides the student with knowledge of the very basic elements of statistics, concentrating mainly on the descriptive component. Topics include: data and types of data, populations, random samples, types of random samples, tabular and graphical organization of raw data, frequency tables, and histograms and polygons, as well as quantitative descriptive measures: mean, mode, percentiles, variance and standard deviation, simple probability models and laws, some important probability distributions, and confidence intervals for a single population parameter.

MAT 101 Calculus and Analytic Geometry I (3 cr.)

Slope of a curve; limits; continuity; derivatives with application to curve plotting; Rolle's Theorem; Mean Value Theorem; L'Hopital's Rule; integration with application to areas and volumes; fundamental theorem of calculus.

MAT 102 Calculus and Analytic Geometry II (3 cr.)

Transcendental functions. Integration by substitution and by parts. Conic sections. Vectors, vector products. Equations of lines and planes. Notion of a vector field. Notion of complex numbers and differential equations. Prerequisite: MAT 101.

MAT 104 Mathematics for Business (3 cr.)

Sets, real number system, functions of real variables, the inverse function. Graphical representation. Linear curves. Quadratic curves. Limit of a function, continuity. Derivatives with applications; graphing of functions, L'Hopital's rule. Indefinite integration, definite integration with applications. Logarithmic and exponential functions.

MAT 201 Calculus and Analytic Geometry III (3 cr.)

Methods of integration. Hyperbolic functions. Polar co-ordinates. Partial differentiation with applications. Multiple integrals with applications. Infinite series.

MAT 202 Differential Equations (3 cr.)

First order differential equations. Linear differential equations. Systems of linear differential equations. Power series solutions. Laplace transforms. Prerequisite: 70 in MAT 201.

MAT 204 Mathematics for Business and Economic Analysis (3 cr.)

Mathematical topics covered: functions of several variables, partial derivatives, optimisation over constraints, Lagrange multipliers. Matrices, determinants, inverse of a matrix, systems of linear equations. Business and Economic applications: supply and demand, cost analysis, revenue functions, break-even analysis, production cost. Integration and applications. Joint demand and cost functions. Consumer and producer surplus. Input-output analysis. Prerequisite: ECO 201, ECO 202, and MAT 104 for Technical Baccalaureate holders.

MAT 209 Fundamentals of Mathematics (3 cr.)

Axiomatic set theory, set identities, logic elements of a mathematical proof, mathematical induction, functions on arbitrary sets relations, binary operations, cardinality and basic counting principles.

MAT 213 Topics in Geometry (3 cr.)

The Euclidean postulates for geometry, Euclidean geometry in two dimensions, congruences and similitude, constructions, use of vectors and analysis in geometric proofs, extremal geometric problems, introduction to spherical and hyperbolic geometries. Corequisite: MAT 201.

MAT 214 Topology (3 cr.)

Topological spaces, bases, and subbases. Separation properties. Connectedness. Compactness. Mappings of topological spaces. Product spaces. Prerequisite: MAT 201 and MAT 219.

MAT 219 Linear Algebra I (3 cr.)

Systems of linear equations. Matrices and determinants. Real vector spaces. Subspaces. Bases and dimension. Rank and nullity. Inner product spaces. Eigenvalues and eigenvectors. Linear transformations and the matrix of a linear transformation.

MAT 220 Linear Algebra II (3 cr.)

Vector spaces over fields. Determinants. Eigenvalue theory. Inner product spaces. Adjoint of a linear transformation. Prerequisite: MAT 219 and MAT 241.

MAT 222 Vector Analysis (3 cr.)

Vector algebra. Differentiation and integration of vector functions. Scalar, vector, and conservative fields. Line, surface, and volume integrals. Stoke's Theorem, Green's Integral Theorem, the Divergence Theorem. Curvilinear coordinate systems. Prerequisite: MAT 201.

MAT 223 Advanced Calculus I (3 cr.)

Real and complex number systems, metric spaces, compact sets, connected sets, sequences and series, continuity, differentiation, Riemann Stieltjes integrals. Prerequisite: MAT 201 and MAT 202 or consent of instructor.

MAT 224 Advanced Calculus II (3 cr.)

Sequences and series of functions, Stone Weierstrass' theorem, exponential, logarithmic, and gamma functions. Functions of several variables, inverse and implicit function theorem. Integration of differentiable forms. Prerequisite: MAT 223.

MAT 227 Introduction to Complex Variables (3 cr.)

Complex numbers and their elementary properties, analytic functions, continuity and differentiability, Cauchy-Riemann conditions, contour integration, line integrals, Morera's theorem, the fundamental theorem of algebra, power series, Taylor and Laurent series, residues and poles. Prerequisite: MAT 201.

MAT 233 Probability and Statistics for the Sciences (3 cr.)

Probability models, laws of probability, conditional probability, independent events. Random variables, expectations, moment generating functions, probability distributions, joint probability distributions. Famous discrete and continuous probability distributions, stochastic independence. Descriptive and some inferential statistical tools. Applications to various scientific fields. Prerequisite: MAT 201.

MAT 234 Statistical Inference and Nonparametric Statistics (3 cr.)

Distributions of functions of random variables, sampling distributions, the central limit theorem, estimation of parameters, general tests of hypothesis, nonparametric tests. Prerequisite: MAT 233.

MAT 241 Abstract Algebra I (3 cr.)

Groups, normal subgroups, isomorphism theorems. Permutation groups and Cayley's theorem. Automorphisms. Rings, ideals, and integral domains. Polynomial rings. Prerequisite: MAT 201 and Corequisite: MAT 219.

MAT 242 Abstract Algebra II (3 cr.)

Topics chosen from the following: module over a ring, the fundamental theorem on finitely generated modules over a Euclidean ring, algebras over a field, vector spaces, the dual space, linear transformations, characteristic roots, diagonalizable linear transformations, the triangular form theorem, Jordan and rational canonical forms. Group theory, Galois theory. Prerequisite: MAT 241.

MAT 251 Numerical Analysis (3 cr.)
(Equivalent to CSC 251)

An introduction to scientific computing as illustrated in: number systems and errors, roots of equations, computational linear algebra, curve fitting, numerical integration and differentiation, and numerical differential equations. Programming assignments are required. Prerequisite: MAT 201 and MAT 202.

MAT 261 Number Theory (3 cr.)

General introduction to the theory of numbers. Theorems of divisibility and congruence. The Euclidean algorithm. Quadratic residues and the reciprocity law. Some diophantine equations. Binary quadratic forms. Simple continued fractions. Some number theoretic functions. Prerequisite: MAT 201.

MAT 270 Discrete Structures (3 cr.)
(Equivalent to CSC 238)

Sets, relations, and functions. Mathematical induction, counting principles. Arithmetic in different bases. Difference equations and recurrence relations. Truth tables and switching circuits. Strings and languages. Graphs and trees.

MAT 271 Set Theory (3 cr.)

Introduction to metric spaces with emphasis on the real line. Baire's category. Cardinality and ordinality. The axiom of choice. Transfinite induction. Well-ordering principle.

Faculty of Social and Behavioral Sciences

Mission

The Faculty of Social and Behavioral Sciences (SBS) provides culturally and contextually relevant educational curricula that prepare students for careers in governmental and non-governmental sectors as well as for graduate and professional studies. Our programs equip students with the fundamental knowledge, competencies, skills, and attitudes to work as early childhood educators, elementary and secondary teachers, special educators, and social workers as well as for careers in the fields of psychology and politics.

The Faculty of SBS offers the following academic programs:

Undergraduate Degrees

- Bachelor of Arts in Education, three emphases: Early Childhood Education, Elementary Education, and Special Education
- Bachelor of Arts in Psychology
- Bachelor of Arts in Social Work
- Bachelor of Arts in Political Science
- Christian Education (B.A.C.E. degree) given in cooperation with the Near East School of Theology.

Postgraduate Degree

- Normal Diploma

Graduate Degrees

- Master of Arts in Education
- Master of Arts in Psychology

The SBS also offers minors in Education, Psychology, and Political Science.

All of these academic programs are intended to satisfy the students' intellectual curiosity and provide knowledge and training that reflect the ethical values of the University. In addition, the programs are designed to foster the development of critical thinking and open-mindedness in the student.

Upon completion of the course and degree requirement, SBS students are expected to:

- Demonstrate knowledge of the influences of social, educational, economic, and political institutions in shaping human thought, value, and behavior.
- Apply analytical, critical thinking and communication skills necessary to understand and influence the world in which they live.
- Serve as advocates who will act on behalf of children, family, and underprivileged community members to improve the quality of their lives.

Education

Coordinator: Hanine Hout, Ed.D.

The Department of Education offers a B.A. in Education with emphases in Early Childhood Education, Elementary Education, and Special Education. It also offers a minor in Education and the Normal Diploma. In addition, M.A. degree in Education is offered with emphases in Educational Administration and Supervision, Special Education, and School Counseling.

UNDERGRADUATE

The Education program prepares students to:

- Create caring, respectful, and supportive learning environments for all students.
- Demonstrate skills in observation, documentation, and assessment of students' progress.
- Develop the professional knowledge, skills, and professional dispositions necessary to help all students learn.
- Develop pedagogical content knowledge relevant to early childhood and elementary school.
- Build and maintain positive, productive, and reciprocal relationships with children, families, and colleagues.
- Develop professional ethics, responsibility, and positive attitudes towards the teaching profession.
- Develop a personal philosophy and an overall vision of teaching.
- Reflect critically and creatively on teaching and learning.

To enroll in the Education major, the student must earn a grade of 70 or above in EDU 201. All students in Early Childhood Education, Elementary Education, Normal Diploma and Special Education must maintain a minimum average of 70 in the major to be enrolled in the Observation and Internship courses (EDU 218 or SPE 219) and practicum courses (EDU 212, EDU 215, ECE 212, or SPE 252). To qualify for a B.A. in Education, the student must complete at least 97 credits of requirements. These credits include the general university requirements, the core department requirements, and the additional requirements pertaining to the level and field of his or her chosen subject area(s) of specialization.

The Department also offers a minor. The following are the Education minor requirements:

- A cumulative average of 70 in all Education courses.

- Successful completion of 18 credits: EDU 201, ECE 201, EDU 221, EDU 232, EDU 247 and one elective education course.

Students minoring in Education should complete at least 9 credits of their minor at Haigazian University and score a minimum grade of 70 in EDU 201. For more details regarding minors, kindly refer to the Minors section of the catalog.

UNDERGRADUATE

B. A. in Education (Early Childhood and Elementary)

I – General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

II – Education Core Requirements for both Early Childhood Education and Elementary Education (37 cr.)

Students are required to take these three courses (EDU 201, 202, and PSY 201) during the sophomore year.

EDU 201*	Fundamentals of Education	3 cr.
EDU 202	Basic Statistics for Social and Behavioral Sciences	3 cr.
EDU 205	Research Literacy	1 cr.
EDU 206/ECE 206	Children's Literature	3 cr.
EDU 218	Observation and Internship	3 cr.
EDU 221	Classroom Dynamics	3 cr.
EDU 223	Evaluation and Testing	3 cr.
EDU 224	Principles of School Counseling	3 cr.
EDU 229	Special Education	3 cr.
EDU 232	Instructional Media and Techniques	3 cr.
EDU 295/ECE 290	Education Senior Study	3 cr.
PSY 201	General Psychology	3 cr.
PSY 221/ECE 207	Psychology of the Child	3 cr.

Holders of Lebanese Literature and Humanities Baccalaureate, Economics and Sociology Baccalaureate, and Technical Baccalaureate or their equivalent are required to take MAT 100.

** Education and Early Childhood Education majors are expected to obtain a minimum grade of 70 in EDU 201.*

III – Emphasis Area :

Students choose either Option A or Option B

Option A - Emphasis Area Requirements in Early Childhood Education

Emphasis Requirements for Early Childhood Education (24 cr.)

ECE 201*	Contemporary Trends in ECE	3 cr.
ECE 208	Planning and Administering of ECE Programs	3 cr.
ECE 211	Curriculum Planning in ECE	3 cr.
ECE 212	Practicum in ECE	3 cr.
ECE 214	Creative Activities in the Early Childhood Classroom	3 cr.
ECE 235	Teaching Science and Math in ECE	3 cr.
ECE 236	Teaching Language Arts and Social Studies in ECE	3 cr.
PSY 242	Stress Management	3 cr.

EDU/ECE Electives (6 cr.)

* *Students with an emphasis in Early Childhood Education are expected to obtain a minimum grade of 70 in ECE 201 and EDU 201.*

Option B- Emphasis Requirements for Elementary Education.

I- Emphasis Requirements for Elementary Education (15 cr.)

EDU 207	Teaching Reading in Elementary Schools	3 cr.
EDU 215	Practicum in Elementary Schools	3 cr.
EDU 241	Introduction to Educational Administration	3 cr.
EDU 247	The School and the Social Order	3 cr.

Students choose one of the following method courses depending on their subject matter concentration:

EDU 203	The Teaching of Art	3 cr.
EDU 204	The Teaching of Music	3 cr.
EDU 208	Teaching Social Studies in Elementary Schools	3 cr.
EDU 209	Teaching Language Arts in Elementary Schools	3 cr.
EDU 211A	Teaching of English as a Second or Foreign Language	3 cr.
EDU 214	Teaching Math and Science in Elementary Schools	3 cr.

II- Emphasis Requirements for Subject Area

Students take either PSY 222 or PSY 242 and 4 courses selected from one of the subject area groups below:

Suggested Subject Area Requirements (Choose one of these options).

1. Arabic /Social Sciences

12 credits from these in addition to university requirements and at least one course from each subgroup:

Arabic- ARA 212, ARA 213, ARA 230, ARA 238, ARA 242.

Social Sciences - BAD 201, ECO 203, PSC 215, PSY 204, PSY 220, PSY 232, SOC 201, SOC 241, SOW 201.

2. English /Social Sciences

12 credits from these in addition to university requirements and at least one course from each subgroup:

English - ENG 203, ENG 204, ENG 205A, ENG 226, ENG 227, ENG 228, ENG 229, ENG 232, ENG 234.

Social Sciences - BAD 201, ECO 203, PSC 215, PSY 204, PSY 220, PSY 232, SOC 201, SOC 241, SOW 201.

3. Armenian/Social Sciences

12 credits from these in addition to university requirements and at least one course from each subgroup:

Armenian - ARM 203, ARM 204, ARM 210, ARM 211, ARM 212.

Social Sciences - BAD 201, ECO 203, PSC 215, PSY 204, PSY 220, PSY 232, SOC 201, SOC 241, SOW 201.

4. Math/Science*

EDU 226 and EDU 227 and any 6 credits from the below list (at least one course from each subgroup):

Math - MAT 201, MAT 202, MAT 209, MAT 213.

Sciences - BIO 200, BIO 201, BIO 235, CHY 200, NSD 201, PHY 210, PHY 235.

** Students must take EDU 226 and EDU 227 in their sophomore year.*

** Students who do not have a scientific background should follow university admission requirements.*

** Students who take BIO 201 are not allowed to take BIO 225 as a university science requirement.*

5. Art/ Music

12 credits from these in addition to university requirements:

ARM 274, ART 201, ART 230, ART 231, ECE 202, MUS 201, MUS 213, MUS 215, MUS 216, MUS 217, MUS 219, MUS 222, MUS 266.

B. A. in Education (Special Education)

I – General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

II – Education Core Requirements (37 cr.)

Students are required to take these three courses (EDU 201, 202, and PSY 201) during the sophomore year.

SPE 201*	Special Education	3 cr.
ECE 201	Contemporary Trends in ECE	3 cr.
EDU 201*	Fundamentals of Education	3 cr.
EDU 202	Basic Statistics for Social and Behavioral Sciences	3 cr.
EDU 205	Research Literacy	1 cr.
EDU 206	Children's Literature	3 cr.
EDU 221	Classroom Dynamics	3 cr.
EDU 224	Principles of School Counseling	3 cr.
EDU 232	Instructional Media and Techniques	3 cr.
EDU 295	Education Senior Study	3 cr.
PSY 201	General Psychology	3 cr.
PSY 221	Psychology of the Child	3 cr.

EDU/ECE Electives 3 cr.

Holders of Lebanese Literature and Humanities Baccalaureate, Economics and Sociology Baccalaureate, and Technical Baccalaureate or their equivalent are required to take MAT 100.

III – Emphasis Requirements (30 cr.)

SPE 205	Building Child, Family and Community Relationships	3 cr.
SPE 210	Typical and Atypical Development I	3 cr.
SPE 211	Typical and Atypical Development II	3 cr.
SPE 219	Observation and Internship in Special Education	3 cr.
SPE 222	Learning Disabilities	3 cr.
SPE 230	Assessment in Special Education	3 cr.
SPE 235	Curriculum and Methods in Special Education	3 cr.
SPE 252	Practicum in Special Education	3 cr.
SPE 285	Challenging Behavior in the Classroom	3 cr.
SPE 295	Seminar in Special Education	3 cr.

* *Students with an emphasis in Special Education are expected to obtain a minimum grade of 70 in SPE 201 and EDU 201.*

The Normal Diploma Program (Teaching Diploma)

Students who successfully complete this program receive the Normal Diploma.

Upon completion of the Normal Diploma, students will be able to:

- Develop pedagogical knowledge about student learning, classroom management, lesson plan development and implementation, and student evaluation.
- Develop the dispositions and skills of critical reflection that will support life-long learning in their field.

The Normal Diploma Program can be completed during or after academic preparation for the B.A. degree at HU. The program comprises 24 credits in education and psychology. To qualify, a student must meet all of the requirements listed below:

1. Qualify for a B.A. or B.S. degree from Haigazian or the B.Th. degree from the Near East School of Theology (NEST). Students from NEST receiving the B.Th. degree must have their request for the Normal Diploma endorsed by the Academic Committee of NEST and must have passed the English entrance examination.
2. To receive the equivalence from the Lebanese Ministry of Education for the Normal Diploma, a student must have completed 112 credit hours of 200-level courses towards his/her B.A. or B.S., including the Normal Diploma requirements.
3. Holders of bachelor's degrees from other colleges and universities have to take a minimum 24 credit hours of Normal Diploma requirements. A maximum of six credits can be transferred towards the completion of the requirements..
4. Have an average of 70 or more in the required courses.
5. Complete the following Normal Diploma courses:

Core Courses for the Normal Diploma (18 cr.)

EDU 201	Fundamentals of Education	3 cr.
EDU 218	Observation and Internship	3 cr.
EDU 221	Classroom Dynamics	3 cr.
EDU 223	Evaluation and Testing	3 cr.
EDU 232	Instructional Media and Techniques	3 cr.
PSY 201	General Psychology	3 cr.

A- Secondary Level Teaching the Methods course relates directly to their subject matter concentration. **(6 cr.)**

EDU 211	Methods of Teaching in Secondary Schools	3 cr.
EDU 212	Practicum in Secondary Schools	3 cr.

