



ACADEMIC CATALOG

MIDDLE EAST UNIVERSITY
2026-2027



Contents

PRESIDENT'S MESSAGE.....	3
UNIVERSITY DIRECTORY.....	4
PRESIDENTIAL HISTORY.....	7
THE UNIVERSITY.....	8
STUDENT LIFE AND CAMPUS SERVICES.....	11
ADMISSIONS.....	15
REGISTRATION.....	27
FINANCIAL INFORMATION.....	30
ACADEMIC INFORMATION.....	32
INFORMATION FOR GRADUATE STUDENTS.....	41
RIGHTS AND RESPONSIBILITIES.....	43
GRADUATION INFORMATION.....	46
LANGUAGE INSTITUTE.....	48
FRESHMAN PROGRAM.....	50
GENERAL EDUCATION PROGRAM.....	52
FACULTY OF ARTS AND SCIENCES.....	54
FACULTY OF EDUCATION.....	63
FACULTY OF BUSINESS ADMINISTRATION.....	69
FACULTY OF PHILOSOPHY AND THEOLOGY.....	80
COURSE DESCRIPTIONS.....	92



President's Message



Dear Students and Friends of MEU,

Welcome to Middle East University and to the 2026–2027 Academic Catalog.

Since 1939, Middle East University has been committed to providing quality education grounded in Christian values and dedicated to preparing students for lives of purpose, leadership, and service. As we begin a new academic year, we do so with renewed vision and a strong commitment to helping our students succeed academically, spiritually, and professionally.

At MEU, our mission is **to provide transformative education that promotes intellectual, spiritual, and social wholeness.** We believe education should develop the whole person,

equipping students with the knowledge, skills, values, and faith needed to thrive in an ever-changing world. Our goal is not only to prepare graduates for successful careers, but also to inspire them to make a positive impact on their communities and beyond.

Our vision is to be **an innovative faith-based university preparing leaders for service.** Through relevant academic programs, practical learning experiences, dedicated faculty, and a supportive campus environment, we seek to cultivate graduates who lead with competence, integrity, compassion, and purpose.

This year marks the launch of MEU's Strategic Plan 2026–2029. The strategic plan serves as a roadmap for institutional growth and renewal, guiding our efforts to strengthen academic quality, enhance the student experience, foster innovation, deepen our spiritual impact, and expand our service to the region. As we implement this plan, we are confident that MEU will continue to grow as a university that transforms lives and prepares leaders for meaningful service.

Our new tagline, **“Empowering Minds, Transforming Lives,”** reflects the heart of our commitment to every student. We strive to empower minds through excellent education and transform lives through faith, character development, and opportunities for service.

As you explore this catalog, I invite you to discover the many opportunities available at MEU. Thank you for considering Middle East University. We look forward to partnering with you as you develop your talents, strengthen your faith, and prepare for a lifetime of leadership and service.

Dr. Carlos Biaggi
President
Middle East University

University Directory

BOARD OF TRUSTEES

Denis Sand, MENA Union, President, Chairperson
Myron Iseminger, MENA Union, Secretary, Vice-Chairperson
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Morris Kalliny, Educational Expert
Wissam Haddad, Financial Expert
Ronny Ghazal, Representative of the Middle East Fellowship
Malcolm Russell
Norma Chehade
Dr. Lisa Beardsley-Hardy, General Conference of SDA, Director of Education

BOARD OF TRUSTEES EXECUTIVE COMMITTEE

1. Chairperson, President of the Middle East North Africa Union of Seventh-day Adventists
2. Vice-Chairperson, Executive Secretary of the Middle East North Africa Union of Seventh-day Adventists.
3. Secretary, President of Middle East University
4. Other members of the Board of Trustees as available within the region

UNIVERSITY ADMINISTRATION



Carlos Biaggi, PhD
President



Amy McHenry, PhD
Vice President for
Academic Administration



Keila Krause, MBA
Vice President for
Finance



John Issa, PhD
Vice President for
Public Relations and Marketing



Farid Khoury, MS/MA-R
Vice President for
Student Life

EMPOWERING *Minds,*
TRANSFORMING *Lives!*

ACADEMIC ADMINISTRATION

Amy McHenry, PhD, Vice President for Academic Administration

Amy McHenry, PhD, Interim Dean, Faculty of Arts and Sciences

Philippe Zgheib, PhD, Dean, Faculty of Business Administration

---, Dean, Faculty of Education

Dioi Cruz, DMin, Dean, Faculty of Philosophy and Theology

Lilian Barkanian, BA, Registrar

FACULTY MEMBERS

Bassam Abdalla, MBA, Faculty of Business Administration

Maglin Anbu, MS, Faculty of Arts and Sciences

Carlos Biaggi, PhD, Faculty of Business Administration

Silvana Biaggi, MA, Faculty of Education

Steve Creitz, MFA, Faculty of Arts and Sciences

Dioi Cruz, DMin, Faculty of Philosophy and Theology

Raja Farah, PhD, Faculty of Philosophy and Theology

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Mark Hynum, MD/MPH, Faculty of Arts and Sciences

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Lina Issa, MA, Faculty of Education

Maria Jankovic, MA, Faculty of Philosophy and Theology

Slavisa Jankovic, PhD, Faculty of Philosophy and Theology

Irrai Anbu Jayeraj, PhD, Faculty of Arts and Sciences

Farid Khoury, MS/MA-R, Faculty of Arts and Sciences

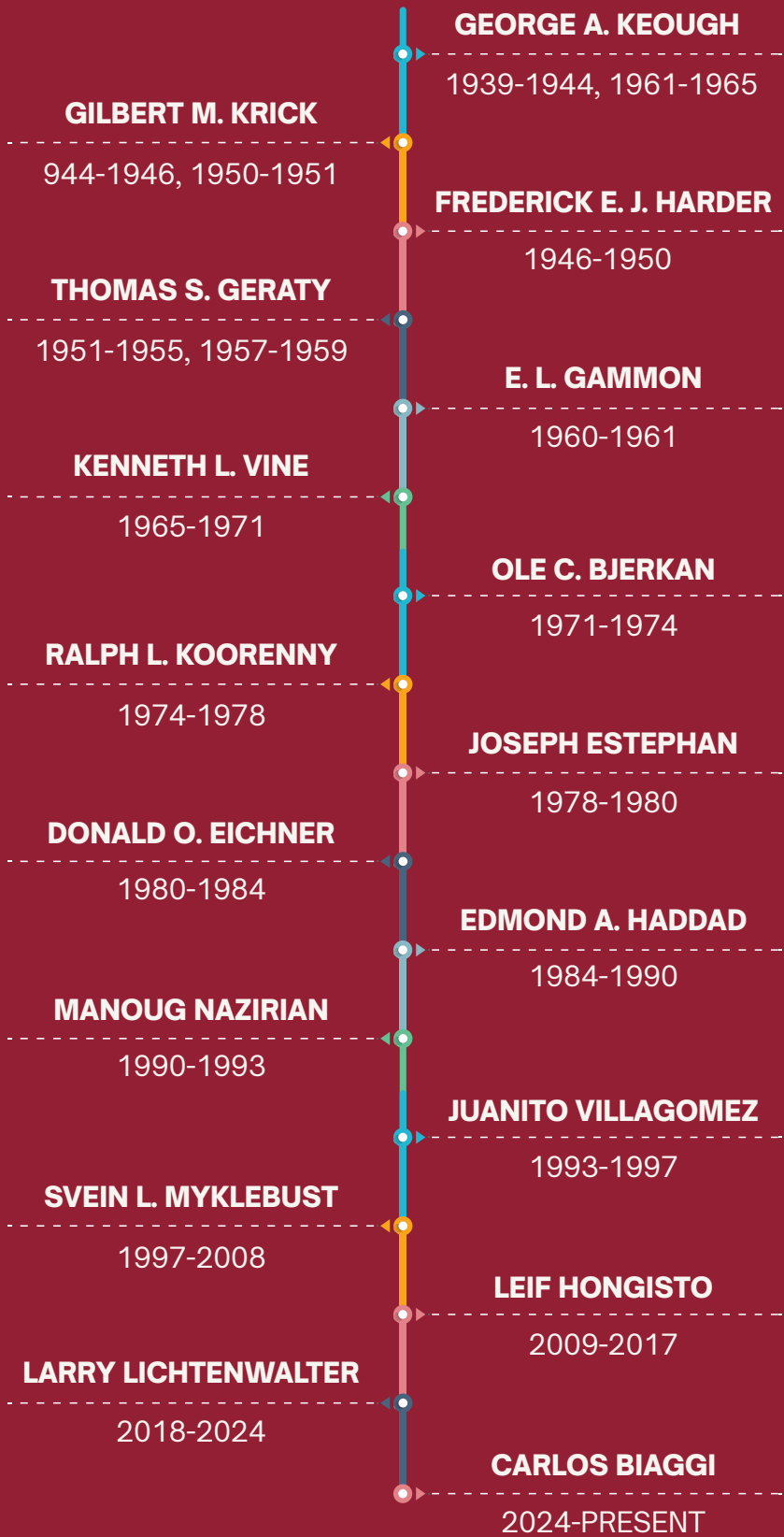
Amy McHenry, PhD, Faculty of Arts and Sciences

Peter McHenry, PhD, Faculty of Arts and Sciences

Magdy Salama, MS, Faculty of Arts and Sciences

Philippe Zgheib, PhD, Faculty of Business Administration

Presidential History



INTERIM PRESIDENTS

CECIL L. GEMMELL
1955-1957

ROBERT C. DARNELL
1959-1960

MILAN BAJIC
2008-2009

The University

ACCREDITATIONS AND ASSOCIATIONS

All degrees offered by Middle East University (MEU) are fully accredited and equalized by the Lebanese Ministry of Education and Higher Education (MEHE). Additionally, the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (AAA, www.adventist-accreditingassociation.org) has granted full recognition to both the undergraduate and graduate programs of Middle East University.

Furthermore, MEU is part of the Seventh-day Adventist global education system, the second largest Christian education system in the world. This affiliation connects MEU to over 110 colleges and universities throughout the world. As part of this vast network, students of MEU have many possibilities to pursue further study in a wide range of countries abroad.

MEU is a member of the Universities Association of Lebanon (www.uaolb.org), which is comprised of 19 member institutions. It is also part of the Arab Association of Collegiate Registrar's and Admission Officers (Arab-ACRAO, www.arab-acrao.org).

MISSION, VISION, AND CORE VALUES

IDENTITY

MEU is a Seventh-day Adventist university, serving Lebanon, the Adventist church in MENA and the global Adventist church, as a member of the worldwide Adventist education network.

MISSION

Middle East University's mission is to provide transformative education that promotes intellectual, spiritual, and social wholeness.

VISION

To be an innovative faith-based university preparing leaders for service.

CORE VALUES

Faith: A spiritual environment that nurtures and promotes a personal relationship in God.

Excellence: A passion for learning, thinking, and fostering knowledge for a life of purpose.

Service: Love and respect toward others reflected in action.

Wholeness: Continued growth of mind, body, and spirit in community.

GRADUATE PROFILE

MEU is committed to developing a positive learning culture on its campus that provides opportunities for whole-person development. As a Seventh-day Adventist institution of higher learning, MEU aspires to high standards, goals, and expectations.

MEU graduates will...

1. Experience God through a living faith that transforms their minds, hearts, and lives.
2. Be self-regulated learners with well-developed information literacy and communication skills.
3. Be committed to critical thinking, innovation, and creativity.
4. Demonstrate personal accountability, strong work ethic, and excellence in their professions.
5. Exhibit high moral character and cultivate integrity in their lives.
6. Lead lives of compassionate service.
7. Be effective team players displaying advanced interpersonal skills and valuing differences.
8. Be faithful stewards of resources to honor God and fulfill their responsibility to others.

INSTITUTIONAL EFFECTIVENESS

The Institutional Effectiveness Committee reviews all areas of University activity, seeking to verify that MEU is progressing in meeting its established goals, objectives, mission, and vision. The outcome of the review undertaken by this Committee helps in guiding the various groups on campus who must act to contribute to the success of MEU. While the focus is on the outcomes and the effectiveness, the organizational processes are also reviewed.

PHILOSOPHY OF EDUCATION

MEU's philosophy of education is Christ-centered, aiming to restore human beings into the image of their Maker. We believe that, under the guidance of the Holy Spirit, God's character and His purposes can be understood as revealed in the Bible, in Jesus Christ, and in nature.

We believe that God is infinitely loving, wise, and powerful. He relates to human beings on a personal level, presenting His character as the ultimate norm for human conduct and His grace as the means of restoring us as human beings to His image.

We recognize, however, that human motives, thinking, and behavior have fallen short of God's ideal. Education in its broadest sense is a means of restoring human beings to their original relationship with God. Working together, homes, schools, and churches cooperate with divine agencies in preparing learners for responsible citizenship in this world and in the world to come.

The education at MEU imparts more than academic knowledge. It fosters a balanced development of the whole person-spiritually, intellectually, physically, and socially. It seeks to develop a life of faith in God and respect for the dignity of all human beings; to build character akin to that of the Creator; to promote loving service to human beings rather than selfish ambition; and to encourage independent thinking and maximum development of each individual's potential.

ACADEMIC PROGRAMS

The University is comprised of four faculties: the Faculty of Arts and Sciences, the Faculty of Business Administration, the Faculty of Education, and the Faculty of Philosophy and Theology. It offers programs that lead to both bachelor's and master's degrees, in addition to other non-degree programs. The language of instruction is English. The curricula of MEU are carefully designed and constantly revised and updated in order to advance the multi-dimensional development of the whole person.

HISTORY

From its establishment in 1939, MEU has strived to be a diverse institution, accepting, and serving people from all cultures and backgrounds. As a higher-education institution operated by the global Seventh-day Adventist denomination, MEU is connected to the second largest Christian education system in the world. This allows the University to benefit from a constant flow of international staff and students from all over the world, fostering an intellectually and internationally open environment.

MEU was originally founded as the Adventist College of Beirut and located in Mouseitbeh. In 1946 the institution was relocated to its present site, in Sabtieh, Sad El-Bauchrieh. During the same year it was renamed Middle East College, and the cornerstone of what is now North Hall was laid by His Excellency Sheikh Bechara El-Khoury, then President of the Republic of Lebanon.

In 1949, the Lebanese Ministry of Education and Higher Education granted the institution the accreditation to offer studies in higher education. On June 28, 2001, Middle East College was formally and legally renamed Middle East University. This significant development further validated the role of MEU as an important center of higher education for the people of Lebanon and the Middle East.

LOCATION AND ENVIRONMENT

MEU campus is situated on 30 hectares of green hillside in Sabtieh, east of Beirut. A refreshingly green environment just at the edge of the busy metropolitan environment of Beirut, the campus provides local students with an idyllic location to study and socialize. International students benefit from the peaceful and secure campus while also having easy access to the vibrant lifestyle of Beirut. With a breathtaking view overlooking Beirut and the Mediterranean Sea, visitors to campus are continually impressed by MEU's incredible location.

INTERNATIONAL NATURE

MEU was founded to serve the Middle East region. However, it also welcomes students from the rest of the world. The significant international presence on campus over the years has contributed to a rich cultural heritage. Currently, MEU is proud to have students, faculty, and staff representing over 30 countries.

MEU is part of the global education network of the Seventh-day Adventist Church operating the broadest and most extensive Protestant Christian educational school system in the world, including over 110 institutions of higher education. For more information about our sister institutions of higher education and other Adventist education institutions, please visit www.adventistcolleges.org and www.adventisteducation.org.

For inquiries about MEU's international programs, please contact the International Student Office at admissions@meu.edu.lb.

SERVICE INITIATIVES

MEU is active in service to the local community, as well as the broader Lebanese community and even internationally. All undergraduate students have service as part of their formal curriculum, and also have the opportunity to be involved in other volunteer service projects locally and internationally. These may include activities such as painting, cleaning, food and clothes distribution to needy families, children's book writing workshops, smoking cessation seminars, health expos for both adults and children, and health-related services.

Student Life and Campus Services

Middle East University (MEU) seeks whole-person education, balancing the physical, intellectual, spiritual, and social aspects of life. It provides an environment that stimulates academic development and nurtures personal growth and social skills. A number of activities and services are designed to foster this growth. MEU students are invited to make effective use of and enjoy all the academic and non-academic programs and facilities.

KEOUGH LIBRARY

The library on the campus of MEU, the Keough Library, is named after George Arthur Keough, the University's first president. Established in 1939, the library has through the years grown to encompass over 23,000 volumes with texts in Arabic, English, and French, updated reference books, and online databases. It includes a Heritage and Cultural Center (HCC).

The Keough Library is a member of the Lebanese Library Association, Lebanese ILL/DD Services (LIDS) Consortium, the Adventist Library Information Cooperative (ALICE), and the Association of Seventh-day Adventist Librarians. Interlibrary loans from other institutions around Lebanon and worldwide are available for items that cannot be found at the MEU Library. The library has a modern high-tech infrastructure.

KOHA supports the Library's Online Public Access Catalogue system. It embeds all library functions, services, and auxiliary tools enabling access to resources on and off campus. Interlibrary loans can be placed through direct email at library@meu.edu.lb.

Additional on campus services include the following:

- Open stack arrangement facilitating easy browsing;
- An online catalog and additional electronic sources;
- Study materials and information on specialized topics;
- Access to an online internet lab with computers with office tools;
- Conference rooms for meetings and group study;
- Workstations for scanning, copying, and printing;
- Comfortable seating in the periodical/newspaper section; and
- Carrels for secluded private study.

The Keough Library and its staff serve the academic and intellectual development of all of its patrons: students, faculty, staff, and alumni.

THE HERITAGE AND CULTURE CENTER

The Heritage and Culture Center (HCC) was founded in 2007 to preserve and promote Lebanese cultural heritage. The vision statement reads: To inspire and engage people in the exploration, appreciation, and conservation of the rich cultural heritage and traditions of Lebanon. The mission of the HCC is to preserve, promote, and celebrate the unique cultural heritage and traditions of Lebanon through a range of educational programs, exhibitions, research projects, and events that foster understanding, enrichment, respect, and appreciation for the diverse cultures that make up our heritage.

The HCC provides information, resources, and available equipment to MEU's students, faculty, staff, and community partners, such as libraries, archives, and exhibition spaces. HCC hosts a range of activities such as public lectures, cultural events, musical performances, educational outreach programs, and book signing. One of our marking events is the "MEU Golden Pin" award, presented to prolific authors and prominent artists whose work has helped promote or preserve our cultural heritage. Research and activities focus on topics such as archaeology, folklore, art history, cultural anthropology, and heritage conservation.

CAMPUS MINISTRY

The development of a well-balanced person goes beyond the intellect and includes the physical, emotional, and spiritual dimensions. The spiritual sphere of the MEU campus aims to assist students in their spiritual growth through a deliberate strategic plan. This enables them to come, connect with God on a personal level, cultivate their knowledge and love for Him, and share that love with others.

The entire campus is encouraged to come, connect, grow, and share what they learn and how they are transformed. Spiritual experiences, such as a daily devotional with faculty and staff, the week of spiritual emphasis, individual and group Bible studies, and community service (just to mention a few), are integral elements of this growth process. All activities contribute to a final goal: transformation of faculty, staff, and students.

COMPUTER LABS

The MEU computer center, located in North Hall, is used for instructional purposes and to meet the academic needs of students. Technical support staff provide technical assistance. The lab is available to students, access to which is subject to proper use. Each student has a personal account designated for exclusive use in the lab and on university computers. Each account's activity is monitored, and any violation of the following rules may result in account deletion and access prohibition to the lab:

- Accessing, transmitting, or storing pornographic material; documents containing profanity or defamation; or literature promoting hatred of any group or advocating lifestyles contrary to MEU's policies
- Transmission or storage of copyrighted materials
- Premeditated launching of viruses or destructive programs
- Attempts to bypass system firewalls or web filters
- Unauthorized access to other computers on the network
- Participating in "spam" emails, including generating or forwarding chain letters
- Harassing or intimidating other users
- Using the University's resources to support personal business.

The laboratory is available for use at any time during established hours, except for periods when it is closed for assemblies, worship or other scheduled student activities.

ASSEMBLY PROGRAMS

Regularly scheduled assembly meetings are an integral part of the student's academic experience. This is an opportunity to gather as an MEU community to fellowship, communicate, and grow together. The diverse topics add breadth to the student's educational experience. These meetings cover many areas, including spiritual, academic, cultural, and social themes, as well as Student Association programs. Full-time undergraduate students are required to attend regularly, in accordance with the published Assembly Policy.

BOOKSTORE

Textbooks and course modules are sold at the bookstore, located in the Keough Library. At times textbooks can also be rented. Purchased textbooks may not be returned.

SOCIAL ACTIVITY AREAS

Students can take advantage of the campus social activity areas for socialization and study. Located in South Hall, the facility has table tennis, a pool table, and other table games, as well as board games.

FOOD SERVICE

A wide selection of options is available at the cafeteria, which is housed in South Hall and is available to dormitory as well as to day students and faculty, staff, and guests during the academic year by prior arrangements with the Business Office. The menu includes a variety of nutritious Mediterranean and international vegetarian meals.

SPORTS FACILITIES

Part of MEU's distinctive education is to train students physically as well as mentally. To stay energetic and fit, the university has modern outdoor athletic fields for tennis, basketball, volleyball, and football, as well as indoor table tennis facilities. Furthermore, our scenic campus provides a suitable and relaxing setting for outdoor recreation such as walking or jogging. An indoor gym is available in North Hall for a small monthly fee. Access to the gym can be arranged through the Business Office. The sports courts are available for use by community members for a nominal fee. Reservation of sports facilities can be made through the Business Office.

CAMPUS SECURITY

Campus security policies are created with a vested interest in the quality of life on campus, the welfare of the university property, and the safety of its campus community. These policies support a safe and secure academic and social environment free from threats of violence and confrontation. Individuals who reside on campus, study at MEU, or visit the grounds must observe campus safety policies and should respect the security officers and cooperate with them. Any person entering or leaving the MEU property should expect to be checked and/or required to show identification.

HEALTH SERVICES

In case of minor health problems, the campus Health Coordinator can provide assistance and first aid. Medical care is available at facilities in the immediate vicinity of the University.

STUDENT HOUSING

Comfortable on-campus residential accommodations comprised of separate dormitories for men and women are available in North Hall and South Hall. The dormitories are equipped with heating and air conditioning, Internet, and laundry facilities. There are specific regulations governing dormitory life on campus, which are monitored by the dormitory deans. Arrangements for student housing are made through the Business Office. More details are available in the Student Handbook.

MOTOR VEHICLE REGISTRATION

MEU has a large parking area for faculty, staff, students, and visitors. All cars used to commute to MEU must be registered with the Business Office at the beginning of each semester. Vehicle drivers must document that the car is insured and that they have a valid driver's license. They are expected to observe the speed limits as well as traffic and parking regulations. A system of fines is enforced on those who fail to uphold the campus parking and safety regulations.

STUDENT ASSOCIATION

Every undergraduate student registered for six or more credits becomes a voting member of the Middle East University Student Association (MEUSA). This organization, guided by a constitution, allows for democratic student leadership and functions as a liaison between the students and the instructional faculty and administration.

The MEUSA has representation on certain university committees; it sponsors spiritual, social, recreational, and scholarly activities, and it coordinates the publication of the MEU yearbook, Pine Echoes.

CAMPUS STUDENT CLUBS

MEU encourages students to participate in as many campus extracurricular activities as their study/workload permits. There are several campus student clubs sponsored by faculty/staff members, which give students the opportunity to complement their academic experience by exercising leadership, developing talents, and articulating self-expression. Through these clubs, students learn to engage and work with each other, balance their academics with organizational and volunteer commitments, and serve others to achieve goals and develop leadership skills.

SOCIAL RECREATION

The Student Life Office and the MEUSA sponsor a variety of social functions. Students should take note of advertised campus events that cater to a variety of interests and consist of sports tournaments, indoor and outdoor activities, music and talent exhibitions, cultural and humanitarian programs, field trips, campus fairs, community service activities, assembly meetings, and spiritual gatherings. The MEU administration encourages students to propose creative events and activities and is available to support and organize approved social events.

DEPARTMENT OF PUBLIC RELATIONS AND MARKETING

The Department of Public Relations and Marketing is responsible for the marketing and recruitment efforts of MEU. Public relations and marketing include communication plans to increase awareness, branding, and visual identity. These efforts are clearly seen through MEU's website, social media channels, and advertisement initiatives. Recruiting is more directly connected with relational activities that lead to a decision to enroll.

The Department of PR and Marketing promotes the university through external communication that supports awareness and outlines MEU's role both within the Lebanese professional community and internationally. The Department of PR and Marketing creates the public face of MEU and ensures positive publicity through a variety of avenues including social media, the web, and professional conferences.

Admissions

ADMISSION POLICY

MEU welcomes men and women from all religious backgrounds and is committed to quality and equal educational opportunities. MEU does not discriminate against applicants on the basis of race, national origin or age. The Admissions Committee follows a policy of selective admission based on the applicant's qualifications, former scholastic achievement and/or entrance examination results. The Admissions Committee reserves the right to deny admissions to any applicant who does not meet the standards of admission. The Office of Admissions is responsible for the administration of the admission procedure.

Admission to MEU is valid for one academic year. If an applicant fails to register during this period, they will have to reapply to be considered for admission.

UNDERGRADUATE APPLICATION PROCEDURE

Application forms are available at the Office of Admissions or online at <https://meu.edu.lb/application-procedure>. There are three options for regular admission:

	ENTRY STATUS	ADMISSION REQUIREMENT
1	Freshman Status	Grade 12 from a recognized school within the country of residence
2	Sophomore Status	BAC II or its equivalent, or completion of SAT exam and equalization of Freshman program with minimum GPA of 2.0
3	Transfer Student Status	Minimum of 24 credits earned at an accredited institution of higher learning within country of residence

Applications will not be considered until all required documents have been submitted. To ensure full consideration and a smooth start to the student's university life, the documents should be presented no later than two months prior to the intended start date.

The following items are required of all applicants:

- Completed application form
- Recent passport photo (digital or physical)
- Application fee—non-refundable.
- Official transcript issued by an accredited secondary school.
 - 9 to 12th grade for those entering as Freshman
 - 10 to 12th grade for those entering as Sophomores
 - 7 to 12th grade for those entering from vocational schools
- High School diploma.
- Documented permission from MEHE to enroll in the Freshman Program (if applicant has no BAC II or its equivalent) or the attestation of successful completion ("Ifadet") to enroll in the Sophomore year admission.

In addition, a clear copy of the following is required from International applicants:

- Photocopy of the passport main page

In addition, clear copies of the following items are required for Lebanese applicants:

- National identity card
- Family civil status record

It is possible that during the admissions process, the committee may request further documentation in order to process an application.

Applicants should note that the selection of a major may be limited based on the emphasis or track taken in secondary school (e.g., Literature and Humanities, Sociology and Economics,

General Sciences, or Life Sciences) and/or by government exams. Should applicants choose a different track, remedial courses may be required where applicable. Applicants with a Technical Baccalaureate are eligible for admission to the program of study that corresponds to their technical program.

The Registrar's office has the current information regarding the requirements and processes for the permission to enter the Freshman Program, as well as the Baccalaureate Equivalency regulations, as currently published by the Lebanese Ministry of Education and Higher Education (MEHE). Until the written authorization from MEHE is submitted to the Registrar's office, the student will be considered on "probationary enrollment status" with MEU.

DOCUMENTS AND RECORDS

Transcripts of grades and other application documents become the property of MEU at the time of application and may not be reclaimed or forwarded. Certified copies can be provided. The application documents of those who are denied admission, or have been accepted but did not register, are routinely destroyed after one academic year.

MEU relies on the accuracy of the records submitted by applicants. False information on an application, or any other act to intentionally mislead or misinform instructional personnel or administrators, is grounds for disciplinary action, including dismissal from MEU. Students seeking access to or amendment of their educational records should contact the Office of Registrar at registrar@meu.edu.lb.

The university will not disclose a student's educational record without obtaining the student's prior written consent, except that a student's educational record may be disclosed (i) to other school officials, including teachers with a legitimate educational interest and contractors, consultants, volunteers, or other parties to whom MEU has outsourced educational or institutional services or functions; (ii) to parents of a dependent student, (iii) to official sponsor organizations with which students have signed a contract, (iv) to accrediting organizations; or (v) in compliance with a judicial order or lawfully issued subpoena.

MEU reserves the right to disclose routine information as required by the MEHE in Lebanon (e.g., a student's name, gender, nationality, program of study, degree(s) received) without prior written consent from the student. The student's consent in writing will be required for disclosure of any other personally identifiable information from academic records.

INTERNATIONAL APPLICANTS

International applicants who have completed their secondary education outside of Lebanon are reminded that application procedures may take time, and those needing a visa to enter Lebanon must allow for ample processing time. International applicants must pay an advance deposit which will be credited towards their university tuition and expenses. The MEHE has specific requirements for authentication of foreign documents that must be obtained in the country of origin. Therefore, they should under no circumstances arrive physically in Lebanon without receiving an official letter of acceptance and travel authorization from the Registrar at MEU.

The applicant should have a passport that is valid for a period not less than one year from the date of joining MEU. It is their responsibility to secure an entry visa to Lebanon from the Lebanese embassy or consulate in their country (if they are not eligible for a visa on arrival). The student must also be aware of the passport expiration date and plan for its renewal when on vacation or at a local consulate or embassy. MEU is not financially responsible for travel associated with passport renewal issues. The university will facilitate the process for registered international students to acquire student residence permits from the local authorities. International students are required to have equalized high school documents and be registered for a full course of study as defined in this catalog in order to maintain their international student residency. Student residency must be renewed annually.

For assistance with any needed information, including entry requirements into Lebanon from your respective country, please contact the Admissions Office at admissions@meu.edu.lb.

NAMES AND NATIONALITIES OF STUDENTS

The name used for all official documents at MEU must be the same as that found on their government-issued photo ID (passport, national ID, etc.). This name will appear on the diploma and transcripts. Students will not be permitted to change their nationality to Lebanese on the records of MEU unless they fulfill the admission requirements for Lebanese students.

UNDERGRADUATE ENTRANCE EXAMINATIONS

MEU reserves the right to require certain applicants to take entrance examinations, to meet the university's admissions standards.

English Language Proficiency

Since the medium of instruction at MEU is English, the English language entrance examination is required of all applicants whose native tongue is not English. The English language entrance examination tests the applicant's abilities in the areas of listening, reading, grammar, and vocabulary. Students who have spent a minimum of 3 years in formal studies at an institution where English is both the language of instruction and the principal language spoken on campus are exempted.

The official scores from the following standardized exams are accepted: TOEFL ITP, TOEFL iBT, IELTS, and Duolingo. Applicants are encouraged to make personal arrangements to take the English examination at an official TOEFL or IELTS testing center on a date convenient for them. Alternatively, just before each semester begins, MEU organizes the Test of English as a Foreign Language (TOEFL) on the announced test date(s). If this latter option is chosen, it is the responsibility of each applicant to personally register for and take the required test on the test date(s) published by MEU in its Academic Calendar. It is the student's sole responsibility to take an approved English proficiency exam and submit the scores to the MEU Registrar during application. Registration for classes will not be permitted without this score.

English language proficiency for undergraduate students is established by any of the following:

- A minimum score of 525 on the Institutional Testing Program Test of English as a Foreign Language (TOEFL ITP) or 76 on the Internet-based Test of English as a Foreign Language (TOEFL iBT)
- A minimum score of 6.0 on the International English Language Testing System (IELTS).
- A minimum score of 110 on the Duolingo English Test.

An English examination score is only valid for up to two years. Applicants who fail to obtain a passing score are encouraged to enroll in MEU's English Language Institute to reach to the required level of English, and then to continue with their degree.

Applicants who score less than 325 on the TOEFL ITP, 24 on the TOEFL iBT, 4.0 on the IELTS, or 65 on the Duolingo may be admitted to the Language Institute, but should expect to do additional work in English before entering Basic English.

Placement Tests

Applicants may be asked to sit for an English Placement Test (EPT) that diagnoses the students' English language skills for the most appropriate placement in an English language course. The EPT requires the writing of an essay of 200-300 words on an assigned topic, to be completed in one hour. It is evaluated for content, organization, style, and mechanics. Depending on the level of achievement, applicants may be required to take an introductory course ENLG110 Academic English, or may advance directly to ENLG211 English Composition I.