Students interested in secondary teaching need to have a B.A./B.S. in the area of specialization and then complete the Normal Diploma Program.

B- Elementary Level Teaching (6 cr.)

EDU 215 Practicum in Elementary Schools 3 cr.

Students choose one of the following method courses depending on their subject matter concentration:

EDU 203 The Teaching of Art 3 cr.

EDU 204 Teaching of Music 3 cr.

EDU 208 Teaching Social Studies in Elementary Schools 3 cr.

EDU 209 Teaching Language Arts in Elementary Schools 3 cr.

EDU 211A Teaching of English as a Second or Foreign Language 3 cr.

EDU 214 Teaching Math and Science in Elementary Schools 3 cr.

C- Early Childhood Level Teaching (6 cr.)

ECE 211 Curriculum Planning in ECE 3 cr.

ECE 212 Practicum in ECE 3 cr.

Normal Diploma Program in Special Education

The Normal Diploma in Special Education prepares students to:

- Teach children and adolescents with a range of disabilities including intellectual, physical, sensory, behavioral and psychological disabilities.
- Use assistive technologies for intervention in regular classrooms.
- Prepare special education assessments and evaluations.
- Design special education curricula.
- Work with multidisciplinary specialists in a specialized center or in inclusive education.

Normal Diploma in Special Education (27 cr.)

EDU 221 Classroom Dynamics 3 cr.

SPE 201 Special Education 3 cr.

SPE 210 Typical and Atypical Development I 3 cr.

SPE 211 Typical and Atypical Development II 3 cr.

SPE 219 Observation and Internship in Special Education 3 cr.

SPE 222 Learning Disabilities 3 cr.

SPE 230 Assessment in Special Education 3 cr.

SPE 235 Curriculum and Methods in Special Education 3 cr.

SPE 252 Practicum in Special Education 3 cr.

Early Childhood Education, Education, and Special Education Undergraduate Courses

ECE 201 Contemporary Trends in ECE (3 cr.)

In-depth examination of the philosophical foundations of early childhood education emphasizing developmentally appropriate practices, constructivism, and integrated learning for young children. Corequisite: EDU 201 and PSY 201.

ECE 202 The Teaching of Art (3 cr.) (Equivalent to EDU 203)

Guiding art experiences; state-of-art skill development, scribbles, basic forms, first drawings, color selection, various art supplies and tools appropriate for that age.

ECE 205 Cognitive Development (3 cr.)

The study of thinking, memory, language perception, moral reasoning, theories of Piaget, Vygotsky, Kohlberg, information processing approach, intelligence, and psychometrics. Prerequisite: PSY 201.

ECE 206 Children's Literature (3 cr.) (Equivalent to EDU 206)

A survey and a critical study of the many genres of literature that exist children from birth to adolescence. Includes examination and discussion of what makes a book "good" and/or appropriate, exploration of writing styles and techniques for various age groups, and the methods of teaching children's literature in educational settings. Prerequisite: EDU 201.

ECE 207 The Psychology of the Young Child (3 cr.) (Equivalent to PSY 221)

A broad coverage of all aspects of the development of the child (birth to pre-puberty). Emphasis on theories of cognitive and personality development in accordance with their current status and implications for parenting, day care, and schooling. Prerequisite: PSY 201.

ECE 208 Planning and Administration of ECE Programs (3 cr.)

Study of administrating and planning for ECE programs in infancy, toddlerhood, and pre-school including nursery schools, kindergarten and day-care centers. Special attention to creating and designing programs for children from birth to age six. Prerequisite: ECE 201 and Junior Standing

ECE 211 Curriculum Planning in ECE (3 cr.)

Study of the purpose, function, and impact of various curriculum models for young children (birth to age 8), Includes understanding children's development

areas and their implications for curriculum development, Include constructing developmentally appropriate curriculum and examining appropriate physical and psychological environments. Other areas covered are educational objectives, content and structure, and assessment procedure for creating learning environments. Prerequisite: Junior Standing and one ECE Method course

ECE 212 Practicum in ECE (1,4; 3 cr.)

Practice teaching in early childhood classrooms under the supervision of a classroom teacher and university supervisor. The course supports students in integrating content knowledge with practice. Prerequisite: ECE 211 and EDU 218.

ECE 213 The Teaching of Music
(Equivalent to EDU 204 and MUS 216) (3 cr.)

Guiding music and movement experiences: encouraging discovery, encouraging non-participants, selecting songs, creating songs, teaching songs, introducing rhythm instruments and the various movement activities appropriate for that age. Prerequisite: EDU 201.

ECE 214 Creative Activities in the Early Childhood Classroom (3 cr.)

An introduction to a variety of methods and the proper use of materials that support and stimulate children's creativity in early childhood and lower elementary grades. Emphasis is on arrangement of indoor/outdoor space, music and movement, dramatic play and creative media, equipment, use of natural materials, and activities; includes locating, planning, implementing and evaluating creative learning activities.

ECE 235 Teaching Science and Math in ECE (3 cr.)

This course examines the key concepts, content, teaching strategies of math and science for young children. Emphasis is on development and the interrelationship between math and science concepts. Students design learning experiences that use mathematical reasoning and scientific processes. Students will have 10 field hours. Prerequisite: ECE 201.

ECE 236 Teaching Language Arts and Social Studies in ECE (3 cr.)

The course explores the methods and materials in organizing and teaching language arts and social studies to young children; Students design learning experiences that integrate language arts and social studies. Students will have 10 field hours. Prerequisite: ECE 201.

ECE 290 Education Senior Study (3 cr.)
(Equivalent to EDU 295)

An in-depth examination of and critical inquiry into a selected topic in

education. It synthesizes curricular issues, including the socio-cultural context of teaching and learning, content area instruction, instruction for diverse populations, classroom management, and assessment. This course integrates all aspects of the teacher education program. Prerequisite: Senior Standing in the major and EDU 218.

ECE 292 Selected Topics (3 cr.)

Directed readings in selected topics in Early Childhood Education. Prerequisite: Senior standing or consent of Department Chair.

EDU 101 Introduction to Education (3 cr.)

The course is a beginning course for freshman students who, as active citizens, are seeking better understanding about the complexity and importance of education and who might be considering teaching as a profession. It examines the role of schooling in society and describes the aims and outcomes of education, as well contemporary issues related to the field. It entails a general introduction to effective teaching, quality learning and schooling. It will help students gain a clear understanding of the field as a medium for social change and progress.

EDU 201 Fundamentals of Education (3 cr.)

Introduction to the principal ideas of the discipline of education. It addresses the historical, philosophical, psychological, structural, and social foundations of education.

EDU 202 Basic Statistics for Social and Behavioral Sciences (3 cr.)

Basic descriptive and inferential statistics as applied to the social and behavioral sciences. Concepts are presented in the context of research reporting format. Not open to students who are required to take a statistics course in their major.

EDU 203 The Teaching of Art (3 cr.)

(Equivalent to ECE 202)

Guiding art experiences; state-of-art skill development, scribbles, basic forms, first drawings, color selection, various art supplies and tools appropriate for that age.

EDU 204 The Teaching of Music (3 cr.)

(Equivalent to ECE 213 and MUS 216)

Guiding music and movement experiences: encouraging discovery, encouraging non-participants, selecting songs, creating songs, teaching songs, introducing rhythm instruments and the various movement activities appropriate for that age. Prerequisite: EDU 201.

EDU 205 Research Literacy (1 cr.)

Introduction to the mechanics of writing the research report and training in the analysis of research literature. Prerequisite: EDU 202.

EDU 206 Children's Literature (Equivalent to ECE 206) (3 cr.)

A survey and a critical study of the many genres of literature that exist children from birth to adolescence. Includes examination and discussion of what makes a book "good" and/or appropriate, exploration of writing styles and techniques for various age groups, and the methods of teaching children's literature in educational settings. Prerequisite: EDU 201.

EDU 207 Teaching Reading in Elementary Schools (3 cr.)

A study of the techniques of teaching the reading process. Emphasis on content, methods, and materials. Topics include types of reading, assessment, reading skills, reading instruction, and motivation for reading . Prerequisite: EDU 221.

EDU 208 Teaching Social Studies in the Elementary School (3 cr.)

A study of the techniques, current practices, and materials used in the teaching of the social studies at the elementary and middle school levels. Topics include theory, lesson planning, interdisciplinary instruction, assessment, a broad overview of content and standards included in the elementary Social Studies curriculum such as geography, economics, citizenship education, character education, history Prerequisite: EDU 221.

EDU 209 Teaching Language Arts in the Elementary School (3 cr.)

This course explores theories, current practices, and materials used in the teaching of the language arts at the elementary and middle school levels. Emphasis is placed on speaking skills, critical listening skills, using literature across the curriculum, and the writing process which includes grammar, spelling, handwriting, word processing and interdependent competencies of Language Arts. Prerequisite: EDU 221.

EDU 211 Methods of Teaching in Secondary Schools (3 cr.)

A study of the aims, principles, methods, and management of instruction in the secondary school. Prerequisite: EDU 221.

EDU 211 A Teaching of English as a Second or Foreign Language (3 cr.)

A course that provides a theoretical background and a foundation in approaches and techniques for the teaching of English as a second or foreign language; the course includes textbook evaluation, classroom observation, lesson plans and micro teaching practices. Prerequisite: EDU 221.

EDU 211B Teaching Science in Secondary Schools (3 cr.)

A course that provides a theoretical background and a foundation in approaches and techniques for the teaching of Science; the course includes textbook evaluation, classroom observation, lesson plans and micro teaching practices. Prerequisite: EDU 221.

EDU 211C Teaching Social Studies in Secondary Schools (3 cr.)

A course that provides a theoretical background and a foundation in approaches and techniques for the teaching of Social Studies; the course includes textbook evaluation, classroom observation, lesson plans and micro teaching practices. Prerequisite: EDU 221.

EDU 211D Teaching Mathematics in Secondary Schools (3 cr.)

A course that provides a theoretical background and a foundation in approaches and techniques for the teaching of Mathematics; the course includes textbook evaluation, classroom observation, lesson plans and micro teaching practices. Prerequisite: EDU 221.

EDU 211E Teaching Arabic in Secondary Schools (3 cr.)

A course that provides a theoretical background and a foundation in approaches and techniques for the teaching of Arabic; the course includes textbook evaluation, classroom observation, lesson plans and micro teaching practices. Prerequisite: EDU 221.

EDU 211F Teaching Armenian in Secondary Schools (3 cr.)

A course that provides a theoretical background and a foundation in approaches and techniques for the teaching of Armenian; the course includes textbook evaluation, classroom observation, lesson plans and micro teaching practices. Prerequisite: EDU 221.

EDU 212 Practicum in Secondary Schools (1,4, 3 cr.)

Critical observation and practice teaching in the subject of specialization conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 212A Practicum in Secondary School – English (1,4, 3 cr.)

Critical observation and practice teaching of English conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 212B Practicum in Secondary School – Science (1,4, 3 cr.)

Critical observation and practice teaching of science conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 212C Practicum in Secondary School – Social Studies (1,4, 3 cr.)
Critical observation and practice teaching of social studies conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 212D Practicum in Secondary School – Mathematics (1,4, 3 cr.)
Critical observation and practice teaching of mathematics conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 212E Practicum in Secondary School – Arabic (1,4, 3 cr.)
Critical observation and practice teaching of Arabic conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 212F Practicum in Secondary School – Armenian (1,4, 3 cr.)
Critical observation and practice teaching of Armenian conducted in secondary schools under the guidance of the University instructor. Prerequisite: EDU 211 and EDU 218.

EDU 213 Teaching Reading and Social Studies in Elementary Schools (3 cr.)

A study of the aims, principles, methods, and management of teaching reading and social studies in elementary classes. Reading includes the concept of emergent literacy, major approaches and materials for reading instruction, types of comprehension, reading/study techniques, vocabulary development, word recognition strategies, and assessment of children's progress. The social studies part includes goals for social studies, curriculum of social studies, social studies tools, planning teaching strategies, assessment and resources. Prerequisite: EDU 221.

EDU 214 Teaching Math and Science in Elementary Schools (3 cr.)

A study of the aims, principles, methods, and management of teaching math and science. Includes the use of computers and laboratories, inquiry and investigation, content, materials and facilities and resolving conflicts in the two area. Prerequisite: EDU 221, EDU 226, and EDU 227.

EDU 215 Practicum in Elementary Schools (1,4; 3 cr.)

Practice teaching in elementary schools under the supervision of a classroom teacher and university supervisor. The course supports students in integrating content knowledge with practice. Prerequisite: Senior Standing in the major and EDU 218.

EDU 218 Observation and Internship (1,4; 3 cr.)

Orients student teachers to the teaching profession and facilitates the development of knowledge, skills, and attitudes where they acquire fuller understanding of the principles and techniques related to a successful teaching career. Students spend time in schools conducting critical observations and assisting cooperating teachers (field experience is included). Prerequisite: For ECE - one methods course or ECE 211. For Elementary - Methods course and at least two subject area emphases.

EDU 221 Classroom Dynamics (3 cr.)

A study of the modern principles of education and their application in preschool, elementary, and secondary schools. Includes examination and discussion of teaching procedures and techniques, classroom management, feedback analysis, and questioning techniques for effective classroom teaching. Prerequisite: EDU 201 and PSY 201.

EDU 223 Evaluation and Testing (3 cr.)

An introduction to the various techniques of evaluation with emphasis on their advantages and disadvantages. Practice in the construction of classroom tests of the objective and the subjective types. Item analysis for content, difficulty, and discriminability is also included. Prerequisite: Junior Standing.

EDU 224 Principles of School Counseling (3 cr.)

An introduction to the field of guidance and counseling. The role of the counselor in school and community settings. The skills required for efficient counseling. Prerequisite: EDU 201 or PSY 201.

EDU 226 Mathematics for Elementary Teachers (3 cr.)

This is a mathematics content course for prospective elementary school teachers. It is designed for prospective elementary teachers to help them learn and do mathematics. It will support students to develop a conceptual understanding of the major mathematical concepts taught at the elementary school. It will enable students to develop their mathematical skills related to problem solving, communication, and reasoning. It also aims to help students better sense the connection between different math concepts, and between math content and real-life situations. This course also aims to initiate the development of students' pedagogical content knowledge and skills relevant to mathematics in the elementary school.

EDU 227 Science for Elementary Teachers (3 cr.)

The course involves an exploration of a number of science concepts that are normally taught in elementary schools. It also invites the learners to develop understandings related to scientific practices, the nature of science, and the

interrelations among science, technology, society and the environment. The students start developing pedagogical content knowledge relevant to elementary school science.

EDU 229 Special Education (3 cr.) **(Equivalent to SPE 201)**

The course presents an overview of the nature and needs of individuals with exceptionalities. Definitions, causes, and characteristics, as well as social and educational implications of learning, developmental, and emotional and behavioral disorders are presented. Methods of assessment, instructional modifications and behavioral management techniques that assist individuals in the general education environment are introduced. Current issues related to the education of students with exceptionalities are delineated. Prerequisite: EDU 201 and PSY 201.

EDU 232 Instructional Media and Techniques (3 cr.)

An introduction to the various types of media: visual, , computer-based, and multi media that supports learning in the 21st century with emphasis on their design, production, and utilization in the classroom. Topics include: instructional design principles, knowledge of instructional models, integrating latest emerging technologies such as social networking and Web 2.0 into classroom instruction. Prerequisite: EDU 201.

EDU 235 Psychology of Adolescence

(Equivalent to PSY 222) (3 cr.)

A detailed study of the adolescence experience (puberty to early adulthood). The influence of psycho-social factors and peer group effects on identity search and maturity, as related to schooling and academic achievement. Prerequisite: PSY 201.

EDU 241 Introduction to Educational Administration (3 cr.)

Structural organization of public and private schools. Functions and responsibilities of school officials such as administrators, counselors, faculty, teacher aids, staff, and others. Prerequisite: EDU 201 and Junior Standing.

EDU 247 The School and the Social Order (3 cr.)

Understanding the importance of teaching as a profession in the larger context of social changes: how teaching can influence the direction of change culturally and socially. Contrasts between developed and developing societies; awareness of the interrelationships between the school and the social order. Prerequisite: EDU 201 and Junior Standing.

EDU 292 Special Topics (3 cr.)
Directed readings in selected topics in Education. Prerequisite: Senior Standing or consent of Department Chair.

EDU 295 Education Senior Study (3 cr.)
(Equivalent to ECE 290)

An in-depth examination of and critical inquiry into a selected topic in education. It synthesizes curricular issues, including the socio-cultural context of teaching and learning, content area instruction, instruction for diverse populations, classroom management, and assessment. This course integrates all aspects of the teacher education program. Prerequisite: EDU 218 and Senior Standing.

SPE 201 Special Education (3 cr.)
(Equivalent to EDU 229)

The course presents an overview of the nature and needs of individuals with exceptionalities. Definitions, causes, and characteristics, as well as social and educational implications of learning, developmental, and emotional and behavioral disorders are presented. Methods of assessment, instructional modifications and behavioral management techniques that assist individuals in the general education environment are introduced. Current issues related to the education of students with exceptionalities are delineated. Prerequisite: EDU 201 and PSY 201.

SPE 205 Building Child, Family and Community Relationships (3 cr.)

This course covers the importance of viewing the child within the context of the family, community and culture in which he/she lives. It discusses how an ecological model must be used, when trying to understand the child and the family. It also stresses the importance of understanding the different dynamics that come into play, when discussing children (their growth and development), families and communities (e.g. geographic location, religion, family type...). The course will also discuss the importance of collaboration between home and school/preschool, and will provide students with ways to facilitate such collaboration. Prerequisite: Junior Standing.

SPE 210 Typical and Atypical Development I (3 cr.)

This course provides students with an in-depth knowledge of the developmental pattern of children and especially those at risk or who have a disability. The course will cover all major developmental, educational, sensory and psychiatric disorders that are usually identified in the birth to 8 years period, and the biological, cultural, social and environmental factors. Topics will include giftedness and chronic health conditions/diseases. The course addresses

evidence-based intervention practices that can help young children with developmental disabilities, mental and physical impairments thrive in inclusive classrooms. Prerequisite: SPE 201.

SPE 211 Typical and Atypical Development II (3 cr.)

This course is a continuation of Typical and Atypical Development I. It will cover all major developmental disabilities that are usually identified and diagnosed in the middle childhood and teenage years (8-18 years), and all major mental and psychological disorders that can be identified and diagnosed in the middle childhood and teenage years. Developmental disabilities will include learning disabilities and ADHD. Mental and psychological disorders will include anxiety-based disorders, obsessive-compulsive disorder, depression and bi-polar disorder. The course will also cover giftedness. The course will discuss the definitions, signs and symptoms of these conditions and present an overview of the main intervention and special educational strategies available, both in Lebanon and abroad. These conditions will be looked at through a developmental lens (hence the title typical and atypical development). The course will follow the DSM-5 and ICD-10 criteria for diagnosis. Prerequisite: SPE 210.