Applicants to the Bachelor of Science in Computer Science degree program must sit for the Mathematics Placement Test (MPT), which identifies their knowledge of Calculus I and II and determines their ability to enroll in Calculus III and other subsequent mathematics courses. Depending on the level of achievement, applicants may be required to take Calculus I and II as remedial courses.

Applicants to the Bachelor of Science in Information Systems must sit for the Mathematics Placement Test (MPT), which identifies their acquired knowledge of mathematics and determines their ability to enroll in courses that require prior mathematical knowledge. Based on the result of the MPT, the applicant may be required to take Calculus I as a remedial course.

Applicants for the BA in Education who wish to take a course other than Calculus I will be required to take the MPT to demonstrate their knowledge in mathematics.

SAT Exams

Applicants to the Freshman Program are required to take the SAT exam at a recognized examination center before they can begin their Freshman Program courses. If the applicant has taken the SAT test more than once, then the highest score for each of the areas will be adopted. The SAT score is valid for two academic years and shall be submitted directly from the Collegeboard.org website to the Registrar's office.

UNDERGRADUATE ADMISSION CLASSIFICATIONS

Admission Classifications

Applicants may be admitted to either the Freshman Program or to the Sophomore Class based on their qualifications.

Freshman Program

International applicants to the Freshman Program should hold a secondary school certificate from an institution accredited outside of Lebanon based on twelve years of regular successive schooling (starting with Grade One) and recognized by MEHE. Lebanese with dual citizenship applying to the Freshman Program must obtain permission from the Equivalence Committee of MEHE, allowing them to pursue higher education on the basis of a foreign program. The process of equalizing their high school qualifications, must begin prior to the applicant's first registration. All applicants to the Freshman Program are also required by MEHE to pass the SAT exam with satisfactory scores.

If the applicant wishes to apply for a waiver to take the SAT exam on Sunday, due to religious reasons, MEU can assist in obtaining a waiver letter for that purpose. It is the applicant's personal responsibility to submit the waiver to College Board. For updated information on the SAT, or to request a waiver letter, please contact the Admissions Office (admissions@meu.edu.lb).

Sophomore Class

To be admitted to the Sophomore Class, applicants must provide documentation of having passed the Lebanese Baccalaureate (or BAC II) or its official equivalent as determined by MEHE. Applications for BAC II equivalence shall be made to MEHE. The class to which such applicants will be admitted (Freshman or Sophomore) will depend on the level approved by MEHE.

Applicants with a Lebanese Baccalaureate in Literature and Humanities, Sociology and Economics, General Sciences, or Life Sciences are eligible for admission to certain faculties. Applicants with a Technical Baccalaureate are eligible for admission to the program of study

that corresponds to their technical program though this may require up to nine additional credits. Holders of government secondary certificates, other than the Lebanese Baccalaureate, may apply to the Freshman or Sophomore Classes. While certain secondary certificates may require evaluation on an individual basis, others may not be recognized for admission.

Applicants admitted directly to the Sophomore Class will be granted a transfer of 30 credits from the baccalaureate and will be exempt from the Freshman Program course requirements (30 credits), provided they pass the English language entrance examination and any required placement tests.

UNDERGRADUATE ADMISSION STATUS

The Admissions Committee will review each applicant's application and issue a letter indicating acceptance, denial, or an outline of conditions to be fulfilled before regular standing can be granted. Accepted students will be classified under the category of Regular, Provisional, or Probationary status.

Regular Status

Each applicant who has met all the admission requirements is classified as a regular student. Regular students must carry a course load of not less than 12 credits per semester (six credits for the summer session) to maintain full-time student status. Regular full-time students who may need to reduce their study load to less than 12 credits must seek the approval of their faculty dean and/or sponsor if applicable. A student who carries a course load less than 12 credits, but not less than six credits, will be classified as a part-time student. Part-time student status is given to students who will need less than 12 credits to complete their degree requirements and those who for personal reasons cannot take 12 credits or more.

Regular students may enroll in one of the following programs.

- Four-Year Bachelor's Degree Program: MEU's four-year degree program is for applicants who have completed a non-Lebanese secondary education and who have acquired permission from MEHE to enroll in the Freshman Class.
- Three-Year Bachelor's Degree Program: Applicants may be admitted to sophomore standing on the basis of their Lebanese Baccalaureate or its equivalent as recognized by MEHE and accepted by MEU.

Provisional Status

The Admissions Committee may in certain circumstances admit applicants provisionally for a limited period. Students must meet the regular admission status requirements prior to the completion of the first 12 credits of their study program at MEU.

Applicants in their senior year of school who are yet to graduate can apply for the Freshman year or a degree program. To be considered, applicants must submit essential admission documents, including personal information documents, full official grades for Grades 10 and 11, and their available Grade 12 grades.

The Admissions Committee has the authority to accept these applications on a provisional basis. However, final acceptance is contingent upon the submission of all required documents, including the full Grade 12 transcript, Official BACC results, and the English proficiency test/SAT (if not previously submitted) with the necessary equalization from the Lebanon's Ministry of Education. Once these documents are received, the Admission Committee will conclude the student's acceptance decision. Submission of missing documents must be completed 2-3 weeks before the Fall Semester classes commence.

Applicants seeking admission into an undergraduate degree program (BA, BBA, or BS) different from their Secondary School field of study, or with poor grades in an area of study, may be required to take specific pre-requisite courses to compensate for the deficiency. All pre-req-

quisite courses must, as far as possible, be taken during the first academic year of residence.

Probationary Status

Applicants whose prior academic performance is below average but who have demonstrated motivation and ability to handle university work are assigned a probationary status for one semester. A student on probation must normally take no more than 12 credits during a regular semester or 3 during the summer, and must obtain a minimum GPA of 2.00. At the end of the semester, the Academic Affairs Committee will review the student's status before they are allowed to continue.

OTHER ENROLLMENT STATUS OPTIONS

In addition to those students seeking to earn an MEU degree, MEU allows several other categories of students to enroll at MEU.

Cross-enrolled Students

Cross-enrolled students are those who have been admitted into a program at another accredited university, and who, with the agreement of that university, are seeking to take classes at MEU. This cross-enrollment may be done within the context of a partnership agreement such as exists with Adventist Colleges Abroad, or on a case-by-case basis. The student must present a letter of authorization from the institution where they are admitted, indicating that they are aware of and in agreement with the student's plans. Students who wish to take more than one semester of coursework at MEU will need to provide the appropriate authenticated documents as required for regular admission.

Permission to Take Classes (PTC): Undergraduate

An individual who is not pursuing a degree program at MEU may apply as a Special Student with Permission to Take Classes (PTC). These individuals should have finished high school and met English language proficiency. These students may be permitted to take a load of up to 17 credits per semester. This is a temporary enrollment status and does not guarantee regular admission. Eligibility for PTC status will be re-evaluated each semester. PTC status may be assigned to any of the following:

- Students visiting from other universities for study abroad or exchange programs
- Individuals who need to take certain courses to qualify for certification
- Individuals who wish to take a course for personal growth
- Adults who do not wish to enroll for a degree program.

All students allowed to enroll under the PTC status will be assigned an academic advisor in their area of interest who will recommend an appropriate load. Students who receive regular admission to MEU at a later date may petition for up to 24 of the credits taken on a PTC basis and with an earned minimum grade of "C" to apply towards the proposed undergraduate degree.

English Language Institute

The MEU English Language Institute offers English classes for students who wish to improve their English. The English Language Institute offers three levels: Basic, Intermediate, and Advanced. Students may attend the language institute whether or not they intend to pursue a degree at MEU. The English Language Institute courses are not applicable to MEU degrees; however, official grades are issued and recorded on the transcript of grades.

UNDERGRADUATE TRANSFER STUDENTS

The following are the requirements for transfer applicants:

- An applicant transferring from a university where English is not the language of instruction

must pass the English language entrance examination requirement.

- Transfer applicants may be exempted from the entrance examinations if they have successfully completed one academic year of university work or a minimum of 30 credits in a recognized institution of higher education.
- Applicants transferring from other accredited institutions must have completed a minimum of 24 credits with a cumulative grade-point average (GPA) of 2.00 (“C”) or better to be evaluated on the basis of their university GPA and not their secondary school grades.
- Only courses taken within the last six years with the grade “C” or equivalent may be transferred, but no grade is recorded on the transcript for transferred courses.
- The transferred courses and credits must be essentially equivalent in quality and quantity to the courses to be substituted. Applicants must provide MEU with a catalog, bulletin, or course syllabi from the institution that they previously attended.
- Only six semester credits may be transferred as part of the last 36 semester credits of a degree program.
- A transfer applicant must complete a minimum of 50% of the degree program in residence, including 30 of the final 36 credits prior to graduation, for the bachelor’s degree to be eligible for a degree from MEU.
- Transfer courses and credits are recorded on the student’s transcript of grades at the time when they complete their study program at MEU, but they do not count toward the cumulative GPA.
- Transfer students on academic suspension from another institution are not admitted to MEU.

The final determination of acceptability of transfer courses is made by the Academic Affairs Committee upon the recommendation of the corresponding faculty dean or General Education director.

UNDERGRADUATE RE-ADMISSION POLICY

Undergraduate students who have interrupted their studies at MEU for a period of more than one academic year must apply for re-admission. If they have attended another accredited institution, they must submit an official transcript of grades. A cumulative GPA of 2.00 (“C”) or better on their interim university-level work is required for re-admission. Upon re-enrollment, students must meet the program requirements as listed in the current Academic Catalog. A student who has been dismissed from MEU will not be eligible for re-admission.

Students who have completed a degree program and graduated from MEU may be re-admitted for an additional degree program in a different area of study. A form must be submitted to the Office of the Registrar and approved by the Admissions Committee. MEU does not award a second degree with the same nomenclature, but students can receive a letter indicating the completion of another major or concentration.

UNDERGRADUATE DEGREE REQUIREMENTS

Types of undergraduate courses include:

- General Education Courses. Courses designed to broaden the student’s educational background. These courses are required for all programs.
- Major or Department Courses. Core and concentration courses that cover the basic areas of knowledge in a field of specialization.
- Cognates. Required courses for a major that are offered from other departments. They are usually related to the major.

- Electives. Courses chosen by the students with the approval of their academic advisor that may or may not be related to the major.

Bachelor's Degree General Requirements

These are the minimum degree requirements. Some departments may set a higher standard and include additional requirements.

To be eligible for a bachelor's degree (BA, BS, or BBA) from MEU, a student must complete or achieve:

- The degree's general education, department requirements (core and concentration), electives, and cognates during a minimum period of six semesters. A maximum period of six academic years is allowed to complete the bachelor's degree, beginning with the freshman class; five academic years beginning with the sophomore class; three beginning with the junior class; and two beginning with the senior class. Failure to comply with the permitted period requires the student to petition the Academic Affairs Committee for further consideration.
- The Freshman Program (30 credits), if required, during a minimum period of one academic year.
- The final two semesters in residence in an MEU program.
- At least 30 upper-division credits of the major area in residence.
- A minimum cumulative GPA of 2.00 ("C") in all courses used to meet the degree requirements.
- A minimum cumulative GPA of 2.25 in the major requirements (core and concentration) with no grade lower than a "C-" (though for the BBA program it is 2.33).
- A minimum cumulative GPA of 2.25 in the cognate, with no more than one grade below a "C-"

Individual programs may have additional requirements, which are specified in the corresponding sections of the catalog.

GRADUATE ADMISSION AND APPLICATION PROCEDURE

Application forms are available at the Office of Admissions or online at <https://meu.edu.lb/application-procedure>. Admission is offered on a selective basis to academically qualified students. To be eligible for admission to graduate programs, all applicants must:

- Be holders of a bachelor's degree or its equivalent from an accredited institution of higher education recognized by MEHE.
- Present an applicable undergraduate GPA (3.0) in the major area of study.
- Comply with any additional admission requirements that may be described under each degree program.

All documents required for admission should be submitted at least one month prior to the beginning of the semester. All presented documentation will become the property of MEU and will not be returned to the applicant. Admission is valid for one calendar year from the date of acceptance. Applicants must submit to the Office of Admissions all of the following before their application can be processed:

- The completed application form. The applicant's legal name as recorded on official documents must be spelled the same way on all forms.
- Digital photograph—recent, meeting requirements for a passport.
- An authenticated copy of the bachelor's diploma and official undergraduate transcript(s) of grades sent by the educational institution(s) directly to MEU.

- A certified copy of the baccalaureate certificate or its equivalent.
- If required, a certificate indicating a passing English proficiency exam not older than two years.
- The application fee—non-refundable.

In addition, a clear copy of the following is required from International applicants:

- Photocopy of the passport main page.

In addition, clear copies of the following items are required for Lebanese applicants:

- National identity card.
- Family civil status record.

In addition, for transfer applicants from an accredited institution of higher learning:

- An official transcript of grades in a sealed envelope.

GRADUATE ENTRANCE EXAMINATIONS

Graduate applicants must demonstrate their proficiency in the English language and their ability to research and write in English at an adequate level. Therefore, applicants who did not study their undergraduate program in English must pass an English language entrance examination. The official scores from the following standardized exams are accepted: TOEFL ITP, TOEFL iBT, IELTS and are the student's sole responsibility to take and submit the scores to the MEU Registrar during application. Registration for classes will not be permitted without this score. Applicants are encouraged to make personal arrangements to take the English examination at an official TOEFL or IELTS testing center on a date convenient for them. Alternatively, just before each semester begins, MEU organizes or administers the Test of English as a Foreign Language (TOEFL) on the announced test date(s). If this latter option is chosen, it is the responsibility of each applicant to personally register for and take the required test on the test date(s) published by MEU in its Academic Calendar.

English language proficiency for graduate students is established by any of the following:

- A minimum score of 600 on the Institutional Testing Program Test of English as a Foreign Language (TOEFL ITP) or 100 on the Internet-based Test of English as a Foreign Language (TOEFL iBT)
- A minimum score of 7.0 on the International English Language Testing System (IELTS).
- A minimum score of 120 on the Duolingo English Test.

An English examination score is valid for up to two years. Applicants who fail to obtain a passing score are encouraged to enroll in MEU's English Language Institute to reach to the required level of English, and then to continue with their degree.

Departments that offer MA, MAT, and MS degrees may require their applicants to sit for the Graduate Record Examination (GRE) general test, while MBA degree applicants may be required to sit for the Graduate Management Admissions Test (GMAT).

INTERNATIONAL APPLICANTS

International applicants who have completed their secondary and/or university education outside of Lebanon are reminded that application procedures may take time, and those needing a visa to enter Lebanon must allow for ample processing time. International applicants must pay an advance deposit which will be credited towards their university tuition and expenses. The MEHE has specific requirements for authentication of foreign documents that must be obtained in the country of origin. Therefore, they should under no circumstances arrive physically in Lebanon without receiving an official letter of acceptance and travel authorization from the Registrar at MEU.

The applicant should have a passport that is valid for a period not less than one year from the date of joining MEU. It is their responsibility to secure an entry visa to Lebanon from the Leba-

nese embassy or consulate in their country (if they are not eligible for a visa on arrival). The student must also be aware of the passport expiration date and plan for its renewal of such when on vacation or at a local consulate or embassy. MEU is not financially responsible for travel associated with passport renewal issues. The university will facilitate the process for registered international students to acquire student residence permits from the local authorities. International students are required to carry a full course of study as defined in this catalog in order to maintain their international student status. Student residency must be renewed annually.

For assistance with any needed information, including entry requirements into Lebanon from your respective country, please contact the Admissions Office at admissions@meu.edu.lb.

GRADUATE ADMISSION STATUS

Graduate applicants will be classified as detailed below.

Regular Graduate Status

Applicants qualify for this category if they hold an earned bachelor's degree from MEU or its equivalent from another recognized institution of higher education with a minimum undergraduate cumulative GPA of 2.75 in the major area of study. The regular graduate status is maintained if the cumulative GPA in all graduate coursework is 3.00 or above.

Regular full-time graduate students may register for 8-12 credits per semester. Those who register for seven credits or less will be considered regular part-time graduate students. The maximum load for summer sessions is six credits. Loads in excess of 12 credits per semester will require the approval of the chairperson of the department and the corresponding faculty dean. Graduate students may not take more than 15 credits per semester.

International graduate students are expected to carry a full course of study—a minimum of 8 credits per semester and 3 credits in the summer session, in order to maintain their international student status.

Probationary Graduate Status

Applicants who show promise for success in graduate study may be considered for admission and categorized as graduate students on probation for two semesters if they hold an earned bachelor's degree from MEU or its equivalent from another recognized institution of higher education with a minimum undergraduate cumulative GPA of 2.50 in the major area of study. Graduates accepted on probation must complete the first four graduate courses without repeats and receive a minimum cumulative GPA of 3.00. Applicants with an undergraduate cumulative GPA of less than 2.50 in the major area of study will not be admitted to the degree program. Students under probationary graduate status may not register for the thesis.

Provisional Graduate Status

Applicants may qualify for this status if they hold an earned bachelor's degree from MEU or its equivalent from another recognized institution of higher education with an undergraduate cumulative GPA of 2.75 in a major area of study that is different from the intended graduate program major. The chairperson of the department will recommend foundation courses that the applicant must take before consideration for admission to the graduate program. These foundation courses must be completed within one or two consecutive semesters and are not counted toward the graduate degree. Upon successful completion of the foundation courses with a cumulative GPA of 2.75 and no grade lower than "C", the applicant could be admitted to the graduate program with regular graduate status.

Graduate applicants who fail to meet one or more of the other requirements for regular graduate status may also be admitted on a provisional graduate status. At the time of provisional admission, the nature of the deficiency, the plan, and the deadline for its removal is specified. Failure to meet the conditions will result in dismissal from the program.

OTHER ENROLLMENT STATUS OPTION

Permission to Take Classes (PTC): Graduate Level

Individuals who have earned a bachelor's degree but do not wish to earn a graduate degree, or are guest students from another university, may be classified as special (non-degree) applicants with a Permission to Take Classes (PTC) status at the graduate level. PTC is a temporary enrollment designation and does not guarantee regular admission to any graduate program. Applicants may be permitted to enroll for no more than 12 credits per semester and eligibility for PTC status will be re-evaluated each semester.

If the student later wishes to enroll in a graduate degree program, they must submit an application form and go through the regular graduate admission process. Courses taken on a PTC basis generally do not count toward a graduate degree. However, a maximum of 12 credits with a "B" grade or higher may be applied by petition after the student has been accepted into a graduate degree program. Petitions are evaluated on an individual basis.

GRADUATE TRANSFER STUDENTS

Applicants with graduate-level courses from a recognized institution of higher education may be granted the transfer of a maximum of 20% of the coursework for the degree taken within the last four years, in which the applicant has received a minimum of 3.00 GPA or a "B" grade (83/100) or its equivalent. The transferred courses must apply towards a similar degree at the university where they were originally earned and must meet similar requirements within MEU's degree program. The grade for a transfer course is not included in the cumulative GPA computation. Requests for transfer of credits must be made at the time of application.

A student may be granted permission to cross-register for courses at another accredited institution of higher education if a course needed is not offered at MEU. All courses taken through cross-registration are considered transfer credits.

AUDITING GRADUATE COURSES

Applicants who have satisfied the admission requirements may be granted the opportunity to audit graduate courses subject to the availability of space and the faculty member's consent. The audited courses will appear in the student's transcript of grades with an "AU" designation. A "U" designation is given to an audited course if the student has not met the obligations of the audit requirement.

GRADUATE RE-ADMISSION POLICY

Graduate students who have interrupted their graduate study at MEU for more than one academic year must apply for re-admission. They will be required to meet the current program requirements. Students who plan to return after an absence of one year or less must notify the chairperson of the department of their intention to return.

Students who have completed a graduate degree at MEU may be re-admitted for a second-degree program at the same level but in a different area of study. A form must be submitted to the Office of the Registrar and approved by the Admissions Committee. MEU does not award a second degree to students who complete another concentration. A letter indicating the completion of another concentration will be issued.

GRADUATE PROGRAM REQUIREMENTS

While the regulations for graduate study in this section govern all graduate degree programs at MEU, there may be additional specific departmental requirements that are described under each degree program. Graduate students are subject to the same rules and regulations concerning university records, registration, class attendance, grading system, test, and examina-

tions, add or drop courses, withdrawal from courses or from MEU, petitions, tuition and fees, refund policy, etc., as undergraduate students. It is the responsibility of the graduate student to be aware of the regulations in the Academic Catalog.

All requirements for a graduate degree at MEU must be completed satisfactorily within six academic years from the beginning of the first semester of class work and ending with the thesis defense. If students fail to complete their degree program within the allotted time, they may have to retake certain courses or additional courses for appropriate updating; otherwise, they may be dismissed from the program. Requests for extension should be filed with the Academic Affairs Committee.

UPDATING GRADUATE COURSES

In order to preserve the quality of a graduate degree that was not completed within the allotted period, certain courses may require updating. Only courses taken at MEU may be considered for updating. Outdated work done elsewhere cannot be updated; students must then take and complete the course at MEU. Updating a course does not change the grade of the course that was used in computing the GPA. Only courses with a “B” grade and above may be updated. The requirements for updating are specified by the department on a course-by-course basis.

GRADUATE SPECIALIZED DOCUMENTS

Helpful documents are available to assist students in planning their graduate programs. These documents include the Middle East University’s Standards for Written Work and Handbook for Graduate Students. These documents are available to all graduate students and provide detailed information regarding processes and procedures not mentioned in the Academic Catalog.

DENIAL OF ADMISSION

Applicants may be denied admission, or their admission may be rescinded when:

- They submit documents, transcripts of grades, or records found to be fraudulent, incomplete, or inaccurate.
- They do not meet the conditions specified for continuing enrollment.
- They do not cooperate with MEU policies, and their presence and behavior become detrimental to the mission, standards, and/or functioning of MEU.
- They do not register in the academic year to which they were admitted.
- MEU is unable to meet the applicant’s expectations.

Registration

REGISTRATION PROCEDURE

Both undergraduate and graduate students should plan to register according to the published academic calendar. The Office of the Registrar will provide the necessary information to all students eligible for registration.

Applicants who have been offered admission to MEU but have not registered for any semester in the academic year will forfeit their acceptance. Please inform the Registrar by email at admissions@meu.edu.lb if you intend to delay registration for one semester.

SELECTION OF COURSES

Undergraduate and graduate students must select their courses as offered each semester in consultation with their academic advisor. It is the responsibility of the students to familiarize themselves with the information in the Academic Catalog. It should be noted that:

- Undergraduate students who are enrolled in the Freshman Class must enroll in required courses that will count toward meeting the equivalency criteria prior to registration for sophomore courses.
- Remedial courses must be taken the first time they are offered after the student enrolls at MEU.
- English language courses should be taken in sequence beginning with the first semester of study.
- Undergraduate and Graduate students are required to take a minimum of one religious studies course for each academic year.
- A failed course must be registered for the next time it is offered.
- All prerequisite requirements must be fulfilled with a passing grade before the course for which they are a prerequisite begins.
- A course may not be registered for more than three times (including withdrawals) without the pre-approval of the Academic Affairs Committee.

PAYMENT OF TUITION AND FEES

All students are required to pay the tuition and fees in full at the time of registration or make the proper financial arrangements with the Business Office. The right to register, to attend classes, or to take examinations will be revoked for students who have not cleared their accounts by the date(s) formerly agreed upon. Official transcripts and diploma's will not be issued without the Business Office clearance.

NATIONAL SOCIAL SECURITY FUND (NSSF)

Lebanese students are required by law to register with the National Social Security Fund (NSSF) Medical Branch. Therefore, at the time of registration, students are required to present the following to the Office of the Registrar:

- The complete social security application form obtained from the Office of the Registrar.
- The family civil status record and a photocopy of the student's Lebanese identity card.
- The NSSF annual fee.

If the student is already registered with the NSSF or is insured through a parent, an affidavit from the NSSF will suffice.

LATE REGISTRATION

Students who register after official registration dates for the program will be charged a late registration fee. Students seeking to enter a class after the last official day to register will be denied registration unless the teacher, department chair and Academic Affairs Committee give special permission. If late registration is permitted, the student is still responsible to complete all assignments, including those given before the late registration.

CHANGES IN REGISTRATION

Students can change selected courses during the add/drop period during first week of the semester (as indicated in the academic calendar). Courses that have been dropped during the add/drop period will not appear on the student's transcript. The add/drop process can be completed online.

CROSS REGISTRATION

MEU students may be granted permission to register for one or more courses at another recognized institution of higher education while studying at MEU. The cross-registered courses will be counted as transfer courses and will not count toward residency requirements. Students should ensure that:

- MEU is not able to offer the required course in a semester prior to the completion of their program.
- The cross-registered course is equivalent to the MEU course as specified in the course description.
- Approval has been obtained from the chairperson of the department, the faculty dean, and the Academic Affairs Committee.
- The approval document has been submitted to the supplementary institution.
- The total number of academic credits is within the maximum load allowed at MEU.

Students should note that they may not cross-register for courses they have attempted at MEU, nor will cross-registration be allowed for students on academic probation.

Students from other universities who request cross-enrollment at MEU must:

- Secure written approval from their institution.
- Present the above documents to the Office of the Registrar at MEU.
- Follow the registration procedure.

COURSE LOAD

MEU operates on the semester system. The course load is expressed in semester credits. Each semester credit represents 150 minutes of student work per week for the duration of the semester (typically 15 weeks). This typically consists of one 50-minute class/lecture period per week per credit, and approximately 100 minutes of student work for preparation and study outside of class.

When a course is scheduled over a period of less than 15 weeks, the same total amount of class time and/or student work is expected.

Course Load for Undergraduate Students

A full-time undergraduate student will register for between 12 and 17 credits per semester (and up to 6 credits for the summer session). While a summer session is not counted as a full semester, the courses offered are identical in content and standard to those offered during fall or spring semesters. Undergraduate students with less than 12 credits in a semester are classified as part-time students.

The chairperson of the department and/or the faculty dean may grant special exceptions to

those who have demonstrated superior scholarship or are graduating. A student is never permitted to enroll in more than 20 credits during one semester.

Course Load for Graduate Students

Full-time graduate students may register for 8 to 12 credits per semester. Those who register for 7 credits or less will be considered part-time graduate students. The maximum load for a summer session is 6 credits. Loads exceeding 12 credits will require the approval of the chairperson of the department and the faculty dean. A graduate student is never permitted to enroll in more than 15 credits during one semester.

ID CARD AND NUMBER

Students are issued identification cards at the time of Registration at MEU through the IT Department. The ID number/card is used in all MEU records and official documents. The card is renewed at registration time each fall semester and remains the property of MEU. A fee is charged for replacing a lost card.

Financial Information

TUITION AND FEES

Middle East University (MEU) is a non-profit educational institution that charges moderate fees. Students are expected to pay the tuition and fees in full during the registration period at the beginning of each semester or make alternative arrangements with the Business Office.

Information on tuition and fees is available on the University's website and on a separate document obtained from the MEU Business Office. Payments should be made in cash or by direct deposit into the MEU bank account following the tuition and fees instructions published in the MEU website. The University makes every effort to maintain the tuition and fee costs as published at the beginning of the academic year. However, MEU reserves the right to make changes necessitated by unexpected circumstances. Such changes are announced before the semester in which they become effective. Below is a list of required fees by MEU:

- Every applicant must pay the application fee before the Admissions Committee will consider the application.
- At the time of registration, every student will be charged a registration fee. If registration is not completed within the assigned published days, the student will be charged a late registration fee for every day they are late.
- An examination fee is required for certain examinations such as the Test of English as a Foreign Language (TOEFL), English Placement Test (EPT), Math Placement Test (MPT), make-up tests, make-up examinations, waiver examinations, and credit by examination.
- Every student is charged a development fee to be used for campus improvement.
- Students who use cars to commute to MEU must register their cars each semester with the Business Office and pay the parking fee.
- Upon registration, all undergraduate students become members of the Middle East University Student Association (MEUSA) and are charged the student association fee. The funds are used for student projects and publications.
- BBA and MBA students are charged a Business Applications Fee to cover the Entrepreneurship Practicum and the Internship.
- A Laboratory fee is charged to all Biology and Chemistry majors for using the facility and equipment.
- A Computer Center fee is charged to all undergraduate students
- Computer Science, Information Systems and Graphics Design majors are charged an additional fee for using the computer center facility.
- The National Social Security Fund (NSSF) Medical Branch fee is charged annually to all Lebanese students as required by law. Non-Lebanese students are insured for accidents by MEU and must pay an accident insurance fee.
- Students who prefer to live in MEU Housing will be charged a boarding fee.
- Other fees include a graduation fee, transcript request fee, and ID card replacement fee.
- Courses taken for audit are charged at 50% of regular tuition.

INTERNATIONAL STUDENTS

Applicants from outside Lebanon must pay an advance security deposit with a notarized affidavit of support. Once this document and the deposit are received and accepted along with the application form, MEU will consider issuing an acceptance letter. The security deposit is not an extra fee, but will be credited to the student's account for tuition and fees.

FINANCIAL HOLD AND CLEARANCE

Students who have made payment arrangements with the Business Office but do not meet their financial obligations to MEU at the end of the semester will receive no academic credit for that semester. Outstanding balances must be settled in full before students are allowed to register. If students fail to settle their account by the end of the semester/session, interest may be applied on the balance. Transcripts, diplomas, and other academic records are only released when a student’s account has been cleared.

FINANCIAL AID

MEU offers Financial Aid and Scholarship Programs to reduce the financial burdens on students. Students are advised to visit the MEU website where rules and regulations for financial aid are updated regularly.

100% refund	during the first week (Add/Drop Courses period)
75% refund	during the second week
50% refund	during the third week
0% refund	as of the fourth week

Unpaid tuition and fees will be deducted from any calculated refund. The refund schedule is modified for the summer session. Room and board refunds are in proportion to used/unused time.

DISCLAIMER STATEMENT

MEU does not provide insurance coverage for personal effects and is not responsible for the loss or damage of personal belongings brought to the campus by its students. The University recommends that students purchase their own insurance coverage for personal effects.

Academic Information

ACADEMIC RESPONSIBILITY

Students are responsible for understanding the rules that govern academic activities. Students are welcome to consult their advisor, the chairperson of the department, and/or the faculty dean. Ultimately, responsibility for meeting degree requirements rests upon the enrolled student.

ACADEMIC CATALOG

Students are urged to read and familiarize themselves with the information in the Academic Catalog. They are responsible for abiding by its policies and regulations. Any exceptions to the academic regulations stated in the Academic Catalog must be petitioned through their department chairperson and faculty dean to the Academic Affairs Committee in writing and on the appropriate form for evaluation.

Students must meet the requirements of the Academic Catalog under which they first registered at MEU or may request permission to meet the requirements of any subsequent edition published while they are in continuous enrollment. If a break of more than one academic year passes without enrollment, students must adhere to the requirements of the Academic Catalog current at the time of their re-registration.

MEU reserves the right to institute changes as deemed necessary during the period for which the Academic Catalog is in effect. These new or altered regulations will be announced and posted. They will have the same force as those published within this document.

ACADEMIC ADVISORS

While students may approach any member of the faculty for advice, every student is assigned an academic advisor for their program of study. The academic advisor assists students in selecting courses and offers guidance to assure that current academic rules and regulations are followed as published in the Academic Catalog.

ACADEMIC CLASS STANDING

Undergraduate students are classified according to the program under which they entered MEU and the number of credits they have earned. Undergraduate students who are enrolled in the Freshman Program must enroll in required courses that will count toward meeting the equivalency criteria prior to registration for sophomore courses. Remedial courses are not considered when determining class standing but must be taken the first time they are offered after the student enrolls at MEU.

Standing	A regular student who has successfully completed:
Freshman	0 - 29 credits
Sophomore	30 - 59 credits
Junior	60 - 89 credits
Senior	90 or more credits

Note: In Lebanon, a student entering with a BACC II (or its equivalent) is considered as having already completed 30 credits for the purposes of Academic Class Standing.

ACADEMIC DEGREE PROGRAMS

A degree program is a course of study, which leads to an academic degree. The general requirements for undergraduate and graduate degree programs are described in the following

sections. Specific degree requirements for a BA, BS, BBA, MA, MAT, MS, and MBA are stated under each designated faculty or department. University students are permitted to enroll in only one degree program at a time. If a student wishes to study more than one degree program, they must apply only after the successful completion of the requirements of the first degree program.

GRADING SYSTEM

Grades are recorded in students' transcripts that are kept in the Office of the Registrar. The right to assign grades rests with the faculty member. In the event of a grade change, the committee will authorize a change only if a computational or recording error has occurred. The faculty member must submit a request to the Academic Affairs Committee within one month from the date the grade was issued if they wish to change a grade, providing the appropriate documentation. Grade reports are issued at the end of each semester. The following grading system is used to compute students' quality points on a 4.0 scale:

MEU Grading Standards

Undergraduate Level

Undergraduate Level				
Percent	Letter Grade	Performance Description	Acceptability	Quality Points
95–100%	A	Excellent	Meets requirements towards any undergraduate degree program.	4.00
90–94%	A–			3.67
87–89%	B+			3.33
83–86%	B	Good		3.00
80–82%	B–			Fair
77–79%	C+			2.33
73–76%	C	Fair		2.00
70–72%	C–			1.67
67–69%	D+	Weak	Acceptable for general education courses but unacceptable for a major course.	1.33
63–66%	D			1.00
60–62%	D–			0.67
0–59%	F	Fail	Does not count towards graduation requirements for any degree or certificate.	0.00

Graduate Level

Percent	Letter Grade	Performance Description	Acceptability	Quality Points
95–100%	A	Excellent	Fully meets requirements towards a master’s degree.	4.00
90–94%	A–			3.67
87–89%	B+			3.33
83–86%	B	Good		3.00
80–82%	B–			2.67
77–79%	C+			Weak
73–76%	C	2.00		
70–72%	C–	Fail		Does not count towards graduation requirements for a master’s degree.
67–69%	D+		1.33	
63–66%	D		1.00	
60–62%	D–		0.67	
0-59%	F		0.00	

GRADE-POINT AVERAGE

Grade-point average (GPA) signifies the average number of quality points (QP) earned per credit in all courses taken with grade designations of “A” - “F” only. GPA is calculated by:

- Multiplying the number of credits by the number of quality points assigned to the letter grade earned in each class,
 - Adding the number of quality points earned in all classes, and then
 - Dividing the total number of quality points by the total number of credits attempted
- The cumulative GPA is the ratio of all quality points to credits accumulated since the student began their study program at MEU.

INCOMPLETE COURSES

An “Incomplete” grade is temporary, and is given only when an individual student cannot, due to circumstances beyond their control, complete the course requirements on schedule (such as the disruption of a course of study due to illness). Students with inferior performance who have not completed their academic assignments do not qualify for an “Incomplete” designation. An “I” is awarded only when a significant portion of the coursework has not been completed and after consultation between the faculty member, chairperson of the department, and the faculty dean. In such an instance, a contract sheet obtained from the Office of the Registrar must be completed and the conditions must be met within four weeks from the start of the next semester (or two weeks from the start of the summer session). It is the students’ responsibility to meet the deadline for their incomplete course(s).

Upon fulfillment of the conditions, the “I” designation will be replaced by the grade earned. Students with incomplete courses should adjust their course load the following semester/session so that the necessary work to remove the incomplete designation may be made up without jeopardizing their academic performance in the new semester. Failure to meet the deadline will result in changing the “I” designation to the grade earned (possibly an “F”). Students may not register for a course when a prerequisite course has been designated with an “I”. The same applies for sequence courses. An “I” designation is not calculated in the cumulative GPA and must be removed before graduation.

DEFERRED GRADE

A Deferred Grade (DG) may be given in certain courses recognized to be of such a nature that all the requirements are not likely to be completed within one semester. It may be given for tours, field/clinical experiences, internships, projects, intensives, independent study courses, courses requiring research such as theses, and undergraduate upper division courses where mastery learning is required. The Office of the Registrar records a DG for the above listed courses previously recommended by a dean. With the exception of theses, all DGs must be finalized within one year from the beginning of the course. At the time of granting the DG, the faculty member will designate a time limit for a given course. The faculty member will also provide the grade to be received if no further work is done. All DGs are required to be cleared before a student can graduate. A faculty member may change the DG to a letter grade (A-F), S/U as appropriate within the timeframe designated at the time the DG was initially granted.

WITHDRAWAL FROM COURSES

Students who wish to withdraw from a course after the end of the add or drop courses period must complete a withdrawal request in their student Portal. This form must be filled out and submitted before completing more than 80% of the scheduled class periods. For classes meeting for the full duration of the academic period, the last date to withdraw is published in the MEU academic calendar. Those who withdraw will receive a “W” designation on their transcript without forfeiting their academic standing. A “W” designation may not be changed to any other grade. A withdrawal from a course after the last available day to withdraw from a

course will result in an “F”. Students may not withdraw more than once from the same course. In the instance of a second withdrawal, an “F” grade will be given. If a student withdraws from a course early in the semester, they may benefit from the MEU refund policy as stated in the Financial Information section.

CHANGE FROM CREDIT TO AUDIT

Students who register for credit may elect to change their status from Credit to Audit only until the last day to withdraw from the course.

AUDITED COURSES

Persons interested in taking classes without credit must first obtain the permission of the faculty dean, the chairperson of the department, and the course instructor. They must also fulfill the MEU admission requirements. Auditing classes requires registration for the course, presence at all class sessions, and payment as stipulated in the financial information section of this catalog. Fulfilling class assignments, tests, and examinations are optional, however. An individual auditing a class is required to attend at least 80% of the class periods. The designation received will be “AU”. Those who fail to attend regularly will be given a “U” designation. Changes from an audit to credit can only take place before the last day to Add or Drop Courses. Should an individual later desire credit for an audited course, they must retake the course. Laboratory courses cannot be audited. Any individual registered only for an Audit who is not a MEU student will not be provided with an ID card and is not recognized as a MEU student. Suspended students may not audit courses at MEU.

SATISFACTORY/UNSATISFACTORY GRADES

Certain courses designated by the Academic Affairs Committee may be graded on a satisfactory/unsatisfactory (“S”/“U”) basis. Credit is earned only when an “S” is received (the equivalent to a “C” grade for undergraduate students and a “B” grade for graduate students). No quality points are assigned “S”/“U” courses, and an “S”/“U” notation does not affect the GPA.

FACULTY DEANS’ HONOR LIST

The University recognizes outstanding academic performance in undergraduate students by issuing a Faculty Deans’ Honor List at the end of each semester. To qualify, the following criteria apply:

- Students must be in a degree program and carry a minimum study load of 12 credits per semester;
- Students must not be on academic or social probation; and
- Students must achieve a minimum 3.50 GPA, with no grades lower than “B-“, no “I”, “U” or “W” designations, and no repeated courses.

Students who are fulfilling a portion of their degree requirements at partner institutions are eligible for listing under the same criteria as on-campus students.

Toward the end of spring semester, there is an assembly program during which students who have maintained their names on the Faculty Deans’ Honor List for two consecutive semesters (spring and fall semesters) are honored with awards.

COURSE SYLLABI

For each course of study, students receive a syllabus that specifies course objectives, textbooks used, areas to be studied, assignments, attendance requirements, and a schedule for tests and examinations. This syllabus will also include a description of how the student’s final grade will be computed. The course syllabus will also normally include information regarding the expectations for the time the student must spend on course-related tasks outside of class time.

CLASS ATTENDANCE POLICY

Regular and punctual attendance of classes, laboratory sessions, fieldwork, and other academic appointments is required of all students. Absence for whatever reason (including late registration, suspension, and early/late vacation leaves) does not excuse students from their responsibilities. Absences are counted from the first scheduled meeting of the class, regardless of when the student registers for the course.

Faculty members are responsible for keeping regular class attendance records and enforcing the MEU class attendance policy. The class attendance requirement is an integral part of the course syllabus. Excuses for absences are granted and makeup work is assigned at the discretion of the faculty member when an absence is due to a documented illness or another serious cause. Absences do not negate the student's obligation to complete all requirements of a course. Activities or assignments that take place in class during an unexcused absence will be treated the same way as any unsubmitted work.

When a student is late three times for a class, they accumulate one absence. If a student is more than ten minutes late for class or they leave before class is over, then they may be counted as absent.

If a student has unexcused absences exceeding 15% of the course contact hours, or 20% inclusive of the excused absences, the student may be asked to withdraw. The faculty member should notify the student, their faculty dean, and the registrar. The student is expected to then process their withdrawal from the course. A student whose withdrawal is not processed during the authorized period to withdraw will receive a grade of "F".

Whenever a student is continuously absent for more than the equivalent of one week of instruction (whether excused or unexcused), it must be reported to the faculty dean for follow-up.

COURSE EVALUATIONS

All courses have requirements that will be used to evaluate students' academic performance. Credit and a passing grade are not granted unless students complete the course requirements satisfactorily. Failure to complete course requirements by a scheduled date can result in a failing grade.

If a student is absent from a minor evaluation, they must present an excuse considered valid by the instructor of the course, before the absence occurs whenever possible. The instructor may then permit a make-up evaluation. Make-up evaluations should be completed within one week, but must always be completed before final grades are submitted.

Major evaluations must be taken at the scheduled time. In the case of verified illness, death in the immediate family, or more than three final exams in one day, a major evaluation may be re-scheduled upon approval of the instructor and faculty dean. Other reasons may be considered as exceptions but may result in a fee.

If a student fails a course, no re-examination is authorized; they must then repeat the course the next time it is offered.

REPEATING UNDERGRADUATE COURSES

A student is allowed to repeat a course in which they received a failing, unsatisfactory, or withdrawal designation only twice. The same course must be taken the next time it is offered. When a course is repeated, the higher grade is considered in the cumulative GPA. However, all grades are retained on the student's permanent transcript. A course grade may be replaced by another grade only for coursework repeated in residence. The student who repeats a course must complete all the required work. In sequence courses, a student who fails a course or receives an unsatisfactory grade must repeat that course before they are permitted to enroll in any subsequent course in the sequence. Under no circumstances are students allowed to register for any course more than three times.

REPEATING GRADUATE COURSES

Graduate students may repeat only once a maximum of two graduate courses in which they have received a grade of “B-” or less. In case of repeating a course, only the higher grade will be counted in calculating the cumulative GPA.

CREDIT BY EXAMINATION

In exceptional cases, the faculty dean and the Academic Affairs Committee may grant a student the opportunity to obtain credit by examination. A student may request such an opportunity if, in terms of course content, they have a depth of knowledge and experience that appears to meet course requirements.

The student requesting Credit by Examination shall submit a written request to the Academic Affairs Committee through their academic advisor and faculty dean, stating the reason for the request, and supplying supporting evidence if needed. If the request is granted, the student must fill out the Credit by Examination form, pay the Credit by Examination fee (equivalent to tuition), and work out the details with the teacher approved by the Academic Affairs Committee. The teacher may supply the student with the course syllabus and a list of resource materials but is not to engage in any tutoring activities.

The Committee, upon recommendation from the relevant faculty dean, shall designate an individual that normally teaches the course at MEU, to prepare, administer and evaluate the examination. Such an examination shall be equivalent in difficulty and content to a comprehensive final examination for the course.

The minimum acceptable grade for credit by examination is “C” for undergraduate credit or “B” for graduate credit. The GPA will not be affected by the results of the examination. The study load of the student will not be affected by an examination for credit. The credits gained will be regarded as transfer credits. No type of credit by examination may be used to replace failures or other low grades received. Credit by Examination is not the same as credit taken in residence; however, students must pay the regular tuition fee for Credit by Examination.

WAIVER EXAMINATIONS

A required course may be waived provided the student demonstrates proficiency by means of a waiver examination. Permission for this must be obtained from the faculty dean and approved by the Academic Affairs Committee. No credit is given for a waiver examination, and a fee is charged.

ARABIC LANGUAGE EXEMPTION

Students coming with a BACC II or an equivalent exam (including with a Technical BACC) from an Arabic speaking country, are required to take ARAB 211 Arabic Language Skills (3) as their General Education Arab course requirement; others (including those coming through the Freshmen route) may take ARAB 101 Arabic for Beginners (3) to fulfill the language requirement.

TUTORIAL COURSES

When fewer than five (5) students enroll in a course, the course may be offered as a tutorial. The student(s) will be assigned a faculty member as a supervisor, and will work with the supervisor to complete the appropriate learning for that course. It is expected that during a tutorial, the student will work more independently, with fewer hours of instruction than in a regular course. The number of contact hours with the faculty member will vary depending on the situation and the course content.

As an exception, a student may request to take a course that is not currently being offered as a tutorial due to personal interest. If approved, the student will be charged at the rate currently in effect as set by administration, which is higher than the normal tuition rate.

All tutorials, regardless of their nature, require the student to work with their academic advisor and faculty dean to prepare a full student plan, including the reasons why the tutorial is appropriate. The faculty dean will then request the appropriate approval from the Academic Affairs Committee before the tutorial commences.

TRANSCRIPT OF GRADES

The Office of the Registrar issues transcripts of students' academic record upon written request from the students. Official transcripts are issued in sealed and stamped envelopes or mailed directly from the Office of the Registrar to the institution chosen by the student. A student requesting a transcript of grades must allow one week to process the document. A fee must be paid for every transcript, and no transcript will be released until the students' financial obligations to MEU have been fully met.

Students may access their grades online using the online records system. This enables them to track their own progress and make appropriate plans for future semesters.

ONLINE CHECK SHEETS

All students have access to their own online check sheet. This allows the student to see what remaining degree requirements must be completed and allows the student to have the opportunity to plan their future courses. While a useful tool, the final degree audit is done by the registrar's office. The student should address any questions regarding their check sheet to their academic advisor.

UNIVERSITY COURSES

A course is a series of presentations, lectures, exercises, tests, and research projects dealing with a specific subject. Courses are numbered with an official course code. The prefix indicates the academic discipline, the area of study to which the course belongs, and the level of the course.

Each course earns a given number of credits if successfully completed. The number of credits ranges from one to six per course. Courses typically are scheduled for one 50-minute class period per week per credit for the duration of one semester (a period of 15 weeks or its equivalent). In the case of a laboratory course, one 3-hour laboratory experience is scheduled weekly per one credit of laboratory.

The University's course numbering system is as follows:

- Courses numbered 100 - 299 are undergraduate lower division courses and may be taken by freshman and sophomore students.
- Courses numbered 300 - 499 are undergraduate upper division courses and may be taken by junior and senior students. Many of these courses have lower division prerequisites that must be met before entering the course.
- Courses numbered 500 - 699 are graduate level courses.

Courses may require prerequisites or co-requisites. A prerequisite is a preliminary course that must be completed prior to the intended course. A co-requisite is a course that must be taken no later than concurrently with the intended course.

Some courses must be taken in a specific order and time sequence over two consecutive semesters. Other courses indicate variable credit (1-3 credits), where students may register for one, two, or three credits. Certain courses are shared between departments; they have the same content and usually hold the same title. Not all courses listed in the Academic Catalog are offered every academic year.

CHANGE OF STUDY PROGRAM

Students are advised to select their degree and major area of study at the time of their first registration. If students wish to change their study program at a later stage (major or area of

academic study), they must consult with the chairperson(s) of the department(s), the faculty dean(s), and apply for this change on the appropriate form available from the Office of the Registrar. Sponsored students may not change their study program without the consent of their sponsor.

ACADEMIC HONESTY AND INTEGRITY

MEU expects each student to display honesty in all academic matters. Dishonesty during a test or examination or with an academic assignment is a serious offense, and it will always result in severe consequences. Academic dishonesty includes falsification of official documents or signatures; plagiarism of any published or unpublished work; presenting assignments that are not the student's own original work (including those produced using generative A.I.); using generative A.I. in ways not permitted by the faculty member's policy as published in the course syllabus; using materials during a quiz, test, or examination not allowed by the faculty member; studying from stolen quizzes, tests, or examinations; copying from a colleague's paper or talking during a formal or informal quiz, test, or examination. A student who intentionally aids another student in a dishonest act is considered equally responsible.

Any violation of academic honesty by cheating or plagiarizing shall be managed either by the faculty member or presented to the Academic Affairs Committee for appropriate action. It will be punishable either by warning, receipt of a lower grade or an "F" grade, or expulsion from the course. Academic suspension/dismissal follows a severe act or a repeated offense of academic dishonesty. In the case of suspension, the student will not be readmitted to MEU until one calendar year has elapsed. The faculty member will report the incident, as well as the outcome, to the faculty dean supervising the student's academic program.

MEU supports copyright laws; therefore, students are advised not to illegally copy textbooks, printed material, computer software, or any other copyrighted material.

ACADEMIC PROBATION FOR UNDERGRADUATES

Students are expected to maintain a minimum cumulative GPA of 2.00 (average grade of "C"). If failure to maintain the overall minimum GPA of 2.00 occurs, they are placed on academic probation for the following semester and may remain on academic probation for a maximum period of two consecutive semesters. Students on academic probation are required to meet weekly with their academic advisor to discuss their academic progress. They are expected to limit their extracurricular activities. They may not hold any office in MEU organizations. Their study load is restricted to 12-13 credits per semester, and 4-5 credits for the summer session, or as advised by the faculty dean. Students are removed from probation if they attain a cumulative GPA of 2.00 or higher during the designated period.

Students who carry a reduced study load of less than 12 credits per semester are not subject to the academic probation regulation until they have successfully accumulated a minimum of 12 credits (including the summer session).

ACADEMIC SUSPENSION/DISMISSAL FOR UNDERGRADUATES

Students are subject to academic suspension if their cumulative GPA falls below 1.25 in a given semester. Those whose GPA continues to remain below 2.00 at the end of a second semester of probation will be suspended. The summer session is not counted as a semester. Academic suspension lasts for one calendar year, after which students may apply for re-admission. At the time of their return, suspended students must demonstrate that they are ready to pursue their studies seriously. For example, during their suspension period, they may study at another institution of higher education and complete at least 12 credits with a "C" average or be employed for a period of one year and receive a good recommendation. Suspended students are excluded from all MEU services and facilities other than official church activities during the period of their suspension.

Upon their re-admission to MEU, students will be placed on probation for a maximum of two regular semesters with a maximum load of 12 credits per semester. Any course taken at another accredited institution of higher education during the suspension period will not be transferred if it was originally failed at MEU. Re-admitted students who fail to maintain a semester GPA of 2.00 or to raise their cumulative GPA to the required 2.00 by the end of the second semester after readmission will be dismissed from MEU.

Students who voluntarily leave MEU while on probation may be readmitted on probationary status to fulfill the uncompleted probationary period. MEU reserves the right to suspend or dismiss a student at any time for reasons regarded as valid by the administration.

PROBATION AND DISMISSAL FOR GRADUATE STUDENTS

A graduate student may be placed on academic probation for one semester by the Academic Affairs Committee if they:

- Are admitted originally on probationary graduate status
- Fails in a graduate course by receiving a grade below “C”
- Does not maintain the minimum cumulative GPA of 3.00 on the first nine graduate level credits.

Students whose cumulative GPA drops below 3.00 and are placed on academic probation must work with their academic advisor on a plan to raise their cumulative GPA to the acceptable level. If the plan is not met successfully, students will not be permitted to advance to degree candidacy, register for the thesis, or continue in the degree program.

A student may be dismissed from the graduate program if they:

- Were admitted on probation and unable to comply with the requirements within the first two semesters of graduate study,
- Accumulate more than two grades below “B-” and/or more than two repeats,
- Have more than one “F” grade in the graduate study program,
- Are not removed from probation after the prescribed semester,
- Fail the thesis oral defense twice, or
- Do not complete the degree program within six academic years.

Graduate students may also be dismissed from MEU for ethical reasons. Dismissed students will not be re-admitted to MEU. The date of dismissal for academic or ethical reasons will be recorded on the student’s transcript of grades.

ATTENDING THE UNIVERSITY

The admission of students to MEU, their status, their attendance, their academic programs, and their degrees are all subject to the governing authority of MEU. The University reserves the right to terminate any privileges for reasons considered valid by the administration.

WITHDRAWAL FROM THE UNIVERSITY

Students who voluntarily wish to withdraw from MEU for any reason must complete the withdrawal form obtained from the Office of the Registrar. If this occurs during the withdrawal period, then all the courses will receive a “W” designation. Students who do not apply to withdraw and simply stop attending classes will earn failing grades. MEU will assess tuition and fees depending on when the MEU Registrar is officially notified of the student’s withdrawal. Students who receive financial aid or live in MEU housing are responsible to contact the associated offices on campus to inform them of a change in status.

Information for Graduate Students

GRADUATE ACADEMIC ADVISOR

Upon admission into the graduate study program, an academic advisor is assigned to the student. The advisor's task is to assist and guide the student in planning their course of study, to approve the student's course schedule, and to counsel the student about academic requirements and expectations.

GRADUATE COURSES AND GRADES

The graduate courses are classified under two categories:

Graduate Level Courses

The graduate degree courses are numbered between 500 and 699. Graduate students must maintain a minimum cumulative grade-point average (GPA) of 3.00 in all graduate courses. No more than two grades below "B-" and no grades below "C" are permitted. The passing grade for the thesis is "B".

Foundation Courses

Foundation courses may be required to fulfill deficiencies in a student's academic background. These courses should ideally be taken before beginning the graduate degree. In no case may a student enroll beyond 50% of the program credits without completing these courses. These courses do not count toward the graduate degree. The minimum passing grade for a foundation course is a "C". The student must maintain a minimum cumulative GPA of 2.75 in the foundation courses.

Graduate level courses are generally taught during late afternoons and/or evenings.

GRADUATE THESIS

Most master's programs at MEU require a written research thesis that must be successfully defended. The graduate thesis demonstrates a student's capacity for original, in-depth, and independent research work. The thesis must be written in English and must conform to the MEU's published research standards, which contain more information on the processes and procedures for writing a thesis at MEU.

In consultation with the student, the faculty dean assigns the student a research advisor and a thesis committee. The student is expected to write a research proposal, conduct the research, and write a thesis based on their research. The thesis committee evaluates the student's research proposal and thesis, both of which must be successfully defended by the student.

Research involving human subjects, such as surveys or interviews, requires authorization by the Research Committee, which serves as the university's ethics review panel.

Official forms must be completed at various stages of the thesis process. These forms are available on the university website or from the Research Director. All forms should be submitted to the Registrar once they have been completed and signed.

Incidents of plagiarism, fabrication of data, or other unethical practices evident in a thesis may result in disciplinary actions, including immediate dismissal of the student from the master's program.

Registration

Graduate students may register for Thesis credits once they have completed 21 credits (including Research Methods) of graduate course work in their degree, provided their cumulative

GPA is at least 3.00 and they have the consent of the faculty dean. Thesis registration must take place no later than the academic period following the completion of all degree coursework.

After 6 Thesis credits have been earned, students must register for Thesis Continuation (0 credits) every term (fall, spring, and summer) until they completely finish their thesis.

Students must remain registered after thesis defense until all the corrections have been accepted, the printed thesis has been submitted for binding, and the signed Thesis Completion Form has been submitted to the Office of the Registrar.

Time Limits

The total time permitted for any master's degree is 6 years. Students in a thesis master's program are encouraged to conduct their research and complete their thesis within 1 year. However, students have a maximum of 2 years from the first enrollment in thesis credits to complete the thesis.

If a student does not finish their thesis within 2 years, then they lose their active student status, and the incomplete thesis credits will receive a failing grade. However, if a student's circumstances make it difficult for them to complete the thesis on time, the student may apply for a one-year extension. Application for an extension is made to the Academic Affairs Committee through their research advisor and faculty dean. If an inactive student wishes to re-activate their status beyond the approved time, they will have to re-apply for the degree. Restarting the degree includes adherence to the current Catalog regulations and may require a new proposal defense. The 6-year time limit from their initial registration for courses still applies.

Graduation

Students who wish to participate in graduation ceremonies must meet the following deadlines:

- Thesis defense date: no less than 3 weeks before graduation
- Thesis Completion Form completed and signed: no less than 1 week before graduation.

Rights and Responsibilities

STUDENT RIGHTS

Students of MEU are members of the academic community; therefore, they are expected to maintain and contribute to high standards of conduct, to cultivate lofty moral values, to confirm noble principles of character, and to adopt distinguished academic standards. Even though attendance at MEU is a privilege and not a right, students have certain guaranteed rights that include:

- The right to learn. Students have the right to be clearly informed of what is reasonably expected from them in each course, the manner in which they will be assisted in the learning process, and how they will be evaluated on the basis of their scholastic performance as well as other relevant criteria.
- The right to be free from discrimination or harassment. MEU upholds an academic environment for all its members, free from unlawful discrimination or harassment. Students, faculty, and staff must feel secure in the academic environment so that they may be able to achieve high levels of learning, productivity, performance, and satisfaction.
- The right to discuss, inquire, and express. Both inside and outside the classroom, members of MEU are encouraged to discuss, inquire, and express themselves in a free and responsible manner regarding issues, procedures, or matters of general interest.
- The right to petition. Students advocating changes to MEU rules or procedures may channel their petitions through the Student Association or directly to the relevant MEU officer. Joint meetings between students and MEU personnel may then be held to discuss the petitioned issues.
- Right to appeal. If students feel their rights have been violated, there is an established grievance procedure. Depending on the nature of the grievance, whether academic, financial, social, emotional, or work-related, the appropriate procedure must be followed.
- The right for access to, and privacy in, academic records. Students have the right to inspect and review their official academic records. An official request should be made to the Office of the Registrar. A student's academic records are confidential unless a special release is written and signed by the student.
- The right to associate with others. Students are free to organize and/or join campus clubs, committees, and associations that are consistent with MEU's policies. These organizations are open to all students without discrimination. Faculty/staff sponsors act as advisors/counselors to these student groups. The Student Handbook provides more details on the organization of clubs.

STUDENT RESPONSIBILITIES

In accordance with the above guaranteed rights, students are expected to fulfill certain responsibilities:

- The responsibility to conduct themselves at all times in a manner that is orderly, honest, and consistent with the principles of MEU.
- The responsibility to be respectful and protective of themselves and others, as well as Middle East University and its property. Indecent exposure, public display of affection, sexual immorality, and the possession of pornographic, obscene, or offensive literature are unacceptable.
- The responsibility to respect the physical and emotional safety of self and others, as

well as respect the need for acceptance and belonging. Violence, harassment of individuals or groups, theft, vandalism, and disruptive classroom behavior will not be tolerated.

- The responsibility to attend classes, study, and complete assignments. Students need to maintain a high level of integrity, develop a strong work ethic, respect deadlines, and honor financial obligations. Honesty in all academic assignments is essential for success.
- The responsibility to use proper speech. Profane, vulgar, or abusive expressions do not solve problems. Peaceful means must be used to settle all disputes.
- The responsibility to conduct relationships with the opposite gender in a courteous manner as well as dress appropriately and modestly at all times.
- The responsibility to refrain from carrying firearms and dangerous weapons, from organizing and participating in on-campus unauthorized rallies and strikes, and from promoting personal political views.
- The responsibility to abstain from possessing, using, or distributing alcoholic beverages, tobacco (including vapes), narcotics, and illegal drugs. The campus is a drug- and tobacco-free environment.

DISCIPLINARY ACTION

There are times when it is necessary for MEU to discipline students who do not fulfill their responsibilities or breach policies and regulations pertaining to conduct. The response of the Student Affairs Committee may include:

- Discourse with the student;
- Oral/written counsel;
- Oral/written warning;
- Probation;
- Banning from attending a certain class, entering the campus, or participating in an activity;
- Suspension for a definite time or until a specified condition is met;
- Withdrawal for one semester or more; or
- Permanent dismissal from MEU.

MEU reserves the right to dismiss students whose presence and lifestyle on campus and in University-related activities off-campus is considered unsuitable or damaging to the institution's values.

MOBILE PHONES

Students are not normally allowed to use mobile phones during classes or formal academic meetings. Unless explicit permission is given by the faculty member or event presider, phones must be turned off during classes, assemblies, and examinations. Failure to adhere to this may cause a temporary confiscation of the phone, and/or dismissal from the meeting place.

ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Students with disabilities are encouraged to contact the Office of the VP for Academic Administration. The student should provide written documentation of their disability and the Office for Academic Administration will work with the student to identify reasonable accommodations to the greatest extent possible without compromising the integrity of the academic program. The Office for Academic Administration will communicate those accommodations to the student's advisor, faculty dean, and course instructors.

SEXUAL HARASSMENT POLICY

MEU students and personnel have the right to enjoy studying, working, and living on a campus free from hostile conduct, intimidation, and offensive behaviors. MEU will not tolerate any involvement by its students or personnel in activities that could be perceived as sexual harassment. Any physical or verbal conduct, such as attempts to pressure someone for sexual favors, sex-oriented comments, teasing or jokes, unnecessary touching of an individual or display of offensive pictures, texts, or audio-visual materials is unacceptable.

If an MEU employee or a student is subjected to sexual harassment, or is aware of an incident of sexual harassment, it should immediately be reported to one of the MEU administrators, one of the dormitory deans, or a member of the Student Affairs Committee.

STUDENT GRIEVANCE PROCEDURE

Students are encouraged to solve all problems at the lowest possible organizational level. In the academic area, a student who feels that a faculty member has treated him or her unfairly is entitled to an impartial review of the complaint. The student must first appeal to the faculty member in question in an attempt to solve the problem in a spirit of cooperation. If a satisfactory solution to the grievance cannot be reached, the student may escalate the complaint to the academic advisor, the chairperson of the department, the relevant faculty dean, the vice president, the Academic Affairs Committee, and the president, step-by-step in that order.

When an appeal is made to the committee, the student has the right to choose one faculty or staff member to be on the committee. The student has the right to appear before the committee to briefly present the case in person. The student is required to provide to the committee, in advance, a written statement that clearly states the specific issue, the basis for dissatisfaction, and the outcome being requested.

Student grievances in non-academic areas follow a similar pattern via the immediate supervisor, the Dean for Student Life, supervising committee and finally the president.

Graduation Information

PARTICIPATION IN THE GRADUATION CEREMONY

Students who have completed their degree requirements before the graduation date and have fulfilled the graduation candidacy requirements may participate in the graduation ceremony.

- Undergraduate students who will complete their degree requirements during the summer session following spring graduation, should petition the Academic Affairs Committee at the beginning of their final academic year, for permission to participate in the spring graduation ceremony. They must also have a 2.5 GPA in their major and 2.25 cumulative GPA, with no incomplete courses that would be outstanding beyond summer session.
- The graduation ceremony distinguishes between those who have completed all degree requirements at the end of the spring semester and those who have some remaining coursework to be completed during the summer session. Those with remaining coursework to be completed in the summer session will be identified in the graduation ceremony as 'summer graduates' and no recognition of academic honors will be noted.

GRADUATION SCHEDULE

Graduation ceremonies are intended to recognize and celebrate the achievement of students who have completed all their degree requirements. The responsibility for meeting the graduation requirements rests primarily with the student.

Conferral of degrees normally takes place once a year at the end of the spring semester. However, if students complete the graduation requirements at the end of either the fall semester or the summer session, they may be issued a diploma dated at that time. It is the responsibility of the graduates to have their diplomas equalized by their respective government(s).

UNDERGRADUATE LEVEL GRADUATION REQUIREMENTS

Before participating in the graduation ceremony or receiving a diploma, each undergraduate candidate must:

- Fill and submit an 'Application for Graduation' form at the beginning of their last academic year.
- Pass all the required courses and achieve a minimum cumulative GPA of 2.00. All students must maintain a minimum GPA of 2.25 with no grades lower than "C-" in their department (major) course requirements, cognates, and department electives. The Faculty of Business requires a minimum GPA of 2.33 in their department courses, cognates, and department electives.
- Fulfill the residency requirement of MEU.

GRADUATE LEVEL GRADUATION REQUIREMENTS

To become candidates for graduation, graduate students must:

- Complete all degree requirements.
- Achieve a minimum cumulative GPA of 3.00 with no more than two repeats and/or no more than two grades below "B-".
- Have no grades lower than "C".
- Defend the thesis and earn a grade of "B" or higher.
- Submit the final copy of the thesis, for the library archives, to their respective faculty dean.
- Complete all requirements for graduation within six academic years of admission to the graduate program.

- Submit the application for graduation one semester before desired graduation.