SPE 219 Observation and Internship in Special Education (1, 4; 3 cr.)

This is a field experience course which orients student teachers to the teaching profession in Special Education, and facilitates the development of knowledge, skills strategies and attitudes of the principles and techniques related to a successful teaching career in Special Education. Student teachers spend time in schools that have Special Education programs conducting critical observations and assisting cooperating teachers. Prerequisite: SPE 235.

SPE 222 Learning Disabilities (3 cr.)

This course will cover the topic of learning disabilities. It will define all types of learning disabilities (including non-verbal learning disabilities) and provide detailed descriptions of their signs and characteristics. The course will look at how having a learning disability can have an impact on every aspect of the child/teen's life. ADHD and anxiety disorders will also be covered, but only in how they relate to learning disabilities (co-morbidity between learning disabilities and these disorders is high). The course will examine the main intervention and special educational strategies that are used with children with learning disabilities and ADHD, and their impact on the child's development. Prerequisite: SPE 201.

SPE 230 Assessment in Special Education (3 cr.)

This course provides students with an in-depth knowledge of current concepts and issues in the areas of assessment in special education. Assessment

instruments and techniques will be reviewed and discussed. Special attention will be given to norm-referenced and criterion-based assessment tools, as well as alternative tools that are used to conduct authentic assessment of children in special education. Current issues in assessment such as assessing students from diverse background and response to intervention (RTI) will be covered as well as individualized intervention and collaboration with families. Prerequisite: PSY 201.

SPE 235 Curriculum and Methods in Special Education (3 cr.)

Curriculum development, programming, adaptation and delivery for students with exceptionalities: Emphasis is on methods of instruction for learners with exceptionalities, Individualized Education Planning, and adapting instructional techniques, materials, and assessments to meet the needs of learners with exceptionalities in inclusive educational settings. Prerequisite: EDU 221 and SPE 201.

SPE 252 Practicum in Special Education (1, 4; 3 cr.)

This practicum experience is designed to provide pre-service special education teachers the opportunity to demonstrate skills in teaching students with exceptionalities. The appreciation, recognition, and refinement of knowledge and skills developed through professional education methods courses will be demonstrated by participants. Students write an Individualized Education Plan for a child with exceptionality. Students assume total teaching responsibilities of students with exceptionalities for 70 clock hours under the supervision of the school-based mentor teacher and the university supervisor. Prerequisite: SPE 219.

SPE 285 Challenging Behavior in the Classroom (3 cr.)

This course will cover a wide range of topics that are related to challenging behaviors in the school, and specifically in the classroom. Students will learn about the characteristics of children who exhibit all types of challenging behaviors, and how they can deal with and help these students, through the use of practical and evidence-based strategies and approaches. The course will also focus on the prevention of challenging behaviors both inside and outside of the classroom, and on the general topic of classroom management. Finally, special attention will be given to specific intervention and prevention programs and curricula that focus on reducing/preventing challenging behaviors in children.

SPE 292 Special Topics (3 cr.)

Directed readings in selected topics in Special Education. Prerequisite: Senior Standing or consent of Department Chair.

SPE 295 Seminar in Special Education

(3 cr.)

In this seminar, contemporary and controversial issues (to be chosen by the students and approved by the instructor) as well as new trends in special education, both in Lebanon and the world, will be discussed and debated.

Prerequisite: Senior Standing or consent of Department Chair.

Christian Education

Haigazian University, in cooperation with the Near East School of Theology (N.E.S.T.), offers a major in Christian Education with a B.A.C.E. degree.

Students who follow this Christian Education major take a number of Education courses at Haigazian University and courses in Religion at the Near East School of Theology (N.E.S.T.).

On completion of the Christian Education program, students will be prepared to:

- Create caring, respectful, and supportive learning environments for all students.
- Demonstrate skills in observation, documentation, and assessment of students' progress.
- Develop the professional knowledge, skills, and professional dispositions necessary to help all students learn.
- Develop pedagogical content knowledge relevant to Christian education.
- Promote active engagement in learning based on biblical principles.
- Build and maintain positive, productive, and reciprocal relationships with children, families, and colleagues.
- Develop professional ethics, responsibility, and positive attitudes towards the teaching profession.
- Reflect critically and creatively on teaching and learning.
- Develop an overall vision of teaching.
- Put into practice a Christian philosophy that emphasizes the importance of reflection and spiritual guidance in their professional and spiritual growth.

The University determines the admissibility of students to this program, and the application for admission is made through the N.E.S.T. This degree qualifies the graduate to teach religion in primary and/or secondary schools. The minimum residency requirement for students with advanced standing transferring to this program totals 30 credits at both institutions; at least 15 must be taken at Haigazian University. To be eligible for a B.A. degree in Christian Education, students are required to complete 108 credits of 200 level courses.

The Haigazian University requirements for Christian Education majors are the following:

General Education (27 cr.)

Core requirements for all HU students are listed on page 58.

NEST students will be exempted from taking a Religion course at Haigazian University. One of the Religion courses taken at NEST will serve as a University requirement.

Christian Education students are required to take the following:

EDU 201, 202, 218, 221, 223, 224, 232 21 cr.

PSY 201, 221 or 222 6 cr.

Armenian students are required to take the following Armenian courses:

ARM 203, 204, 211, 212, 271 15 cr.

Two of these courses will fulfill the University language and SBS/Humanities requirements listed under General Education.

N. E. S. T. Requirements (45 cr.)

BI 251 Introduction to Old Testament (I) 3 cr.

BI 252 Introduction to Old Testament (II) 3 cr.

BI 255 Introduction to New Testament(I) 3 cr.

BI 256 Introduction to New Testament(II) 3 cr.

HI 251 Introduction to Church History (I) 3 cr.

HI 355 History of the Reformation 3 cr.

ST 251 Introduction to Systematic Theology(I) 3 cr.

PR 209 Music and Art in CE 3 cr.

PR 212 Basic Skills in CE (Elementary) 3 cr.

PR 212a and Practice Teaching 3 cr.

or

PR 213 Basic Skills in CE (Secondary) 3 cr.

PR 213a Practice Teaching 3 cr.

PR 215 Teaching the Bible (OT) 3 cr.

PR 216 Teaching the Bible (NT) 3 cr.

PR 311 Teaching Ministry with Children 3 cr.

PR 312 Teaching Ministry with Youth 3 cr.

PR 313 Teaching Ministry with Adults 3 cr.

Psychology

Coordinator: Rita Merhej, D.E.S.S.

The Department of Psychology offers a B.A. in Psychology and M.A. in Psychology with the following areas of emphasis: General Psychology, Clinical Psychology, Counseling, Industrial/Organizational Psychology and Marketing and Advertising Psychology.

UNDERGRADUATE

The undergraduate degree in Psychology prepares students to:

- Demonstrate understanding of the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology.
- Apply basic research methods in psychology, including research design, data analysis, and interpretation.
- Use critical thinking and ethical, scientific inquiry to value empirical evidence.
- Recognize, understand, and respect the complexity of sociocultural diversity.
- Develop insight into their own and others' behavior and mental processes and apply effective strategies for self-management and self-improvement.
- Emerge from the major with realistic ideas about how to implement their psychological knowledge, skills, and values in occupational pursuits in a variety of settings.

In order to proceed to a Psychology major, a student must earn a score of 70 or above in PSY 201. In addition, PSY 201 and PSY 202 are to be taken during the Sophomore year. No student may be considered eligible for majoring in Psychology if he/she has not successfully completed PSY 201 and PSY 202.

To ensure the successful completion of a B.A. in Psychology, a student must satisfy all of the following:

- the general education requirements of the University
- a minimum of 43 credits in the Department of Psychology as listed below.

The Department also offers a minor. A minor in Psychology requires 18 credits: PSY 201, PSY 220, PSY 221 or PSY 222, PSY 237, and two other courses chosen from the following: PSY 202, 204, 212, 218, 228, 230, 232, 235.

Students minoring in Psychology should complete at least 9 credits of their minor at Haigazian University. Students minoring in Psychology should score a minimum grade of 70 in PSY 201. For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements (40 cr.)

PSY 201	General Psychology	3 cr.
PSY 202	Basic Statistics for Social and Behavioral Sciences	3 cr.
PSY 204	Psychology of Personality	3 cr.
PSY 212	Biological Psychology	3 cr.
PSY 218	Abnormal Psychology	3 cr.
PSY 220	Social Psychology	3 cr.
PSY 221	Psychology of the Child	3 cr.
	or	
PSY 222	Psychology of Adolescence	3 cr.
PSY 228	Experimental Psychology	4 cr.
PSY 230	Psychology of Perception	3 cr.
PSY 232	Psychology of Learning	3 cr.
PSY 235	Cognitive Psychology	3 cr.
PSY 237	History and Systems	3 cr.
PSY 295	Senior Seminar	3 cr.

Holders of Lebanese Literature and Humanities Baccalaureate, Economics and Sociology Baccalaureate, and Technical Baccalaureate are required to take MAT 100.

Electives (3 cr.)

One Psychology elective in the Department. 3 cr.

Undergraduate Psychology Courses

PSY 101 Psychology of Everyday Life (3 cr.)

This course is a general overview of basic subject matter in psychology. It covers psychological principles and findings as they apply to everyday life, in topics of direct relation to everyday life, such as. perception, motivation, emotions, learning, stress, self-esteem, and social behavior. The approach is hands on, small projects.

PSY 201 General Psychology (3 cr.)

An introduction to the various fields of Psychology in which students will explore the diverse theories and psychological schools as they apply in the various fields of psychology, e.g. development, learning, perception, abnormal, etc. Special attention is given to current research and findings with emphasis on the scientific method as a mode of thinking.

PSY 202 Basic Statistics for Social and Behavioral Sciences (3 cr.)

Basic descriptive and inferential statistics as applied to the social and behavioral sciences. Concepts are presented in the context of research reporting format. Not open to students who are required to take a statistics course in their major.

PSY 204 Psychology of Personality (3 cr.)

Examination of theories of personality and factors that influence personality development. An introduction to psychometrics. Current research findings are emphasized in evaluating the contributions and shortcomings of these theories. Prerequisite: PSY 201.

PSY 212 Biological Psychology (3 cr.)

A study of the physiological basis of behavior: the basic anatomy and function of the nervous system (basic units, neural conduction, brain centers, and cortical areas), the neurological bases of perception, motivation, and cognitive functions, the sensory system (receptors, transduction, and neural pathways), and the interrelations between the three systems in behavior. Prerequisite: PSY 201; open to Biology students of Junior Standing.

PSY 218 Abnormal Psychology (3 cr.)

An examination of the patterns of behavior classified as abnormal in the Diagnostic and Statistical Manual of the APA. A general view of the various theories. Emphasis is on the research of contributing factors; biological, psychological, and socio-cultural. Current trends in psycho-therapy and their respective effectiveness. Prerequisite: PSY201.

PSY 220 Social Psychology (3 cr.)

A study of behavior with respect to social setting and how these two reciprocally influence each other. An examination of the characteristics and effects of social influences (social norms, reference groups, crowding, persuasive communication) on personal attributes (social information processing, beliefs, attitudes, values), and the resultant social behavior. Prerequisite: PSY 201.

PSY 221 Psychology of the Child

(Equivalent to ECE 207)

(3 cr.)

A broad coverage of all aspects of the development of the child (birth to prepuberty). Emphasis on theories of cognitive and psycho-social development in accordance with their current status and implications for parenting, day care, and schooling. Prerequisite: PSY 201. Students do not receive credit for both PSY 221 and ECE 207.

PSY 222 Psychology of Adolescence

(Equivalent to EDU 235)

(3 cr.)

A detailed study of the adolescence experience (puberty to emerging adulthood). The influence of psycho-social factors and peer group effects on identity search and personal development, especially as related to family systems, schooling and academic achievement. Theories and empirical evidence are related to all dimensions of adolescent development. Prerequisite: PSY 201.

PSY 223 Psychology of Adulthood and Aging

(3 cr.)

A comprehensive study of the developmental processes through early, middle, and late adulthood. The course emphasizes consequences of physical, emotional, and occupational changes for the well-being of the individual and society, including relevant cross-cultural research. Prerequisite: PSY 201.

PSY 225 Human Growth and Development throughout the Life Span

(3 cr.)

A broad overview of the development of the individual from birth to old age. The course considers the characteristic physical, social, and psychological developmental aspects of each phase with reference to biological and environmental factors contributing to the achievement of developmental tasks. Prerequisite: PSY 201.

PSY 228 Experimental Psychology

(3,2; 4 cr.)

A basic course designed to promote appreciation of the role of controlled experimental research in psychology. It includes research methods, designs, and the underlying statistical logic. Group and individual work on formulating hypotheses, designing and conducting laboratory and field experiments, analyzing results, and writing a research report. The emphasis is on studies concerned with human rather than animal research. Prerequisite: PSY 201 and 202.

PSY 229 Introduction to Industrial Organizational Psychology (3 cr.)

Industrial/organizational psychology is a field with a strong scientific base and an applied orientation, the course demonstrates the connection between psychological theory and application: theoretical concepts are shown to lead to useful interventions. The course is designed with the student in mind. Whenever possible, the course draws on examples and illustrations from the world of work that students understand - making for an introductory text appealing to a wide range of students with varying academic backgrounds. An examination of psychological principles and techniques in their application to various aspects of industry and business. Prerequisite: PSY 201. Open to business students of Junior Standing.

PSY 230 Psychology of Perception (3 cr.)

A basic course in the scientific study of the perceptual processes. An overview of current knowledge about stimulus characteristics, the anatomy and physiology of the sense organs, and the psychological and neurological processes involved in the interpretation of sensory input. Included is the role of learning in perceptual development, perception of space and form, constancies and illusions for all sensory modalities. Prerequisite: PSY 212.

PSY 232 Psychology of Learning (3 cr.)

A systematic consideration of how people and animals learn and the way such learning influences behavior. The student will be exposed to the principles of associative (classical and operant conditioning) and cognitive learning and their implications for understanding normal and deviant behavior. Applications of learning principles in education, therapy, industry, and advertising. Prerequisite: PSY 201.

PSY 235 Cognitive Psychology (3 cr.)

A survey of current work and theories on the acquisition, organization, and use of knowledge with emphasis on perceptual vigilance, attention, concept formation, problem solving, memory, and information processing in the context of the latest neurological and cognitive findings. Prerequisite: PSY 201.

PSY 237 History and Systems (3 cr.)

A course covering the development of psychology from its origin in philosophy to current schools of thought, emphasizing interdisciplinary interactions and influences. Prerequisite: Senior Standing*.

** Senior Standing refers to completion of 24 credits in the major and a total of 60 credits of Sophomore and above.*

PSY 242 Stress Management (3 cr.)

An understanding of the stress response (physiological, emotional, and cognitive) and its relationship to well-being. Exposure to the various strategies and techniques of coping, their rationales and their shortcomings. Brief hands-on techniques for stress reduction are practiced during class. Prerequisite: Junior Standing.

PSY 245 Environmental Psychology (3 cr.)

This course provides an overview of theories and applications about factors of environmental living conditions (natural and human-made) and their effect on the quality of life and the resulting adaptive or non-adaptive behavior. Emphasis is on the reciprocal influences between the human and the environment. Awareness and prevention behaviors are skills to be acquired through this course.

PSY 292 Selected Topics (3 cr.)

Directed indepth reading or research project on a special subject. Prerequisite: Junior Standing.

PSY 295 Senior Seminar (3 cr.)

Intensive study of one specific area followed by a project undertaken by the students individually or in groups under the tutelage of the instructor. Prerequisite: Senior Standing and consent of advisor.

Political Science

Coordinator: Maximilian Felsch, Ph.D.

The Faculty of Social and Behavioral Sciences offers the Bachelor of Arts (B.A.) degree in Political Science.

On completion of the degree in Political Science, students will be able to:

- Demonstrate written and oral proficiency regarding philosophical and practical problems of political organization;
- Compare and analyze political systems;
- Analyze international conflicts, cooperation, and development;
- Evaluate structures and processes of public administrations;
- Apply methodological and epistemological tools necessary for political science research;
- Work independently on research projects.

Students majoring in Political Science should take PSC 201 in their first semester of the Sophomore year and must pass it with a grade of 70 or more.

PSC 201 or Junior Standing is the prerequisite for all HU students not enrolled in this Department who wish to take Political Science courses (other than PSC 252 and 295) as electives.

The Department also offers two minors:

A minor in International Relations requires 18 credits: PSC 201 and five courses from the following: PSC 226, PSC 227, PSC 228, PSC 229, PSC 232, PSC 233, PSC 237, PSC 245, PSC 292 (special topics in International Relations).

A minor in Middle East Politics requires 18 credits: PSC 201 and five courses from the following: PSC 230, PSC 231, PSC 233, PSC 234, PSC 235, PSC 238, PSC 292 (special topics in Middle East).

Students minoring in Political Science should complete at least 9 credits of their minor at Haigazian University. Students minoring in Political Science should score a minimum grade of 70 in PSC 201. For more details regarding minors, kindly refer to the Minors section of the catalog.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements (46 cr.)

PSC 201	Introduction to Political Science	3 cr.
PSC 202	Research Methods in Political Science	3 cr.
PSC 211	History of Ancient & Medieval Western Political Thought	3 cr.
PSC 212	History of Modern Western Political Thought	3 cr.
PSC 221	Comparative Politics of Major Powers	3 cr.
PSC 229	International Organizations	3 cr.
PSC 232	International Relations	3 cr.
PSC 233	International Relations of the Middle East	3 cr.
PSC 234	Middle East Politics	3 cr.
PSC 235	Government and Politics in Lebanon	3 cr.
PSC 245	Public International Law	3 cr.
PSC 246	Public Administration	3 cr.
PSC 295	Senior Seminar	3 cr.
PSC 299	Internship Program	1 cr.
ECO 201	Microeconomic Principles	3 cr.
ECO 202	Macroeconomic Principles	3 cr.

Electives (6 cr.)

Two Political Science electives in the Department 6 cr.

Political Science Courses

PSC 101 Contemporary Issues in World Politics (3 cr.)

This course introduces students to significant contemporary political issues such as regionalism, statehood, ethnic conflict, peacekeeping and humanitarian intervention. It examines why such issues are at the core of international agendas, the problems they cause and the methods of managing them at the global level. Open to Freshman students only.

PSC 201 Introduction to Political Science (3 cr.)

A general survey of the various types of political systems, the theory and functions of the state, the machinery of government, and the relations between states.

PSC 202 Research Methods in Political Science (3 cr.)

Survey, comparison, and evaluation of the approaches, models, techniques, and methodological emphases in modern political study and research. Prerequisite: PSC 201.

PSC 211 History of Ancient and Medieval Western Political Thought (3 cr.)