GRADUATION IN ABSENTIA

Graduates are encouraged to participate in the graduation ceremony. However, graduates may request to absent themselves from the event, at least two weeks before the graduation ceremony. In this case, they must fill out the 'Permission to Graduate in Absentia' form and submit it to the Registrar's office. A student graduating in absentia is required to pay the full graduation fee.

GRADUATION WITH DISTINCTION

This distinction will be noted in the graduation program in addition to the official diploma.

Cum Laude:	a minimum GPA of 3.50
Magna Cum Laude:	a minimum GPA of 3.75
Summa Cum Laude:	a minimum GPA of 3.90

Language Institute

ENGLISH LANGUAGE INSTITUTE

The English Institute is a full-time English program that aims to help students develop the language skills needed to succeed in university. The program is designed to improve English comprehension and speaking, as well as reading and writing skills through the study of reading, grammar, vocabulary, composition, and oral and aural practice.

The English Language Institute offers basic, intermediate, and advanced preparatory university-level language courses for students wishing to learn or improve their English. Students are placed in one of the three levels based on their English language entrance examination score. The basic and intermediate levels consist of four courses in each level (Reading, Writing, Listening/Speaking, and Grammar), for a total of 20 class hours per week, and the advanced level consists of three courses (Reading and Discussion, Writing, and Grammar), for a total of 15 class hours per week.

Students at the Intermediate level may be allowed to take a Physical Education course or an Arabic course with permission from the Language Institute coordinator. Students at the Advanced level are allowed to take one or two university courses as directed by their academic advisor.

Students may attend the English Language Institute whether or not they intend to pursue a degree at Middle East University (MEU). The credits earned in the English Language Institute are not counted toward any degree offered by MEU.

PLACEMENT SCORES

The table below shows the required placement test scores for entry to each level of English.

Level	TOEFL ITP	TOEFL iBT	IELTS	Duolingo
Basic*	325-399	24-46	4.0-4.5	65-75
Intermediate	400-474	47-64	5.0	80
Advanced	475-524	65-75	5.5	100
Cleared**	525	76	6.0	110

**Students who score below this level may be able to participate in Beginner level courses.*

***Undergraduate scores required for matriculation.*

Students who test below the minimum level required for admission to the Basic Level of the English Language Institute may be admitted to a special program for beginners. This program aids beginners in preparing themselves for more advanced English language learning. This level is offered based on need, and there is usually not enough demand every semester. For this reason, students who are beginners should make arrangements with the English Language Institute before planning to start their studies.

PASSING GRADES AND PROMOTION

To be promoted from the Basic Level to the Intermediate Level and from the Intermediate Level to the Advanced Level, students must achieve an average of not less than “C” across the four courses, with no grade below “C-.” Upon successful completion of all three levels, the student may receive a formal letter of completion.

To be promoted out of the English Language Institute, students in the Advanced Level must achieve an average of not less than “C” across all courses, with no grade lower than “C-.” A student at the Advanced Level who achieves an average of “B+” with no grade less than “B” across all courses may take English Composition I without an English Placement Test or the remedial Introduction to Academic English course.

Students who complete the Advanced English Level with the required grade may begin their university degree program. Students who do not pass their English Language Institute courses with the required grades must either repeat the level or pass one of the official placement tests with the scores indicated above.

ENGLISH LANGUAGE INSTITUTE COURSES

Basic English Level		Cr
ENLI110	Basic Grammar	4
ENLI111	Basic Speaking and Listening	4
ENLI112	Basic Writing	4
ENLI113	Basic Reading	4
Intermediate English Level		Cr
ENLI120	Intermediate Grammar	4
ENLI121	Intermediate Speaking and Listening	4
ENLI122	Intermediate Writing	4
ENLI123	Intermediate Reading	4
Advanced English Level		Cr
ENLI130	Advanced Grammar	4
ENLI131	Advanced Writing	4
ENLI132	Advanced Reading and Discussion	4

Freshman Program

FRESHMAN PROGRAM REQUIREMENTS

The Freshman Program functions under the supervision of the Office of the VP for Academic Administration. Students in the Freshman Program are required to complete 30 credits during the course of one academic year. The program includes subjects in the areas of Humanities, Math, Natural Science, and Social Science and Religion.

All students who wish to enroll in the Freshman Program, whether in the arts track or in the science track, must note the following requirements:

- Applicants are required to hold a high school certificate (Grade 12) from a recognized institution based on twelve years of regular successive schooling.
- Applicants must obtain permission from the Equivalence Committee of the Lebanese Ministry of Education allowing them to pursue higher education on the basis of a foreign program before registering for classes at MEU.
- Applicants must sit for the Scholastic Aptitude Test (SAT). Students in the science track must obtain a minimum combined score of 950. Students in the art track must obtain a minimum combined score of 870. The SAT is required prior to admission to the Freshman Program. MEU serves as a Sunday test site for students who require religious accommodation to take the SAT on Sunday.

Admissions to any degree program at MEU following the Freshman Program is based upon:

- Successful completion of the Freshman Program requirements, with a minimum GPA of 2.0.
- Student's academic background while considering specific requirements for each department or major.
- Obtaining MEHE equivalence for Lebanese Baccalaureate. Students must apply for and receive Baccalaureate equivalence from the Lebanese Ministry of Education and Higher Education (MEHE). All requirements for the Freshman Program must be completed before students can advance to the sophomore level. The credits earned in the Freshman Program may not be used towards the credit requirements of any undergraduate degree program earned at the University.

ARTS TRACK REQUIREMENTS

The arts track is for students who desire to major in Business Administration, Education, English, Graphic Design and Digital Media, Religion, or Theology.

Arts Track		30 cr.
<i>At least 6 credits from:</i>		
ARAB__	Arabic Course	3
CLST__	Cultural Studies Course	3
ENLG110	Introduction to Academic English	3
ENLG211	English Composition I	3
GDDM101	Survey of Art	3
PHIL210	Introduction to Philosophy	3
RLGN__	Religious Studies Course	3
<i>At least 3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3

<i>At least 3 credits from:</i>		
MATH110	Precalculus	3
MATH115	Calculus I	3
MATH116	Calculus II	3
STAT101	Survey of Statistics	3
<i>At least 3 credits from:</i>		
BIOL111	Survey of Biology	3
CHEM111	Survey of Chemistry	3
PHYS103	Survey of Physics	3
<i>Use these elective classes or any additional above to reach a total of 30 credits</i>		
SOCI201	Whole-Person Education	1
CPTR203	Foundations of Digital & Information Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
PEAC	PE Elective Course	1

SCIENCE TRACK REQUIREMENTS

The science track is for students who desire to major in Biology, Computer Science, or Information Systems.

Science Track		30 cr.
<i>At least 6 credits from:</i>		
ARAB__	Arabic Course	3
CLST__	Cultural Studies Course	3
ENLG110	Introduction to Academic English	3
ENLG211	English Composition I	3
GDDM101	Survey of Art	3
PHIL210	Introduction to Philosophy	3
RLGN__	Religious Studies Course	3
<i>At least 3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
<i>At least 12 credits from: (at least 3 credits in math and 6 credits in natural sciences)</i>		
BIOL111	Survey of Biology	3
CHEM111	Survey of Chemistry	3
MATH110	Precalculus	3
MATH115	Calculus I	3
MATH116	Calculus II	3
PHYS103	Survey of Physics	3
STAT101	Survey of Statistics	3
<i>Use these elective classes or any additional above to reach a total of 30 credits</i>		
SOCI201	Whole-Person Education	1
CPTR203	Foundations of Digital & Information Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
PEAC	PE Elective Course	1

General Education Program

IMPORTANCE OF GENERAL EDUCATION COURSES

The fast expansion and development of knowledge in a multi-cultural world demands the adoption of a philosophy of continuous life-long learning. The goal of MEU's General Education Program is to help students cultivate all aspects of their development, including the intellectual, physical, social and spiritual.

GENERAL EDUCATION LEARNING OUTCOMES

Following completion of General Education coursework, students will be able to:

1. Evaluate personal growth in intellectual, physical, social, and spiritual areas of their lives.
2. Demonstrate intellectual growth in the areas of reading, writing, research, communication, and technology.
3. Apply health principles to their personal physical health.
4. Engage with their communities in meaningful relationships and thoughtful service.
5. Express their personal spiritual values and apply them to their daily lives.

GENERAL EDUCATION PROGRAM REQUIREMENTS

The General Education Program is administered through the Faculty of Education. Because of minor variations in requirements, the details are listed within each degree program.

Occasionally, a number of General Education Program courses for the undergraduate degree may be completed earlier in fulfillment of the Freshman Class requirements. In this case, the chairperson of the department will select substitute courses.

The General Education Program courses must be taken in the proposed sequence. Additionally, the minimum acceptable earned grade in residency for the General Education Program courses is a D.

The General Education requirements for MEU degrees are listed below. Some degree programs may have more detailed requirements. Please check the appropriate section of the Catalog for any program-specific information.

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
Intellectual Wholeness		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Information Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
<i>At least 3 credits from:</i>		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
Physical Wholeness		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1

Social Wholeness		
Designated Community Service/Engagement course(s) within the major		
<i>At least 3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
Spiritual Wholeness		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
<i>At least 3 credits from:</i>		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3

NOTE:

- ARAB101 Arabic for Beginners (3) is for students who have not completed a baccalaureate exam or equivalent in an Arabic-speaking country.

Faculty of Arts and Sciences

Amy McHenry, PhD
Faculty Dean

The Faculty of Arts and Sciences consists of four departments: Arts and Design, Biology, Computer Science, and English and Modern Languages. The mission of the faculty is to provide students with the wisdom, knowledge, and skills to be competent, compassionate, and committed, both personally and professionally. The faculty offers academic programs of excellence and aims to prepare graduates for successful entry into the professional workforce or provide the platform for further specialized graduate studies.

DEPARTMENT OF ARTS AND DESIGN

The BA in Graphic Design and Digital Media prepares students for professional practice in visual communication. The program emphasizes critical thinking, creative discovery through process, and the development of strong conceptual and technical skills that enable students to address a wide range of design challenges across print, digital, and emerging media.

Students study the theory and history of visual communication while developing practical skills through studio-based coursework in drawing, typography, illustration, digital media, and design. Throughout the program, students learn to create effective visual solutions including identity systems, promotional materials, publications, packaging, educational media, and other forms of visual communication. The program culminates in a senior project and internship experience that prepare graduates to contribute thoughtfully and responsibly as professional designers who inform, guide, clarify, and engage audiences through visual communication.

PROGRAM LEARNING OUTCOMES

Arts and Design Department graduates will:

1. Demonstrate a solid foundation in visual composition, a well-developed sense of color harmony, thorough understanding of ideation and conceptual analysis to skillfully construct professional designs for clients across a broad spectrum of society.
2. Be able to communicate effectively about art and design, in written, oral, and visual formats.
3. Develop a healthy and balanced perspective of the need for genuine skill and craftsmanship and use these skills and talents to bless the lives of others.

BACHELOR OF ARTS IN GRAPHIC DESIGN AND DIGITAL MEDIA

Students must complete 101 credits as follows:

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
<i>Intellectual Wholeness</i>		
ENLG211	English Composition I	3
ENLG212	English Composition II	3
Designated Research course within the major		
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Information Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
<i>3 credits from:</i>		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
<i>Physical Wholeness</i>		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1

PEAC__	Physical Education Course	1
Social Wholeness		
Designated Community Service/Engagement course(s) within the major		
<i>3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
Spiritual Wholeness		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
<i>3 credits from:</i>		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3
Department Courses		69 cr.
GDDM221	History of Art	3
GDDM223	Color Theory/Painting	3
GDDM231	Drawing	3
GDDM235	Graphic Design I	3
GDDM236	Graphic Design II	3
GDDM237	Digital Media	3
GDDM242	Digital Imaging	3
GDDM245	Digital Photography	3
GDDM248	Illustration	3
GDDM301	Graphic Design III	3
GDDM326	Typography	3
GDDM327	Advanced Typography	3
GDDM345	Web Design	3
GDDM348	Video Production	3
GDDM405	Principles of UX/UI	3
GDDM456	Advertising Design	3
GDDM457	Publication Design	3
GDDM461	Senior Project and Portfolio	4
GDDM466	Internship in Graphic Design	1
GDDM468	Art in Service	2
<i>11 credits from:</i>		
GDDM233	Advanced Drawing	3
GDDM234	Watercolor Painting	3
GDDM265	Stained Glass	3
GDDM267	Book Binding	3
GDDM333	Digital Painting	3
GDDM342	Digital Animation	3
GDDM407	Principles of Generative AI	2
GDDM442	3D Modeling and Fabrication	3
MKTG310	Principles of Marketing	3
ENLG315	Media Writing	3
BSAD__	Business Course	3

DEPARTMENT OF BIOLOGY

The Department of Biology seeks to train future scientists, health professionals, and educators, providing them with a strong scientific foundation, well-developed critical thinking and communication skills, and a focus on service.

PROGRAM LEARNING OUTCOMES

Department of Biology graduates will:

1. Have a solid foundation in scientific knowledge and the skills required to observe nature, form hypotheses, design experiments, and analyze and evaluate data.
2. Be able to communicate effectively about science, in both written and oral formats.
3. Have developed a thoughtful perspective about the intersections of science, faith, ethics, social responsibility, and origins.

BACHELOR OF SCIENCE IN BIOLOGY

The BS in Biology degree offers two different concentrations. The Biomedical Concentration prepares students for medical school or for graduate research in the biomedical field. The Biotechnology Concentration prepares students to work in the biotechnology industry but can also be used as a pre-med track. Either concentration can be combined with a Teaching Diploma to be qualified to teach in secondary education.

Students must complete 96 credits as follows: (Students desiring to become secondary science teachers will also need to complete the Teaching Diploma in the Faculty of Education.)

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
<i>Intellectual Wholeness</i>		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Information Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
3 credits from:		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
<i>Physical Wholeness</i>		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
<i>Social Wholeness</i>		
Designated Community Service/Engagement course(s) within the major		
3 credits from:		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
<i>Spiritual Wholeness</i>		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3

<i>3 credits from:</i>		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3
Department Core Courses		23 cr.
BIOL201	General Biology I	4
BIOL202	General Biology II	4
BIOL211	Human Health Clinical	1
BIOL320	Genetics	4
BIOL371	Molecular Biology	4
BIOL390	Statistics and Research Design	3
BIOL449	Historical and Philosophical Biology	3
Cognate Courses		16 cr.
CHEM201	General Chemistry I	4
CHEM202	General Chemistry II	4
CHEM301	Organic Chemistry I	4
CHEM302	Organic Chemistry II	4
Biomedical Concentration		25 cr.
Major Courses		
<i>25 credits from:</i>		
BIOL312	Professional Development	1
BIOL405	Topics in Biology	1-4
BIOL410	Human Physiology	4
BIOL420	Cell Biology	3
BIOL421	Immunology	3
BIOL450	Biochemistry	4
BIOL465	Histology	3
BIOL471	Parasitology	3
PHYS301	Physics for Life Sciences I	4
PHYS302	Physics for Life Sciences II	4
Biotechnology Concentration		25 cr.
Major Courses		
BIOL340	Microbiology	4
BIOL421	Immunology	3
BIOL450	Biochemistry	4
BIOL380	Introduction to Biotechnology	3
BIOL385	Bioinformatics	3
BIOL430	Bioethics	1
BIOL485	Good Laboratory Practice	1
<i>6 credits from:</i>		
BIOL312	Professional Development	1
BIOL330	Ecology	3
BIOL370	Plant Biology	3
BIOL405	Topics in Biology	1-4

BIOL410	Human Physiology	4
BIOL420	Cell Biology	3
BIOL495	Internship in Biotechnology	3
PHYS301	Physics for Life Sciences I	4
PHYS302	Physics for Life Sciences II	4
		Total Credits 96 cr.

DEPARTMENT OF COMPUTER SCIENCE

The Department of Computer Science offers a Bachelor of Science degree in Computer Science that provides students with a strong foundation in core computing principles and modern computer science practice. The program prepares graduates to design, develop, and evaluate software and computing systems using current technologies and methodologies. The department's mission is to educate professionals with strong analytical skills, creativity, ethical awareness, and the ability to adapt in a rapidly evolving technological landscape.

PROGRAM LEARNING OUTCOMES

Department of Computer Science graduates will:

1. Apply core computer science concepts, including programming, data structures, computer systems, software engineering, data management, artificial intelligence, and cybersecurity, to solve real-world problems.
2. Analyze computational problems and develop correct, efficient, and maintainable software and systems using appropriate tools and methodologies.
3. Work effectively both independently and in teams, communicating technical ideas clearly through written and oral formats.
4. Design and evaluate computing solutions while considering performance, security, usability, and ethical responsibility.

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

The BS in Computer Science focuses on the study of computing as well as its role in an application area. It prepares students for graduate study, employment in computer systems, and careers in education. Students must complete 101 credits as follows:

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
Intellectual Wholeness		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Informational Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
3 credits from:		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3

Physical Wholeness		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
Social Wholeness		
Designated Community Service/Engagement course(s) within the major		
<i>3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
Spiritual Wholeness		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
<i>3 credits from:</i>		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3
Department Courses		51 cr.
CPTR211	Computer Programming I	3
CPTR212	Computer Programming II	3
CPTR221	Logic Design	3
CPTR231	Networks and Telecommunications	3
CPTR314	Data Structures and Algorithms	3
CPTR315	Programming Paradigms	3
CPTR322	Computer Organization and Assembler	3
CPTR331	Web Programming I	3
CPTR332	Web Programming II	3
CPTR341	Operating Systems	3
CPTR351	Database Systems Design and Development	3
CPTR370	Data Analytics	3
CPTR450	Computer and Systems Security	3
CPTR461	System Analysis, Design and Development	3
CPTR487	Internship in Computing	3
CPTR495	Computer Science Senior Project	3
<i>3 credits from:</i>		
CPTR395	Blockchain Technology and Digital Currencies	3
CPTR397	Topics in Computing	3
CPTR440	Network Administration	3
CPTR471	Artificial Intelligence	3
CPTR481	Formal Theory of Computation	3
Cognate Courses		18 cr.
MATH217	Calculus III	4
MATH221	Discrete Mathematics	3
MATH235	Linear Algebra	4
MATH241	Probability and Statistics	3

MATH451	Numerical Methods and Analysis	4
		Total Credits 101 cr.

NOTE:

Upon admission, Computer Science students will take the math placement exam to determine their eligibility to enter directly into MATH 217 Calculus III. Students may be required to take MATH 115 Calculus I and/or MATH 116 Calculus II as remedial courses.

MASTER OF SCIENCE IN COMPUTER SCIENCE

The MS degree in Computer Science is currently on hold.

The MS degree in Computer Science exposes students to advanced knowledge and skills in computing, and prepares them for research careers and technical positions. Students must complete 36 credits as follows:

General Education Courses		30 cr.
CPTR524	Advanced Computer Architecture	3
CPTR542	Advanced Operating Systems	3
CPTR633	Computer Communications and Networks	3
CPTR652	Advanced Database Systems	3
CPTR672	Artificial Intelligence and Neural Computation	3
PHIL542	Applied and Professional Ethics	3
CPTR675	Computer Systems Security	3
9 credits from:		
CPTR511	Computational Analysis	3
CPTR517	Analysis of Algorithms	3
CPTR618	Distributed Object-Oriented Programming	3
CPTR640	System Administration	3
CPTR665	Topics in Software Engineering	3
CPTR682	Compiler Design	3
INFS650	Management of Information Systems	3
Culminating Phase		6 cr.
CPTR695	Thesis in Computer Science or One additional course and project	6
		Total Credits 36 cr.

DEPARTMENT OF ENGLISH AND MODERN LANGUAGES

The Department of English offers an undergraduate degree in English. The department provides its students with foundational skills in the English language that will serve them in a variety of careers.

The mission of the department is to provide outstanding degree programs that will develop our graduates into competent communicators, analytical scholars, creative writers, and critical readers.

The department offers the following degree programs:

- Bachelor of Arts in English (BA)

BACHELOR OF ARTS IN ENGLISH

The BA degree in English emphasizes composition, language, and literature. It introduces students to various writing styles, the background and structure of the English language, a range of human experience reflected in literature, and critical literary theory and analysis of texts. Students preparing to teach English at a scholastic level must apply separately for the Teaching Diploma. Students must complete 94 credits as follows:

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
<i>Intellectual Wholeness</i>		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Informational Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
3 credits from:		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
<i>Physical Wholeness</i>		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
<i>Social Wholeness</i>		
Designated Community Service/Engagement course(s) within the major		
3 credits from:		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
<i>Spiritual Wholeness</i>		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
3 credits from:		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3
Department Courses		62 cr.
<i>Composition</i>		18 cr.
ENLG220	Introduction to Rhetoric	3
ENLG310	Creative Writing	3
ENLG315	Media Writing	3
ENLG323	Teaching and Tutoring Writing	3
ENLG422	Writing Across Disciplines	3
ENLG423	Advanced Composition	3
<i>Language</i>		21 cr.
ENLG230	Introduction to the Study of Language	3
ENLG332	Language, Culture, and Society	3
ENLG334	Phonetics and Phonology	3
ENLG335	Methods for Teaching English to Speakers of Other Languages	3
ENLG338	Second Language Acquisition	3
ENLG440	Advanced English Grammar	3
ENLG445	Development of the English Language	3

<i>Literature</i>		23 cr.
ENLG250	Literary Genres	3
ENLG267	Literature for Children and Adolescents	3
ENLG268	World Literature in English	3
ENLG280	Drama	2
ENLG361	English Literature	3
ENLG363	Shakespeare and His Contemporaries	3
ENLG365	American Literature	3
ENLG471	Literary Criticism and Theory	3
Total Credits		94 cr.

Faculty of Education

Faculty Dean

In harmony with the mission of the University, the Faculty of Education provides a unique learning opportunity for those dedicated to inspiring young minds by integrating and practicing the principles of true redemptive education. The Faculty provides high quality programs that prepare professional educators who are good communicators, skilled researchers, and lifelong learners, inspiring their students to the same ideals.

DEPARTMENT OF TEACHER EDUCATION

The Department of Teacher Education offers undergraduate and graduate degree programs in education that expose students to the various areas related specifically to the art of teaching and generally to the science of education. Students will receive the necessary knowledge to understand the different groups of learners and to develop professional leadership skills suitable for educational institutions in the MENA region.

The mission of the department is to prepare educators who are competent in their field, compassionate and reflective in their approach, sensitive to making a difference in the lives of their learners, and committed to their profession and to the pursuit of truth, with the aim of promoting the balanced development of the spiritual, mental, physical, and social dimensions of their learners.

The department offers the following degree programs:

- Bachelor of Arts in Elementary Education with Teaching Diploma (BA + TD)
- Teaching Diploma in Elementary Education (TD)
- Teaching Diploma in Secondary Education (TD)
- Master of Arts in Education (MA)
- Master of Arts in Teaching (MAT)

BACHELOR OF ARTS IN ELEMENTARY EDUCATION WITH TEACHING DIPLOMA

The BA degree in elementary education is offered to promote the teaching of subject matters, pedagogical knowledge, and knowledge of the learners. It is a professional degree with emphasis on the curriculum and methodology of teaching in the elementary school. The program includes homeroom and subject-methodology courses and related subject-matter courses that should be taken concurrently. The student teaching courses should be taken toward the end of the program after completing most of the required courses.

PROGRAM LEARNING OUTCOMES

Upon the completion of the degree requirements, students will have acquired:

- A strong professional understanding of child development and learning needs.
- A solid theoretical knowledge paired with practical teaching skills in both homeroom and subject-specific settings.
- Versatile competencies in instructional methods and techniques that address diverse learning needs. A comprehensive command of the subject areas taught in elementary education.
- The skill to plan and deliver effective instruction using modern technologies, including AI-enhanced learning tools.

- A deep sense of responsibility, ethics, and commitment to supporting students' academic, physical, emotional and spiritual well-being.
- A passion for lifelong learning and continuous professional growth.

Students must complete 112 credits as follows:

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
<i>Intellectual Wholeness</i>		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Information Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
<i>3 credits from:</i>		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
<i>Physical Wholeness</i>		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
<i>Social Wholeness</i>		
Designated Community Service/Engagement course(s) within the major		
<i>3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
<i>Spiritual Wholeness</i>		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
<i>3 credits from:</i>		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3
General Elective Courses		12 cr.
MATH__	Math Course	3
SOCI210	General Sociology	3
_____	Natural Science Course	3
_____	Natural Science Course	3
Department Core Courses		39-41 cr.
EDTE210	Foundations of Education	4
EDTE220	Principles of Teaching and Learning	3
EDTE225	Principles of Digital Citizenship and Digital Education	3

EDTE318	Issues in Education	0, 2
EDTE321	Methods for Teaching Reading	3
EDTE323	Arts and Movement in Elementary Curriculum	3
EDTE325	Instructional Planning Via Digital Tools	2
EDTE345	Educational Psychology	3
EDTE420	Contemporary Classroom Management	3
EDTE452	Classroom Testing and Evaluation	3
EDTE455	Curriculum Design and Development	3
EDTE462	Educating Exceptional Learners	3
EDTE481	Student Teaching-Elementary	3
EDTE482	Student Teaching-Elementary	3
Department Methods Courses		9 cr.
<i>Choose one combination of 9 credits from:</i>		
EDTE330	Methods for Teaching Language Arts	3
EDTE331	Methods for Teaching Social Studies	3
EDTE334	Methods for Teaching Arabic	3
OR		
EDTE330	Methods for Teaching Language Arts	3
EDTE331	Methods for Teaching Social Studies	3
EDTE335	Methods for Teaching English to Speakers of Other Languages	3
EDTE336	Methods for Homeroom Teaching	3
OR		
EDTE332	Methods for Teaching Mathematics	3
EDTE333	Methods for Teaching Science	3
EDTE336	Methods for Homeroom Teaching	3
Subject Matter Courses		12 cr.
<i>Choose one combination of 12 credits from:</i>		
_____	Arabic Courses	
_____	English Courses	
_____	Mathematics Courses	
_____	Science Courses (with labs)	
_____	Social Studies Courses	
Cognate Courses		6-8 cr.
ENLG267	Literature for Children and Adolescents	3
MATH240	Statistics	0, 2
PSYC302	Developmental Psychology	3
PSYC470	Counseling and Guidance	3
Total Credits		112 cr.

TEACHING DIPLOMA INFORMATION

The TD is offered to those who are completing or have completed a bachelor's degree in an appropriate area of study taught in elementary and/or secondary schools. This program, with concentrations in Elementary Education and Secondary Education, serves the needs of university graduates who plan to become schoolteachers, or those who have already had some experience in teaching but lack adequate academic preparation.

All Teaching Diploma students are classified as special students. They must be holders of the Lebanese Baccalaureate or its equivalent, pass the English language entrance examination, and successfully complete the diploma program over and above the total number required for a bachelor's degree. Students must maintain a minimum cumulative grade-point average of 2.00, with no grades lower than "C-".

TEACHING DIPLOMA IN ELEMENTARY EDUCATION

In order to receive the Teaching Diploma in Elementary Education, students must complete 22 credits as follows:

Department Core Courses		16 cr.
EDTE210	Foundations of Education	4
EDTE220	Principles of Teaching and Learning	3
EDTE325	Instructional Planning Via Digital Tools	2
EDTE397	Topics in Educational Psychology	1-3
EDTE452	Classroom Testing and Evaluation	3
EDTE488	Student Teaching	3
Department Methods Courses		9 cr.
<i>Choose one combination of 6 credits from:</i>		
EDTE331	Methods for Teaching Social Studies	3
EDTE334	Methods for Teaching Arabic	3
OR		
EDTE330	Methods for Teaching Language Arts	3
EDTE331	Methods for Teaching Social Studies	3
EDTE335	Methods for Teaching English to Speakers of Other Languages	3
EDTE336	Methods for Homeroom Teaching	3
OR		
EDTE332	Methods for Teaching Mathematics	3
EDTE333	Methods for Teaching Science	3
EDTE336	Methods for Homeroom Teaching	3
Total Credits		22 cr.

TEACHING DIPLOMA IN SECONDARY EDUCATION

In order to receive the Teaching Diploma in Secondary Education, students must complete 22 credits as follows:

Department Core Courses		16 cr.
EDTE210	Foundations of Education	4
EDTE220	Principles of Teaching and Learning	3
EDTE325	Instructional Planning Via Digital Tools	2

EDTE452	Classroom Testing and Evaluation	3
EDTE488	Student Teaching	3
<i>Choose one course:</i>		
EDTE397	Topics in Educational Psychology	1-3
EDTE397	Topics in Curriculum Design and Development	1-3
Department Methods Courses		6 cr.
EDTE328	Methods for Teaching in Secondary School	3
EDTE330	Methods for Teaching Language Arts	3
EDTE332	Methods for Teaching Math	3
EDTE333	Methods for Teaching Science	3
Total Credits		22 cr.

STUDENT TEACHING

The student teaching course consists of active observation, participation, and teaching under supervision in an elementary or a secondary school setting. An orientation for student teaching is conducted before students attend their assigned schools. During orientation, students receive a packet of materials containing information about student teaching requirements and evaluation procedures. A weekly meeting is conducted with the supervising faculty member. Full attention to the teaching responsibilities is vital to receiving a positive recommendation from the school and a satisfactory letter grade.

MASTER OF ARTS IN EDUCATION

The MA degree in education is designed for those who are seeking to enhance their classroom skills, become curriculum supervisors, or assume leadership roles in many educational settings. The degree consists of core courses, two concentrations (Curriculum and Instruction and Educational Leadership), and a thesis. Students will acquire practical and academic skills in analysis, communication, problem solving, critical thinking, and team building. In case of undergraduate deficiencies, students will be required to take prerequisite courses specified by the department. Students must complete 36 credits as follows:

Department Core Courses		15 cr.
<i>Choose 15 credits from the following:</i>		
EDTE510	Philosophical Foundations of Education	3
EDTE520	Learning Theories and Instructional Strategies	3
EDTE618	Current Trends and Issues in Education	3
EDTE625	AI-Empowered Instructional Design and Development	3
EDTE655	Curriculum Theory, Design, and Supervision	3
EDTE672	Educational Supervision	3
Concentration Courses		9 cr.
<i>Curriculum and Instruction</i>		
EDTE652	Measurement and Assessment in Education	3
EDTE657	Curriculum Alignment Across Disciplines	3
EDTE662	Curriculum and Instruction for Exceptional Learners	3
OR		
<i>Educational Administration</i>		
EDTE670	Educational Leadership	3
EDTE674	Educational Finance and Law	3
EDTE676	Human Resources Administration	3

Cognate Courses		3 cr.
PHIL542	Applied and Professional Ethics	3
Research		9 cr.
EDTE590	Research Methods in Education	3
EDTE695	Thesis in Education	6
Total Credits		36 cr.

MASTER OF ARTS IN TEACHING

The MAT is a degree program designed for professional educators who seek to enhance their competence in the field of education, to improve their instructional skills and methodology, as well as to focus on teaching a particular subject matter taught in either the elementary or the secondary school. Currently, English is the only subject matter offered by the department. In case of undergraduate deficiencies, students will be required to take prerequisite courses specified by the department. Students must complete 36 credits as follows:

Department Core Courses		15 cr.
EDTE510	Philosophical Foundations of Education	3
EDTE520	Learning Theories and Instructional Strategies	3
EDTE625	AI-Empowered Instructional Design and Development	3
EDTE652	Measurement and Assessment in Education	3
<i>3 credits from:</i>		
EDTE618	Current Trends and Issues in Education	3
EDTE672	Educational Supervision	3
Concentration Courses		9 cr.
<i>Subject Matter—English</i>		
EDTE635	Curriculum and Instruction—English	3
EDTE638	Teaching Reading and Writing in the Content Areas	3
EDTE658	Theories, Methods, and Materials in Teaching English to Speakers of Other Languages	3
Cognate Courses		3 cr.
PHIL542	Applied and Professional Ethics	3
Research		9 cr.
EDTE590	Research Methods in Education	3
EDTE695	Thesis in Education	6
Total Credits		36 cr.