This course serves as an introduction to the main ancient and medieval Western traditions in political philosophy and political theory. It studies Western philosophies and themes in political thought from the Greco-Roman period to the Renaissance and the Reformation. Prerequisite: PSC 201.

PSC 212 History of Modern Western Political Thought (3 cr.)

This course serves as an introduction to the main Western traditions in political philosophy and political theory from Machiavelli to Marx. Special focus will be given to the formation of the state; the emergence of a discourse on democracy; the relationship between politics and ethics; the search for good government and the just society; and the shift to early Realism in the context of the emergence of the modern state in Europe. Prerequisite: PSC 201.

PSC 213 Contemporary Political Thought (3 cr.)

Exploration of major political doctrines of the contemporary period and their influence upon political movements and institutions as they are reflected in democratic and non-democratic forms of government. Prerequisite: PSC 201.

PSC 214 Elections in Global Context (3 cr.)

This course offers a basic knowledge on electoral process, electoral management, electoral systems, boundary delimitation, electoral observation, campaign finance and media regulations, voter registration, electoral technologies, out of country voting, electoral dispute and voter education.

PSC 215 Human Rights (3 cr.)

The course, which is composed of three parts, is designed to acquaint the student with the theory and practice of human rights. The first part contemplates the primacy of the human being. The humanistic and theological approaches are examined with a sharp focus on the Jewish, Christian, and Islamic traditions. The second part explores the developments in international law which culminated in the Universal Declaration of Human Rights in 1948 and its aftermath down to the Beijing Declaration of 1995. The third and last part offers practical measures in defending, upholding, and promoting these rights.

PSC 216 Active Citizenship (3 cr.)

The Active Citizenship course provides students with the concepts and theoretical foundations of citizenship as found in political science and sociology literature. The course draws upon this framework to introduce a new definition of Active Citizenship within the context of Lebanon. It employs democratization and civil society notions for understanding an active, aware and informed citizenship behavior. A combination of case studies from reform, non-profit sector, and policy development will serve to increase both student's knowledge

and skill on the subject matter. Classes focus on interactive experiential learning, encouraging students to acquire a deeper practical understandings on the impact of Active Citizenship to systems of responsive, participatory governance as a whole.

PSC 221 Comparative Politics of Major Powers (3 cr.)

A general survey of the various types of political systems, emphasizing the relationship between institutions and processes. A detailed study of governmental machinery and the role of political parties, interest groups, and public opinion. Prerequisite: PSC 201.

PSC 222 British Government and Politics (3 cr.)

An in-depth study of the government and politics of Great Britain, their history and development, and the role of various political units within the system. Prerequisite: PSC 201.

PSC 223 US Government and Politics (3 cr.)

An in-depth study of American government and politics, history and development, and the role of various political units of the system. Prerequisite: PSC 201.

PSC 224 Modern Government of the Russian Federation of Independent States (3 cr.)

An in-depth study of post-Soviet government and politics in the Russian Federation and the newly independent countries of the Commonwealth of Independent States, their history and development, and the role of various political units of the system. Prerequisite: PSC 201.

PSC 225 French Government and Politics (3 cr.)

An in-depth study of French government and politics, their history and development, and the role of various political units of the system. Prerequisite: PSC 201.

PSC 226 Diplomatic and Consular Service (3 cr.)

This course surveys the historical development of diplomacy and the main functions of diplomatic missions. It investigates, in particular, the principles and practices of diplomacy and the issue of diplomatic privileges and immunities. Prerequisite: PSC 201.

PSC 227 International Conflict Resolution (3 cr.)

This course deals with the theoretical and practical aspects of regional and international conflicts, their causes and the different peace making and peace building strategies while evaluating some of the recent successes and failures in conflict management and resolution. Prerequisite: PSC 201.

PSC 228 Regionalism and Regional Organizations (3 cr.)

The course introduces the concepts of regionalism and regionalization and studies development, organization and functioning of leading regional organizations with an evaluation of their achievements. Prerequisite: PSC 201.

PSC 229 International Organizations (3 cr.)

This course studies the theory and development of institutionalized international cooperation between states. The focus is on the system of the United Nations (UN), its origin, development, organization, and functions – including an evaluation of its achievements and shortcomings. Prerequisite: PSC 201.

PSC 230 Conflicts in the Middle East since 1945 (3 cr.)

This course surveys the main conflicts in the Middle East region since 1945. In addition to the historical component of the issues studied, a particular emphasis is put on the effects of these conflicts on regional developments and their interactions with political dynamics on the international level. Prerequisite: PSC 201.

PSC 231 Comparative Governments of the Middle East (3 cr.)

This course investigates the development and particularities of major Middle Eastern political systems. In particular, it studies comparatively their respective political institutions and domestic interactions. Prerequisite: PSC 201.

PSC 232 International Relations (3 cr.)

This course introduces the theories of International Relations (IR), including Realism and Neorealism, Liberal Institutionalism, Social Constructivism and Neo-Marxism. It examines the most relevant IR topics, such as: forms and conditions of cooperation between states, the causes of conflicts and wars, as well as socio-economic issues like development, poverty and global inequalities. Prerequisite: PSC 201.

PSC 233 International Relations of the Middle East (3 cr.)

This course offers a study of the relations among Middle Eastern states, with each other and with powerful actors in the international arena, including the U.S., Russia, and the EU. While examining the place of the Middle East system of states in the international system, the course also covers Arab regionalism, the Middle East conflict, the issue of weak and failed states, transnational terrorism, and the international politics of oil. Prerequisite: PSC 201.

PSC 234 Middle East Politics (3 cr.)

A study of the government, politics, history, and economic and political development of selected countries of the Middle East and of their relationships at both the regional and international levels. Prerequisite: PSC 201.

PSC 235 Government and Politics in Lebanon (3 cr.)

A study of Lebanon's consociational and confessional political system. The first part covers the historical development of modern Lebanon. The second part is a survey of the most relevant issues of contemporary Lebanese politics, including the question of Lebanese national identity, the electoral and parliamentary system, the political party system, state sovereignty, clientelism, Palestinian refugees, civil society activism and foreign relations. Prerequisite: PSC 201.

**PSC 236 Government and Politics in Armenia (3 cr.)
(Equivalent to ARM 266)**

A survey of the development of the present political system of Armenia, with emphasis on the post-Soviet period. The course also includes a study of governmental institutions and processes, of the dynamics of political, economic, social and other forces and groupings in the country. Prerequisite: PSC 201 or Junior Standing.

PSC 237 Foreign Policy of Major Powers (3 cr.)

This course investigates the foreign policy-making of major powers such as those of the United States, France, United Kingdom, Russia, China, Germany, Japan, and the European Union. It provides in-depth analysis of the actors and factors at play in this process through the study of current foreign policies adopted by those powers. Prerequisite: PSC 201.

PSC 238 Islam and Politics (3 cr.)

This course examines the ways in which Islam manifests itself in the socio-political and religious spheres. The course introduces different approaches to 'political Islam', different historical trajectories of Islamist movements, and the ways in which various forms of 'political Islam' relate to each other. The emphasis is on the late twentieth century. Prerequisite: PSC 201.

PSC 242 Jurisprudence (3 cr.)

A study of the various kinds of laws, the nature and sources of law, the administration of civil and criminal justice, the nature of legal rights and duties, and the leading schools of jurisprudence. Prerequisite: PSC 201.

PSC 245 Public International Law (3 cr.)

A study of the core concepts, basic principles, and development of public and humanitarian international law. The course explores case studies to illustrate key points and concepts. Special emphasis is placed on the role of the UN and its agencies in developing and implementing international laws and norms that govern relations among states as well as non-state actors. Prerequisite: PSC 201.

PSC 246 Public Administration (3 cr.)

An introduction to the discipline of public administration, its historical and theoretical development, its basic concepts, processes, and various approaches. The course explores the role and scope of public administration in the modern state and its relationship to the three branches of government. The course will touch on recent global developments as well as public governance. Prerequisite: PSC 201.

PSC 250 Selected Issues in Comparative Politics (3 cr.)

The course introduces the student to the concepts and approaches used in comparative political analysis such as political culture, political development, political parties, democracy, political elites, and conflict. Prerequisite: PSC 201.

PSC 252 Public Policy (3 cr.)

A study of the initiation, formulation, approval, implementation, and evaluation of public policy. Comparative analysis of the many approaches to the study and evaluation of public policy. The study of current issues and problems such as administrative responsibility, ethics in the public sector, and privatization trends. Corequisite: PSC 201 and PSC 246.

PSC 292 Special Topics (3 cr.)

A PSC elective course given in seminar form. Topics are selected according to faculty and student interest. The course consists of directed readings and a project. Prerequisite: Junior Standing and consent of the Department Chair. Prerequisite: PSC 201.

PSC 295 Senior Seminar (3 cr.)

An in-depth study of a special subject, culminating in the writing of an extended original and comprehensive term paper. Prerequisite: Senior Standing or the completion of at least 9 Political Science courses.

PSC 299 Internship Program (1 cr.)

A one credit course of 4 to 8 weeks work experience in a governmental or non-governmental institution. Grade: Pass or Fail. Prerequisite: The completion of at least 5 Political Science courses and consent of the Department coordinator.

Social Work

The Faculty of Social and Behavioral Sciences offers the Bachelor of Arts degree in Social Work.

On completion of the degree in Social Work, students will be able to:

- Demonstrate social work practice competencies applying holistic, multi-cultural, and global perspectives to their professional practice.
- Demonstrate social work practice competencies that encourage personal, social, political and economic empowerment with systems of all sizes.
- Demonstrate policy practice competencies promoting human rights and well-being in addition to social and economic justice in the local, national, regional and global contexts.
- Demonstrate systematic application of professional ethics, commitment to social work values, and applied knowledge of other national codes of social work ethics and declarations of values.
- Integrate Liberal Arts values, knowledge and skills with Social Work professional values, knowledge, and skills.
- Use their experience in traditional and non-traditional social work education as preparation for continuing advanced education, graduate and post-graduate, in social work or related fields.

To qualify for a B.A. in Social Work, a student must complete a minimum of 124 credits of which at least 94 credits ought to be in 200-level courses.

The Department also offers a minor. The following are the requirements for a minor in social work:

- Successful completion of 18 credits: SOW 201, SOW 211, SOW 221, SOW 222, SOW 223 and one of the following courses: SOC 201, SOC 241.
- A cumulative average of 70 in these courses.
- A minimum grade of 70 in SOW 201.

General Education (30 cr.)

Core requirements for all HU students are listed on page 58.

Core Requirements (54 cr.)

PSY 201	General Psychology	3 cr.
PSY 220	Social Psychology	3 cr.
PSY 221	Psychology of the Child	3 cr.
SOW 201	Introduction to the Field of Social work	3 cr.
SOW 202	Basic Statistics for Social and Behavioral Sciences	3 cr.

SOW 211	Family and Child Welfare	3 cr.
SOW 221	Social Intervention	3 cr.
SOW 222	Working with Groups	3 cr.
SOW 223	Working with Communities	3 cr.
SOW 224	Day Care Methods and Techniques	3 cr.
SOW 231	Field Training I	3 cr.
SOW 232	Field Training II	3 cr.
SOW 233	Field Training III	3 cr.
SOW 242	Social Work Seminar	3 cr.
SOC 201	Introduction to Sociology	3 cr.
SOC 211	The Family	3 cr.
SOC 221	Social Disorganization	3 cr.
SOC 241	Sociology of the Arab World	3 cr.

Holders of Lebanese Literature and Humanities Baccalaureate, Economics and Sociology Baccalaureate, and Technical Baccalaureate are required to take MAT 100.

Free Electives (10 cr.)

Social Work Courses

SOW 201 Introduction to the Field of Social Work (3 cr.)

The course introduces the student to the various functions and areas of social work practice. Lebanon is used as a sample in-depth case-study with various cross-references to social work practice in the Arab Middle East as a whole. Principles of welfare planning at regional and international levels are also considered as well as the concepts of social insurance and social security derived from a number of case files on current programs in welfare strategy development in the Arab World.

SOW 202 Basic Statistics for Social and Behavioral Sciences (3 cr.)

Students will be introduced to basic descriptive and inferential statistics as applied to the social and behavioral sciences. Concepts are presented in the context of research reporting format. Not open to students who have taken statistics courses in other departments.

SOW 211 Family and Child Welfare (3 cr.)

The course is based on a thorough examination of the statutes of the International, the Arab, and the Lebanese charters of the Rights of the Child. It deals with such topics as the child in the family and group, the care of children deprived of normal family life, standards and trends in various child care institutional set-ups, legislation standard setting, and recent trends in child care.

SOW 221 Social Intervention with Individuals & Families (3 cr.)

The course deals with theory and practice of social intervention with a focus on the process of worker-client interaction. The ecological dimension of intervention is also stressed by a review of the relationship between social problems and social services. Prerequisite: SOW 201 or Junior Standing.

SOW 222 Working with Groups (3 cr.)

The course focuses on the dynamics of interpersonal relations and small groups as a context of social work practice. Prerequisite: SOW 201 or Junior Standing.

SOW 223 Working with Communities (3 cr.)

Students are introduced to a selection of theory, research, and case records dealing with leadership issues of working with community groups. Topics such as setting up a community profile, identifying group structures and leadership processes, assessing needs, and fostering community participation will be discussed. Prerequisite: SOW 201 or Junior Standing.

SOW 224 Day Care Methods and Techniques (3 cr.)

The course deals with skills necessary for social work practice in day care programs for pre-school children such as mother and child health centers, day camps, family service centers, basic services centers and the like. Prerequisite: SOW 201 or Junior Standing.

SOW 231 Field Training I (3 cr.)

In this course the student is introduced to the Lebanese social service delivery system through field visits. The student is led through programmed instruction to use concepts to explain specific situations. Assessing the needs of delivery systems visited in the light of internationally recognized standards of service delivery is emphasized. Field visits feed into service evaluation reports. By the end of the course the student is expected to become familiar with the standards of service accreditation as developed by the Lebanese Ministry of Social Affairs and will be asked to write a general assessment report on services visited with regards to effectiveness, accessibility and economic viability. Prerequisite: Junior Standing. Open only to SOW majors.

SOW 232 Field Training II (3 cr.)

The focus of this course is on to direct work with the client system. The word "client" refers to individuals, families, groups, organizations and communities. Various steps of the problem solving process in social work practice are emphasized: problem identification; collection, synthesis and analysis of data; structuring and implementing intervention plans; and evaluation of intervention efforts. Prerequisite: SOW 221, SOW 222, and SOW 231.

SOW 233 Field Training III (3 cr.)

The student undertakes the study of one specific service area in which he/she is particularly interested and writes up a Senior Study Document. The Senior Study

lays down the assessment of the service area as it presents itself in Lebanon with regards to justification as relating to social need or to social prevention, legislation, statistical data appearing in service implementation (beneficiaries, service set ups, manpower requirements and budgetary allocations). Corequisite: SOW 232.

SOW 242 Social Work Seminar (3 cr.)

The course revolves around an in-depth inter-disciplinary study of one or more specific human help practice area(s) chosen by the students under the guidance of the course instructor and in-keeping of new service developments in Lebanon and the Arab World. Restricted to Senior Social Work Students.

SOW 245 Voluntary Work and the Welfare State (3 cr.)

The course deals with the issues of voluntarism, voluntary work, and community care; structuring and administering a voluntary agency; voluntary work and the welfare state; welfare policies and the concept of social insurance. The private-public dialectic in Lebanon and the Arab World will be stressed through a series of case examples. Prerequisite: SOW 201 and Senior Standing.

SOW 292 Selected Topics (3 cr.)

Directed readings in selected topics in Social Work. Prerequisite: Senior standing or consent of Department Chair.

Sociology Courses

SOC 201 Introduction to Sociology (3 cr.)

The course is designed to introduce students to the various concepts of the study of society, such as: ecology, culture, social structure, social role, social organization, social inequality, and social institutions. The course also touches on social change and development as well as trends in demographic development.

SOC 202 Macro-Sociology (3 cr.)

Study of human societies as socio-cultural systems. This includes an in-depth view of the impact of industrialization and technological advances on the social order: population, economy, polity, social stratifications, kinship and marriage, leisure and the arts. Prerequisite: SOC 201 or Junior Standing.

SOC 211 The Family (3 cr.)

The study of the interpersonal dynamics of family relationships: adaptive, coordinative, integrative, and pattern-maintaining processes. Relationships

between family and community setups, such as kinship systems, peer groups, reference groups. Impact of social control systems, population growth, and social change on family life with examples from Western and Middle Eastern societies.

SOC 221 Social Disorganization (3 cr.)

An analysis of the processes of social pathology, stressing issues such as social deviance, the problem of unequal opportunities, family disruption, patterns of employment and labor problems, ecology and issues related to environmental pollution. Prerequisite: SOC 201 or Junior Standing.

SOC 231 Public Opinion (3 cr.)

Covers the nature of public opinion, theories of attitude formation and change, communication processes, agencies of mass influence, audiences, censorship and propaganda, as well as gender and ecological factors as they relate to public opinion formation. Prerequisite: SOC 201 or Junior Standing.

SOC 232 Introduction to Public Relations (3 cr.)

The course surveys and analyzes the practice of public relations as a mass media activity and opinion management in private industry and public institutions. Students gain an understanding of the research, planning and communication tactics deployed by organizations in order to gain favorable public support. Prerequisite: ENG 201.

SOC 241 Sociology of the Arab World (3 cr.)

The course provides an analysis of the social dynamics of contemporary Arab society. Topics include: communal structures, infrastructure and social institutions, Arab culture, traditional versus forward-looking values, the Arab social order as it undergoes the pressure of rapid social change.

SOC 243 Criminology (3 cr.)

Study of criminology and its methods, including criminal behavior, professional and white-collar criminals, organized crime, crime as a legal problem, and crime as a social problem. The course also includes an introduction to crime and justice, correction, and prevention. Prerequisite: SOC 221.

SOC 292 Selected Topics (3 cr.)

Directed readings in selected topics in Sociology. Prerequisite: Senior standing or consent of Department Chair.

Graduate Catalog

Graduate Catalog

ADMISSIONS INFORMATION

In view of the increasing demand for higher education and specialization and in accordance with Haigazian's commitment to community welfare and development, graduate programs of professional orientation are offered in the fields of Psychology, Education, and Business.

Admission Policy

In order to pursue a graduate degree, students must be formally admitted by the appropriate graduate department. Each graduate program has specific admission requirements, which are set by the academic department, and mentioned below:

1. A Bachelor's degree or its equivalent from an accredited institution of higher learning.
2. A cumulative average of 80 or higher at the undergraduate level in the courses of the same major that will be pursued in the Master's Program.
3. A minimum score of 550 in the Institutional TOEFL or its equivalent (79 in iBT or 6 in IELTS) and the GMAT for the MBA program.
4. A minimum score of 600 in the Institutional TOEFL or its equivalent (100 in iBT or 7 in IELTS) and the GRE for the MA program.

Application Procedures

All application materials are processed by the Admissions Office and forwarded to the departments concerned for evaluation and decision regarding admission. Before the department takes any action regarding possible admission to a graduate program, the student must submit the application for admission with the following documents:

1. Application fee (non-refundable).
2. A photocopy of the identity card or passport.
3. One recent passport-size picture.
4. A certified copy of the secondary school certificate.
5. For Lebanese students, an authenticated photocopy of the undergraduate degree and the accreditation of the degree by the Lebanese Ministry of Higher Education as equivalent to the Lebanese licence.
6. For non-Lebanese students, an authenticated photocopy of the degree or its equivalent.
7. Official transcripts of all university work.
8. Letters of recommendation from three people who know the applicant academically and/or professionally.

Departmental Action

Each applicant's documents are carefully reviewed by the Graduate Committee. Admission decisions are made within the guidelines of the graduate admission policy and based upon the applicant's qualifications and potential for success in a graduate program. The Graduate Committee may take any one of the following actions:

1. Grant admission to applicants who satisfy all requirements.
2. Grant provisional admission to applicants who show academic and professional promise but do not meet all of the University or departmental requirements for admission. These applicants must meet the stipulations of the department or admission will be denied.
3. Deny admission because documents appear to indicate that the applicant would be unsuccessful in the graduate program.

Categories of Students

Regular Students

Graduate students who follow the M.A. or M.B.A. programs.

Special Towards M.A. or M.B.A. Students

Applicants to the M.B.A. Program who fulfill the admissions requirements but hold an undergraduate degree other than in Business Administration, are admitted as special towards M.B.A. and required to take prerequisite/core courses of the Program before taking graduate courses. Applicants to the M.A. Program who fulfill the admissions requirements but hold undergraduate degrees other than in Psychology or Education, are admitted as special towards M.A. and required to take Psychology or Education courses assigned by the Graduate Committee before taking graduate courses. A special towards MA/MBA student is not allowed to fail an undergraduate course. A special towards MA/MBA student is promoted to the Graduate Program if he/she:

1. Has obtained an average of 80 in the prerequisite courses.
2. Has not failed a course.
3. Has not repeated more than one course.

A special towards MA/MBA student who fulfills these requirements should petition for change of status by submitting the Change of Status form to the Admissions and Registrar's Offices.

Special Students

Students who possess a Bachelor's degree may wish to enroll in graduate courses without intending to obtain a Master's degree. These students may enroll in no more than six semester hours upon submission of a graduate application.

Their courses count toward professional growth and in-service education only. Any change of status (Special to Regular) will be made by a petition to the Admissions Committee. Credit for courses taken prior to change of status will count toward a degree only by the approval of the Graduate Studies Committee on condition that the student has fulfilled the admission requirements of the University at the time of admission as a special student. Courses which are selected by a student who has not been officially admitted and assigned a program counselor cannot count towards a degree. The University cannot be held responsible for the student's selection of such courses.

Auditors

Holders of a Bachelor's degree or its equivalent from a recognized university may apply as auditors by submitting a special application. Auditors will register at the Registrar's Office after securing the approval of the Registrar and the Department Chair. Auditors do not receive credit for auditing a course and audited courses do not appear on transcripts. Auditors may receive a certificate of registration. The maximum number of courses allowed to audit is two. Practicum courses can not be audited.

Re-admission Policy

Graduate students who have not been enrolled for two consecutive semesters must apply for re-admission by submitting:

1. A re-admission form and paying a re-admission fee.
2. A statement which justifies the absence from the program and explains the reasons for returning.
3. Transcripts of any university work done during absence from Haigazian University and other documents as required by the department, if applicable.

Re-admission will be based on the current admission policies, and the student will be required to meet current program requirements. Any course work previously completed at HU that is more than four years old at the time of re-admission will need to be reviewed for acceptance by the department.

A student who is dropped from a graduate program because of having failed the comprehensive exam twice may apply for re-admission after a period of two years from the time of leaving the University. In order for the request to be processed, the student should produce evidence of having been actively involved during the two years in areas that are relevant to his/her graduate field of study.

Transfer Credit

Transfer of graduate courses taken at another recognized institution is possible under the following conditions:

1. The course must have been taken within the last four years at an accredited university or college.
2. A grade of 80 or above for courses to be transferred.
3. The course must be equivalent to a course requirement for the student's degree program at Haigazian University.
4. A maximum of 6 transferred credits may count towards graduation.
5. Only courses which are accepted for transfer into a degree program are added to the student's Haigazian University transcript.
6. Courses will be transferred on condition that prior to taking these courses at another university, the TOEFL requirement of Haigazian University was met.
7. A graduate course taken for the fulfillment of an undergraduate degree shall not count towards the requirements of the graduate degree.

FINANCIAL INFORMATION

GRADUATE TUITION AND FEES ACADEMIC YEAR 2018 - 2019

Tuition	L.L.
Per credit hour	604,000
Auditors per credit hour	302,000

Fees

Application for Admission and for Readmission (not refundable).....	125,000
Registration for new and readmitted students, not to be credited against tuition and fees (not refundable).....	100,000
Reservation Fee (per semester) for continuing students, to be credited against tuition and fees (not refundable).....	100,000
Reservation Fee for new students, to be credited against tuition and fees (not refundable).....	1,340,000
Late Registration.....	100,000
Late Tuition Payment.....	10,000/day
Installment Fees (irreversible)..... 1% on 2 installments; 2% on 3 installments	
Personal Accident Coverage/Medical Health Insurance*	46,000/127,000
Medical Check-up for new student.....	100,000
Deposit (to be refunded when students leave the University provided a request is made within 365 days).....	300,000
Yearbook.....	75,000
Diploma.....	200,000
Official Transcript.....	10,000
Student Copy of Transcript.....	5,000
Certificate.....	5,000
Duplicate Key/ID Card.....	5,000
Catalog (duplicate copy).....	10,000
Degree Certification (three copies).....	5,000
Change of Major/Emphasis	100,000

**The rates are subject to change without prior notice*

ACADEMIC INFORMATION

Time Limitation

All requirements for the Master's degree in Education and Psychology are to be completed within five years of the first semester of registration as a graduate student at HU. Appeals for extension of time limitation must be made in writing to the Graduate Program Committee.

All requirements for the Master's degree in the Faculty of Business Administration are to be completed within seven years of the first semester of registration as a graduate student at HU. Appeals for extension of time limitations must be made in writing to the Graduate Program Committee.

Normal Academic Progress

Graduate students are considered to be making normal academic progress when a cumulative average of 80 or higher is maintained. Full-time students making normal academic progress are allowed to register for a minimum of 6 and a maximum of 12 credits per semester and must complete their degrees within the above specified time. Any interruption in a graduate student's academic study will require a request for leave of absence. Graduate students who are in the process of thesis writing are required to complete their thesis without interruption by registering every semester. Exceptions may be allowed only after petitioning to the Graduate Studies Committee. Those who are in the process of thesis writing and withdraw from the University or fail to register without petitioning for a leave of absence, are required to register for 399A in case they decide to continue their studies.

Students who defend and pass their thesis defense conditionally, and are not able to revise and submit their thesis on time, are required to register for thesis extension of 0.5 credits in the following semester and graduate.

Examinations and Grading

The grading policy for graduate students is based on the assumption that the minimum grade for acceptable and satisfactory performance in graduate studies is 80.

Haigazian University operates on a semester basis. First semester examinations are given in December, and second semester examinations are given in May. Class attendance is mandatory in order to receive academic credit. Grades are calculated numerically. The minimum grade is 55, and the passing grade is 70. The following letter grades are also given:

I Incomplete: Given in cases of illness or other circumstances beyond the student's control which have prevented the student from completing the requirements for the course. The student should present valid reason to the instructor before the grades for the semester are reported or not more than ten days after the date of the final examination. In such cases, the remaining work in the course must be completed within six weeks of the beginning of the next semester. Students may petition the Admissions and Academic Standing Committee for an extension of the time limit.

Note : Students may not enroll in a course with a prerequisite course in which they have the grade of I unless they achieve a passing grade during the change of schedule period.

IP In Progress: Given to students who are not able to complete their MBA or MA thesis.

F Fail: Given to students who fail non-numerically graded courses.

IF Incomplete Fail: Given to students who have an I grade and fail to complete the work within the time limit.

P Pass: Given to students who fulfill all requirements of non-numerically graded courses.

W Withdraw: Given to students withdrawing from a course.

XF Not Complete: Given to a student who stops attending a course without properly withdrawing from it; whose absences exceed the number specified by the instructor of the course; who misses the final exam without notification, and by the Administration for reasons other than absence. A student who has an excessive number of absences in a particular course must be sure to withdraw from that course before the withdrawal deadline or he/she will receive an XF.

Repeating Courses

The following rules apply for MA/MBA students:

- 1- A student is allowed to repeat only one course in which he/she has obtained a failing grade or has withdrawn from.
- 2- A student is allowed to repeat a course only once.
- 3- A student may be allowed to repeat a course in which he/she has a grade between 70 and 79 only by the approval of the department. This is allowed if the student completes course requirements with an average below 80.
- 4- A student is allowed to repeat a course only once including "W".

A special towards MA/MBA student is allowed to repeat only one undergraduate course with a grade between 60 and 69.

Withdrawal from Courses

A special towards MA/MBA is allowed to withdraw from a course while a graduate student is allowed to withdraw from a course only by petition.

Change of Major

A student is allowed to change his/her major only once by the approval of the Chair or the Dean of the Faculty.

Academic Rules and Regulations - Master of Arts in Education and Psychology

Academic Probation

Academic probation carries a serious warning to the graduate student that his/her scholastic record is unsatisfactory, and continued failure to improve this record will result in academic disqualification. The Dean may also impose restrictions on a student's program of study:

A student is placed on academic probation for one or a combination of the following:

- 1- The student was admitted to the graduate program on probation.
- 2- The student fails a graduate course.
- 3- The student fails to maintain a cumulative average of a minimum of 80 after completing 6 credits.

Removal of Probation

Removal of probation is determined by the Graduate Program Committee once the student has completed 6 credits of graduate work and obtained a cumulative average of 80 or more. After reaching the cumulative average of 80, the graduate student must maintain that average as a minimum until he/she completes the degree program.

Academic Disqualification

Academic disqualification is determined by the Graduate Program Committee. A student may be dropped from graduate work (M.A. program) for any one of the following:

- 1- The student fails to remove probation as specified above.
- 2- The student receives a grade in the 70's in more than one course or fails more than one course.
- 3- The student fails the comprehensive exam twice.

- 4- The student fails the thesis defense twice.
- 5- The department considers the student's work inadequate, irrespective of grades obtained.

The effective date of the academic disqualification will be recorded on the transcript. If this status is removed, the date of reinstatement will also be recorded. Extenuating circumstances may be reviewed by the Dean or by the Graduate Program Committee.

Academic Rules and Regulations – Master of Business Administration

Academic Probation

A student is placed on probation for one or a combination of the following:

- 1- The student was admitted to the graduate program on probation.
- 2- The student fails to maintain a cumulative average of 80.
- 3- The student fails a course with a grade below 70.

Removal of Probation

- 1- Students admitted on probation will have their probation removed if they score a minimum grade of 80 or above in their first two masters courses.
- 2- Students placed on probation will have their probation removed if they score a cumulative average of 80 or above in the following semester (excluding the Summer Session).

Academic Disqualification

A student may be dropped from the MBA program for any one of the following:

- The student does not score an average of 80 on his/her first four MBA courses.
- The student does not remove probation within a period of two semesters after being placed on probation.
- The student fails the thesis defense twice.
- The student fails two courses.

Courses and Other Requirements

A-Graduate level courses. These are courses numbered 300 and above. Graduate students must maintain a minimum cumulative average of 80.

B-Undergraduate prerequisite courses. These are courses numbered 200 to 299, taken to make up for deficiencies in a student's academic background in the intended field of study. These courses do not carry graduate credit. The minimum passing grade in these courses is 75, unless otherwise specified by the department.

Application for Graduation

Graduate students should fill the Diploma Application Form during their last semester. This application provides the Registrar with the information needed to prepare the diploma and to include the student's name on the list of graduates. A diploma fee is required of all students, whether or not they participate in the commencement ceremony.

Commencement Ceremony

Haigazian University holds a commencement ceremony each year. A candidate for graduation qualifies to participate in the commencement ceremony upon successful completion of all degree and program requirements.

Note: Graduate students are subject to the same rules and regulations concerning attendance, withdrawal from university, readmission, cross-registration, and adherence to HU's code of ethics as are undergraduate students.

Master of Business Administration Program in the Faculty of Business Administration and Economics

The Faculty of Business Administration and Economics at Haigazian University offers a degree program leading to the Master of Business Administration (MBA).

The Haigazian University MBA program is designed to develop the student's analytical, decision making and problem solving capabilities such that he/she might be able to meet the challenges of leadership in professional management positions within the current marketplace and in the business world of the future.

On completing the MBA program the student will be able to:

- Demonstrate the necessary analytical skills to diagnose business problems and offer innovative solutions
- Demonstrate leadership and team membership skills needed for identifying goals, coordinating organizational activities and developing action plans to implement necessary transformations
- Demonstrate an understanding of how global competitive environments are altering business methods and practices
- Display the ability to effectively manage conflict

The MBA program is open to students with a Bachelor's degree in non-business or in business fields from an accredited institution. The program may require between 39 and 64 credit hours depending on the student's prior academic preparation, and it can be completed in two years of full-time study. The MBA can be pursued on a full-time basis.

Students may choose to specialize in different areas:

1. Accounting
2. Finance
3. General MBA
4. Human Resources Management
5. Management
6. Marketing

General Requirements for the MBA Degree

Thesis. The thesis must reflect the student's skills and efficacy in conducting independent research, reporting it, and defending the research and findings to a thesis committee and the public. The thesis must be a contribution to the field. The thesis is to be written in English. It should follow the scientific research report format of the latest edition of the APA. For details, refer to Graduate Handbook.

Degree Requirements

The curriculum consists of two parts, prerequisite/core courses and professional/core courses. The prerequisite/core courses are defined by the course requirements listed below, and their completion is a prerequisite to enter the professional/core courses. Note that all or part of the prerequisite/core courses may be satisfied by a student's prior work at the undergraduate level. The professional/core courses consist of 39 credit hours of advanced course work that substantially extends and applies knowledge developed in the prerequisite/core courses.

Prerequisite /Core Courses (24 cr.)

Finance	3 cr.
Financial Accounting	3 cr.
Management	3 cr.
Managerial Accounting	3 cr.
Marketing	3 cr.
Microeconomic Theory	3 cr.
Operations Research	3 cr.
Quantitative Methods	3 cr.

General MBA (39 cr.)

Professional /Core Courses (30 cr.)

BAD 301 Research Methodology	3 cr.
BAD 306 Financial Analysis and Management	3 cr.
BAD 315 Economic Analysis of the Firm	3 cr.
BAD 316 Statistical Methods for Business Decisions	3 cr.
BAD 318 Marketing Policy	3 cr.
BAD 325 Managerial and Cost Accounting Analysis	3 cr.
BAD 346 Quantitative Models for Business Decisions	3 cr.
BAD 351 Human Resource Management	3 cr.
BAD 358 Strategic Management	3 cr.
BAD 375 Management Information Systems	3 cr.

Electives (6 cr.)

Any 2 electives in the Department

BAD 399 Thesis (3 cr.)

MBA in Accounting	(39 cr.)
Professional /Core Courses	(36 cr.)
BAD 301 Research Methodology	3 cr.
BAD 306 Financial Analysis and Management	3 cr.
BAD 315 Economic Analysis of the Firm	3 cr.
BAD 316 Statistical Methods for Business Decisions	3 cr.
BAD 318 Marketing Policy	3 cr.
BAD 325 Managerial and Cost Accounting Analysis	3 cr.
BAD 326 Intermediate Accounting	3 cr.
BAD 327 Advanced Accounting	3 cr.
BAD 328 Advanced Auditing Topics	3 cr.
BAD 329 Seminar in Tax Research	3 cr.
BAD 346 Quantitative Models for Business Decisions	3 cr.
BAD 358 Strategic Management	3 cr.
BAD 399 Thesis	(3 cr.)

MBA in Finance	(39 cr.)
Professional /Core Courses	(36 cr.)
BAD 301 Research Methodology	3 cr.
BAD 306 Financial Analysis and Management	3 cr.
BAD 307 Investment Analysis	3 cr.
BAD 308 International Finance	3 cr.
BAD 309 Options, Futures and Other Derivatives	3 cr.
BAD 310 Corporate Finance	3 cr.
BAD 315 Economic Analysis of the Firm	3 cr.
BAD 316 Statistical Methods for Business Decisions	3 cr.
BAD 318 Marketing Policy	3 cr.
BAD 325 Managerial and Cost Accounting Analysis	3 cr.
BAD 346 Quantitative Models for Business Decisions	3 cr.
BAD 358 Strategic Management	3 cr.
BAD 399 Thesis	(3 cr.)

MBA in Human Resources Management	(39 cr.)
Professional /Core Courses	(36 cr.)
BAD 301 Research Methodology	3 cr.
BAD 306 Financial Analysis and Management	3 cr.
BAD 315 Economic Analysis of the Firm	3 cr.
BAD 316 Statistical Methods for Business Decisions	3 cr.
BAD 318 Marketing Policy	3 cr.
BAD 325 Managerial and Cost Accounting Analysis	3 cr.
BAD 351 Human Resource Management	3 cr.
BAD 352 Organization Theory	3 cr.
BAD 356 Communication and Negotiation in Employee Relations	3 cr.
BAD 357 HR Development and Training	3 cr.
BAD 358 Strategic Management	3 cr.
BAD 359 International Human Resources Management	3 cr.
BAD 399 Thesis	(3 cr.)

MBA in Management	(39 cr.)
Professional /Core Courses	(36 cr.)
BAD 301 Research Methodology	3 cr.
BAD 306 Financial Analysis and Management	3 cr.
BAD 315 Economic Analysis of the Firm	3 cr.
BAD 316 Statistical Methods for Business Decisions	3 cr.
BAD 318 Marketing Policy	3 cr.
BAD 325 Managerial and Cost Accounting Analysis	3 cr.
BAD 346 Quantitative Models for Business Decisions	3 cr.
BAD 351 Human Resource Management	3 cr.
BAD 352 Organization Theory	3 cr.
BAD 354 Leadership	3 cr.
BAD 355 Creative and Innovative Management	3 cr.
BAD 358 Strategic Management	3 cr.
BAD 399 Thesis	(3 cr.)