Faculty of Business Administration

Philippe Zgheib, PhD
Faculty Dean

The Faculty of Business Administration offers an academic curriculum including business situations and practices that the next generation of business leaders will need to cope with. Studying business at MEU provides the professional, ethical, and spiritual tools to face the challenges of an innovative entrepreneur, manager, or business leader in their environment. The mission of the Faculty of Business Administration is to equip and inspire the next generation of business professionals, grounding them in a solid foundation of integrity, competence, and service. Students are equipped with high quality competencies to be innovative, to master analytical tools, and to think critically in order to play a prominent role in the global environment. They are inspired to live lives of integrity, with values, and ethical professionalism, serving society with compassion and faith.

DEPARTMENT OF BUSINESS ADMINISTRATION (BSAD)

The Department of Business Administration offers undergraduate and graduate degree programs in business and information systems. Our graduates will possess competencies in business knowledge, communication, critical thinking, entrepreneurship, teamwork, and ethical and biblical practices. Thus, they will be prepared for service in a multicultural and global environment.

The department offers the following degree programs:

- Bachelor of Business Administration (BBA)
- Bachelor of Science in Information Systems (BS)
- Master of Business Administration (MBA)

In addition, the department offers the following specialty certificate program:

- Certificate in Social Entrepreneurship

BACHELOR OF BUSINESS ADMINISTRATION

BBA students build applicable skills through a variety of internship opportunities, and start-up competitions that enable them to find positions in public and private, not-for-profit, and government organizations. They hold jobs in sales, accounting, finance, advertising and promotion, management, and consulting, among others.

PROGRAM LEARNING OUTCOMES

Successful BBA graduates will possess competencies validated by the following Program Learning Outcomes:

- **Foundational knowledge of business disciplines:** Graduates will demonstrate a foundational understanding of key business principles unique to the primary areas of their disciplines.
- **Communication skills:** Graduates will demonstrate oral and written communication skills pertaining to their disciplines.
- **Critical thinking and entrepreneurship skills:** Graduates will demonstrate critical thinking skills to define business problems and apply innovative entrepreneurship skills to solve them.
- **Teamwork:** Graduates will be able to display interpersonal skills as well as abilities to work well in diverse teams. Consequently, they will recognize the relevance of multi cultural issues in business practices.

- **Ethical practices:** Graduates will follow ethical norms in assessing business situations, embody integrity in decision-making and apply values-based leadership.
- **Biblical practices:** Graduates will utilize biblical principles to significant business challenges as faithful stewards of God's resources.

Students who apply to the BBA program coming from a Technical School need to take three remedial or bridging courses. These courses must be taken the first time they are offered after the student enrolls at MEU. The courses are:

Remedial Courses		9 cr.
BSAD110	Introduction to Business Administration	3
MATH110	Pre-Calculus	3
STAT101	Survey of Statistics	3

The BBA degree provides students with a solid background in core business subjects and concentrations in specific disciplines such as: Accounting, Finance and Banking, Information Systems, International Business, Management, and Marketing. Students must complete 97 credits comprising General Education, Core Business, and Major courses in a special field selected by the student.

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
Intellectual Wholeness		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Informational Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
<i>3 credits from:</i>		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
Physical Wholeness		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
Social Wholeness		
Designated Community Service/Engagement course(s) within the major		
<i>At least 3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
Spiritual Wholeness		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
<i>At least 3 credits from:</i>		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3

Core Courses		41 cr.
ACCT221	Principles of Accounting I	3
ACCT222	Principles of Accounting II	3
BSAD302	Business Simulation Modeling	2
BSAD341	Business Law and Ethics	3
BSAD345	Business and Society	3
BSAD355	Principles of Management	3
BSAD365	Global Environment of Business	3
BSAD396	Entrepreneurship Practicum	0
BSAD494	Business Strategy and Decisions	3
CPTR213	Introduction to Data Analytics	3
ECON225	Principles of Macroeconomics	3
ECON226	Principles of Microeconomics	3
FNCE317	Business Finance	3
MKTG310	Principles of Marketing	3
STAT285	Introduction to Applied Statistics	3

ACCOUNTING CONCENTRATION

Major Courses		24 cr.
ACCT321	Intermediate Accounting I	3
ACCT322	Intermediate Accounting II	3
ACCT328	Intermediate Managerial Accounting/Data Analytics	3
ACCT360	Introduction to Taxation	3
ACCT456	Advanced Accounting	3
ACCT465	Auditing	3
ACCT476	Accounting Information Systems	3
ACCT486	Internship in Accounting	0
3 credits from:		
ACCT355	International Accounting	3
ACCT397	Topics in ____	3
ACCT455	Accounting for Not-for-Profit Organizations	3
BSAD395	Blockchain Technology and Digital Currencies	3
FNCE430	Investment and Portfolio Management	3
Total Credits		97 cr.

FINANCE AND BANKING CONCENTRATION

Major Courses		24 cr.
FNCE348	Commercial and Investment Banking	3
FNCE394	Futures and Options Markets	3
FNCE426	International Banking and Finance	3
FNCE430	Investment and Portfolio Management	3
FNCE486	Internship in Finance	0
12 credits from:		
BSAD395	Blockchain Technology and Digital Currencies	3

FNCE206	Personal Finance	3
FNCE330	Financial Planning	3
FNCE352	Financial Institutions and Capital Markets	3
FNCE353	Fundamentals of Digital Banking and Fintech	3
FNCE397	Topics in ____	3
FNCE410	Intermediate Business Finance	3
FNCE450	Financial Modeling	3
FNCE455	Insurance and Risk Management	3
Total Credits		97 cr.

INTERNATIONAL BUSINESS CONCENTRATION

Major Courses		24 cr.
BSAD450	Multicultural Business Relations	3
BSAD467	International Management	3
BSAD486	Internship in Business	0
ECON454	International Economics	3
FNCE426	International Banking and Finance	3
MKTG465	Global Marketing	3
<i>9 credits from:</i>		
9 credits selected from ACCT, BSAD, CPTR, FNCE, or MKTG not previously applied		
Total Credits		97 cr.

MARKETING CONCENTRATION

Major Courses		24 cr.
MKTG320	Consumer Behavior	3
MKTG335	Digital Marketing	3
MKTG368	Advertising and Promotion	3
MKTG440	Marketing Management	3
MKTG456	Marketing Research	3
MKTG486	Internship in Marketing	0
<i>6 credits from:</i>		
BSAD320	Business Media Communication	3
BSAD395	Blockchain Technology and Digital Currencies	3
MKTG397	Topics in ____	3
MKTG430	Salesmanship	3
MKTG435	Marketing Ethics and Contemporary Issues	3
MKTG450	Retailing	3
MKTG465	Global Marketing	3
<i>3 credits from:</i>		
GDDM237	Digital Media	3
GDDM235	Graphic Design I	3
Total Credits		97 cr.

MANAGEMENT CONCENTRATION

BSAD384	Human Resource Management	3
BSAD410	Entrepreneurship	3
BSAD436	Organizational Behavior	3
BSAD467	International Management	3
BSAD470	Quality Management	3
BSAD475	Operations Management	3
BSAD486	Internship in Business	0
<i>6 credits from:</i>		
Group A electives: 3-6 credits of BSAD courses not previously applied		
BSAD320	Business Media Communication	3
BSAD357	International Affairs and Diplomacy	3
BSAD370	Hospitality, Travel and Tourism	3
BSAD380	Healthcare Administration	3
BSAD395	Blockchain Technology and Digital Currencies	3
BSAD397	Topics in ____	3
BSAD415	Innovation and Creativity	3
BSAD420	Organizational Leadership	3
BSAD460	Project Management	3
BSAD476	Supply Chain and Transportation Logistics	3
Group B electives: 0-3 credits selected from ACCT, FNCE, CPTR, or MKTG		
Total Credits		97 cr.

INFORMATION SYSTEMS CONCENTRATION

CPTR231	Networks and Telecommunications	3
CPTR331	Web Programming I	3
CPTR332	Web Programming II	3
CPTR351	Database Systems Design and Development	3
CPTR370	Data Analytics	3
CPTR447	Project Management	3
CPTR461	System Analysis, Design and Development	3
CPTR486	Internship in Information Systems	0
<i>6 credits from:</i>		
CPTR341	Operating Systems	3
CPTR395	Blockchain Technology and Digital Currencies	3
CPTR397	Topics in Computing	3
CPTR470	E-Business	3
Total Credits		97 cr.

Students must complete the business core courses (39 credits) and the major required and elective courses (24 credits) with a minimum overall GPA of 2.33. However, students must receive a minimum of a “C-” grade in each course.

Students must obtain a “C” minimum grade in the foundation course/s for their major:

Major	Foundation Course/s
Accounting	ACCT 221 Principles of Accounting I, ACCT 222 Principles of Accounting II
Finance and Banking	FNCE317 Business Finance
Information Systems	CPTR203 Foundations of Information Literacy CPTR207 Applied Productivity and Data Skills
International Business	BSAD365 Global Environment of Business
Management	BSAD355 Principles of Management
Marketing	MKTG310 Principles of Marketing

BACHELOR OF SCIENCE IN INFORMATION SYSTEMS

The BS degree in Information Systems equips students with the ability to integrate information systems into the business environment. The program is intended to train students in conceptualizing, designing, implementing, maintaining and managing information technology resources in specific and applied environments.

PROGRAM LEARNING OUTCOMES

Successful BS graduates will possess competencies validated by the following Program Learning Outcomes:

- **Foundational knowledge of information technologies:** Graduates will demonstrate a foundational understanding of key knowledge and principles of the information technologies.
- **Communication skills:** Graduates will demonstrate oral and written communication skills pertaining to information systems.
- **Critical thinking skills:** Graduates will demonstrate critical thinking skills to solve problems.
- **Teamwork:** Graduates will be able to work in teams presenting different roles used in the most popular engineering models.
- **Ethical practices:** Graduates will follow ethical norms in software development and in professional practices.
- **Biblical practices:** Graduates will utilize biblical principles to overcome significant information systems challenges.

The program recognizes that technology has now penetrated the realm of business, education, government and other organizations, and is designed to produce students who recognize this impact and the potential of technology in the society of the future. Students must complete 97 credits comprising General Education, Core, Major, and Cognate courses.

Students who apply to the BSIS program coming from a Technical School need to take three remedial or bridging courses. These courses must be taken the first time they are offered after the student enrolls at MEU. The courses are:

Remedial Courses		9 cr.
BSAD110	Introduction to Business Administration	3
MATH110	Pre-Calculus	3
STAT101	Survey of Statistics	3

General Education Courses		32 cr.
SOCI201	Whole-Person Education	1
Intellectual Wholeness		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Informational Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
3 credits from:		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
Physical Wholeness		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
Social Wholeness		
Designated Community Service/Engagement course(s) within the major		
3 credits from:		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
Spiritual Wholeness		
RLGN274	God and Human Life	3
PHIL241	Ethics in Modern Society	3
3 credits from:		
RLGN212	Jesus in His Time and Ours	3
RLGN213	Old Testament Survey	3
RLGN214	New Testament Survey	3
Core Courses		35cr.
BSAD302	Business Simulation Modeling	2
CPTR211	Computer Programming I	3
CPTR212	Computer Programming II	3
CPTR231	Networks and Telecommunications	3
CPTR331	Web Programming I	3
CPTR332	Web Programming II	3
CPTR351	Database Systems Design and Development	3
CPTR370	Data Analytics	3
CPTR447	Project Management	3
CPTR450	Computer and Systems Security	3
CPTR460	Systems Development Project	3
CPTR461	System Analysis, Design and Development	3
CPTR486	Internship in Information Systems	0

Major Courses		6 cr.
<i>6 credits from:</i>		
CPTR341	Operating Systems	3
CPTR395	Blockchain Technology and Digital Currencies	3
CPTR397	Topics in Computing	3
CPTR440	Network Administration	3
CPTR470	E-Business	3
CPTR472	Decision Support and Expert Systems	3
CPTR475	Knowledge Management	3
Cognate Courses		24cr.
ACCT221	Principles of Accounting I	3
ACCT222	Principles of Accounting II	3
BSAD355	Management and Organization	3
BSAD475	Operations Management	3
ECON226	Principles of Microeconomics	3
FNCE317	Business Finance	3
MKTG310	Principles of Marketing	3
STAT285	Introduction to Applied Statistics	3
Total Credits		97 cr.

MASTER OF BUSINESS ADMINISTRATION

The MBA degree program is designed to provide advanced business education to students who have achieved the required academic competence and are aiming to further their academic knowledge and advance their professional skills.

The program emphasizes the preparation of students for leadership roles that require clear and critical thinking, sound judgment, effective communication, integrity in all actions, and recognition of opportunities for service. Success in today's business world requires a thorough understanding of global business developments. Through the use of case studies, students are given the opportunity to put their theoretical study into practice.

PROGRAM LEARNING OUTCOMES

Successful MBA graduates will possess competencies validated by the following Program Learning Outcomes:

- **Advanced knowledge of business disciplines:** Graduates will demonstrate an advanced understanding of key business principles unique to the primary areas of their disciplines.
- **Communication skills:** Graduates will demonstrate professional oral and written communication skills.
- **Critical thinking and managerial skills:** Graduates will demonstrate critical thinking skills to analyze business problems and apply innovative managerial skills to solve them.
- **Teamwork:** Graduates will be able to display interpersonal skills as well as abilities to lead diverse teams. Consequently, they will recognize the relevance of multicultural issues in business practices.
- **Ethical practices:** Graduates will follow ethical norms in assessing business situations, embody integrity in decision-making and apply values-based leadership.

• **Biblical practices:** Graduates will utilize biblical principles to significant business challenges as faithful managers of God's resources.

Students who apply to the MBA program must have relevant undergraduate coursework in business. However, provision is made for students without adequate undergraduate business background to complete 9 credits of foundation courses that are not part of the MBA program. These courses must be taken before or during the first year of MBA coursework. The courses are:

Foundations Courses in Business		9 cr.
BSAD505	Foundations of Accounting and Finance	3
BSAD506	Foundations of Management and Marketing	3
BSAD507	Foundations of Economics	3

The MBA degree requires all students to take 24 credits of core courses, 9 credits of concentration courses, and 6 credits in the culminating phase. The concentration courses can be in the fields of Finance, Management, Marketing, or a combination of them for a general MBA. In the culminating phase, the student can either complete a thesis in the chosen field or take two elective courses. Students who do not complete the thesis will have a recognized professional degree, but may limit their options for doctoral studies.

Students must complete 39 credits as follows:

Core Courses		24cr.
ACCT610	Managerial Accounting	3
BSAD515	Organizational Behavior and Leadership	3
BSAD520	Business Research Methods	3
BSAD596	Entrepreneurship Practicum	0
BSAD689	Strategic Management	3
ECON530	Managerial Economics	3
FNCE675	Financial Management	3
MKTG680	Strategic Marketing Management	3
PHIL542	Applied and Professional Ethics	3

FINANCE CONCENTRATION

Major Courses		9 cr.
<i>9 credits from:</i>		
BSAD555	Blockchain Technology and Digital Currencies	3
FNCE556	Topics in ____	3
FNCE610	Business Valuation	3
FNCE645	Derivatives	3
FNCE655	Banking and Financial Institutions	3
FNCE680	Investment Strategy & Portfolio Analysis	3

MANAGEMENT CONCENTRATION

Major Courses		9 cr.
<i>9 credits from:</i>		
BSAD545	International Business Management	3
BSAD555	Blockchain Technology and Digital Currencies	3
BSAD556	Topics in ____	3
BSAD665	Strategic Implementation and Managing Change	3
BSAD670	Management of Human Resources	3
BSAD675	Logistics and Supply-Chain Management	3

MARKETING CONCENTRATION

Major Courses		9 cr.
<i>9 credits from:</i>		
BSAD555	Blockchain Technology and Digital Currencies	3
MKTG556	Topics in ____	3
MKTG640	Services Marketing	3
MKTG645	Customer Relationship Marketing	3
MKTG665	Brand Management	3
MKTG670	Strategic Communication and Public Relations	3

General Concentration

<i>Choose 3 courses from any concentration</i>	9 cr.
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Culminating Phase		6 cr.
BSAD695	Thesis in Business	6
OR		
BSAD/FNCE/MKTG	2 elective courses	6

Total Credits 39 cr.

CERTIFICATE IN SOCIAL ENTREPRENEURSHIP

The *Certificate in Social Entrepreneurship* is a non-degree program. Its purpose is to equip and inspire entrepreneurs and managers of social enterprises who want to start or run profitable businesses with a mission purpose. The certificate is designed to equip entrepreneurs who want to start a new social venture or a Christian business with a mission purpose. It is also designed to inspire managers who run a profitable business but would like to transform it into a social venture or individuals who manage a Christian organization and aim to help their organizations become profitable and sustainable businesses.

The Certificate in Social Entrepreneurship includes the following five courses:

Courses		15cr.
ACCT612	Managerial Accounting for Social Enterprises	3
BSAD535	Social Entrepreneurship and Innovation	3
BSAD570	Model Steward Canvas	3
BSAD689	Strategic Management	3
MKTG680	Strategic Marketing Management	3

The courses will blend theory with practice. Through workshops and mentoring the professors will coach students to strengthen their theoretical knowledge of social entrepreneurship. Besides, case studies, projects and group activities will provide structured opportunities for students to implement the tools in their ventures or organizations. Students will be encouraged to share their personal experiences and challenges as a basis for group discussion and case analysis. Likewise, students will be asked to implement the tools learned in their respective organizations as final course projects, thus leaving each course with a tangible plan to implement in their businesses. Teachers might require class requirements (assignments, projects) to be submitted after the in-person sessions.

Those students who are not admitted into a graduate level program, may enroll in these courses as non-credit at the 100-level.

Faculty of Philosophy and Theology

Dióí Cruz, DMin
Faculty Dean

The Faculty of Philosophy and Theology consists of two departments: the Department of Religion, which offers two undergraduate degrees and a certificate with six possible emphases, and the Department of Mediterranean and Near Eastern Studies, which offers a BA concentration in Islamic Studies, and creative research/symposia via its Adventist Institute for Islamic and Arabic Studies. Philosophy and Ethics courses are offered to meet the needs of both the Department of Religion and other departments within the University.

The purpose of the Faculty of Philosophy and Theology is to furnish the Seventh-day Adventist Church with competent, highly motivated, and consecrated graduates who can serve among people from various cultural backgrounds. The Faculty aims to provide a biblical foundation for influencing people through a personal, Christ-centered life and message across diverse contexts, including secular professions, community service, education, spiritual engagement, or church leadership.

VISION STATEMENT

The Faculty's vision is to advance the life-transforming worldview derived from the Three Angels' Messages (Rev 14:6-12) for personal life and compassionate service, and to contribute to Adventist understanding of diverse communities within the MENA region.

MISSION STATEMENT

The mission of the Faculty is to equip Adventist gospel workers and leaders to think theologically, engage globally, and live biblically.

GOALS OF THE FACULTY:

- Develop in students a vision for God's redemptive work throughout the world, equipping them to devise effective and cross-cultural strategies for pastoral care, leadership, teaching, research and writing, tentmaking, evangelism, church planting, and discipleship.
- Nurture spiritually mature gospel workers whose experiential knowledge of God in Christ is evidenced in their character, outlook, conduct, relationships, leadership, ministry, and mission.
- Equip gospel workers to positively and biblically influence individuals from diverse backgrounds, including those with cultural and religious roots in regional communities and global diasporas.
- Provide relevant resources for the MENA Union and the global Seventh-day Adventist Church by offering a missionary-relevant, academically solid, and culturally rich location for learning and praxis, positioning MEU as a go-to place for equipping for ministry in the 10/40 window MENA Region.

The Faculty supports and helps nuance MEU's spiritual, ethical, and service values and ethos. Faculty members bring rich experience in pastoral care and nurture as well as spiritual leadership and biblical insight in their personal interaction with both students and other MEU faculty and staff.

DEPARTMENT OF RELIGION

The Department of Religion offers two undergraduate degrees and one certificate to prepare Bible teachers, gospel ministers, and church leaders to serve the Seventh-day Adventist

Church and the wider community. Students are provided in-depth instruction in biblical, theological, historical, ethical, and pastoral courses so as to be better equipped for a wide and relevant proclamation of the everlasting gospel of Jesus Christ. The department also provides basic religion courses to meet the religion course requirement needs of the general education program.

The mission of the department is to involve both degree majors and general education students in:

- An experiential understanding of Jesus Christ and His Word;
- The study of God’s word, sharing of spiritual and ethical ideas, connecting with people, serving humanity, and improving one’s world;
- The development of family, community, and the Church in anticipation of the soon return of Jesus Christ.

The department offers the following degree programs:

- Bachelor of Arts in Religion (BA)
- Bachelor of Arts in Theology (BA)

In addition, the department offers the following specialty certificate program:

- Certificate in Ministry and Leadership

BACHELOR OF ARTS IN RELIGION

The BA degree in Religion is offered to those who wish to become Bible teachers at elementary or secondary school levels, as one context for service includes education. Students must complete 131 credits, resulting in the acquisition of the following outcomes and competencies:

OUTCOMES AND COMPETENCIES

1. A Spiritually Mature Leader	a. Demonstrates a deep understanding of religious texts and biblical principles. b. Exhibits strong moral character and ethical conduct. c. Engages in regular spiritual practices such as prayer, meditation, and sharing personal religious experiences. d. Demonstrates effective leadership skills in religious contexts.
2. An Effective Biblical and Theological Teacher	a. Possesses expertise in teaching religious subjects through effective instructional techniques. b. Utilizes creative teaching methods to actively engage students and enhance learning. c. Shows a profound grasp of relevant biblical and theological concepts for classroom instruction. d. Applies religious texts effectively and integrates theological principles into lesson plans, fostering critical thinking and spiritual growth in a supportive learning environment.
3. A Competent Cross-Cultural Missionary & Discippler	a. Exhibits cultural sensitivity, effective communication skills, and knowledge of world religions, particularly focusing on the MENA region. b. Engages in missionary work with compassion, respect, and adaptability, fostering spiritual growth and development in diverse contexts. c. Demonstrates proficiency in discipleship and mentoring practices, supporting students’ spiritual growth through teaching and guidance. d. Integrates these skills and practices to effectively navigate cross-cultural interactions and promote understanding and empathy in religious contexts.

General Education Courses		23 cr.
SOCI201	Whole-Person Education	1
<i>Intellectual Wholeness</i>		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3
CPTR203	Foundations of Digital & Informational Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
3 credits from:		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
<i>Physical Wholeness</i>		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
<i>Social Wholeness</i>		
Designated Community Service/Engagement course(s) within the major		
3 credits from:		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
<i>Spiritual Wholeness</i>		
This component is met through the major requirements.		
Department Courses		80cr.
RLGN225	The Gospels	3
RLGN238	Biblical Spiritual Life	3
RLGN262	Personal Ministry	3
RLGN268	Music, Worship, and Liturgy	2
RLGN278	Biblical Hermeneutics	2
RLGN281	Introduction to World Religions	2
RLGN290	Research Methods in Religious Studies	2
RLGN295	Ministerial Praxis I	1
RLGN296	Ministerial Praxis II	1
RLGN320	Studies in Daniel	3
RLGN322	Studies in Revelation	3
RLGN325	Old Testament Studies I	3
RLGN326	Old Testament Studies II	3
RLGN327	Old Testament Studies III	3
RLGN328	Acts and Epistles I	3
RLGN329	Acts and Epistles II	3
RLGN345	History of Seventh-day Adventism	3
RLGN362	Pastoral Ministry	3
RLGN366	Biblical Preaching I	2
RLGN368	Conflict Management and Reconciliation	1

RLGN375	Doctrines of the Adventist Faith	3
RLGN378	Prophetic Heritage	2
RLGN381	Introduction to the Religion of Islam	3
RLGN395	Ministerial Praxis III	1
RLGN396	Ministerial Praxis IV	1
RLGN425	The Bible as Literature	3
RLGN 462	Pastoral Counseling	2
RLGN471	Christian Theology I	3
RLGN472	Christian Theology II	3
RLGN485	Theology of Mission	3
RLGN488	Church Planting	3
RLGN495	Ministerial Praxis V	1
RLGN496	Ministerial Praxis VI	1
RLGN498	Ministerial Praxis VII	1
RLGN499	Ministerial Praxis VIII	1
Cognate Courses		28 cr.
CLST240	History and Culture of the Arabs	3
EDTE210	Foundations of Education	4
EDTE220	Principles of Teaching and Learning	3
EDTE311	Introduction to Religious Education	2
EDTE338	Methods of Teaching Religion	3
EDTE345	Educational Psychology	3
EDTE452	Classroom Testing and Evaluation	3
EDTE488	Student Teaching	3
EDTE495	Research in Education	1
PHIL245	Biblical Ethics	3
Total Credits		131 cr.

NOTE: As with all other programs at MEU, students who do not have the Lebanese Baccalaureate or its equivalent must first meet the Freshman Program requirements before starting the BA in Religion.

BACHELOR OF ARTS IN THEOLOGY

The BA degree in Theology is offered to those who desire to become gospel workers and pastors in the Seventh-day Adventist Church. Students are introduced to various phases of gospel ministry and to the methods, principles, and procedures of biblical interpretation. It aims to develop skills required for effective proclamation of biblical faith through personal witness, preaching, teaching, and leadership in local, regional, and global communities. Courses are designed to enhance students' commitment to Jesus Christ and their involvement in the mission of the Seventh-day Adventist Church. Graduates will be prepared for ministry in any vocation in the world field—but especially Middle Eastern North African contexts or with people who come from the region. Students must complete 132 credits resulting in the acquisition of the following outcomes and competencies:

OUTCOMES AND COMPETENCIES

1. A Spiritually Committed Leader	a. Demonstrates a deep commitment to spiritual growth and personal devotion. b. Exhibits strong leadership skills in religious settings, fostering unity and collaboration. c. Possesses effective communication abilities to convey spiritual principles and guidance. d. Demonstrates a solid understanding of theological concepts and their practical application in ministry.
2. A Skillful Cross-Cultural Ministry Practitioner:	a. Shows proficiency in navigating diverse cultural contexts, particularly in Middle Eastern and North African regions. b. Demonstrates adaptability and flexibility in cross-cultural interactions and ministry approaches. c. Possesses strong interpersonal skills for building relationships across cultural boundaries. d. Integrates cultural sensitivity and awareness into ministry practices, respecting diverse beliefs and traditions.
3. A Biblical-Based and Mission-Driven Pastor	a. Displays a deep understanding of biblical teachings and principles, grounded in sound theological knowledge. b. Exhibits a passion for mission and evangelism, actively engaging in outreach and community involvement. c. Demonstrates effective pastoral care skills, providing spiritual support and guidance to individuals and communities. d. Integrates biblical values and principles into decision-making processes and ministry strategies.

Who is a candidate?

- Individuals who have heard God's call inviting them to a life of service as a gospel worker.
- Persons whose spiritual vision includes a commitment to serve the diverse population both within the Middle East North African region and beyond. This might include theology as a second degree in addition to their expertise of profession.
- Theology students of Adventist theological study programs around the world who desire a concentration in Mediterranean and Near Eastern studies or a de-Westernized orientation to biblical studies and theology.
- Tentmakers who envision self-supporting gospel ministry and need to pursue additional qualifications, such as theology as a second degree in addition to their expertise or profession.
- International thinkers who desire a sound Seventh-day Adventist biblical and theological exposure on a uniquely situated and diverse campus that draws students from around the world to learn under an international faculty.

MEU's BA in Theology program graduates will be better equipped to minister to individuals from diverse cultural and religious backgrounds in the MENA region exercising understanding, respect, and confidence.

General Education Courses		23 cr.
SOCI201	Whole-Person Education	1
<i>Intellectual Wholeness</i>		
ENLG211	English Composition I	3
ENLG212	English Composition II Designated Research course within the major	3
COMM211	Communication Skills	3

CPTR203	Foundations of Digital & Informational Literacy	1
CPTR205	Ethical & Effective Use of AI	1
CPTR207	Applied Productivity & Data Skills	1
<i>3 credits from:</i>		
ARAB101	Arabic for Beginners	3
ARAB211	Arabic Language Skills	3
Physical Wholeness		
HLED110	Principles of Healthful Living	2
PEAC101	Basic Physical Education	1
PEAC__	Physical Education Course	1
Social Wholeness		
Designated Community Service/Engagement course(s) within the major		
<i>3 credits from:</i>		
PSYC201	General Psychology	3
SOCI210	General Sociology	3
Spiritual Wholeness		
This component is met through the major requirements.		
Department Courses		102cr.
RLGN225	The Gospels	3
RLGN238	Biblical Spiritual Life	3
RLGN252	Biblical Hebrew I	3
RLGN253	Biblical Hebrew II	3
RLGN255	New Testament Greek I	3
RLGN256	New Testament Greek II	3
RLGN262	Personal Ministry	3
RLGN268	Music, Worship, and Liturgy	2
RLGN278	Biblical Hermeneutics	2
RLGN281	Introduction to World Religions	2
RLGN290	Research Methods in Religious Studies	2
RLGN295	Ministerial Praxis I	1
RLGN296	Ministerial Praxis II	1
RLGN320	Studies in Daniel	3
RLGN322	Studies in Revelation	3
RLGN325	Old Testament Studies I	3
RLGN326	Old Testament Studies II	3
RLGN327	Old Testament Studies III	3
RLGN328	Acts and Epistles I	3
RLGN329	Acts and Epistles II	3
RLGN341	History of the Christian Church I	3
RLGN342	History of the Christian Church II	3
RLGN345	History of Seventh-day Adventism	3
RLGN362	Pastoral Ministry	3
RLGN366	Biblical Preaching I	2
RLGN368	Conflict Management and Reconciliation	1

RLGN375	Doctrines of the Adventist Faith	3
RLGN378	Prophetic Heritage	2
RLGN381	Introduction to the Religion of Islam	3
RLGN395	Ministerial Praxis III	1
RLGN396	Ministerial Praxis IV	1
RLGN440	Biblical Archaeology	3
RLGN462	Pastoral Counseling	2
RLGN466	Biblical Preaching II	2
RLGN471	Christian Theology I	3
RLGN472	Christian Theology II	3
RLGN485	Theology of Mission	3
RLGN486	Missional Leadership	2
RLGN488	Church Planting	3
RLGN495	Ministerial Praxis V	1
RLGN496	Ministerial Praxis VI	1
RLGN498	Ministerial Praxis VII	1
RLGN499	Ministerial Praxis VIII	1
Cognate Courses		7cr.
EDTE311	Introduction to Religious Education	2
PHIL245	Biblical Ethics	3
SOCI315	Marriage and Family Relations	2
Total Credits		132 cr.

NOTE: As with all other programs at MEU, students who do not have the Lebanese Baccalaureate or its equivalent must first meet the Freshman Program requirements before starting the BA in Theology.

CERTIFICATE IN MINISTRY AND LEADERSHIP

The Certificate in Ministry and Leadership is a non-degree program. Its purpose is to equip and inspire campus students, church leaders, and ministry practitioners through focused, practical, and academically grounded training in a flexible learning format. Participants may complete courses either synchronously online or in person, selecting from six areas of emphasis aligned with the courses offered each semester. Those students who are not admitted into a graduate level program may enroll in these courses as non-credit at the 100-level.

Each certificate consists of 15-17 credits, providing a structured yet accessible pathway for continuing education without requiring enrollment in a full degree program. All courses are delivered in English, with automated Arabic caption translation support provided to enhance accessibility and support learning within the regional context.

GENERAL OUTCOMES

Participants who complete a certificate will be able to:

- Demonstrate growth in spiritual maturity and leadership capacity
- Apply biblical, theological, and pastoral principles in real ministry contexts
- Lead effectively in areas such as preaching, discipleship, mission, counseling, and church leadership
- Engage thoughtfully with diverse cultural and religious environments

Areas of emphases:

1) BIBLICAL STUDIES AND INTERPRETATION

Core Courses		11cr.
RLGN225	The Gospels	3
RLGN278	Biblical Hermeneutics	2
RLGN325	Old Testament Studies I	3
RLGN440	Biblical Archaeology	3
Elective Courses (choose 2)		6cr.
RLGN320	Studies in Daniel	3
RLGN322	Studies in Revelation	3
RLGN326	Old Testament Studies II	3
RLGN328	Acts and Epistles I	3
Total Credits		17 cr.

Graduates will be able to:

- Interpret biblical texts using sound hermeneutical principles, considering genre and historical context.
- Explain major theological themes across the Old and New Testaments.
- Analyze the relationship between canon, context, and meaning in biblical texts.
- Apply biblical teachings responsibly in preaching, teaching, and ministry.