MBA in Marketing	(39 cr.)
Professional /Core Courses	(36 cr.)
BAD 301 Research Methodology	3 cr.
BAD 306 Financial Analysis and Management	3 cr.
BAD 315 Economic Analysis of the Firm	3 cr.
BAD 316 Statistical Methods for Business Decisions	3 cr.
BAD 318 Marketing Policy	3 cr.
BAD 319 Marketing Research	3 cr.
BAD 320 Consumer Behavior	3 cr.
BAD 321 Advertising and Promotion Management	3 cr.
BAD 322 International Marketing	3 cr.
BAD 325 Managerial and Cost Accounting Analysis	3 cr.
BAD 346 Quantitative Models for Business Decisions	3 cr.
BAD 358 Strategic Management	3 cr.
BAD 399 Thesis	(3 cr.)

Business Administration Graduate Courses

BAD 301 Research Methodology (3 cr.)

The purpose of this course is to make students proficient consumers and producers of research. Students will learn how to formulate a research question and how to evaluate a research design. The course covers the qualitative and quantitative techniques of data collection used mostly in social sciences. Students will be guided on how to write and present research reports.

BAD 306 Financial Analysis and Management (3 cr.)

This course examines the processes and methods of financial analysis and management. The course emphasizes the objectives of different users of financial statements and describes analytical tools and techniques to meet those objectives. Analytical methods range from the computation of ratio and cash flow measures to forecasting earnings for equity valuation. Topics include present values, future values, bond valuation, equity valuation, net present value, investment decisions criteria, capital budgeting, risk versus return analysis, and the management of working capital. Prerequisite: FIN 226.

BAD 307 Investment Analysis (3 cr.)

This course focuses on the examination and valuation of the major investment vehicles that are popular today throughout the world. Topics covered include: an

overview of the investment decision-making process, asset allocation in the global investment setting, analysis of security types, analysis of security markets and trading practices, aggregate market analysis and market indicators, risk, diversification, and optimal portfolio formation, risk and expected return (CAPM, APT, and factor models), domestic and international fixed-income investing (instruments, valuation, and strategies), domestic and international equity investing (instruments, valuation, and strategies), forward and futures contracts (valuation and strategies), options contract (valuation and strategies) investment companies, and performance evaluation. Prerequisite: BAD 306.

BAD 308 International Finance (3 cr.)

This course introduces the student to the environment of international finance and its management. Topics covered are the evolution of the international monetary system, the structure of the balance of payments, the determination of foreign exchange rates, by the theories of purchasing power parity (PPP) and the law of one price, international parity conditions, like the closed interest rate parity and the uncovered interest rate parity, with and without the presence of a time-variable risk premium, foreign currency exposure, foreign currency futures, currency swaps and currency options, international financial markets and international investment and financial decisions, including international capital budgeting, multinational corporate cost of capital and foreign direct investment. Prerequisite: BAD 306.

BAD 309 Options , Futures and Other Derivatives (3 cr.)

This course is an advanced introduction to contingent claims, also known as derivatives, which may be used for risk management or for speculation. They include forwards, futures, swaps, options and synthetic securities and derivatives. The underlying assets can be commodities, stocks, stock indexes, bonds, currencies and interest rates. The stress is on the analytical pricing of these contracts, and the course highlights the pay-off of each type of contract. The use of binomial trees to price derivatives is explained. Advances in Weiner processes and in the use of Ito's calculus are presented. The basic model relies on log-normal distributions and on the Black-Scholes differential and analytical equations. Prerequisite: BAD 306.

BAD 310 Corporate Finance (3 cr.)

This course continues and extends corporate financial management covered in BAD 306 and provides the student with the tools for and theoretical foundations of optimal financial policy. The purpose of the course is to introduce the student to financial decisions involving capital budgeting, financial structure, dividend policy, mergers, acquisitions, takeovers, spin-offs and sell-offs. The stress is put on asymmetry of information, agency problems between shareholders, debt-

holders, and other stakeholders in the operations and production process, on signaling theories, on the effects of financial distress, on the pecking order and other theories of capital structure. The values of an unlevered and a levered firm, in the presence of taxes, are derived. Techniques to calculate return on equity for unlevered and levered firms are discussed. Prerequisite: BAD 306.

BAD 311 Commercial Banking Theory (3 cr.)

The theory and operation of a successful commercial bank. The interrelation of various departments, loan and investment mix, marketing, statement preparation, reserves management, audit and examination and deposit analysis of a commercial bank.

BAD 312 Money and Capital Markets (3 cr.)

This course is a comprehensive treatment and analysis of money and capital markets. It covers the study and the valuation of short term, and long term securities, of foreign exchange, and of derivatives. Financial instruments like Treasuries, repos, reverses, CDs, commercial paper, bank loans, and corporate bonds are studied in depth. The interest rate techniques and conventions for calculating the cost of issuing securities by firms, and the return to investors from purchasing these securities are explained. The course also dwells upon the interaction between financial markets and the macro-economy. The roles of the central bank and of other regulatory authorities in the financial markets are described. Prerequisite: BAD 311.

BAD 314 Asset Management and Financial Decisions(3 cr.)

Considers the interrelated decision-making process of asset allocations, corporate fund raising, dividend policies and market maximization. Prerequisite: BAD 306.

BAD 315 Economic Analysis of the Firm (3 cr.)

The application of economic theory to business and management problems and the determination of business policy. Prerequisite: ECO 217 or BAD 271.

BAD 316 Statistical Methods for Business Decisions (3 cr.)

This is an advanced course in statistics. It will cover all aspects of statistics, from descriptive statistics and data analysis, to probability frequency distributions, probability concepts, discrete and continuous probability distributions, sampling, estimation, hypothesis testing of the mean, or of the proportion, for one population or for two populations, ANOVA, simple and multiple regression analysis, and the use of non-parametric methods in research. The student will learn how to use spreadsheets, and other statistical packages to estimate

parameters or to test hypotheses. The stress is on the applied part of statistics, and the course is especially useful for students preparing their MBA theses. Prerequisite: ECO 232.

BAD 318 Marketing Policy (3 cr.)

Fundamental problem solving concepts are developed. Students consider problems of consumer needs, product planning, promotion, distribution and pricing. The discovery and application of marketing management skills are developed through the use of cases and a major planning project. Prerequisite: ADC 241 or equivalent.

BAD 319 Marketing Research (3 cr.)

Advanced coverage of market research. Topics include defining the problems in marketing, developing marketing approaches, formulating a research design, project and case analysis. Prerequisite: BAD 318; Corequisite: BAD 316.

BAD 320 Consumer Behavior (3 cr.)

The study of behavioral science research findings, principles and theories, especially those from psychology and sociology as they relate to the determinants of consumer buying behavior. The case approach is utilized to stimulate the development of creative marketing strategy. Prerequisite: BAD 318.

BAD 321 Advertising and Promotion Management (3 cr.)

Managerial functions in advertising and promotion programs. The role of the promotion mix in overall marketing strategy and determination of budgets, campaigns and effectiveness. Prerequisite: BAD 318.

BAD 322 International Marketing (3 cr.)

Analysis of major foreign markets. Marketing policies and techniques coupled with practical application of theoretical concepts. Prerequisite: BAD 318.

BAD 325 Managerial and Cost Accounting Analysis (3 cr.)

This is a graduate course in managerial accounting. A review of the material covered in ACC 213 is provided. Additional material covers such subjects as the difference between managerial and accounting information, normal costing, Activity-Based Costing (ABC) or Activity-Based Management (ABM), financial planning and control, differential cost analysis for marketing and for production decisions, capital expenditure techniques, profit planning and budgeting, and variance analysis. Applications are drawn from accounting,

finance, management, management science, marketing, economics and statistics. The emphasis of the course is on problem solving and on case studies especially those that come in professional exams. Prerequisite: ACC 213.

BAD 326 Intermediate Accounting (3 cr.)

This course covers in depth the principles and standards of financial accounting. It also provides an advanced analysis of working capital management, debt and equity financing, and dividend policy. The effects of changing prices on financial statements are discussed. A review of the cash flow statements will also be carried out.

BAD 327 Advanced Accounting (3 cr.)

The primary focus is on business combinations and preparing consolidated financial statements, and financial statement analysis. The course will examine the use of accounting information in investment and credit decisions. Prerequisite: BAD 325.

BAD 328 Advanced Auditing Topics (3 cr.)

The course covers special topics in accounting such as the standards, practices, and procedures followed in the audit function. Included are statistical sampling, advanced computer systems, advanced applications, and reporting problems. Both internal audit and external audit principles are discussed. The objective of the course is to help the student become a professional auditor and to acquire additional practical knowledge to perform a good audit.

BAD 329 Seminar in Tax Research (3 cr.)

This course is a study of the tax-planning process and research tools that are available to both the professional business manager and the tax practitioner. A clear understanding of the source and use of primary tax research materials is a prerequisite for success in tax work. This course highlights the procedures governing tax controversies and tax compliance. Also covered are the tools of tax planning from a business point of view, case studies of the effect of tax law on business decisions, and an emphasis on emerging issues, methodology and data gathering.

BAD 346 Quantitative Models for Business Decisions (3 cr.)

This course presents in depth the mathematical tools used in decision-making. It continues and deepens the discussion of management science techniques from the undergraduate operations research course BAD 255. The course coverage includes linear programming, inventory control, CPM/PERT, simulation, decision analysis and queuing. The stress is on sensitivity analysis which

involves studying how sensitive a model solution is to variation in one or more than one parameter. Solving problems by spreadsheets and computer software is explained. Pitfalls in mathematical modeling are discussed.

BAD 351 Human Resource Management (3 cr.)

Modern personnel administration: job analysis and design, evaluation and appraisal, recruitment and interviewing, training, wages and benefits and health and safety. Manpower planning. Prerequisite: BAD 231 or equivalent.

BAD 352 Organizational Theory (3 cr.)

Concepts of contingency and systems management applied to contemporary organizations; integrative function of management in terms of situational and environmental factors; analysis of selected organizational types. Prerequisite: BAD 231 or equivalent.

BAD 353 Entrepreneurship (3 cr.)

Topics concerning the entrepreneurial process in small and large organizations, including needs assessment, sources and methods of innovation, financing and barriers entrepreneurship. Prerequisite: BAD 358.

BAD 354 Leadership (3 cr.)

A review of the theory, research, and practice of leadership in organizations. Special attention to contemporary leadership issues, including transactional and transformational leadership. Prerequisite: BAD 358.

BAD 355 Creative and Innovative Management (3 cr.)

The course examines the emerging theories and practices related to creative and innovative management. It combines the creativity of new ideas and directions with their innovative implementation in management. Prerequisite: BAD 231 or equivalent.

BAD 356 Communication and Negotiation in Employee Relations (3 cr.)

The course examines the necessary skills needed to undertake successful negotiations and communications with employees and employers, business negotiations (salary, budget, labor etc.). The course will discuss Labor relations and practical issues.

BAD 357 HR Development and Training (3 cr.)

The course focuses on the main aspects of human resource development, training and career development. Students should become familiar with various types of current training and development programs. The course will provide students with the techniques and information to successfully address different learning styles. The full training cycle and methods of execution will be emphasized.

BAD 358 Strategic Management (3 cr.)

The formulation and implementation of strategy, from both domestic and international perspectives, is explored through cases, readings and decision making simulations. Prerequisite: BAD 231 or equivalent.

BAD 359 International Human Resources Management (3 cr.)

This course provides an international perspective for the review and evaluation of human resource practices into cultures that are both similar to and foreign from the home culture. It offers students a current and comprehensive understanding of the essential elements of international human resource management. It will emphasize the link between strategy, structure and HRM in international organizations.

BAD 375 Management Information Systems (3 cr.)

The course is designed to give the manager a foundation in management information systems sufficient to understand and effectively use information systems at the personal and organizational level. Prerequisite: MIS 272 or equivalent.

BAD 399 Thesis (3 cr.)

A requirement for the MBA degree. It must be based on original and independent research. To be undertaken upon the completion of at least 36 credits of core and elective courses. A committee consisting of an advisor and a second reader will guide and supervise the students throughout the project. All topics selected by the students must be first approved by the committee. Prerequisite: BAD 301.

Master of Arts Programs in the Faculty of Social and Behavioral Sciences

Admission Requirements to the Education and Psychology Graduate Program

The applicant must satisfy the standards for admission into graduate program. In addition, the applicant must have taken or take 16 credits in undergraduate Education courses or Psychology courses, including statistics and research literacy. The cumulative grade average of the applicant's undergraduate courses in the emphasis areas should be 80 or above.

General Requirements for the Master of Arts in Education or Psychology

A minimum of 33 graduate credit hours is required to earn a Master's degree. The graduation requirements include the following:

A- Comprehensive Examination. After a student has completed at least 21 credits of graduate course requirements including a research methodology course, he/she must sit for an evaluation of knowledge in the field, its methodology, and its relation to other areas. The comprehensive examination will also test the student's skill in organizing and presenting material irrespective of the field of study. The grade for the comprehensive exam is given as Pass (P) or Fail (F). It is not included in the general average. If a student fails the exam, he/she will be given one chance to retake the exam within a period of two to four months of the first examination. If a student fails a second time, he/she will be dropped from the graduate program.

B- Thesis. The thesis must reflect the student's skills and efficacy in conducting independent research, reporting it, and defending the research and findings to a thesis committee and the public. The thesis must be a contribution to the field. The thesis is to be written in English. It should follow the scientific research report format of the latest edition of the APA. For details, refer to Graduate Handbook.

Master of Arts in Education Program

The Department of Education offers the Master of Arts degree in Education. The program with its various areas of emphasis in Educational Administration and Supervision, Special Education, and School Counseling is designed to prepare leaders in the respective fields and provide solid grounds for those who may choose to pursue higher degrees.

The program in Educational Administration and Supervision is directed towards students and teachers as well as those who already hold administrative positions in schools and who wish to improve their professional skills.

The programs in School Counseling/Special Education prepare students to work as psychological counselors/special educators in schools

On completion of their programs, students will be able to:

- Analyze and apply current trends and issues in education;
- Engage in critical and reflective analysis to integrate and apply a variety of research-based methods, materials, and processes;
- Conduct research to contribute to the wider education community.

M. A. in Education – Emphasis Educational Administration and Supervision

Core Requirements		(27 cr.)
EDU 301	Research Methods in Education	3 cr.
EDU 302	Tests and Measurements	3 cr.
EDU 304	Philosophy of Education	3 cr.
EDU 305	Theory and Design of Curriculum	3 cr.
EDU 308	Educational Administration	3 cr.
EDU 312	Sociology of Education	3 cr.
or		
EDU 323	Educational Policy Formulation	3 cr.
EDU 316	Personnel Management in Educational Institutions	3 cr.
or		
EDU 327	School Finance and Law	3 cr.
EDU 399	Thesis	6 cr.

Electives in Education or Psychology (6 cr.)

To be approved by the advisor

M. A. in Education – Emphasis Special Education

Core Requirements		(33 cr.)
EDU 301	Research Methods in Education	3 cr.
EDU 302	Tests & Measurements	3 cr.
EDU 321	Guidance & School Counseling for Children & Youth	3 cr.
EDU 324	Special Topics	3 cr.
EDU 330	Education & Psychology for the Exceptional Child	3 cr.
EDU 331	Working with Families with Special Needs	3 cr.
EDU 332	Assessing Children With Special Needs	3 cr.
EDU 333	Programming for Children with Special Needs	3 cr.
EDU 335	Special Education Supervised Practicum	3 cr.
EDU 399	Thesis	6 cr.

M. A. in Education – Emphasis Counseling

Core Requirements		(30 cr.)
EDU 301	Research Methods in Education	3 cr.
EDU 319	Career Counseling & Development	3 cr.
EDU 321	Guidance & School Counseling	3 cr.
EDU 322	Theories & Procedures of Psychological Counseling	3 cr.
EDU 328A	Counseling Supervised Practicum I	3 cr.
EDU 328B	Counseling Supervised Practicum II	3 cr.
EDU 399	Thesis	6 cr.
PSY 326	Psychopathology II	3 cr.
PSY 332	Clinical Assessment	3 cr.

Graduate Elective (3 cr.)
To be approved by the advisor

Education Graduate Courses

EDU 301 Research Methods in Education (3 cr.)
The course involves an exploration of various approaches to educational research. The students develop knowledge and skills necessary for designing and conducting research as well as reporting findings.

EDU 302 Tests and Measurements (3 cr.)
(Equivalent to PSY 302)

A critical study of the construction of various types of tests plus problems in construction and validation. A comprehensive coverage of reliability and validity is an essential part of this course.

EDU 304 Philosophy of Education (3 cr.)

Major educational philosophies are explored in terms of their impact on the educational system and policies. The pros and cons of their impact on societal and political orders will also be examined.

EDU 305 Theory and Design of Curriculum (3 cr.)

An exploration of the philosophical, historical, psychological, and social foundations of curriculum with emphasis on a critical analysis of the contemporary issues in school curriculum including reform efforts and their application into current curriculum design.

EDU 308 Educational Administration (3 cr.)

The study of the various approaches to organizing and managing an educational structure. Emphasis is placed on implications for our school systems.

EDU 312 Sociology of Education (3 cr.)

An analysis of an educational system and its relation to other systems. The main focus will be on the ideology of the system, the interrelationships of the various occupations, special problems of urban schools, and the socialization of children.

EDU 316 Personnel Management (3 cr.)

Focus on management of human resources with particular attention given to methods of selection, placement, and evaluation of administrative, instructional, and support personnel.

EDU 318 Seminar in Educational Leadership (3 cr.)

An in-depth study of group dynamics and the emergence of the leader. The characteristics of leadership are studied along with social and psychological factors that influence leadership positively or negatively.

EDU 319 Career Counseling and Development (3 cr.)

An overview of theories of career development. In addition, methods of assessment in career counseling, personnel selection, and performance evaluation will be explored.

EDU 320 Comparative Education (3 cr.)

A study of a number of Western and non-Western educational systems that have had an influence on current systems. Focus on historical, political, economic, and social forces which influence today's educational systems.

EDU 321 Guidance and School Counseling for Children & Youth (Equivalent to PSY 321) (3 cr.)

Principles and practice in the guidance of children and adolescents. Identification of problems, understanding the development processes of students within the school, family and community contexts. Role of guidance counselor in creating preventive interventions as well as crisis and rehabilitative intervention will be explored.

EDU 322 Theories and Procedures of Psychological Counseling (3 cr.)

An in-depth study of theories in counseling and psychotherapy as well as practical skills techniques employed in educational, vocational and personal counseling. Practice in clarifying, understanding and responding to clients' problems.

EDU 323 Educational Policy Formulation (3 cr.)

A major focus is the policy adoption process. All factors influencing the decisions which affect educational policies at the ministerial level and in schools are studied. Various practices in other countries are researched and explored.

EDU 324 Special Topics (3 cr.)

To be announced at the time of the course offering. Topics are selected according to faculty and student interest. May be given in seminar or tutorial form. The course consists of directed readings and a project.

EDU 325 Issues in Educational Administration and Supervision (3 cr.)

Opportunities to develop and refine administrative and supervisory skills in relation to their interpretation of the changing environment. Contemporary problems, innovations, trends, and organizational structures and logistics are reviewed and analyzed.