2) THEOLOGY AND DOCTRINAL FOUNDATIONS

Core Courses		11cr.
RLGN345	History of Seventh-day Adventism	3
RLGN375	Doctrines of the Adventist Faith	3
RLGN378	Prophetic Heritage	2
RLGN471	Christian Theology I	3
Elective Courses (choose 2)		6cr.
PHIL245	Biblical Ethics	3
RLGN341	History of the Christian Church I	3
RLGN472	Christian Theology II	3
RLGN485	Theology of Mission	3
Total Credits		17 cr.

Graduates will be able to:

- Articulate core Christian and Seventh-day Adventist doctrines biblically and coherently.
- Demonstrate theological reasoning and ethical reflection on contemporary issues.
- Apply biblical and theological principles to mission and ministry.
- Integrate biblical, historical, and systematic theology in ministry practice.

3) PREACHING, WORSHIP, AND MINISTRY

Core Courses		11cr.
RLGN225	The Gospels	3
RLGN238	Biblical Spiritual Life	3
RLGN262	Personal Ministry	3
RLGN266	Biblical Preaching I	2
Elective Courses (choose 2)		4-6 cr.
RLGN368	Music, Worship, and Liturgy	2
RLGN328	Acts and Epistles I	3
RLGN466	Biblical Preaching II	2
RLGN362	Pastoral Ministry	3
Total Credits		15-17 cr.

Graduates will be able to:

- Prepare and deliver biblically grounded sermons effectively.
- Design and lead contextually relevant worship services.
- Integrate Scripture, theology, and communication in preaching.
- Demonstrate spiritual maturity and authenticity in ministry leadership.

4) PASTORAL CARE AND COUNSELING

Core Courses		11cr.
PHIL245	Biblical Ethics	3
RLGN238:	Biblical Spiritual Life	3
RLGN368	Conflict Management and Reconciliation	1
RLGN462	Pastoral Counseling	2
SOCI315	Marriage and Family Relations	2
Elective Courses (choose 2)		5-6 cr.
RLGN262	Personal Ministry	3
RLGN362	Pastoral Ministry	3
RLGN486	Missional Leadership	2
RLGN488	Church Planting	3
Total Credits		16-17 cr.

Graduates will be able to:

- Provide biblically grounded pastoral and family counseling
- Apply counseling, communication, and conflict resolution skills
- Promote holistic growth and discipleship
- Engage diverse contexts with sensitivity and mission focus

5) MISSION, TEACHING, AND CHURCH PLANTING

Core Courses		11cr.
EDTE311	Introduction to Religious Education	2
RLGN262	Personal Ministry	3
RLGN485	Theology of Mission	3
RLGN488	Church Planting	3
Elective Courses (choose 2)		4-6 cr.
RLGN281	Introduction to World Religions	2
RLGN362	Pastoral Ministry	3
RLGN381	Introduction to the Religion of Islam	3
RLGN486	Missional Leadership	2
Total Credits		15-17 cr.

Graduates will be able to:

- Design and implement mission and evangelistic strategies
- Apply mission theology in contemporary contexts
- Plan and lead church planting initiatives
- Engage effectively in cross-cultural settings

6) LEADERSHIP AND CHURCH MINISTRY

Core Courses		11cr.
RLGN262	Personal Ministry	3
RLGN362	Pastoral Ministry	3
RLGN366	Biblical Preaching I	2
RLGN368	Conflict Management and Reconciliation	1
RLGN486	Missional Leadership	2
Elective Courses (choose 2)		4-6 cr.
SOCI315	Marriage and Family Relations	2
RLGN466	Biblical Preaching II	2
RLGN485	Theology of Mission	3
RLGN238	Biblical Spiritual Life	3
Total Credits		15-17 cr.

Graduates will be able to:

- Apply biblical principles to church leadership and decision-making
- Demonstrate effective leadership and conflict management in ministry
- Lead preaching, worship, and mission initiatives
- Exhibit ethical integrity and spiritual maturity in ministry settings

MINISTERIAL PRAXIS

The eight Ministerial Praxis courses (Ministerial Praxis I, II, III, IV, V, VI, VII, VIII) enable theology students to practice, strengthen, and refine their pastoral knowledge and skills in an authentic context while studying in their degree program at the University. These courses are required in addition to the practical aspects of ministerial-related courses such as Personal Ministry, Pastoral Ministry, Pastoral Counseling, Biblical Preaching I & II, and Church Planting. Short- and long-term field projects will be assigned to each student or student teams by the faculty dean in consultation with a faculty member, who will also describe the week days or weekends' task(s), assign the area(s), set the timeframe, and oversee the implementation of the requirements and the periodic reporting.

During each Fall and Spring Semester, students in their sophomore, junior levels, or beyond, must register for RLGN295, 296, or RLGN 395, 396, or RLGN 495, 496, or RLGN 498, 499, respectively. The requirements for each of the praxis courses must be completed during each semester, whether Fall or Spring, for a total of 15 class sessions per semester. An 'S' or 'U' (satisfactory or unsatisfactory) designation will be given for each semester.

The involvement of students in ministerial praxis should help gain real experience in places such as local churches and their communities, centers of influence, evangelistic/church-planting endeavors, university/school campus ministries/chaplaincy, etc. The course syllabus shall describe in detail the requirements of each praxis course.

During the Junior level, the students will be engaged in a summer-long Ministry Internship within the pastoral and service contexts of the Middle East North Africa Union Mission region.

DEPARTMENT OF MEDITERRANEAN AND NEAR EASTERN STUDIES

The Mediterranean world encompasses three continents: Western Asia, North Africa, and Southern Europe. The history of the Mediterranean region is the history of the interaction of the cultures and people of the lands surrounding the Mediterranean Sea—the central superhighway throughout history of transport, trade, and cultural exchange between diverse peoples. Its history is important to understanding the origin and development of the Mesopotamian, Egyptian, Canaanite, Phoenician, Hebrew, Carthaginian, Greek, Roman, Byzantine, Persian, Ottoman, Christian, and Islamic cultures, not to mention the history and culture of the Arabs. Its history and culture are important to understanding the Bible both in its context and for modern times.

The Mediterranean world is the cultural stage for civilization with both the clash and cross-fertilization of cultures. It continues as one of the world's most strategic regions and the church's greatest missional challenge. It is the birthplace of Jewish, Christian, and Islamic faiths. Studying within the department introduces one to the rich heritage of the Middle East and Mediterranean world including Islamic sources (religion, history, culture, society, ethics, politics), and to current culture and media of the Arab world. It provides insight into these places and peoples that continue to play a major role on the world stage. It does so from a biblical, theological, and missional perspective and with the purpose of deepening the understanding of Scripture, the Great Controversy metanarrative, and the critical issues/turning points of salvation history.

The department offers one BA level concentration or minor and cutting-edge research/symposia via its Adventist Institute for Islamic and Arabic Studies.

MEU's Faculty of Philosophy and Theology is emerging as the knowledge center for the global Adventist community on Islamic, Arabic, Mediterranean, and Middle Eastern culture and society. The expertise of an international faculty, relevant library holdings, culturally rich learning context, and pleasant instructional facilities provide an enriching post-graduate learning experience.

ISLAMIC STUDIES CONCENTRATION/MINOR FOR BACHELOR OF ARTS IN THEOLOGY

The Faculty of Philosophy and Theology's Department of Mediterranean and Near Eastern Studies provides an Islamic Studies concentration/minor as additional non-degree coursework and/or course transfer credit course work for cross-registered BA in Theology students from affiliate Adventist universities. The concentration or minor provides a BA in Theology level engagement in the rich heritage of the Middle East and Arab world at large. It nurtures knowledge, understanding, skills, and attitudes that promote respect and dialogue in the context of the Islamic religious understanding (faith and practice, history, language, culture, society, ethics, politics) as well as approached informed by biblical principles to reaching individual through personal service and a Christ-centered witness. The Islamic Studies Concentration/Minor coursework is open to Junior and Senior cross-registered Theology students from affiliate Adventist universities for degree credit. A letter of completion is provided for non-degree students.

Two Semester Islamic Studies Concentration

Concentration Courses		34cr.
ARAB105	Basic Arabic	6
ARAB205	Intermediate Arabic	6
CLST240	History and Culture of the Arabs	3
ISLM271	The Bible and the Qur'an	3
ISLM338	Current Issues in the Islamic World	3
ISLM375	Adventist Faith in Relation to Islam	3
ISLM455	Spiritual Life in an Arab Culture	2
ISLM485	Approaches to Muslims	2
RLGN381	Introduction to the Religion of Islam	3
RLGN485	Theology of Mission	3

One Semester Islamic Studies Concentration

Concentration Courses		16cr.
ISLM271	The Bible and the Qur'an	3
ISLM375	Adventist Faith in Relation to Islam	3
ISLM455	Spiritual Life in an Arab Culture	2
ISLM485	Approaches to Muslims	2
RLGN381	Introduction to the Religion of Islam	3
RLGN485	Theology of Mission	3

ADVENTIST INSTITUTE FOR ISLAMIC AND ARABIC STUDIES

The Adventist Institute for Islamic and Arabic Studies provides research opportunities, symposia, and access to extensive library resources. Its focus is to provide academic and workshop training in Islamic and Arabic Studies, aiming to develop and sustain relevant biblically informed curriculum and research. The Institute aspires to become the knowledge hub for the global Adventist community on Middle Eastern culture and society, situated within Middle East University's campus.

Course Descriptions

ACCOUNTING

ACCT208	STEWARDSHIP AND CHURCH FINANCE	2 CR.
A study of the biblical plan for the support of the church. The course includes general bookkeeping of church finance, proper use of tithes and offerings, principles of stewardship, preparation of the church budget, and the principles of conducting the business affairs of the church. In addition, the course includes the management of one's personal finances; covering budgeting and debt issues.		
ACCT221	PRINCIPLES OF ACCOUNTING I	3 CR.
This course introduces students to the basic accounting concepts and techniques. It deals with different aspects of measuring, classifying, summarizing, reporting, and interpreting financial information within the context of generally accepted accounting principles. It emphasizes the construction of the basic financial accounting statements. Topics include merchandising activities, accounting cycle, financial assets, and bank reconciliation.		
ACCT222	PRINCIPLES OF ACCOUNTING II	3 CR.
Prerequisite: ACCT221 This course is second in a series of principles of accounting courses. It covers the rest of the basic accounting principles. Topics include inventory methods and valuation, tangible and intangible assets, liabilities, stockholders' equity, income, retained earnings, and the statement of cash flow.		
ACCT321	INTERMEDIATE ACCOUNTING I	3 CR.
Prerequisite: ACCT222 This course gives students a deeper understanding of accounting principles. Topics include the theory of accounting and financial reporting, its conceptual framework, major financial statements' form and content, cash and receivables, revenue recognition, valuation of inventories, acquisition and disposition of property, plant and equipment, depreciation, and depletion.		
ACCT322	INTERMEDIATE ACCOUNTING II	3 CR.
Prerequisite: ACCT321 This course is second in a series of intermediate accounting courses. Topics include intangible assets, current liabilities and contingencies, long-term liabilities, stockholders' equity, temporary and long-term investments, accounting changes, error analysis, and financial accounting disclosure.		
ACCT328	INTERMEDIATE MANAGERIAL ACCOUNTING/DATA ANALYTICS	3 CR.
Prerequisite: ACCT222 This course introduces students to contemporary themes in managerial accounting. It is a study of cost determination, accumulation, and allocation. Topics include preparation and utilization of financial information for internal management purposes, emphasis on job order, process and standard costs systems, cost-volume profit relationship, relevant cost, budgeting, performance evaluation, and control.		
ACCT355	INTERNATIONAL ACCOUNTING	3 CR.
Prerequisite: ACCT321 This course aims at studying the theoretical and practical aspects of international accounting as opposed to US GAAP. Topics include accounting systems in a global environment, international financial reporting and analysis, foreign currency, budgeting, and management accounting control.		

ACCT360	INTRODUCTION TO TAXATION	3 CR.
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Prerequisite: ACCT222

This course provides students with an understanding of international and Lebanese tax laws on individuals and enterprises, with emphasis on partnerships, estates, and enterprises. It includes capital transactions, pension and profit-sharing plans, estate and gift taxes, and tax audits and refunds.

ACCT397	TOPICS IN ____	3 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

ACCT455	ACCOUNTING FOR NOT-FOR PROFIT-ORGANIZATIONS	3 CR.
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Corequisite: ACCT322

The study of the fundamental accounting systems used by government, hospitals, colleges and universities, and other not-for-profit organizations. Topics include the budgeting process, and the analysis and interpretation of governmental and not-for-profit financial statements.

ACCT456	ADVANCED ACCOUNTING	3 CR.
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Corequisite: ACCT322

Advanced financial accounting theory emphasizing problems related to specialized accounting entities. Topics include partnerships, joint ventures, installment sales, consignments, accounting for branches, business combinations, and consolidated financial statements.

ACCT465	AUDITING	3 CR.
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Corequisite: ACCT322

Internal and external auditing; current professional standards, ethics of the auditor with emphasis on internal control, and evidence gathering.

ACCT476	ACCOUNTING INFORMATION SYSTEMS	3 CR.
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Corequisite: ACCT322

Planning and operation of electronic data-processing systems in accounting and the use of the information generated for financial reporting and control.

ACCT486	INTERNSHIP IN ACCOUNTING	0 CR.
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A program of accounting experience. Student must be a Junior and have at least a 2.33 GPA in the core and major courses. A total of 100 hours of work experience is required. The student shall make full arrangements and obtain approval from the academic advisor before the internship commences. The academic advisor shall approve the employer/student proposal as being appropriate for academic credit. The student and academic advisor shall maintain contact throughout the internship, usually in the form of the weekly timesheets. At the end of the internship the employer shall submit an evaluation of the student, and the student shall submit an evaluation of the employer.

ACCT556	TOPICS IN ____	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

ACCT610	MANAGERIAL ACCOUNTING	3 CR.
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The use of accounting data in decision making. Special attention is given to cost analysis and control, cost allocation, budgeting, and motivational aspects of accounting. Analysis of data from original records is studied.

ACCT612	MANAGERIAL ACCOUNTING FOR SOCIAL ENTERPRISES	3 CR.
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Ability to read and analyze financial documents in the context of social entrepreneurship and micro and small business opportunities. Pathways towards efficient outcomes and achieving sustainability of social enterprises. Critical thinking approaches will be explored to make financial decisions which favorably affect enterprises.

ARABIC LANGUAGE

ARAB101	ARABIC FOR BEGINNERS	3 CR.
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This general education course introduces students to the Arabic language. It is intended for students who have not received a baccalaureate exam or equivalent in an Arabic-speaking country.

ARAB105	BASIC ARABIC	6 CR.
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A course in grammar, writing, reading, and some basic conversation providing an overview of and an introduction to the structure of the Modern Standard Arabic.

ARAB205	INTERMEDIATE ARABIC	6 CR.
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Development of Arabic grammatical, writing, reading, and some basic conversation skills necessary for clear written and oral communication in Modern Standard Arabic.

ARAB211	ARABIC LANGUAGE SKILLS	3 CR.
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An introduction to the role of language in communication. The course includes the analysis of texts, general principles of the Arabic language, and skills of written and oral expression. Students are required to conduct appropriate research and present in the class on topics that relate to everyday life in the professional world.

BIOLOGY

BIOL111	SURVEY OF BIOLOGY	3 CR.
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A broad survey of living systems at the molecular, cellular and organismal levels. Ecological principals are covered along with a survey of microbes, plants and animals. BIOL111 does not include a laboratory session. (Fall semester)

BIOL112	SURVEY OF BIOLOGY	4 CR.
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A broad survey of living systems at the molecular, cellular and organismal levels. Ecological principals are covered along with a survey of microbes, plants and animals. Includes a 3-hour laboratory session. (Fall semester)

BIOL113	SURVEY OF BIOLOGY LAB	1 CR.
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A 3-hour laboratory session on topics covered in BIOL111. BIOL113 is intended for transfer students who lack the lab session for Survey of Biology. Taught concurrently with BIOL112. (Fall semester)

BIOL201	GENERAL BIOLOGY I	4 CR.
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First semester of the foundational biology course for science majors. Areas covered include: basic biochemistry, cell biology, enzyme function, metabolism, photosynthesis, genetics, molecular biology, natural history of life, and microbiology. Includes a 3-hour laboratory session. (Fall semester)

BIOL202	GENERAL BIOLOGY II	4 CR.
Second semester of the foundational biology course for science majors. Areas covered include: protists, fungi, plants, animals (including the major organ systems), and ecology. Includes a 3-hour laboratory session. (Spring semester)		
BIOL203	GENERAL BIOLOGY I LAB	1 CR.
A 3-hour laboratory session on topics covered in BIOL201. BIOL203 is intended for transfer students who lack the lab session for General Biology I. Taught concurrently with BIOL201. (Fall semester)		
BIOL204	GENERAL BIOLOGY II LAB	1 CR.
A 3-hour laboratory session on topics covered in BIOL202. BIOL204 is intended for transfer students who lack the lab session for General Biology II. Taught concurrently with BIOL202. (Spring semester)		
BIOL211	HUMAN HEALTH CLINICAL	1 CR.
Foundational course aimed at teaching basic health assessment skills and knowledge. Students will learn and demonstrate competency on how to take basic vital signs. They will take and pass a 3-hour basic CPR class for CPR certification. Students will learn and demonstrate how to look up accurate online health information. Shadowing opportunities with health professionals will be offered. Students may teach or assist in a health education class, if there is opportunity during the semester. This course meets the criteria for Community Engagement Course in the General Education Requirements. (Fall semester)		
BIOL221	ANATOMY & PHYSIOLOGY I	4 CR.
The first semester of a two-semester course sequence covering structure and function of the human body and mechanisms for maintaining homeostasis. Topics covered include cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. Includes a 3-hour laboratory session. (Offered periodically)		
BIOL222	ANATOMY & PHYSIOLOGY II	4 CR.
A continuation of the structure and function of the human body and homeostasis. Systems covered include neurological (with sensory systems), endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Growth, development, metabolism, fluid and electrolyte balance, acid-base balance, and genetics are also covered. Includes a 3-hour laboratory session. (Offered periodically)		
BIOL312	PROFESSIONAL DEVELOPMENT	1 CR.
This course is designed to assist Biology majors to prepare for graduate/professional programs following graduation. The application process, requirements and deadlines are reviewed. Shadowing opportunities with health professionals are offered. Critical thinking and reading skills are promoted, to help prepare for required entrance examinations. (Spring semester)		
BIOL320	GENETICS	4 CR.
Prerequisite: BIOL201 and ENGL212		
The study of inheritance and the molecular mechanisms which impact it with an emphasis on problem-solving. Emphasis is also placed on learning scientific writing skills. Includes a 3-hour laboratory session. This course meets the criteria for Research Course in the General Educations requirements. (Fall semester)		

BIOL330	ECOLOGY	3 CR.
Prerequisite: BIOL202		
The study of living organisms in the context of their natural environment. Evaluates life at various organizational levels: the individual, population, species, community, and ecosystem. Includes a 3-hour laboratory session. (Offered periodically)		
BIOL340	MICROBIOLOGY	4 CR.
This course covers the history of microbiology, pathogenic and nonpathogenic bacteria, fungi of medical significance and the Gram method of staining. Viruses are reviewed along with HIV and bacteriophages. The course includes an introduction to parasitology including protozoa (with a focus on malaria and other insect-borne parasites), trematodes, nematodes, and cestodes. Particular emphasis is given to human disease throughout the course along with host defenses, immunity and immune responses. Includes a 3-hour laboratory session. (Offered periodically)		
BIOL370	PLANT BIOLOGY	3 CR.
Prerequisite: BIOL 201 and BIOL202		
A survey of the plant kingdom. Covers classification, anatomy & physiology, the life cycles, and the ecology of plants. Includes a 3-hour laboratory session. (Offered periodically)		
BIOL371	MOLECULAR BIOLOGY	4 CR.
Prerequisite: BIOL320		
A study of the internal workings of the cell. The molecular basis of various cell activities is emphasized. Particular attention is paid to regulation of gene expression, protein synthesis, and methods in molecular biology. Students will read, analyze and evaluate primary literature in molecular biology. Includes a 3-hour laboratory session. (Spring semester)		
BIOL372	MOLECULAR BIOLOGY	3 CR.
Prerequisite: BIOL320		
Corequisite: BIOL373		
A study of the internal workings of the cell. The molecular basis of various cell activities is emphasized. Particular attention is paid to regulation of gene expression, protein synthesis, and methods in molecular biology. Includes a 3-hour laboratory session. (Spring semester)		
BIOL373	MOLECULAR BIOLOGY SEMINAR	1 CR.
Prerequisite: BIOL320		
Corequisite: BIOL372		
This course will complement BIOL 372 Molecular Biology. Students will read, analyze and evaluate primary literature in molecular biology. (Spring semester)		
BIOL380	INTRODUCTION TO BIOTECHNOLOGY	3 CR.
Prerequisite: BIOL 201		
Covers the basic principles and technologies used in the modern biotechnology field. Discusses uses of biotechnology in medicine, industry, research, agriculture, conservation, and forensics. Safety and ethics are also discussed. Laboratory gives students hands-on experience handling recombinant DNA and using techniques such as bacterial transformation, restriction enzyme digestion, DNA and protein gel electrophoresis, PCR, and DNA sequencing. Includes a 3-hour laboratory session. (Fall semester)		

BIOL385	BIOINFORMATICS	3 CR.
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This course introduces students to computational approaches that are used to study large data sets in biology. Emphasis is placed on research in genomics and proteomics. (Spring semester)

BIOL390	STATISTICS AND RESEARCH DESIGN	3 CR.
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A study of research design and basic statistics of relevance to biologists and health professionals. Topics covered include: probability, sampling, study design, confidence intervals, graphing of data, measuring statistical error, hypothesis testing, dealing with multiple comparisons, t-tests, correlation and regression, ANOVA, and non-parametric techniques. (Fall semester, even years)

BIOL405	TOPICS IN BIOLOGY	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Students may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair. (Offered periodically)

BIOL410	HUMAN PHYSIOLOGY	4 CR.
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Prerequisites: BIOL201 and BIOL202

This course explores the inner workings of the human body and how it maintains homeostasis. Emphasis is placed on understanding structure-function relationships and the interconnectedness of organ systems. Students learn quantitative laboratory techniques used by physiologists. Includes a 3-hour laboratory session. (Spring semester, even years)

BIOL420	CELL BIOLOGY	3 CR.
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Prerequisites: BIOL201

A study of the internal workings of the cell. The molecular basis of various cell activities is emphasized. Particular attention is paid to cell biology laboratory techniques, molecular transport, cell signaling, the cytoskeleton, the extracellular matrix, and the cell cycle. (Offered periodically)

BIOL421	IMMUNOLOGY	3 CR.
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Prerequisites: BIOL201 and BIOL202

This course presents the basic concepts of the innate and adaptive immune systems including details about molecules, cells and organs involved. Emphasis will be placed on mechanisms of immune system development and response to pathogens, as well as on the classic experiments performed to make key discoveries in immunology. (Spring semester)

BIOL430	BIOETHICS	1 CR.
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Prerequisites: BIOL201 and BIOL202

This course introduces students to ethical issues in biology, particularly those surrounding recent developments in biotechnology. Topics include gene therapy, genetic testing, confidentiality, safety, consequences for the environment, value and definition of human life, animals and humans as research subjects, and development of legal frameworks. (Spring semester)

BIOL449	HISTORICAL AND PHILOSOPHICAL BIOLOGY	3 CR.
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Examination of biological, paleontological, and geological concepts central to the study of historical events in biological systems. Considers the interactions of scientific data, theories, and extra-scientific concepts in historical biology, within the particular context of a biblical worldview. (Fall semester, odd years)

BIOL450	BIOCHEMISTRY	4 CR.
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Prerequisite: CHEM302

Topics covered include: chemical, structural, and functional properties of the major classes of biological molecules (amino acids, carbohydrates, lipids, proteins, nucleotides, nucleic acids, biological membranes), metabolic pathways, including degradation and synthesis of biochemical macromolecules. (Fall semester)

BIOL465	HISTOLOGY	3 CR.
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Prerequisites: BIOL201 and BIOL202

An investigation of the microscopic structure and function of the various tissues of the human body. Students learn about histology laboratory techniques and gain experience using the light microscope. Includes a 3-hour laboratory session. (Spring semester, odd years)

BIOL471	PARASITOLOGY	3 CR.
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Prerequisite: BIOL202

This course is a comparative survey of the primary parasites of medical and veterinary importance with an emphasis on morphology, life cycles, epidemiology, pathogenesis and the interface between the parasite and the host immune system. Students will develop a global perspective of the burden of parasitic diseases and will analyze current literature in molecular parasitology topics. (Fall semester)

BIOL485	GOOD LABORATORY PRACTICE	1 CR.
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Prerequisites: BIOL201 and BIOL202

This course introduces students to Good Laboratory Practice (GLP) standards widely used in government and industry. Students who successfully complete the course earn external certification in GLP. (Fall semester)

BIOL495	INTERNSHIP IN BIOTECHNOLOGY	3 CR.
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Prerequisites: Junior status and 2.67 GPA in the department and cognate courses

A program of practical biotechnology work experience. A minimum of 150 hours of work experience is required. The student shall make full arrangements and obtain approval from the academic advisor before the internship commences. Internships may be full-time or part-time, paid or unpaid. The employer and the student must each submit weekly progress reports to the advisor throughout the internship. At the end of the internship the employer submits an evaluation of the student, and the student submits an evaluation of the employer. (Offered periodically)

GENERAL BUSINESS

BSAD110	INTRODUCTION TO BUSINESS ADMINISTRATION	3 CR.
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An introduction to the fundamental concepts of business management. Topics include the basic principles of accounting, economics, business ethics, forms of business ownership, management and leadership, understanding money and financial institutions, and marketing.

BSAD302	BUSINESS SIMULATION MODELING	2 CR.
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This course immerses students in a dynamic, simulation-based environment designed to replicate real-world business challenges and business decision-making processes. Through interactive scenarios and case-driven modelling, students assume managerial roles and make cross-functional decisions across key areas, including management, marketing, finance, human resources, and ethics. The course emphasizes the application of modelling frameworks, data-driven analytics, and adaptive thinking in response to evolving market conditions.

BSAD320	BUSINESS MEDIA COMMUNICATION	3 CR.
The course explores avenues of corporate communications in the multimedia age of the internet. Networking among stakeholders in a multidimensional world of instantaneous information exchange leads to diversity in context based cultural messaging. Case studies in this course aim at evidence-based learning utilizing failure mode lessons as well as narratives of extraordinary performance utilizing multimedia channels as well as classical means of knowledge transfer.		
BSAD341	BUSINESS LAW AND ETHICS	3 CR.
A course in the fundamentals of business law and the legal Lebanese system. Topics include obligations and contracts, negotiable instruments, and the creation and dissolution of business organizations.		
BSAD345	BUSINESS AND SOCIETY	3 CR.
A study of how business operates within the political, legal, and social environment, its relationship to government agencies and government controls, and how business relates its activities to various social problems. Ethical considerations of business decisions as related to this environment. Introduces the dimension of community service and volunteering leading to a practical volunteer project. This course meets the criteria for Community Engagement Course in the General Education requirements.		
BSAD355	PRINCIPLES OF MANAGEMENT	3 CR.
A study of management activities of profit as well as non-profit organizations, including planning, decision-making, organizing, leading, and controlling. The management of organizational resources. This course, along with MKTG310 Principles of Marketing, meets the criteria for Research Course in the General Education requirements.		
BSAD357	INTERNATIONAL AFFAIRS AND DIPLOMACY	3 CR.
The course investigates the relationship between economic and sociopolitical processes in the international system, and the institutions involved in conducting these processes. Topics include: International trade, trade and developing nations, transnational corporations, multinational investment, and the World Trade Organization. Regional and global bodies are introduced with some focus on the role played by the UN and other intergovernmental organizations in international affairs. Special emphasis is placed on the operations of the specialized agencies: IMF, World Bank, UNDP on the place of the Middle Eastern countries in the world system of regional and global powers.		
BSAD365	GLOBAL ENVIRONMENT OF BUSINESS	3 CR.
A survey of the world environment (political, legal, economic, cultural, historical, and geographical) in which international business is conducted, including both economic relations among nations and environmental factors that affect business operations. Topics include international trade and trade restrictions, balance of payments, international monetary systems, and multinational corporations.		
BSAD370	HOSPITALITY, TRAVEL AND TOURISM	3 CR.
Hospitality management focuses on overseeing various aspects of the hospitality industry, including hotels, restaurants, events, and tourism. A course in hospitality management covers topics such as customer service, operations, marketing, and financial management within the context of the hospitality sector. Students learn to create positive guest experiences, manage staff, handle reservations, and address industry-specific challenges. Emphasis is often placed on developing leadership skills, understanding industry trends, and adapting to the dynamic nature of the hospitality business. The goal is to prepare individuals for managerial roles in the diverse field of hospitality.		

BSAD380	HEALTHCARE ADMINISTRATION	3 CR.
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Prerequisite: BSAD355

This course surveys the many healthcare entities (public & private), how they interact and the issues that impact today's complex healthcare environment. Important topics include the medical care system, utilization and distribution of health services, cost and health care financing, public health factors, evaluation of domestic and global health policy, supply of the medical workforce, long-term care, mental health, assessment and assurance of quality, and the pharmaceutical industry.

BSAD384	HUMAN RESOURCE MANAGEMENT	3 CR.
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A survey of the objectives and issues associated with personnel management in organizations. Topics include studies in human resources planning and forecasting, job analysis and evaluation, personnel recruitment, selection and assessment, training and development, performance evaluation, compensation and benefits, grievance procedures and disciplinary actions.

BSAD395	BLOCKCHAIN TECHNOLOGY AND DIGITAL CURRENCIES	3 CR.
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Prerequisite: CPTR207

This course provides conceptual understanding of the function of Blockchains as a method of securing distributed ledgers, and the new applications that they enable in accounting, finance, management, and marketing. It also examines decentralized digital currencies (cryptocurrencies) such as bitcoin, the likely interaction of cryptocurrencies with the banking, financial, legal and regulatory systems, and how cryptocurrencies could be viewed within a framework of innovation and development.

BSAD396	ENTREPRENEURSHIP PRACTICUM	0 CR.
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Prerequisite: Junior or Senior standing

A six-months start-up entrepreneurship practicum focusing on starting your own business from inception to prototype, passing through the stages of feasibility study, launching, and operating. Includes three workshops: Value Propositions, Sensitivity Analysis, and Oral Pitch Delivery. Students participate in teams. Each team proposes an area of expertise where they will grow and transform an innovative idea into a sustainable real opportunity. Grade: S/U

BSAD397	TOPICS IN ____	3 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

BSAD410	ENTREPRENEURSHIP	3 CR.
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Prerequisite: BSAD355, MKTG310

A systematic study of entrepreneuring, with an emphasis on contemporary trends. The creation, assessment, development, and operation of new and merging ventures, including home-based businesses, franchises, and existing business purchases. Addresses entrepreneurial profiles and elements required to write a business plan.

BSAD415	INNOVATION AND CREATIVITY	3 CR.
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This course intends to integrate both fields of innovation and creativity management after combining small business creation with innovation and new feature development. The course's approach aims to integrate theories with practice of innovation in the broader context of corporate and public services, social organizations, market economies, and emerging technologies for business sustainability and for human development. Case studies, group projects and lecture participation are highly emphasized.

BSAD420	ORGANIZATIONAL LEADERSHIP	3 CR.
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Prerequisite: BSAD355

This course focuses on the process of influencing individuals and groups toward organizational goals. Topics include evolution of leadership theory, leadership effectiveness, situational leadership, competencies required by leadership, and assessment of a leader's strengths and weaknesses. Students will be exposed to the problems that are encountered by leaders and the required behaviors, attributes, and outcomes needed to lead organizations effectively.

BSAD436	ORGANIZATIONAL BEHAVIOR	3 CR.
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Prerequisite: BSAD355

Advanced topics dealing with individual and organizational factors affecting employee motivation, performance, and satisfaction. Areas may include the work climate, organizational attachment, job design, goal-setting, emotional intelligence, group dynamics, and reward systems. Cases and projects.

BSAD450	MULTICULTURAL BUSINESS RELATIONS	3 CR.
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Prerequisite: BSAD355

A study of globalization and the increasing ethnic and cultural diversity in the workplace that requires managers to become more aware of and sensitive to the role of culture in business relations. Communication, negotiation, principles and practices of management in a cross-cultural context is the focus of study.

BSAD460	PROJECT MANAGEMENT	3 CR.
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Prerequisite: BSAD355

This course defines a project and its types. Topics include development management, project cycle management, process documentation, the concept of problem, stakeholder's analysis, budgeting, monitoring, implementation and evaluation, project formulation, and training. The course focuses on the use of Project Evaluation and Review Techniques (PERT), Critical Path Method (CPM), and others. Computer models and practices will be used to solve practical problems in organizations.

BSAD467	INTERNATIONAL MANAGEMENT	3 CR.
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Prerequisite: BSAD355

Among the subjects considered are the decision process in making investments abroad, relationships with host governments, and organizational and operating problems of the multinational corporation including setting strategic goals, personnel management, planning, communication, and control. Assumes a background in management and in the international environment of business.

BSAD470	QUALITY MANAGEMENT	3 CR.
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Prerequisite: BSAD355

Examines the history, theory and management of quality programs in business organizations. Topics include the quality management guiding principles of leadership commitment, customer focus, employee involvement, teamwork, continuous process improvement, and the systematic use of measurement data.

BSAD475	OPERATIONS MANAGEMENT	3 CR.
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Prerequisite: STAT285

Analysis of problems and issues faced by production/operations managers in manufacturing and service industries. Concepts and techniques include operations scheduling, quality control, plant layout, facility location, line balancing, queues, production and inventory controls, forecasting and linear programming.

BSAD476	SUPPLY CHAIN AND TRANSPORTATION LOGISTICS	3 CR.
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Prerequisite: BSAD355

This course covers the principles and strategies for efficiently moving goods or people. Topics include route optimization, mode selection (e.g., truck, ship, air), regulatory compliance, and technology integration. Students learn to enhance supply chain effectiveness through effective transportation planning, cost management, and risk mitigation. Practical skills in logistics software and communication are often emphasized. The course aims to equip individuals with the knowledge and tools needed for successful transportation management in various industries.

BSAD486	INTERNSHIP IN BUSINESS	0 CR.
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A program of business experience. Student must be a Junior and have at least a 2.33 GPA in the core and major courses. A total of 100 hours of work experience is required. The student must make full arrangements and obtain approval by the academic advisor before the internship commences. The academic advisor must approve the employer/student proposal as being appropriate for academic credit. The student and academic advisor will maintain contact throughout the internship, usually in the form of the weekly timesheets. At the end of the internship the employer will submit an evaluation of the student, and the student will submit an evaluation of the employer.

BSAD494	BUSINESS STRATEGY AND DECISIONS	3 CR.
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Prerequisite: All other core BBA courses must be completed or concurrently enrolled.

The goal of this capstone, interdisciplinary course is to enable students to develop and/or fine tune skills in the analysis of strategic and organizational problems and issues. Includes the analysis and formulation of a strategic plan for a real company as course project.

BSAD505	FOUNDATIONS OF ACCOUNTING AND FINANCE	3 CR.
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A study of fundamental concepts in financial and managerial accounting. Topics include the accounting cycle; financial statement preparation, content, and analysis; planning and control techniques; activity-based costing; job costing; and differential cost analysis. Includes an overview of the principles of financial management. A revision of concepts of raising and investing money; conducting financial statement analysis; applying the time value of money techniques to security valuation; and determining a firm's cost of capital and capital budgeting. A discussion of managerial topics that include dividend policy, capital structuring, and working capital management.

BSAD506	FOUNDATIONS OF MANAGEMENT AND MARKETING	3 CR.
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This course explores the functions, roles, and skills associated with managing people and organizations. A study of concepts and models for effective management. The course also examines the principles, concepts, and practices of marketing products. How the marketing mix (product, price, promotion, and distribution) will impact the achievement of corporate goals and objectives.

BSAD507	FOUNDATIONS OF ECONOMICS	3 CR.
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A study of microeconomics and macroeconomics concepts, theories, and policies. A discussion of the economic impact of decision-making, optimization behavior, and market structures. An exploration of various economics systems, examining inflation, unemployment, governmental economic policies, and trade cycle theory.

BSAD515	ORGANIZATIONAL BEHAVIOR AND LEADERSHIP	3 CR.
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Application of behavioral sciences to management. The examination of contemporary theories and principles of human behavior. Topics include perception, personality, attitudes, emotions, motivation, leadership, decision-making, communication, group processes, diversity, organizational change, self-awareness, and stress management. A research paper and case analyses are required.

BSAD520	BUSINESS RESEARCH METHODS	3 CR.
This course establishes the technical foundation needed to write graduate business research papers, projects, and the thesis. Topics include questionnaire design and validation, sampling criteria, qualitative and quantitative data analysis, and hypothesis testing. The style and format of research writing is emphasized.		
BSAD535	SOCIAL ENTREPRENEURSHIP AND INNOVATION	3 CR.
How to start a business. Is money evil? The beehive vision, and the innovative pioneers of the Seventh-day Adventist Church. Business design. Reasons for missional entrepreneurship. Religion and business. Branding: how to share the gospel through your business.		
BSAD545	INTERNATIONAL BUSINESS MANAGEMENT	3 CR.
Understanding the global enterprise and how management concepts, principles, and practice transcend national boundaries. Focus on global strategies, the importance of cultural differences to organizational effectiveness, management of people in international organizations, personnel selection and repatriation, political risks, ethics and social responsibility.		
BSAD554	BLOCKCHAIN TECHNOLOGY AND DIGITAL CURRENCIES	1 CR.
Created for certificate purposes. This certificate provides conceptual understanding of the function of Blockchains as a method of securing distributed ledgers, and the new applications that they enable in accounting, finance, management, and marketing. It also examines decentralized digital currencies (cryptocurrencies) such as bitcoin, the likely interaction of cryptocurrencies with the banking, financial, legal and regulatory systems, and how cryptocurrencies could be viewed within a framework of innovation and development.		
BSAD555	BLOCKCHAIN TECHNOLOGY AND DIGITAL CURRENCIES	3 CR.
This course provides conceptual understanding of the function of Blockchains as a method of securing distributed ledgers, how consensus on their contents is achieved, the new applications that they enable in different industries, and a critical evaluation of existing “smart contracts” capabilities and platforms. It also examines decentralized digital currencies (cryptocurrencies) such as bitcoin, surveying the theory and principles by which cryptocurrencies operate, practical examples of basic cryptocurrency transactions, and the likely interaction of cryptocurrencies with the banking, financial, legal and regulatory systems.		
BSAD556	TOPICS IN ____	3 CR.
Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.		
BSAD570	MODEL STEWARD CANVAS	3 CR.
The course integrates entrepreneurship and Christian principles. Students delve into a journey where faith meets business principles, utilizing a visual chart comprising twelve elements. Students explore each element of the Model Steward Canvas - it's business, its vision, and mission, its Scriptural imperative, its values, the customer segments it wishes to serve as well as the customer value proposition, the business goals, its stakeholders and key partners and resources, and its staff management approach. The last elements are its financial approach—pricing, and profit and dividend strategies. By course's end, students craft a comprehensive business plan infused with a Kingdom Purpose.		

BSAD596	ENTREPRENEURSHIP PRACTICUM	0 CR.
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A six-months start-up entrepreneurship practicum focusing on starting your own business from inception to prototype, passing through the stages of feasibility study, launching, and operating. Includes three workshops: Value Propositions, Sensitivity Analysis, and Oral Pitch Delivery. Students participate in teams. Each team proposes an area of expertise where they will grow and transform an innovative idea into a sustainable real opportunity. An executive summary is required in addition to the oral pitch delivery. Grade: S/U

BSAD665	STRATEGIC IMPLEMENTATION AND MANAGING CHANGE	3 CR.
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The organizational leadership ability to strategically and tactically anticipate, plan, and implement large-scale change and continuous improvement in a dynamic business environment. Analyses focus on interrelating the organization's products and services, structure, technology, and people for effective change. Coursework includes effective communications, ethics, case analyses, change-model building, and personalized planning for change.

BSAD670	MANAGEMENT OF HUMAN RESOURCES	3 CR.
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This course focuses on the human resources function. Students learn to manage the selection and development of personnel; equal opportunity; compensation and benefits; and safety and health requirements. Topics such as union relations, grievance, and arbitration procedures are also discussed. Students analyze various human resources issues using the case study approach.

BSAD675	LOGISTICS AND SUPPLY-CHAIN MANAGEMENT	3 CR.
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Major competitive issues and founding principles of supply-chain management, as well as techniques used to analyze various aspects of logistics systems. The design and operation of logistical systems and their components. Insights, concepts, practical tools, and decision support systems that are important for the effective management of the supply chain. Inventory management and control, communication, warehousing, distribution and customer service standards, and facility location are examined. The role of the Internet and information systems as they relate to an efficient supply chain.

BSAD689	STRATEGIC MANAGEMENT	3 CR.
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Prerequisite: All other core MBA courses must be completed or concurrently enrolled.

Requires that students integrate relevant knowledge gleaned from previous core business-course experiences. Extensive case work and library research are demanded. Students work with a real organization to develop a comprehensive strategic plan.

BSAD695	THESIS IN BUSINESS	3-6 CR.
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Prerequisite: BSAD520

A scholarly research into a topic in business. The thesis must be of sufficient quality, originality, thoughtful analysis, and substantial refinement in communication skills. It should demonstrate substantive and insightful understanding of the topic chosen, its importance to the academic community, and its relevance to the contemporary business world.

BSAD697	THESIS CONTINUATION	0 CR.
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For students who have not yet completed their thesis.

CHEMISTRY

CHEM111	SURVEY OF CHEMISTRY	3 CR.
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A survey of general and organic chemistry including stoichiometry, atomic and molecular structure, bonding, states of matter, solutions, chemical kinetics and chemical equilibrium. CHEM111 does not include a 3-hour laboratory session. (Fall semester)

CHEM112	SURVEY OF CHEMISTRY	4 CR.
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A survey of general and organic chemistry including stoichiometry, atomic and molecular structure, bonding, states of matter, solutions, chemical kinetics and chemical equilibrium. Includes a 3-hour laboratory session. (Fall semester)

CHEM113	SURVEY OF CHEMISTRY LAB	1 CR.
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A 3-hour laboratory session on topics covered in CHEM111. CHEM113 is intended for transfer students who lack the lab session for Survey of Chemistry. Taught concurrently with CHEM112. (Fall semester)

CHEM201	GENERAL CHEMISTRY I	4 CR.
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Topics covered include: matter and measurement, atoms, molecules and molecular compounds, ions and ionic compounds, stoichiometry, aqueous reactions, thermochemistry, molecular structure and bonding, matter and solutions. Includes a 3-hour laboratory session. (Fall semester)

CHEM202	GENERAL CHEMISTRY II	4 CR.
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Prerequisite: CHEM201

This course builds on first semester general chemistry. Topics covered include: chemical kinetics, chemical equilibrium, acid and base chemistry, titrations, buffers, solubility, thermodynamics, electrochemistry, and nuclear chemistry. Includes a 3-hour laboratory session. (Spring semester)

CHEM203	GENERAL CHEMISTRY I LAB	1 CR.
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A 3-hour laboratory session on topics covered in CHEM201. CHEM203 is intended for transfer students who lack the lab session for General Chemistry I. Taught concurrently with CHEM 201. (Fall semester)

CHEM204	GENERAL CHEMISTRY II LAB	1 CR.
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A 3-hour laboratory session on topics covered in CHEM202. CHEM204 is intended for transfer students who lack the lab session for General Chemistry II. Taught concurrently with CHEM 202. (Spring semester)

CHEM301	ORGANIC CHEMISTRY I	4 CR.
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Prerequisite: CHEM202

This is the first of a two-semester course of organic chemistry. Topics covered include: bonding principles, functional groups, isomerism, stereochemistry, nomenclature, organic reactions, nuclear magnetic resonance and infrared spectroscopy. Includes a 3-hour laboratory session. (Fall semester)

CHEM302	ORGANIC CHEMISTRY II	4 CR.
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Prerequisite: CHEM301

This is the second semester of organic chemistry which is a continuation and builds on semester I concepts. Topics covered include: UV spectroscopy, aromatic compounds and substitution reactions, continuation in analysis of organic reactions, polymers, and biomolecules including carbohydrates, amino acids, and nucleotides. Includes a 3-hour laboratory session. (Spring semester)

CHEM303	ORGANIC CHEMISTRY I LAB	1 CR.
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A 3-hour laboratory session on topics covered in CHEM301. CHEM303 is intended for transfer students who lack the lab session for Organic Chemistry I. Taught concurrently with CHEM 301. (Fall semester)

CHEM304	ORGANIC CHEMISTRY II LAB	1 CR.
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A 3-hour laboratory session on topics covered in CHEM302. CHEM304 is intended for transfer students who lack the lab session for Organic Chemistry II. Taught concurrently with CHEM 302. (Spring semester)

CULTURAL STUDIES

CLST210	HISTORY OF THE ANCIENT WORLD	3 CR.
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This course has been designed to examine a range of topics including the origins of civilization in Ancient Mesopotamia and Egypt, the civilization of Ancient Greece and Rome, the origins and development of Judaism, and the early Christian Church; with emphasis on the contributions to world culture: its art, literature, philosophy, science, and technology. (Spring semester, periodically)

CLST220	ANCIENT NEAR EASTERN CIVILIZATIONS	3 CR.
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Development of Near Eastern civilizations. Near-eastern political, economic, religious, and cultural institutions from the beginnings to the Hellenistic era. (Spring semester, periodically)

CLST231	WESTERN CIVILIZATION I	3 CR.
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The development of western civilization from the Grecian culture to the end of the Middle Ages, with emphasis on the political, economic, religious, social, and cultural institutions. The course fosters an intelligent appreciation of the philosophical schools that led to the emergence of the Renaissance age. (Spring semester, periodically)

CLST232	WESTERN CIVILIZATION II	3 CR.
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The development of western civilization from the Renaissance age to the present time. Emphasis on the political, economic, religious, social, and cultural institutions. The course fosters an intelligent appreciation of the fine arts through the coordinated study of painting, sculpture, architecture, music, and literature, as well as science and ideology through a coordinated study of new scientific discoveries and influences on ideology. (Spring semester, periodically)

CLST240	HISTORY AND CULTURE OF THE ARABS	3 CR.
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A survey of the history and culture of the Arabs from the pre-Islamic period to the end of the Abbasid state. A combination of political, social, economic, and cultural history, as well as an examination of specific aspects of the religion of Islam. Field trips may be a part of the course. (Spring semester, periodically)

COMMUNICATION

COMM211	COMMUNICATION SKILLS	3 CR.
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Corequisite: ENLG212
A study of the human communication process with focus on public speaking. The basic elements and principles of speech, including speech mechanism, development of communication, and construction of written speeches with an emphasis on organization, mechanics, content, and delivery. Students will prepare and deliver speeches.

COMPUTER SCIENCE

CPTR203	FOUNDATIONS OF DIGITAL & INFORMATION LITERACY	1 CR.
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This course provides students with a clear and practical understanding of how the digital world works. It introduces the basics of digital systems, how data is created and stored, and how everyday tools such as cloud services and connected devices operate. Students also learn essential cybersecurity habits, including how to protect their privacy and identify common online risks. The course introduces foundational concepts in artificial intelligence and explores responsible and ethical use of technology. By the end, students will feel more confident navigating digital environments and making informed, safe decisions online.

CPTR205	ETHICAL & EFFECTIVE USE OF AI	1 CR.
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This course offers a straightforward introduction to using AI tools responsibly and effectively. Students gain a practical understanding of how modern AI systems work, where they are useful, and where they may make mistakes. The course highlights issues such as bias, privacy, misinformation, and academic integrity, helping students recognize the risks and limitations of AI-generated content. Through guided practice, students learn how to evaluate AI outputs, verify information, and communicate clearly about the role AI plays in their work. The goal is to help students use AI confidently, thoughtfully, and within ethical boundaries.

CPTR207	APPLIED PRODUCTIVITY & DATA SKILLS: OFFICE TOOLS, SPREADSHEETS AND DATABASE FOUNDATIONS	1 CR.
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This course provides students with practical, hands-on experience using essential productivity and data-handling tools. Students learn to create clear and professional documents in Word, build organized and functional spreadsheets in Excel, and design engaging presentations in PowerPoint. The course also introduces foundational spreadsheet skills—including formulas, functions, data cleaning, and simple visualizations—as well as basic database concepts such as tables, keys, and relationships. Through real-world tasks and guided practice, students learn how to manage information effectively, present ideas clearly, and handle data responsibly across academic and professional settings.

CPTR211	COMPUTER PROGRAMMING I	3 CR.
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This course introduces problem-solving through structured programming using a modern compiled programming language. Students learn fundamental programming concepts including variables, control structures, functions, and basic data types. Emphasis is placed on algorithmic thinking, code readability, debugging, and good programming practices. (Fall semester)

CPTR212	COMPUTER PROGRAMMING II	3 CR.
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Prerequisite: CPTR211

A continuation of Computer Programming I, this course deepens students' understanding of software development techniques. Topics include arrays, pointers or references, recursion, file handling, and object-oriented programming concepts such as classes and inheritance. Students develop more complex programs while strengthening program design and testing skills. (Spring semester)

CPTR213	INTRODUCTION TO DATA ANALYTICS	3 CR.
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Prerequisite: CPTR207

This course introduces the data analytics lifecycle, from data collection and preparation to analysis and visualization. Students use spreadsheets, SQL, and modern analytics and visualization tools to explore real-world datasets. The course emphasizes data-driven reasoning, interpretation of results, and communication of insights across disciplines. (Spring semester)

CPTR221	LOGIC DESIGN	3 CR.
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Prerequisite: MATH221

This course focuses on the principles of digital logic and the design of combinational and sequential circuits. Topics include number systems, Boolean algebra, logic minimization, and the use of logic gates, flip-flops, registers, and counters. Students gain foundational knowledge essential for understanding computer hardware architecture and embedded systems. (Fall semester, odd years)

CPTR231	NETWORKS AND TELECOMMUNICATIONS	3 CR.
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An introduction to data communications and computer networking in modern environments. Topics include network architectures, protocols, wired and wireless technologies, Internet infrastructure, and basic network security concepts. Students learn to evaluate networking solutions and understand their role in organizational and cloud-based systems. (Spring semester, odd years)

CPTR314	DATA STRUCTURES AND ALGORITHMS	3 CR.
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Prerequisites: CPTR212

This course examines fundamental data structures and algorithmic techniques used in software development. Topics include lists, stacks, queues, trees, graphs, hashing, and algorithm complexity analysis. Students learn to select appropriate data structures and algorithms to design efficient and scalable programs. (Fall semester, even years)

CPTR315	PROGRAMMING PARADIGMS	3 CR.
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Prerequisites: CPTR212, CPTR314

A comparative study of major programming paradigms and language designs. Students explore procedural, object-oriented, functional, and logic programming concepts through representative modern languages. The course emphasizes how language features influence software design, maintainability, and performance. (Spring semester, odd years)

CPTR322	COMPUTER ORGANIZATION AND ASSEMBLER	3 CR.
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Prerequisite: CPTR221

This course examines the internal structure and operation of computer systems at the machine level. Topics include instruction sets, CPU organization, memory hierarchy, assembly language programming, and input/output mechanisms. Students gain insight into how software interacts with hardware for performance and efficiency. (Spring semester, even years)

CPTR323	COMPUTER ARCHITECTURE	3 CR.
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An in-depth study of computer system architecture beyond basic organization. Topics include instruction-level parallelism, pipelining, memory systems, input/output architecture, and performance evaluation. The course provides a foundation for understanding modern processors and system-level optimization. (Offered periodically)

CPTR331	WEB PROGRAMMING I	3 CR.
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An introduction to client-side web development and web application fundamentals. Topics include web architecture, HTTP, HTML5, CSS, and basic JavaScript. Students learn to design and implement responsive, standards-based web interfaces. (Fall semester, even years)

CPTR332	WEB PROGRAMMING II	3 CR.
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Prerequisite: CPTR331

This course focuses on dynamic, data-driven web applications. Topics include client-server architecture, server-side programming, database integration, RESTful services, and modern JavaScript frameworks. Students develop full-stack web applications with attention to security and maintainability. (Spring semester, odd years)

CPTR341	OPERATING SYSTEMS	3 CR.
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This course explores the principles and design of modern operating systems. Topics include processes and threads, CPU scheduling, memory management, file systems, synchronization, and security. Case studies and practical examples illustrate how operating systems support modern computing platforms. (Spring semester, even years)

CPTR351	DATABASE SYSTEMS DESIGN AND DEVELOPMENT	3 CR.
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Prerequisite: CPTR207

An introduction to database concepts and modern data management systems. Topics include data modeling, relational database design, SQL, normalization, and transaction management. Students design and implement databases that support real-world applications and organizational needs. (Spring semester, even years)

CPTR370	DATA ANALYTICS	3 CR.
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Prerequisite: CPTR212 or CPTR215

This course provides a practical introduction to analyzing and interpreting data using programming and analytics tools. Topics include data cleaning, exploratory analysis, basic statistical methods, and data visualization. Students work with real datasets and develop skills applicable to business, science, and technology domains. (Spring semester, odd years)

CPTR395	BLOCKCHAIN TECHNOLOGY AND DIGITAL CURRENCIES	3 CR.
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This course provides conceptual understanding of the function of Blockchains as a method of securing distributed ledgers, and the new applications that they enable in accounting, finance, management, and marketing. It also examines decentralized digital currencies (cryptocurrencies) such as bitcoin, the likely interaction of cryptocurrencies with the banking, financial, legal and regulatory systems, and how cryptocurrencies could be viewed within a framework of innovation and development.

CPTR397	TOPICS IN COMPUTING	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair. (Offered periodically)

CPTR440	NETWORK ADMINISTRATION	3 CR.
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Prerequisite: CPTR231

This course emphasizes the practical skills required to design, configure, and manage modern computer networks. Topics include network operating systems, routing and switching, IP services, virtualization, and basic cloud infrastructure. Hands-on labs reinforce troubleshooting and system administration skills using industry-standard tools.

CPTR447	PROJECT MANAGEMENT	3 CR.
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An introduction to managing software and information systems projects. Topics include project planning, scheduling, risk management, teamwork, and stakeholder communication. The course emphasizes both technical and organizational aspects of managing technology projects in professional environments.

CPTR450	COMPUTER AND SYSTEMS SECURITY	3 CR.
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This course examines foundational principles and practices of cybersecurity. Topics include threats and vulnerabilities, cryptography, network and web security, authentication, access control, and secure system design. Students gain both theoretical understanding and practical insight into protecting modern computing systems. (Spring semester, even years)

CPTR460	SYSTEMS DEVELOPMENT PROJECT	3 CR.
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Corequisites: Senior standing

A capstone-style course focused on the development of a complete software or information system. Students apply systems analysis, design, implementation, testing, and project management techniques in a team environment. Emphasis is placed on professionalism, documentation, ethical responsibility, and effective communication.

CPTR461	SYSTEM ANALYSIS, DESIGN AND DEVELOPMENT	3 CR.
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This course introduces core concepts of software engineering and systems development. Topics include requirements analysis, modeling techniques, UML, architectural design, testing strategies, and user interface design. Students learn to translate user needs into well-structured, maintainable software solutions. (Fall semester, odd years)

CPTR470	E-BUSINESS	3 CR.
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An overview of electronic business systems and their role in the digital economy. Topics include digital business models, e-commerce platforms, online marketing, enterprise systems, and global infrastructure. The course highlights the integration of technology, information, and business strategy. (Offered periodically)

CPTR471	ARTIFICIAL INTELLIGENCE	3 CR.
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Prerequisite: Senior Standing

This course introduces the fundamental concepts and techniques of artificial intelligence. Topics include intelligent agents, search and reasoning, knowledge representation, machine learning foundations, and decision-making under uncertainty. Students explore real-world AI applications across multiple domains. (Offered periodically)

CPTR472	DECISION SUPPORT AND EXPERT SYSTEMS	3 CR.
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Prerequisite: Senior Standing

A study of computer-based systems that support organizational decision-making. Topics include decision support systems, rule-based systems, data warehousing, and analytics-driven decision processes. Students design and evaluate systems that integrate data, models, and user interaction.

CPTR475	KNOWLEDGE MANAGEMENT	3 CR.
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This course examines how organizations create, manage, and share knowledge assets. Topics include knowledge representation, collaboration technologies, content management systems, and organizational learning. Ethical and managerial challenges of knowledge management are also explored. (Offered periodically)

CPTR481	FORMAL THEORY OF COMPUTATION	3 CR.
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Prerequisite: Senior Standing

A theoretical course examining the mathematical foundations of computation. Topics include formal languages, automata, grammars, Turing machines, and computational complexity. Students gain insight into the limits of computability and algorithmic problem solving. (Offered periodically)

CPTR486	INTERNSHIP IN INFORMATION SYSTEMS	0 CR.
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A program of information systems experience. Student must be a Junior and have at least a 2.33 GPA in the core and major courses. A total of 100 hours of work experience is required. The student must make full arrangements and obtain approval by the academic advisor before the internship commences. The academic advisor must approve the employer/student proposal as being appropriate for academic credit. The student and academic advisor will maintain contact throughout the internship, usually in the form of the weekly timesheets. At the end of the internship the employer will submit an evaluation of the student, and the student will submit an evaluation of the employer.

CPTR487	INTERNSHIP IN COMPUTING	3 CR.
This course discusses the importance of community engagement and requires 15 hours of structured community service. This introduction is then followed by a supervised practical work experience designed to expose students to professional computing environments. Students apply academic knowledge to real-world tasks while developing technical, communication, and workplace skills. Student must be a Junior and have at least a 2.33 GPA in the core and major courses. A total of 100 hours of work experience is required. The student must make full arrangements and obtain approval by the academic advisor before the internship commences. Regular evaluation and reflective reporting are required. This course meets the criteria for Community Engagement Course in the General Education requirements.		

CPTR495	COMPUTER SCIENCE SENIOR PROJECT	3 CR.
Prerequisite: Senior Standing and approval of the department chairperson A culminating individual or small-team project integrating knowledge gained throughout the computer science program. Students design, implement, and document a substantial computing solution under faculty supervision. The project concludes with a formal presentation and oral defense. This course meets the criteria for Research Course in the General Education requirements (Fall semester)		

ECONOMICS

ECON225	PRINCIPLES OF MACROECONOMICS	3 CR.
Theory and analysis of determination of economic conditions at the national level. Topics include an overview of macroeconomics, measuring national output and income, consumption and investment, the multiplier model, money and commercial banking, central banking and monetary policy, business cycles and unemployment, inflation and unemployment, economic growth, and price stability.		

ECON226	PRINCIPLES OF MICROECONOMICS	3 CR.
The course deals with the nature and scope of economics, consumer behavior, allocation of resources, theories of the firm, production, price analysis, resource allocation, demand theory, market imperfections, analysis of cost, and long-run supply.		

ECON454	INTERNATIONAL ECONOMICS	3 CR.
Prerequisites: ECON225, ECON226 A description and theoretical analysis of international trade, balance-of payments accounts, the mechanisms of international economic adjustment, the theory of comparative advantage, and economic integration.		

ECON530	MANAGERIAL ECONOMICS	3 CR.
The use of economic theory and optimization techniques as tools of management decision making within a business firm are studied. Statistical analyses such as regression techniques will be utilized. While microeconomics serves as a foundation, emphasis on quantitative approaches also requires knowledge of basic calculus and statistics.		

EDUCATION

EDTE210	FOUNDATIONS OF EDUCATION	4 CR.
An orientation to the teaching profession in a multicultural society. It includes the philosophical/ethical assumptions underlying different education philosophies and the social, cultural, and instructional aspects of education. Analysis of educational philosophies and practices. This course meets the criteria for Research Course in the General Education requirements.		

EDTE220	PRINCIPLES OF TEACHING AND LEARNING	3 CR.
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An introduction to the basic methods and techniques of instruction, planning, and classroom management. Emphasis is on acquisition and application of an instructional framework and classroom management. Procedures for creating a productive classroom environment.

EDTE225	PRINCIPLES OF DIGITAL CITIZENSHIP AND DIGITAL EDUCATION	3 CR.
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This course integrates the principles of digital citizenship with the foundations of distance and digital education. It equips students with the knowledge, skills, and ethical frameworks needed to effectively participate in and design digital learning environments. Students will explore responsible technology use, digital ethics, online safety, and digital wellbeing, alongside the pedagogical foundations of distance education, collaboration tools, learning management systems, and online assessment.

EDTE311	INTRODUCTION TO RELIGIOUS EDUCATION	2 CR.
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This course reviews the historical and theoretical implementation of religious education in the church, school, and family settings. A study of the teaching and discipling mandates of the gospel commission, and the principles of integrating faith and learning.

EDTE318	ISSUES IN EDUCATION	2 CR.
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An exploration and a study of contemporary vital issues and concerns in education. Topics of current significance to school instruction.

EDTE321	METHODS FOR TEACHING READING	3 CR.
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Prerequisite: EDTE220

A study of the theory and practice in a variety of methods for teaching reading with classroom observation, demonstration, and participation. A study of specialized reading skills needed to handle the content area.

EDTE323	ARTS AND MOVEMENT IN ELEMENTARY CURRICULUM	3 CR.
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Prerequisite: EDTE220

Application of principles integrating art, music, and physical education instruction in the elementary curriculum.

EDTE325	INSTRUCTIONAL PLANNING VIA DIGITAL TOOLS	2 CR.
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Prerequisite: EDTE220

An advanced, practice-oriented course designed to equip students with the knowledge, skills, and dispositions required to plan rigorous, inclusive, and technology-enhanced instruction in a digital-learning environment. The course integrates Bloom's Digital Taxonomy with contemporary learning theory and real-world instruction using digital tools at the center of the planning process to support effective teaching.

EDTE326	INSTRUCTIONAL TECHNOLOGY AND MEDIA	3 CR.
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Prerequisite: EDTE220

This course introduces applications and software that make digital learning more effective and efficient. It provides training sessions. It introduces the norms of appropriate and responsible behavior with regard to technology use in diverse contexts, while addressing the elements of digital citizenship. In this course, students will explore conceptual and empirical research about internet usage while developing a critical perspective on the implications of accessing, managing, exchanging, and disseminating information electronically.

EDTE328	METHODS FOR TEACHING IN SECONDARY SCHOOL	3 CR.
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Prerequisite: EDTE220

Focuses on teaching strategies on the secondary level. A study of aims, principles, methods, and management of instruction. Emphasis on developing a repertoire of strategies that enhances a variety of learning outcomes in students. A blend of theory and practice.

EDTE330	METHODS FOR TEACHING LANGUAGE ARTS	3 CR.
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Prerequisite: EDTE220

This course explores effective methods and strategies for teaching language arts with an emphasis on integrating the four core language skills—reading, writing, speaking, and listening—alongside grammar instruction. Pedagogical theories, instructional design, and classroom practices that promote communicative competence and literacy development in diverse learning environments are introduced.

EDTE331	METHODS FOR TEACHING SOCIAL STUDIES	3 CR.
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Prerequisite: EDTE220

Theory and practice in methods for teaching history, geography, and civics with classroom observation, demonstration, and participation.

EDTE332	METHODS FOR TEACHING MATHEMATICS	3 CR.
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Prerequisite: EDTE220

Theory and practice in methods for teaching mathematics with classroom observation, demonstration, and participation.

EDTE333	METHODS FOR TEACHING SCIENCE	3 CR.
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Prerequisite: EDTE220

Theory and practice in methods for teaching science with classroom observation, demonstration, and participation.

EDTE334	METHODS FOR TEACHING ARABIC	3 CR.
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Prerequisite: EDTE220

Theory and practice in methods for teaching the Arabic language with classroom observation, demonstration, and participation.

EDTE335	METHODS FOR TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES	3 CR.
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Prerequisite: EDTE220

Methods and approaches to the specialized techniques of modern language teaching and learning applied to spoken and written English for speakers of other languages.