EDU 327 School Finance and Law (3 cr.)

An analysis of general legal financial, and policy topics that impact the day-to-day operation of schools. Explains assumptions of educational finance and covers several models of education finance.

EDU 328A Counseling Supervised Practicum I (3 cr.)
(Equivalent to PSY 328A)

A minimum of 200 hours of supervised practice of the students' performance within an assigned schedule in a given school, clinic or hospital. Program and procedure to be jointly planned by the instructor and the student.

EDU 328B Counseling Supervised Practicum II (3 cr.)
(Equivalent to PSY 328B)

A minimum of 200 hours of supervised practice of the students' performance within an assigned schedule in a given school, clinic or hospital. Program and procedure to be jointly planned by the instructor and the student.

EDU 329 Group Dynamics: Theory and Practice (3 cr.)
(Equivalent to PSY 329)

Advanced study of theories of group dynamics. In addition, students will be asked to participate as members of an experiential group where they have the opportunity to learn more about issues of leadership, authority, power as well as intergroup and interpersonal processes.

EDU 330 Education & Psychology for the Exceptional Child (3 cr.)

Analysis of the relevant educational characteristics of students with disabilities and the various effects of such exceptionalities on learning and learning environments, Topics include assessment and programming issues as well as a description of the services available to children with special needs, both in Lebanon and abroad.

EDU 331 Working with Families with Special Needs (3 cr.)

A critical review of the literature and practices related to working with families. Topics include: conferencing, parent education, special needs of families with children with disabilities, and school-home collaboration.

EDU 332 Assessing Children with Special Needs (3 cr.)

Critical review of different types of assessment tools and measures as well as direct application of these tools. Such tools include, but are not limited to, norm and criterion referenced tests and observations.

EDU 333 Programming for Children with Special Needs (3 cr.)

Provides students with skills on how to prepare programs for children with

special needs. Emphasizes the importance of planning such programs with parents, appropriate professionals (speech therapists) and when possible, the student himself. It further exposes the different approaches to intervention; center-based, home-based, etc.

EDU 335 Practicum in Special Education (3 cr.)

This course offers students field experience in Special Education. It provides the students the opportunity to experience, in depth, the full role and meaning of teaching Exceptional Children in a school setting. Experiences include planning for instruction, developing classroom teaching competencies and skills, evaluating exceptional student's progress, participation in extra-class activities, working with special school personnel, and utilizing school and community resources in the instructional program.

EDU 399 Thesis (6 cr.)

A major research project conducted, reported, and defended by the student after the completion of course work and successful passing of comprehensive exams. Prerequisite: Comprehensive Exam.

Master of Arts in Psychology Program

The Faculty of Social and Behavioral Sciences offers the Master of Arts degree in Psychology.

The graduate program in Psychology is concerned with the broader social context. It comprises five separate modules:

- General Psychology
- Clinical Psychology
- Counseling
- Industrial/Organizational Psychology
- Marketing and Advertising Psychology

On completion of their programs, students will be able to:

- Demonstrate a solid intellectual foundation in different areas of psychological theories.
- Engage in critical and reflective analysis to integrate and apply a variety of research-based methods, materials, and processes.
- Conduct well-designed research on psychological phenomena.

M. A. in General Psychology

Core Courses		(30 cr.)
PSY 301	Advanced Research Techniques and Statistics	3 cr.
PSY 302	Tests and Measurements	3 cr.
PSY 308	Personality and Culture	3 cr.
PSY 312	Topics in Biological and Health Psychology	3 cr.
PSY 315	Learning and Cognition	3 cr.
PSY 320	Advanced Social Psychology	3 cr.
PSY 321	Guidance and School Counseling	3 cr.
PSY 399	Thesis	6 cr.
One course from Human Development		3 cr.

Graduate Electives (3 cr.)

To be approved by the advisor.

M. A. in Psychology – Emphasis Clinical Psychology

Core Courses		(30 cr.)
PSY 301	Advanced Research Techniques and Statistics	3 cr.
PSY 322	Theories & Procedures of Psychological Counseling	3 cr.
PSY 325	Psychopathology I	3 cr.
PSY 326	Psychopathology II	3 cr.

PSY 329	Group Dynamics	3 cr.
PSY 332	Clinical Assessment	3 cr.
PSY 344A	Training in Therapy I	3 cr.
PSY 344B	Training in Therapy II	3 cr.
PSY 399	Thesis	6 cr.

Graduate Electives (3 cr.)

To be approved by the advisor.

M. A. in Psychology - Emphasis Counseling

Core Courses (30 cr.)

PSY 301	Advanced Research Techniques and Statistics	3 cr.
PSY 319	Career Counseling & Development	3 cr.
PSY 321	Guidance & School Counseling	3 cr.
PSY 322	Theories & Procedures of Psychological Counseling	3 cr.
PSY 326	Psychopathology II	3 cr.
PSY 328A	Counseling Supervised Practicum I	3 cr.
PSY 328B	Counseling Supervised Practicum II	3 cr.
PSY 332	Clinical Assessment	3 cr.
PSY 399	Thesis	6 cr.

Graduate Electives (3 cr.)

To be approved by the advisor

M.A. in Psychology - Emphasis Industrial /Organizational Psychology

Core Courses (27 cr.)

PSY 301	Advanced Research Techniques and Statistics	3 cr.
PSY 302	Tests and Measurements	3 cr.
PSY 350	Industrial-Organizational Psychology	3 cr.
PSY 352	Research Techniques in Applied Psychology	3 cr.
PSY 354	Human Factors Engineering	3 cr.
PSY 355	Personnel Assessment and Selection	3 cr.
PSY 360	Topics in Organizational Psychology	3 cr.
PSY 399	Thesis	6 cr.

Graduate Electives (6 cr.)

To be approved by the advisor.

M. A. in Psychology - Emphasis Marketing and Advertising Psychology

Core Courses		(27 cr.)
PSY 301	Advanced Research Techniques and Statistics	3 cr.
PSY 302	Tests and Measurements	3 cr.
PSY 365	Consumer Behavior	3 cr.
PSY 368	Marketing Research and Strategies	3 cr.
PSY 370	Advertising Principles and Applications	3 cr.
PSY 372	Mass Communication	3 cr.
PSY 324	Special Topics	3 cr.
PSY 399	Thesis	6 cr.
Graduate Electives		(6 cr.)
To be approved by the advisor.		

Graduate Psychology Courses

PSY 301 Advanced Research Techniques and Statistics (3 cr.)

The use of the various research models in applied settings. For every research model the appropriate statistical procedures are considered (analysis of variance and covariance, multiple regression, contrasts and multiple comparisons). Computer packages are introduced.

PSY 302 Tests and Measurements (3 cr.) (Equivalent to EDU 302)

A critical study of the construction of various types of tests plus problems in construction and validation. A comprehensive coverage of reliability and validity is an essential part of this course.

PSY 303 Survey Research Techniques (3 cr.)

The course studies the theory and techniques of surveys and of naturalistic observation, including practice projects.

PSY 308 Personality and Culture (3 cr.)

The course is designed to study cultural factors and their effect on personality development. Cross-cultural studies and various issues will be analyzed.

PSY 312 Topics in Biological and Health Psychology (3 cr.)

Exposes students to the latest advances in biological psychology, methods, models, and applications, especially those pertaining to health psychology.

PSY 315 Learning and Cognition (3 cr.)

Basic concepts and principles of learning are studied in relation to models of memory in verbal learning. Perceptual factors, cognition, and metacognition are also incorporated into the aforementioned topics.

PSY 318 Perception (3 cr.)

Current issues in perception pertaining to the neurophysiological, sensory, and cognitive factors in perception are studied. Special controversial issues, newly developed models, and theoretical background are also included.

**PSY 319 Career Counseling and Development (3 cr.)
(Equivalent to EDU 319)**

The course is an overview of theories of career development. In addition, methods of assessment in career counseling, personnel selection, and performance evaluation will be explored.

PSY 320 Advanced Social Psychology (3 cr.)

A survey of psycho-social bases of behavior which includes cognitive and social perception as well as environmental psychology.

**PSY 321 Guidance and School Counseling for Children and Youth (3 cr.)
(Equivalent to EDU 321)**

The course will study the principles and practice in the guidance of children and adolescents. Identification of problems, understanding the development processes of students within the school, family and community contexts. The role of the guidance counselor in creating preventive interventions; crisis and rehabilitative intervention will also be explored.

**PSY 322 Theories and Procedures of Psychological Counseling (3 cr.)
(Equivalent to EDU 322)**

This course combines theory with practice. It provides students with an overview of theories in counseling and psychotherapy as well as practical skills and techniques which are employed in educational, vocational and personal counseling. Practice in clarifying, understanding and responding to clients' problems.

PSY 324 Special Topics (3 cr.)

Topics are selected according to faculty and student interest. May be given in seminar or tutorial form. The course consists of directed readings and a project.

PSY 325 Psychopathology I (3 cr.)

Using DSM-IV criteria, an overview of the different psychopathologies among the adult population is discussed. Focus is on assessment, diagnosis, treatment and research methods employed by practitioners. The psycho-social and biological precipitating factors including eventual personal adjustment in a culture are investigated.

PSY 326 Psychopathology II (3 cr.)

Overview of the psychological disorders that can affect children and adolescents. Focus is on defining, diagnosing (DSM IV) and treating children's mental illnesses. A developmental framework that emphasizes the influence of multiple and interacting events in shaping adaptive and maladaptive childhood development is adopted.

**PSY 328A Counseling Supervised Practicum I (3 cr.)
(Equivalent to EDU 328A)**

A minimum of 200 hours of supervised practice of the students' performance within an assigned schedule in a given school, clinic or hospital. Program and procedure to be jointly planned by the instructor and the student.

**PSY 328B Counseling Supervised Practicum II (3 cr.)
(Equivalent to EDU 328B)**

A minimum of 200 hours of supervised practice of the students' performance within an assigned schedule in a given school, clinic or hospital. Program and procedure to be jointly planned by the instructor and the student.

**PSY 329 Group Dynamics: Theory and Practice (3 cr.)
(Equivalent to EDU 329)**

An overview of theories of group dynamics. In addition, students will be asked to participate as members of an experiential group where they have the opportunity to learn more about issues of leadership, authority, and power, as well as intergroup and interpersonal processes.

PSY 330 Education & Psychology for the Exceptional Child (3 cr.)

This course is an introduction to the field of special education. Students learn

about the different types of assessments available (norm versus criterion referenced test, naturalistic observations, interviews...) and about the reliability and validity of different assessment tools. Analysis of the relevant educational characteristics of students with disabilities and the various effects of such exceptionalities on learning and learning environments, Topics include assessment and programming issues as well as a description of the services available to children with special needs, both in Lebanon and abroad.

PSY 332 Clinical Assessment (3 cr.)

An exploration of the various types of tests in current use in clinical assessment, their advantages, and disadvantages. Graduate students practice the use of these tests and the interpretation of the results.

PSY 344A Training in Therapy I (3 cr.)

A minimum of 200 hours of field experience in applying therapeutic techniques in clinical settings under the supervision of a clinical psychologist and in collaboration with clinics and hospitals.

PSY 344B Training in Therapy II (3 cr.)

A minimum of 200 hours of field experience in applying therapeutic techniques in clinical settings under the supervision of a clinical psychologist and in collaboration with clinics and hospitals.

PSY 350 Industrial–Organizational Psychology (3 cr.)

Comprehensive coverage of the application of psychological principles to organizations. Topics include: motivation, worker morale, job satisfaction, personnel selection and training, problems in industry, effects of organizational practices and human engineering.

PSY 352 Research Techniques in Applied Psychology (3 cr.)

The course orients the student to skill acquisition in interview and questionnaire techniques, in job and task analysis, in performance appraisal and evaluation of training models.

PSY 354 Human Factors Engineering (3 cr.)

An in-depth study of the human factors in relation to machine control and machine design and the factors for optimizing human-technology interactions.

PSY 355 Personnel Assessment and Selection (3 cr.)

An examination of the various tests used by the industry for selection and assessment of personnel. Students learn to administer, score, and interpret such standard tests.

PSY 360 Topics in Organizational Psychology (3 cr.)

A seminar or tutorial on selected topics which includes in-depth directed reading and a project on a specific issue.

PSY 365 Consumer Behavior (3 cr.)

The course studies psychological and social influences on the consumer's purchasing decisions and behavior. Topics include decision-making, motivation, attitudes, cultural influences, models of consumer behavior and their application to advertising and marketing.

PSY 368 Marketing Research and Strategies (3 cr.)

A critical review of the various research techniques in marketing and their application in planning strategies for production, promotion, etc.

PSY 370 Advertising Principles and Applications (3 cr.)

Advanced study of the theories of advertising and application of the perceptual and social factors that contribute to the effectiveness of advertisements.

PSY 372 Mass Communication (3 cr.)

An advanced study of theories of communication in relation to mass media and audiences. Emphasis is placed on factors underlying effective communication and its influence on the attitudes and actions of people.

PSY 383 Child Development (3 cr.)

Current issues of child psychology are selected on the basis of theoretical interest and practical importance. Issues are critically studied in terms of methodology and outcome.

PSY 385 The Adolescent (3 cr.)

A comprehensive study of physical, psychological, and social human development from puberty to early adulthood. Special attention is paid to the interaction between the individual and the peer group, family, institutions, and culture.

PSY 387 Adulthood (3 cr.)

The course covers early and middle adulthood from the perspective of continuity and change in physical and psychological development. It also compares adulthood in contemporary societies and older ones.

PSY 389 Old Age and Senescence (3 cr.)

The process of aging as a developmental process emphasizing interactions between the physiological, psychological, and social aspects. Current research in understanding the aging process and the factors that retard it.

PSY 391 Special Topics in Stress Management (3 cr.)

The selection of topics is directed toward current issues and recent discoveries plus their importance for practical application.

PSY 392 Crisis Intervention (3 cr.)

The theory and application of crisis intervention. Topics include community relations, services, burnout prevention, and evaluation of intervention. The discussed topics include suicide, bereavement, accidents, and natural disasters.

PSY 394 The Psychology of Decision Making (3 cr.)

An analysis of the steps necessary in conflict analysis and resolution, choice behavior and commitment in an individual's personal, professional, and social life.

PSY 399 Thesis (6 cr.)

A major research project conducted, reported, and defended by the student after the completion of course work and successful passing of the comprehensive exam. Prerequisite: Comprehensive Exam.



Center for Continuing Education

Haigazian University

Center for Continuing Education

Director: Sebouh Gurunlian, M.B.A./M.I.B.

Learning throughout one's life is of great importance in the rapidly changing world of the 21st century. The Center for Continuing Education at Haigazian University gives adults the opportunity to acquire new knowledge and skills through two programs: the Adult Education Program and the In-service Teacher Training Program.

Misson

The Center for Continuing Education is a division of Haigazian University. The CCE promotes on-going learning for adults by providing accessible educational opportunities. The guided learning experiences include programs, courses, workshops, and lectures, both academic and non-academic.

The Center for Continuing Education serves individual learners from youth to mature citizens who are from diverse backgrounds. It also serves a variety of organizations (private and public, for-profit and not-for-profit), especially schools. The CCE, in an interactive learning environment, provides opportunities for adults to update themselves or to learn new knowledge, skills, and attitudes so as to enhance their careers and/or develop personally and as members of society.

Adult Education Program

(Non-credit classes)

The Adult Education Program offers learning designed for adults in evening classes.

The *Business Training Track* offers training sessions to people who are at least 20 years of age. Classes are given in English, and participants must have good enough English language skills to fully participate in the classes. Business training sessions are usually completed in 5 or 6 weeks.

* The *Business Training Track* also provides on-site training for business organizations.

Lifestyles & Social Issues offers courses, workshops, and lectures of general interest. Participants must be at least 18 years old.

AEP Network:

The Adult Education Program has its own alumni organization, the AEP Network.

BUSINESS TRAINING TRACK

The *Business Training Track* offers non-credit training sessions and programs that are oriented to the needs of people who are in business or would like to have a better understanding of the business world. Participants learn useful knowledge and skills in a small group setting. The instructors are themselves working business professionals.

Participants can choose to take individual training sessions or complete business training programs.

Diplomas and certificates available:

- *Diploma* for each business training program
- *Certificate of Performance* for a single business training session

Training Programs:

- **Human Resources Professional Diploma Program**

Training sessions (12 hours each):

1. Human Resources Management
2. Recruitment and Selection
3. Personnel Administration
4. Labor Law, NSSF, and Taxation
5. Job Design and Description
6. Organizational Behavior
7. Training and Development
8. Compensation and Benefit Schemes
9. Performance Appraisal and Management
10. Human Resources Policies and Procedures

- **Talent Management Diploma**

Training sessions (12 hours each):

1. Managing Organizational Knowledge: The Role of the HR Department
2. Career Planning and Talent Management
3. Human Performance Improvement
4. Training, Coaching, and Mentoring Employees

- **Leadership and Change Management Diploma**

Training sessions (12 hours each):

1. Leaders and Leadership
2. Effective Communication

3. Change Management: The Leader as Change Agent
4. Understanding Organizations
5. Coaching
6. How to Be an Effective Team Leader

- **Project Management Diploma**

Training sessions:

1. Basics of Project Management (20 hours)
2. Basics of Microsoft Project (20 hours)
3. Intermediate Project Management (20 hours)

- **Professional Sales Diploma**

Training sessions (10 hours each):

1. Sales vs. Marketing
2. The Art of Selling
3. Territory Coverage and Work Distribution
4. Effective Communication in Selling: Problem Solving and Negotiations
5. Motivation and Teamwork in Sales
6. Customer Retention in Selling

- **Professional Marketing Diploma**

Training sessions (10 hours each):

1. Basics of Marketing
2. Consumer Behavior
3. Customer Service
4. The Art of Selling
5. Marketing Research

- **Professional Management Diploma**

Training sessions:

1. Basics of Management (10 hours)
2. Strategic Planning (10 hours)
3. Introduction to Quality / Organization Management (10 hours)
4. Advanced Quality / Organization Management (10 hours)
5. Organizational Behavior (12 hours)
6. Negotiation Skills for Business (12 hours)

- **The Complete Professionalism Toolkit Diploma**

1. Communication and Human Relations (10 hours)
2. Professionalism (10 hours)
3. Presentation Skills (15 hours)
4. Team Work and Team Dynamics (15 hours)
5. Stress and Time Management (12 hours)

6. Problem Solving and Negotiation Skills (10 hours)
7. Excellence in Customer Service (10 hours)
8. Business Writing Skills (10 hours)

- **Basic Accounting for Non-accountants Diploma**

Training sessions (20 hours each):

1. Basic Accounting with Computers I
2. Basic Accounting with Computers II

- **Intermediate Accounting for Non-accountants Diploma**

Prerequisites: ‘Basic Accounting with Computers I and II’ or equivalent experience.

Training sessions (15 hours each):

1. Accounting III for Non-accountants
2. Introduction to Cost Accounting
3. Introduction to Auditing

- **Finance Diploma**

Prerequisites: ‘Basic Accounting with Computers I and II’ or equivalent experience.

Training sessions (10 hours each):

1. Financial Statement Analysis
2. Stocks and Bonds
3. Money and Banking: An Introduction
4. Commercial Banking
5. Investment in Debt Instruments
6. Investment in Equity Instruments

Other Training

- Basics of Macroeconomics (10 hours)
- Basics of Microeconomics (10 hours)
- Business Presentations and Interviews (10 hours)
- Business Writing (10 hours)
- E-Business: Starting Your Own Internet Business (20 hours)
- Introduction to Statistics (10 hours)
- Psychology for Business (10 hours)
- Re-engineering (10 hours)

Additional training sessions may be offered.

LIFESTYLES & SOCIAL ISSUES

The *Lifestyles & Social Issues* program offers the workshops, lectures, and courses listed below. Classes may be given in English, Arabic, Armenian, or French.

- Art Therapy
- Armenian for Foreigners
- Armenian for Armenians
- Arabic for Foreigners
- Banking and Finance
- Body Language
- Companies Law
- Drawing
- Emotional Intelligence
- Event Management
- Food Safety
- Job Search & Interview Skills
- Stress Management
- Other topics

In-service Teacher Training Program

(Non-credit courses and workshops)

Since its founding, Haigazian University has trained teachers through its regular programs and continuing education. The *In-service Teacher Training Program* started in 1993 with a single course for teachers. Nowadays we offer courses in three different programs as well as workshops on a great variety of topics. We also provide on-site training in schools.

The objectives of the In-service Teacher Training Program are to:

1. Make quality training readily accessible to teachers, coordinators, and administrators of schools.
2. Develop quality teaching by providing teachers who do not hold a university degree or teaching diploma with essential teaching skills and knowledge.
3. Develop quality teaching by updating teachers who hold a university degree with the latest effective teaching skills and knowledge.
4. Develop quality teaching by providing teachers, coordinators, and administrators with the means to assess their current educational programs and to improve them.
5. Maintain and improve the resources of the program.

WORKSHOPS

We offer workshops on a great variety of topics. They are for teachers from the preschool to the secondary level, coordinators, and other administrators. During the Fall and Spring semesters workshops are usually on Saturday. During the Summer Session they are on weekday mornings. Most workshops are 4 hours long.

Workshop participants receive a *Certificate of Attendance* at the end of each workshop attended.

Requirements for Participation in Workshops

1. Participants must have classroom teaching experience or be enrolled in a university education program.
2. For workshops given in English, the participant must have good English.

THE 21ST CENTURY TEACHER

A program for teachers of all levels

The 21st Century Teacher program offers two types of courses. ‘Topics of Interest’ cover up-to-date topics and help teachers upgrade their teaching knowledge and skills. ‘Refreshers’ cover teaching basics, which are of benefit to new teachers and others who wish to refresh their teaching. All courses have a practical component.

Certificates

- *Certificate of Performance* for each course successfully completed.
- *Certificate of Achievement* for a teacher who successfully completes 6 courses of Topics of Interest and/or Refreshers.

The maximum time for finishing these 6 courses is 2 years.

Requirements for Participation in Courses

1. The participant must have experience teaching in a classroom setting.
2. For courses given in English, the participant must have good English which allows for full participation.

N.B. These are non-credit courses. They are separate from the regular bachelor’s and master’s degree programs offered at Haigazian University.

Topics of Interest

Up-to-date topics to help teachers upgrade their teaching knowledge and skills

Each semester the In-service Teacher Training Program will offer a number of the courses listed below. Others may be added. Courses vary from 12 to 20 hours.

Courses:

21st Century Learners in the Classroom
Active Learning
Become Strategic Readers
Brain-based Teaching
Building Character in the Classroom
Children’s Literature
Children’s Rights in the Classroom
Classroom Assessment in the 21st Century
Creating Quality Learning Environments in ECE
Creative Writing in the Language Classroom
Curriculum Mapping
Dealing with Behavioral Problems
Differentiation of Instruction: Practical Strategies
Differentiation of Instruction: The Learning-centered Classroom
Emotional Intelligence in the Classroom
Gifted Students
Health and Physical Education
How to Handle Difficult Students
How to Handle the Special Needs Student
Integrating English, Math, and Science
Integrating New Technologies into Learning
Introduction to the Montessori Method
Investigate Problems in Your Own Classroom
Memory Strategies for Students
Motivating Students
Planning the Children's Program in ECE
Problem-based Learning
Project-based Learning
Six Traits of Writing
Skills for Better Learning
Teaching for Multiple Intelligences
Teaching “Outside the Box”
Teaching Reading in Elementary Classes
Teaching Reading in Preschool
The Integrated Curriculum
Using Manipulatives in Teaching Math
Using Songs in Teaching English
Working with Families

Refreshers

Teaching basics for new teachers and others who wish to refresh their teaching

Each semester the In-service Teacher Training Program will offer courses from the list below. The courses vary from 15 to 20 hours.

Courses:

Assessment and Evaluation in Education
Child Development in the Early Years
Child Development: Learning and Motivation
Classroom Management
Lesson Planning
Teaching Strategies
Teaching Arabic in the Classroom
Teaching English in the Classroom
Teaching Math in the Classroom
Teaching Science in the Classroom

DIPLOMA FOR COORDINATORS AND DIVISION HEADS

For coordinators, division heads, and other administrators

The *Diploma for Coordinators and Division Heads* program is designed for current and future coordinators and division heads as well as other administrators who wish to develop their knowledge and skills in their various areas of responsibility. Courses are based on theory and build on the participants' experience through interactive methods.

Certificates

- *Certificate of Performance* for each course successfully completed.
- *Diploma for Coordinators and Division Heads* for a participant who successfully completes the 5 courses below. The maximum time for finishing is 3 academic years and 4 months (10 consecutive semesters).

Requirements for Participation in Courses

1. The participant must be a coordinator, division head, or other administrator or a teacher with at least three years' experience teaching in a school.
2. The participant must have good English which allows for full participation.

N.B. These are non-credit courses. They are separate from the regular bachelor's and master's degree programs offered at Haigazian University.

Diploma for Coordinators and Division Heads: Courses

Each course is 30 hours.

TT 101 Basics for Coordinators and Division Heads

TT 102 Working with the Curriculum

TT 103 Professional Development

TT 104 Supervision of Instruction

TT 106 Developing Leadership Skills

Diploma for Coordinators and Division Heads: Course Descriptions

TT 101 Basics for Coordinators and Division Heads

Emphasis is on the roles, tasks, and processes involved in supervisory practice based on theory and research in education. This course is designed to examine the strategies and skills for analyzing the personnel functions in educational administration. Areas of responsibility to be explored are: conflict management, time management, leadership skills, communication, and conducting meetings.

TT 102 Working with the Curriculum

This course deals with the nature, theories, and design of curricula, as well as instructional options. Emphasis will be on working with the curriculum, assessment, differentiation of instruction, and catering for students with special needs (through clinical supervision).

TT 103 Professional Development

Professional development in an educational setting improves both the quality of teaching and student learning. Thus, the primary focus of this course is to develop skills and strategies to identify professional development needs and correlate them with students' needs for the purpose of meeting school goals and objectives.

TT 104 Supervision of Instruction

The purpose of the course is to develop the skills for effective supervision of instruction in a classroom setting. The course focuses on the supervision of classroom environments and the relationship of instructional procedures to the characteristics of effective teaching and learning. Emphasis will be placed on various instructional strategies and teacher evaluation as well as productive supervisor/teacher relationships.

TT 106 Developing Leadership Skills

This course addresses the key leadership qualities and skills required for the

success of the coordinator or division head on the job. Topics included are: linking motivation to leadership, organizational communication, coaching and mentoring, and types of coordination. Participants will practice and apply what they learn through various teaching strategies such as: discussions, debates, role-play, solving problems, reading case studies, and watching videos.

DIPLOMA OF SPECIAL EDUCATION FUNDAMENTALS

For regular teachers, special education teachers, or assistant teachers and people with experience working in a center for special needs children

The *Diploma of Special Education Fundamentals* program is designed to provide teachers with a basic understanding of special education and basic skills to deal with special needs children.

Certificates

- *Certificate of Performance* for each module successfully completed.
- *Diploma of Special Education Fundamentals* for a participant who successfully completes the 2 modules below. The maximum time for finishing is 2 academic years.

N.B. These are non-credit modules. They are separate from the regular bachelor's and master's degree programs offered at Haigazian University.

Requirements for Participation in the Modules

1. The participant must have classroom experience as a regular teacher, special education teacher, or assistant teacher. People with experience working in a center for special needs children are also qualified to join. (In special cases we will accept people who have worked on an individual basis with special needs children.)
2. The participant must have good English which allows for full participation.

Diploma Program of Special Education Fundamentals: Modules

Each module is 26 hours.

TT 201 Special Education: An Introduction

TT 202 Special Education: Core Skills for Teachers

Diploma of Special Education Fundamentals: Module Descriptions

TT 201 Special Education: An Introduction

This module creates general understanding of special education issues through a brief overview of special education as well as an introduction to the IEP (Individualized Education Program) and teaching strategies. Participants are introduced to the characteristics of children with learning difficulties, including issues of memory and attention. The main topics are the IEP, assessment, teaching strategies*, and accommodations and modifications of the curriculum for English, Arabic, Math, and Science.

* The emphasis is on learning disabilities and dyslexia. Other disabilities will be mentioned.

TT 202 Special Education: Core Skills for Teachers

The module focuses on classroom management and behavior modification techniques for special needs students. It will help teachers gain an understanding of the causes of disruptive behavior in their classrooms and of the environmental factors influencing this behavior. Participants will be exposed to techniques and methods that can enhance the teaching and learning experiences in their classrooms.

Haigazian University Armenian Diaspora Research Center

(Official announcement, September 5, 2011. Official inauguration, January 2012)

Established through a donation by Mr. Yercho Samuelian

Director: Antranik Dakessian, Ph.D.

Location: Heritage Building, Room 406

Mission Statement

The Haigazian University Armenian Diaspora Research Center has been established to study diverse aspects of the Armenian Diaspora Communities in general and in the Middle East: their history, interaction with and integration into the hostland, as well as their interaction with the homeland and the Diaspora communities beyond the Middle East.

The Center functions under the supervision of a “Center Director” in collaboration with the University President’s Academic Cabinet and in cooperation with the Faculty and the Librarians.

Aims

The HU-ADRC aims:

- (a) to enrich knowledge on Armenian Diaspora culture and populations past and present,
- (b) to disseminate and promote awareness and academic knowledge about the Diaspora phenomenon and relevant issues of identity, integration and preservation,
- (c) to conduct and publish primary research on the social, political, economic, cultural and athletic output and contribution of the Armenian communities to their hostlands,
- (d) to collect, sort, digitize and analyze primary data,
- (e) to encourage learners to write theses and dissertations on various Armenian Diaspora issues,
- (f) to provide resources and consultation for researchers, community leaders, governments, agencies, NGOs, etc.,
- (g) to work with other local and international research centers,
- (h) to save and protect the Armenian Diaspora cultural heritage.

Activities

The HU-ADRC:

- Organizes thematic annual academic conferences, focusing on places, phenomena, institutions or personalities of the Armenian Diaspora.
- Publishes conference proceedings, booklets, pamphlets, newsletters, or other

materials that shed light on the Armenian Diaspora.

- Hosts public lectures and focus-group discussions on a variety of issues related to the study of the Armenian Diaspora.
- Offers internship programs to further research in the Derian Armenological Library.
- Coordinates and channels efforts in and towards Armenian Diaspora studies in the Middle East.

For the last five years the Center has organized a series of conferences on Armenians of Lebanon, Syria, Jordan, Iraq and Egypt-Sudan and Ethiopia.

PERSONNEL

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Louis Kurkjian (AMAA)
Vahram Shemmassian, Ph.D
(AMAA)

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Herair Mouradian (AMAA)
H. Steven Aharonian, M.D.
(AMAA)
Christina Segel (AMAA)
Gary Phillips, Esq. (AMAA)
Seta Karagoezian (UAECNE)

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Serge Buchakjian (AMAA)
Hasmig Baran, Ph.D. (Chairman)
(AMAA)
J.B.M. Kassarjian, Ph.D. (AMAA)
Hrag Marganian, M.D. (AMAA)
Eddie Racoubian, M.D. (UAECNE)

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John Sagherian (UAECNE)
Anie Boujikianian (UAECNE)
Raffi Boladian (UAECNE)

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Joyce Stein (SPF Chairperson)
Zaven Khanjian (AMAA Executive
Director)
Rev. Megerdich Karagoezian
(UAECNE President)
Nazareth Darakjian, M.D. (AMAA
President)

Honorary Life Members

Mary Diran
Arthur Mehagian

University Administration

Abou Khalil, Patricia, 2014*

Purchasing Manager
B.A., Lebanese University

Alam, Moufid, 1989

IT & Services - Manager of ITS
Applications
M.S., Lebanese University

Avedikian, Houry, 1998

Assistant Librarian
B.A., Haigazian College

Babikian, Siragan, 2011

Junior Hardware/Network Analyst
B.S., Haigazian University

Babikian, Yervant-Shahan, 2002

Comptroller
B.A., Haigazian University College
Certified Internal Auditor, Institute of
Internal Auditors, New York
E.M.B.A., Lebanese American University

Badreddine, Ashraf, 2014

HR Officer
B.A., Haigazian University
SHRM-CP

Bavoukian, Arshag, 2015

Warehouse Officer

Berberian, Tamar, 2007

Librarian's Assistant for technical services
B.A., Haigazian University

Belikerekian, Shaghig, 2011

Senior Accountant
B.B.A., Haigazian University

Charbetji, Chukri, 2012

Student Activities Coordinator
B.S., Haigazian University

Demirjian, Sevag, 2014

Sports Coordinator
B.B.A., Haigazian University

Der Stepanian Parseghian, Vany, 2015

Admissions Officer
B.A., Notre Damme University

Elmajian, Taline, 2005

Faculty Secretary & Webmaster
B.A., M.B.A., Saint Joseph University

Estepan, Shant, 2009

Senior Network Analyst
B.S., Haigazian University
M.B.A., Haigazian University

Fermanian, Anahid, 1973

Registrar
B.A., Haigazian College

Ghorghorian, Vahe, 2008

Assistant Manager ITS
B.S., Haigazian University

Gosdanian, Vera, 1987

Associate Librarian
Diploma in Armenian Linguistics and
Literature, Hamazkayin

Gurunlian, Sebouh, 2013

Director of Center for Continuing
Education
M.I.B., Bordeaux Ecole de Management

Haddad-Elias, Dalia, 2002

Student Billing Officer
Licence, Lebanese University

**Dates indicate the first date of full-time employment at Haigazian University*

Haidostian, Paul, 2002

President
B.A., Haigazian College
M.Div., Near East School of Theology
Th.M., Ph.D., Princeton Theological
Seminary

Jalian, Salpi, 2008

Assistant to the President for
Administrative Affairs
B.A., Haigazian University

Jarkhedian, Hovig, 2013

Senior Lab Technician
M.P.H., American University of Beirut

Kandakarjian, Nazeli, 2015

Executive Secretary
B.B.A., Haigazian University

Kaprielian, Razmig, 2012

Student Life Director
B.B.A., Haigazian University
M.B.A., Haigazian University

Karam, Jean, 2003

Personnel Officer

Karkourian, Rita, 2003

Admissions Office Assistant
B.A., Haigazian University

Kazandjian, Mardig, 2005

Head of Security

Keshishian, Tamar, 2009

Associate Registrar
B.A., Haigazian University
M.B.A., American University of Beirut

Khederian, Aline, 2014

Information Desk Officer

Koeshgerian, Jacques, 2014

Messenger

Kuredjian, Mayda, 2014 (part time)

Job Placement Officer
B.A., Haigazian University

Margossian, Roupen, 2017

Student Recruitment Officer
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Minas, Silvy, 2013

Junior Lab Technician
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M.A., Université de Perpignan, France

Moudabber, Joseph

Instructor, Faculty of BAE
B.A., Moravian College, USA
General Manager, Century Park Hotel

HONORARY DEGREES

From time to time Haigazian University recognizes persons of distinction who have an outstanding record of achievement and service in keeping with the ideals of the institution. The following individuals have received honorary degrees and awards from Haigazian University.

The Rev. Hovhanness P. Aharonian

President of the Near East School of Theology

Doctorate of Divinity

June 20, 1980

The Rev. Giragos H. Chopourian

Executive Director of the Armenian Missionary Association of America

Doctorate of Divinity

June 20, 1980

Mrs. J. S. Joyce Philibosian Stein

Chairperson of the Stephen Philibosian Foundation

Doctorate of Humane Letters

June 20, 1980

The Honorable Ambassador,

Mr. Set Momjian

United States Representative at the United Nations

Doctorate of Laws

June 20, 1980

Mr. Alec Manoogian

President of the Armenian General Benevolent Union

Doctorate of Humane Letters

October 18, 1980

Dr. Mihran Agbabian

Professor and Chairman of the Dept. of Civil Engineering, U.S.C.

Doctorate of Humane Letters

November 2, 1980

Dr. Virginia Harikian

Doctorate of Humane Letters

November 2, 1980

Dr. Rendel Levonian

President, California State Medical Board
Doctorate of Humane Letters
November 2, 1980

Rev. Movses B. Janbazian

Executive Director of the Armenian Missionary Association of America
Doctorate of Divinity
July 3, 1998

Wilma Armine Cholakian

Administrative Dean, Haigazian University
Doctorate of Humane Letters
July 7, 1999

John Khanjian

President, Haigazian University
Doctorate of Humanities
July 2, 2002

UNIVERSITY AWARDS

THE UNIVERSITY SERVICE SHIELD

Mr. Robert Kocharian

President of the Republic of Armenia, 2000

Mr. Rafiq Al-Hariri

Prime Minister of Lebanon, 2001

Mr. Vartan Oskanyan

Minister of Foreign Affairs, Armenia, 2005

Mrs. Leila Solh-Hamadeh

Vice-President of the Waleed Bin Talal Humanitarian Foundation, 2009

Mr. Serge Sargsyan

President of the Republic of Armenia, 2012

ALUMNI SERVICE AWARD

Mr. Salim Diab

2001

Miss Alice Kazandjian

2001

Miss Sona Nashian

2001

Rev. Salim Sahyouni

2001

Mr. Jirair Tanielian

2001

DISTINGUISHED SUPPORTER AWARD

Mr. & Mrs. Garbis & Lucy Tutunjian

2009

DISTINGUISHED SCHOLAR AWARD

Monsignor Antranig Granian

2009

Dr. Manoug Manougian

2013

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