EDTE336	METHODS OF HOMEROOM TEACHING	3 CR.
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Prerequisite: EDTE220

This course prepares future educators with the knowledge and practical skills required for effective homeroom teaching across subjects. It covers resource management, diverse pedagogical strategies, and the design of engaging learning activities that support holistic student development. Emphasis is placed on classroom organization, coordination of subject areas, and the teacher's responsibilities in fostering a structured, inclusive, and supportive environment. The course integrates theory with applied practice to ensure readiness for real classroom settings.

EDTE338	METHODS OF TEACHING RELIGION	3 CR.
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Prerequisite: EDTE220

A study of the religion curriculum, with emphasis on instructional theory, learning strategies, and proper teaching. The development of necessary skills and expertise vital for success in Bible instruction.

EDTE345	EDUCATIONAL PSYCHOLOGY	3 CR.
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Prerequisite: EDTE220

An introductory study of the nature, conditions, and outcomes of human learning, with emphasis on the psychological factors.

EDTE397	TOPICS IN ____	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

EDTE420	CONTEMPORARY CLASSROOM MANAGEMENT	3 CR.
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This course integrates instructional planning, classroom management, and organizational leadership to prepare teachers to manage and maximize students' positive and independent behavior and learning. It focuses on managing teaching and learning time, organizing activities, and applying effective instructional methods to maximize student engagement and commitment to learning. Students develop skills in fostering positive behavior and creating inclusive, supportive learning environments conducive to academic and social-emotional growth. The course combines theory with supervised field experiences.

EDTE452	CLASSROOM TESTING AND EVALUATION	3 CR.
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Prerequisite: EDTE220

The writing of instructional objectives, the preparation of classroom test to measure the attainment of those objectives, the concepts of reliability and validity, simple item analysis, interpreting tests and data from standardized tests, grading, and reporting.

EDTE455	CURRICULUM DESIGN AND DEVELOPMENT	3 CR.
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Prerequisite: Senior Standing

Theory and practice regarding curriculum organization of learning experiences, methods, materials, and instructional aids for teaching. Students will be exposed to the design, development, implementation, analysis, improvement, and evaluation of curricula at any level.

EDTE462	EDUCATING EXCEPTIONAL LEARNERS	3 CR.
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Prerequisite: Senior Standing

The characteristics and educational needs of learners from various backgrounds (the gifted and the handicapped). Promoting awareness and knowledge about the nature of exceptional learners, and specific teaching strategies suitable in meeting these students' needs.

EDTE481/2	STUDENT TEACHING-ELEMENTARY	3, 3 CR.
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Prerequisite: EDTE220

Application of teaching theory in the classroom. Supervised teaching experience and feedback in an elementary school setting. Involves observation and full participation in actual teaching situations. These courses meet the criteria for Community Engagement Course in the General Education requirements.

EDTE488	STUDENT TEACHING	3 CR.
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Prerequisite: EDTE220

Application of teaching theory in the classroom. Supervised teaching experience and feedback in a school setting. Involves observation and full participation in actual teaching situations.

EDTE495	RESEARCH IN EDUCATION	1-4 CR.
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Prerequisite: Senior Standing and approval of the department chairperson

An independent research topic in education chosen in consultation with the advisor. A research paper of 15 pages per credit is required. The student will also defend the paper's findings in an oral examination.

EDTE510	PHILOSOPHICAL FOUNDATIONS OF EDUCATION	3 CR.
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This course examines the philosophical and historical bases of major worldviews and critiques the impact of naturalism and post-modernism on education.

EDTE520	LEARNING THEORIES AND INSTRUCTIONAL STRATEGIES	3 CR.
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An examination of the relationship of progressive instructional strategies to learning styles through methods, curricula, and materials. The implications of learning-style-concepts and suggesting learner-centered instructional strategies for accommodating varied learning styles in the classroom.

EDTE590	RESEARCH METHODS IN EDUCATION	3 CR.
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A study of methods and procedures of research in the field of education. Formulating and stating the problem; planning, designing, and implementing research; collecting and analyzing data; and reporting research.

EDTE618	CURRENT TRENDS AND ISSUES IN EDUCATION	3 CR.
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An exploration of emerging trends and research in public and private education. Students are challenged to understand controversial issues and to become aware of possible alternative solutions. The topics are not necessarily covered in the degree's courses.

EDTE625	AI-EMPOWERED INSTRUCTIONAL DESIGN AND DEVELOPMENT	3 CR.
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This course provides a comprehensive exploration of instructional design (ISD) integrated with Generative Artificial Intelligence (GenAI). Students will be introduced to the principles and practices of instructional design, with a focus on digital transformation. The course explores major learning theories, instructional design models such as ADDIE, and technology planning frameworks aligned with ISTE Standards.

EDTE635	CURRICULUM AND INSTRUCTION-ENGLISH	3 CR.
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A survey of the curriculum, methodology, and research-based strategies used in teaching the English language. Topics include the development of knowledge and skills in defining objectives, planning instruction, assessment, measurement, and program evaluation.

EDTE638	TEACHING READING AND WRITING IN THE CONTENT AREAS	3 CR.
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The knowledge and skills needed in teaching reading and writing. An examination of the specific components of the reading process, the appropriate methods and materials for teaching reading instruction, the evaluation of students' strengths and weaknesses relative to reading and writing, the synergy of reading and writing skills, the development of curriculum objectives, and the planning of instruction for reading and writing.

EDTE652	MEASUREMENT AND ASSESSMENT IN EDUCATION	3 CR.
This course provides an examination of measurement as it applies to student performance in the classroom, as well as a review of current practices and trends in assessment in the schools. Topics include quantitative and qualitative measures such as standardized testing, criterion-referenced tests, teacher-made tests, rubrics, and portfolios.		
EDTE655	CURRICULUM THEORY, DESIGN, AND SUPERVISION	3 CR.
Theories of curriculum development, the prominent curricular designs utilized in contemporary education, and the processes and procedures of supervising curriculum change, follow-through, and evaluation.		
EDTE657	CURRICULUM ALIGNMENT ACROSS DISCIPLINES	3 CR.
This course examines the principles and practices underlying curriculum coherence and alignment across educational stages, from early childhood through secondary education. Students will critically explore how curricular goals, learning outcomes, and competencies are articulated and progressively developed within and across subject areas. Emphasis is placed on vertical and horizontal alignment, interdisciplinary connections, and the role of curriculum design in ensuring continuity of learning.		
EDTE658	THEORIES, METHODS, AND MATERIALS IN TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES	3 CR.
A capstone course that ties together theories of language learning with an analysis of methods and materials, in an attempt to develop a clearer understanding of best practices within the field of TESOL.		
EDTE662	CURRICULUM AND INSTRUCTION FOR EXCEPTIONAL LEARNERS	3 CR.
A study of practices and trends in educational programming for all exceptional students. Topics include the development of knowledge and skills in defining objectives, planning instruction, assessment, evaluation of children with special needs, and program evaluation.		
EDTE670	EDUCATIONAL LEADERSHIP	3 CR.
An orientation to the organization and administration of educational programs and institutions in the public and private sectors; the organizational structure and control of school systems; the nature of administration; the foundations of educational leadership; and leadership and ethical behavior, management theory and practice.		
EDTE672	EDUCATIONAL SUPERVISION	3 CR.
The improvement of teaching and learning by professional supervision; the role, aims, and principles of instructional supervision; a study of supervisory techniques.		
EDTE674	EDUCATIONAL FINANCE AND LAW	3 CR.
The steps necessary to build an effective school budget and the legal foundations of public and private education. The financial and economic issues affecting educational institutions, the legal issues affecting teachers and administrators, teacher employment, and school-board operations and procedures.		
EDTE676	HUMAN RESOURCES ADMINISTRATION	3 CR.
An examination of the human resources concepts and practices associated with developing and managing an effective education team. Different approaches to personnel administration and management, motivation, professional development, and performances are addressed, along with obstacles to effective team development.		

EDTE695	THESIS IN EDUCATION	3-6 CR.
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A scholarly research into a topic in education. The thesis must be of sufficient quality, originality, thoughtful analysis, and substantial refinement in communication skills. It should demonstrate substantive and insightful understanding of the topic chosen, its importance to the academic community, and its relevance to the contemporary world of education.

EDTE697	THESIS CONTINUATION	0 CR.
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For students who have not yet completed their thesis.

ENGLISH LANGUAGE

ENLG110	INTRODUCTION TO ACADEMIC ENGLISH	3 CR.
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A university-level English course focused on developing the necessary language and academic skills for success in regular classes taught in English. The course elaborates on grammar and vocabulary usage, proper punctuation, reading comprehension and academic writing. It is counted toward the Freshman Program but not toward other degree programs.

ENLG211	ENGLISH COMPOSITION I	3 CR.
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This course stresses the purposes of writing in the different genres and editing a variety of texts for generating meaning and communicating effectively. It touches on effective note-taking skills and book reporting that is demonstrated through oral presentations.

ENLG212	ENGLISH COMPOSITION II	3 CR.
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Prerequisite: ENLG211

An emphasis on argumentative/persuasive writing, summarizing, analyzing, and reading from a critical perspective along with classroom debate. The course includes the basic research skills for academic writing, culminating in a research paper.

ENLG215	RESEARCH METHODOLOGY	2 CR.
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Corequisites: ENLG212

Emphasis on an interdepartmental approach to major papers or projects in the area of the student's specialty, with a review of library and research skills and styles. A step-by-step application of the basic research methodology. Students will defend their research product in an oral examination.

ENLG220	INTRODUCTION TO RHETORIC	3 CR.
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Prerequisite: ENLG212

Finding, arranging, and presenting evidence to support a given position in argumentation. Includes classical and modern theories. Emphasis is given to the practical applications of rhetorical analysis in various contexts including mass media, advertising, and literary and political representations.

ENLG230	INTRODUCTION TO THE STUDY OF LANGUAGE	2-3 CR.
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Prerequisite: ENLG212

An introduction to linguistics, the scientific study of language. Topics include language and the brain, grammatical aspects of language such as morphology, syntax, and semantics; phonetics and phonology; psychological aspects such as language acquisition and processing; and language and society topics such as language change and writing systems, and differences between oral and written communication.

ENLG250	LITERARY GENRES	3 CR.
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Prerequisite: ENLG211

An introductory literature course that familiarizes students with different genres of literature in English including poetry, the essay, drama, autobiography, the novel, short story, etc. Students will be able to analyze, critique, and write about literature.

ENLG267	LITERATURE FOR CHILDREN AND ADOLESCENTS	3 CR.
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A survey of poetry, non-fiction and fiction works for children and adolescents. Includes selection, analysis, and evaluation of works appropriate for specific ages and language abilities, and potential educational applications.

ENLG268	WORLD LITERATURE IN ENGLISH	3 CR.
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A survey of English literature and poetry from around the world, including the Middle East. Topics include the modern novel, stream of consciousness, and postmodern selections, as well as traditional international favorites.

ENLG280	DRAMA	2 CR.
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A recognition of the power of performance to change people's lives and the artistic, educational, social, and political power of performance to facilitate understanding and growth in our lives. The course will include the study of the genres and history of drama, acting techniques, methods of speaking with clear diction and poise, the role of imagination, and ways of engaging the audience. Activities will include a public performance of a well-known play.

ENLG310	CREATIVE WRITING	3 CR.
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Prerequisite: ENLG212

A foray into the forms and techniques of writing fictional and non-fictional short stories, essays, poetry, and drama. Students will volunteer to teach writing in any ELI level, fulfilling the required hours for the service component. This course, along with ENLG440 Advanced English Grammar, meets the criteria for Community Engagement Course in the General Education requirements.

ENLG315	MEDIA WRITING	3 CR.
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Prerequisite: ENLG212

Introduces students to writing in a journalistic style. Includes the basics of journalistic writing for various media (newspapers, radio, television, and Internet), public relations, press releases, basic features, and editorials. This course emphasizes the importance of audience for any written communication as well as the values of timeliness, objectivity, and fairness.

ENLG323	TEACHING AND TUTORING WRITING	3 CR.
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Current issues in the field of teaching and tutoring writing in primary and secondary English classes. This course includes the study of composition as a discipline, and strategies for teaching writing. Requirements include practice in teaching and tutoring writing skills.

ENLG332	LANGUAGE, CULTURE, AND SOCIETY	3 CR.
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A study of the social and anthropological side of linguistics. Includes topics such as literacy, multilingualism, globalization, power, identity, gender, gestures, and other pragmatic aspects of language. Students will be guided to write a research paper on one of the stated topics. This course meets the criteria for Research Course in the General Education requirements.

ENLG334	PHONETICS AND PHONOLOGY	3 CR.
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Prerequisite: ENLG230

A theoretical and practical introduction to the broad range of human speech sounds (tone, intonation, stress, articulatory phonetics, and phonemics). Traditional and modern phonological theory and analysis. Includes practical applications for teaching speaking and pronunciation.

ENLG335	METHODS FOR TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES	3 CR.
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Prerequisite: EDTE220

Methods and approaches to the specialized techniques of modern language teaching and learning applied to spoken and written English for speakers of other languages.

ENLG338	SECOND LANGUAGE ACQUISITION	3 CR.
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Theories of second language acquisition in children and adults; comparison of first and second language acquisition including psychological, social, and individual factors. Includes concepts of EFL/ESL curricular approaches and applications of language learning theory in the classroom.

ENLG361	ENGLISH LITERATURE	3 CR.
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Reading and analysis of major literary genres, authors, and works, focusing on selected British literature from the beginnings to the modern era, exclusive of Shakespeare.

ENLG363	SHAKESPEARE AND HIS CONTEMPORARIES	3 CR.
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A study of selections from William Shakespeare's plays, sonnets, and poems. The course also presents some of Shakespeare's contemporary writers like Christopher Marlow and Ben Johnson.

ENLG365	AMERICAN LITERATURE	3 CR.
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Reading and analysis of major literary genres, authors, and works, focusing on American literature from its beginnings to the modern era.

ENLG422	WRITING ACROSS DISCIPLINES	3 CR.
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Prerequisite: ENLG220

Explores writing conventions across disciplines such as education, humanities, sciences, and professional fields, emphasizing adaptation to audience and genre.

ENLG423	ADVANCED COMPOSITION	3 CR.
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Prerequisite: ENLG220

A capstone writing workshop covering a wide variety of writing genres. Writing tasks in this course will mainly focus on authentic situations that are typically encountered in daily life, including editorials, op-ed pieces, critical reviews, and other nonfiction works. Students will create original writing, analyze, respond to, and edit the works of others, and learn to polish their own work in preparation for publication.

ENLG440	ADVANCED ENGLISH GRAMMAR	3 CR.
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Prerequisite: Senior Standing

An advanced review of the basic parts of speech, verb tenses, sentence constituents, as well as unusual features of English such as phrasal verbs, slang, and idioms from a pedagogical point of view. A brief introduction to the basic features of structural and transformational English grammar. A discussion of the advantages and disadvantages of different theories of grammar instruction. An introduction to methods of teaching grammar in the second and foreign language classroom.

Students will volunteer to teach grammar in any ELI level, fulfilling the required hours for the service component. This course, along with ENLG310 Creative Writing, meets the criteria for Community Engagement Course in the General Education requirements.

ENLG445	DEVELOPMENT OF THE ENGLISH LANGUAGE	3 CR.
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Prerequisite: Senior Standing

This course focuses on the history of the English language, tracing changes in its inflections, syntax, phonology, spelling, and lexicon. All these will be considered against the background of cultural and historical developments, as well as recent trends related to the use of English as a global language.

ENLG471	LITERARY CRITICISM AND THEORY	3 CR.
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Prerequisite: Senior Standing

A historical review of the different literary theories from Plato to the Romantic Movement and on through modern times. The examination of philosophical and socio-political backgrounds and trends, and the derivation of practical tools for literary analysis from them. Frequent reading and writing assignments allow students to apply diverse critical theories to the analysis of selected works of literature.

ENLG490	RESEARCH IN ENGLISH	1-3 CR.
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Prerequisites: Senior Standing and approval of the department chairperson
Independent research in the English language chosen in consultation with the faculty advisor. A research paper of 15 pages per credit is required. The student will also defend the paper's findings in an oral examination.

ENLG530	SCHOOLS OF LINGUISTICS	3 CR.
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A survey of the history of linguistics from the Ancient Grammarians to the present day. This course focuses on the development of various schools of linguistics during the 19th and 20th century, from De Saussure to Chomsky.

ENLG535	PSYCHOLINGUISTICS	3 CR.
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The research areas such as speech perception, word recognition, sentence and discourse processing, speech production, and language acquisition. Major research findings and theories in each area will be discussed in class, in addition to the relationship between theoretical linguistics concepts and constructs, and psycholinguistic data.

ENLG537	SEMANTICS AND PRAGMATICS	3 CR.
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An examination of the science of linguistic meaning. The two branches to this discipline are: semantics (the study of conventional, "compositional" meaning) and pragmatics (the study of interactional meaning or how meaning is conveyed). This course is of interdisciplinary interest since it has other contributories as well: philosophy, logic, syntax, and psychology.

ENLG539	THEORY AND PRACTICE IN ESL	3 CR.
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This course is designed for those currently teaching or planning to teach English as a Second Language (ESL) programs. Students will begin by examining learning theories and second language acquisition. It includes ESL curriculum approaches, teaching methods, and materials design.

ENLG590	RESEARCH METHODS IN ENGLISH LANGUAGE	3 CR.
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This course is a study of methods and procedures of research in the field of English. Formulating and stating the problem; planning, designing, and implementing research; collecting and analyzing data; and reporting research.

ENLG612	WRITING FOR PUBLICATION	3 CR.
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The writing processes of professional writers, writing venues, analysis of publication specifications, revision strategies, and working in a community of writers. Students are expected to produce/revise and submit a piece to a publication.

ENLG634	DISCOURSE ANALYSIS	3 CR.
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The three important kinds of discourse analysis are included in this course: conversation analysis, critical discourse approaches, and rhetorically-influenced approaches (discursive psychology, action-implicative discourse analysis). Students will learn to do original discourse analysis.

ENLG638	CONTRASTIVE ANALYSIS AND ALTERNATIVE APPROACHES	3 CR.
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An analysis of the types of errors made by second language learners with special emphasis on both first-language (traditionally known as contrastive analysis) and second-language interference, with a discussion of other sources of error. Emphasis on theoretical implications of these for a theory of second language learning.

ENLG645	RHETORICAL GRAMMAR AND STYLE	3 CR.
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The grammatical structures of written English and the kinds of textual environments that motivate this structure. The grammatical constructions such as cleft sentence, passive, and relative clause from the point of view of their functions in discourse, which helps students put this critical thinking about grammar and style into practice.

ENLG690	TOPICS IN ____	3 CR.
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This course covers topics that have received a lot of attention in the English language in the past few years. Topics discussed may include learning versus acquisition, accuracy versus fluency, classroom interaction, individual differences, and computer-assisted instruction.

ENLG695	THESIS IN ENGLISH	3-6 CR.
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Prerequisite: Approval of the department chairperson

Scholarly research into a topic in the English language. The thesis must be of sufficient quality, originality, thoughtful analysis, and substantial refinement in communication skills. It should demonstrate substantive and insightful understanding of the topic chosen, its importance to the academic community, and its relevance to the contemporary world of English language.

ENLG697	THESIS CONTINUATION	0 CR.
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For students who have not yet completed their thesis.

ENGLISH LANGUAGE INSTITUTE

ENLI100	BEGINNING GRAMMAR	4 CR.
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This course presents an introduction to the basics of English grammar. It includes fundamental sentence patterns, verb forms, and common grammatical elements needed for simple communication in speaking and writing. Emphasis is placed on developing accuracy and confidence in using basic English.

ENLI101	BEGINNING SPEAKING AND LISTENING	4 CR.
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This course provides an introduction to the aural/oral aspects of the English language. Emphasis is placed on pronunciation, vocabulary development, and building confidence in oral communication.

ENLI102	BEGINNING WRITING	4 CR.
This course provides an introduction to the basics of academic English writing. Emphasis is placed on clarity, accuracy, and building confidence in written communication.		
ENLI103	BEGINNING READING	4 CR.
This course presents an introduction to the basics of English reading skills. Emphasis is placed on developing strategies that support understanding and confidence in reading simple English texts.		
ENLI110	BASIC GRAMMAR	4 CR.
As an introductory course in grammar, it provides an overview of the structure of the English language. Emphasis is placed on sentence types, basic sentence constituents, parts of speech, and verb tenses.		
ENLI111	BASIC SPEAKING AND LISTENING	4 CR.
As an introductory aural/oral skills course, it covers the sounds, rhythms, and intonation of the English language, as well as conversation and presentation skills, basic idioms and figurative language, note-taking skills, and listening competence.		
ENLI112	BASIC WRITING	4 CR.
This introductory course in writing focuses on sentence patterns, basic grammar, and multiple writing formats.		
ENLI113	BASIC READING	4 CR.
This introductory reading course focuses on the development of foundational literacy skills. Emphasis is placed on phonemic awareness, sight word recognition, phonics, word analysis, reading strategies, and decoding of written language as tools to achieve reading comprehension and fluency.		
ENLI120	INTERMEDIATE GRAMMAR	4 CR.
This course presents a progressive development of English grammar structures, with focus on verb tenses, parts of speech, modals, and clauses. Emphasis is placed on correct grammar usage in real-life situations.		
ENLI121	INTERMEDIATE SPEAKING AND LISTENING	4 CR.
This course aims to develop student's speaking and listening skills with a focus on fluency and accuracy. It emphasizes vocabulary expansion, and developing the listening, conversation, and presentation skills needed for effective communication in academic settings.		
ENLI122	INTERMEDIATE WRITING	4 CR.
This course fosters the development of the writing skills necessary to produce coherent academic text. It introduces paragraph writing, with an extensive review of sentence patterns, paragraphs, transitional expressions, and punctuation rules. Students are exposed to the concepts of writing as a process, and different types of paragraphs.		
ENLI123	INTERMEDIATE READING	4 CR.
This course aims at the development of reading with an emphasis on academic texts. It focuses on the development of the vocabulary, comprehension, retention, and analytical skills necessary for success in university courses.		

ENLI130	ADVANCED GRAMMAR	4 CR.
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This course presents a review of advanced English grammatical forms and functions, with emphasis on fluency and accuracy. It includes a review of the English verb tenses, modals, active and passive voice, different types of clauses, and conditionals.

ENLI131	ADVANCED WRITING	4 CR.
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This course bridges the transition from paragraph to essay writing with an emphasis on the development of academic writing skills, fluency, accuracy, and critical thinking. Students will learn to write different types of essays and to strengthen their work by using the words of others while avoiding plagiarism.

ENLI132	ADVANCED READING AND DISCUSSION	4 CR.
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This course aims at the development of advanced vocabulary and the analytical and critical thinking skills needed for reading, analyzing, discussing, and presenting academic topics. It includes testing for comprehension and retention, as well as oral presentations and debates based on the readings.

FINANCE AND BANKING

FNCE206	PERSONAL FINANCE	3 CR.
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Designed to explore the management of personal finances and to help the student understand household budgeting, the use and cost of credit, life, property and umbrella insurance, individual taxation, housing, estate planning, savings and investing. This course emphasizes the principles of stewardship; the recognition that our financial assets are God-given to not only satisfy our needs and wants, but to also be a blessing to others.

FNCE317	BUSINESS FINANCE	3 CR.
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Prerequisite: ACCT221

The purpose of this course is to introduce the concepts of planning, controlling and monitoring financial resources in order to achieve and optimize the organizational objectives. Topics covered include: calculation of cash flows, financial statement analysis, time value of money, stock and bond valuation, capital budgeting techniques, risk-return trade-off, capital budgeting techniques, project cash flows and risk, the cost of capital, capital structure and leverage, inventory and credit management, and dividend policy.

FNCE330	FINANCIAL PLANNING	3 CR.
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Prerequisite: FNCE317

An integrative approach to financial planning incorporating time value of money, financial statements, federal taxation, risk management and insurance concepts. Emphasis will be placed on developing a framework for formulating sound financial plans.

FNCE348	COMMERCIAL AND INVESTMENT BANKING	3 CR.
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Prerequisite: FNCE317

This course covers commercial and investment bank management techniques and policies. Analysis includes performance analysis of banks, asset-liability management while focusing on risk management aspects including interest rate risk, liquidity risk, credit risk, capital risk and off-balance sheet risk activities.

FNCE352	FINANCIAL INSTITUTIONS AND CAPITAL MARKETS	3 CR.
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Prerequisite: FNCE317

This course involves an introduction to the objectives and roles of various financial institutions and markets. Topics covered include: various financial intermediaries and their function in the economy, determination of interest rate levels, financial markets, financial claims, distribution channels for financial products, central bank system and monetary policy, performance analysis and foreign exchange.

FNCE353	FUNDAMENTALS OF DIGITAL BANKING AND FINTECH	3 CR.
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Prerequisite: FNCE317

This course offers introductory insights into the latest trends and advancements in digital banking and Fintech. Students will explore digital payment systems, mobile banking applications, and cutting-edge Fintech solutions. The course covers regulatory challenges, cybersecurity considerations, and customer-centric design in the digital banking landscape.

FNCE394	FUTURES AND OPTIONS MARKETS	3 CR.
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Prerequisite: FNCE317

The theory of futures, options and swaps pricing, and the application of the theory to develop a framework for analyzing hedging and investment decisions using futures and options. Attention to practical considerations in the use of these investments.

FNCE397	TOPICS IN ____	3 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

FNCE410	INTERMEDIATE BUSINESS FINANCE	3 CR.
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Prerequisite: FNCE317

A study of more advanced topics in corporate finance and an application of previously covered topics with the use of cases.

FNCE426	INTERNATIONAL BANKING AND FINANCE	3 CR.
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Prerequisite: FNCE317

This course presents the dynamic nature of international banking focusing on the main institutions and markets in which international banks are involved. It also presents the financial management of international enterprises along with capital budgeting in changing foreign exchange conditions.

FNCE430	INVESTMENT AND PORTFOLIO MANAGEMENT	3 CR.
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Prerequisite: FNCE317

The techniques, vehicles, and strategies for implementing investment goals in light of risk-return tradeoffs. Key factors that determine the composition of the individual or institutional portfolios emphasized. In addition, the course covers the theories and techniques needed for management of portfolios with emphasis on the portfolio manager's role in diversification and meeting investors' goals.

FNCE450	FINANCIAL MODELING	3 CR.
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Prerequisite: FNCE317

This course is an overview of statistical techniques used in Finance (Regression, Time Series, Sampling, Data Analysis), and overview of financial concepts, such as financial price simulation, cash flow maps, game theory and market implementations.

FNCE455	INSURANCE AND RISK MANAGEMENT	3 CR.
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Prerequisite: FNCE317

This course is designed as an overview of the insurance business, including property and liability insurance contracts and risk typically covered by these contracts. The techniques in the risk management process as practiced in business. Life, health, and employee benefit programs are also discussed.

FNCE486	INTERNSHIP IN FINANCE	0 CR.
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A program of finance experience. Student must be a Junior and have at least a 2.33 GPA in the core and major courses. A total of 100 hours of work experience is required. The student must make full arrangements and obtain approval by the academic advisor before the internship commences. The academic advisor must approve the employer/student proposal as being appropriate for academic credit. The student and academic advisor will maintain contact throughout the internship, usually in the form of the weekly timesheets. At the end of the internship the employer will submit an evaluation of the student, and the student will submit an evaluation of the employer.

FNCE556	TOPICS IN ____	3 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

FNCE610	BUSINESS VALUATION	3 CR.
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An overview of the concepts, theories, and practices of business valuation. Topics include valuation approaches; company information-gathering methods; economic and industry analysis; and financial statement analysis. Discussions of appropriate discounts; valuations for special purposes; publicly traded firms; discounted cash flow valuation (DCF); valuation by multiples using comparables; contingent claims valuation; mergers and acquisitions; and multinational project and firm valuations.

FNCE645	DERIVATIVES	3 CR.
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This course introduces the practical uses of interest rate swaps, credit derivatives, and financial futures and options on bonds, stock indexes, and foreign currencies. The focus of the course is on the relationships between derivatives and their underlying cash markets, analytical modeling, and on the correct use of swaps, futures, credit derivatives, and options for hedging and trading.

FNCE655	BANKING AND FINANCIAL INSTITUTIONS	3 CR.
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A study of the financial, regulatory and economic environment in which banks and other financial institutions operate. Topics include the competitive aspects of the financial services industry in comparison with non-financial service organizations; the internal operations of banks; analysis of a bank's financial statements; a bank's investment function; as well as the marketing of banking services.

FNCE675	FINANCIAL MANAGEMENT	3 CR.
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An advanced study of major topics in corporate financial management. These topics include valuation of financial assets, investment in long-term assets, capital structure, dividend policy, working capital management, and other specialized topics, such as risk management, and international finance.

FNCE680	INVESTMENT STRATEGY & PORTFOLIO ANALYSIS	3 CR.
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Financial theory and empirical evidence for making investment decisions. Topics include portfolio theory; equilibrium models of security prices (including the capital asset pricing model and the arbitrage pricing theory); the empirical behavior of security prices; market efficiency; performance evaluation; and behavioral finance.

GRAPHIC DESIGN AND DIGITAL MEDIA

GDDM101	SURVEY OF ART	3 CR.
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In this introduction to art course, we explore the motives and reasons behind creating art, and why that matters to us today. We will study ancient and modern art movements and how they connect to current concepts and perceptions. (Spring Semester)

GDDM221	HISTORY OF ART	3 CR.
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Co-requisite: ENGL212

A lecture course about the study of the arts—painting, sculpting, and architecture. The major historical, cultural, and intellectual movements of each period are outlined to provide a context for the various visual cultures. Periods range from pre-historic times to the present day. This course meets the criteria for Research Course in the General Education requirements. (Spring semester, alternate years)

GDDM223	COLOR THEORY/PAINTING	3 CR.
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An introduction to various painting techniques, principles of color, composition and materials. Objective subject matter is emphasized and the development of a basic visual vocabulary. Studio course. (Spring semester, alternate years)

GDDM231	DRAWING	3 CR.
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A studio art course in freehand drawing that emphasizes the development of observational skills, perceiving ratios and proportions, and manual rendering techniques. The course covers still-life objects, human figure, and basics in perspective drawing. Studio course. (Fall semester)

GDDM233	ADVANCED DRAWING	3 CR.
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Prerequisites: GDDM231

This studio course builds upon foundational drawing skills through focused study of complex subjects such as the human figure and landscape. Students explore a wider range of drawing media while refining observational accuracy, expressive mark-making, and compositional control. (Spring Semester)

GDDM234	WATERCOLOR	3 CR.
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This studio course introduces the techniques and materials of watercolor painting. Students develop skills in color mixing, value control, and compositional organization while producing observational and expressive works using watercolor media. (Summer semester, alternating years)

GDDM235	GRAPHIC DESIGN I	3 CR.
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An exploration of the design elements, principles, basics, and rules. Analysis, observation and critique of samples as to what makes an effective design and the process of creating it. Studio course. (Fall semester)

GDDM236	GRAPHIC DESIGN II	3 CR.
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Prerequisite: GDDM235

This studio course introduces students to the development of branding and visual identity systems along with the design of advertising and promotional materials. Students explore the processes involved in creating logos, brand elements, and cohesive visual communication across formats such as banners, posters, brochures, and other promotional layouts. Emphasis is placed on concept development, visual hierarchy, and the effective use of professional design tools. Studio course. (Spring semester)

GDDM237	DIGITAL MEDIA	3 CR.
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This studio course introduces students to the fundamentals of vector-based digital design and illustration. Emphasis is placed on the creation and manipulation of digital graphics, the development of visual vocabulary, and the application of design principles within a digital environment. Students explore the tools and workflows used to produce professional-quality vector graphics. Studio course. (Spring semester)

GDDM242	DIGITAL IMAGING	3 CR.
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This studio course introduces the fundamentals of raster-based digital imaging as they apply to image manipulation, compositing, restoration, and enhancement. Students develop skills in preparing and producing digital graphics while applying design principles within a raster imaging environment. Studio course. (Fall semester)

GDDM245	DIGITAL PHOTOGRAPHY	1-3 CR.
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This studio course introduces the technical and aesthetic principles of digital photography. Students develop skills in creating visually effective photographs using digital camera systems while exploring composition, exposure, and lighting. The course also includes an overview of the historical development of photography and its influence on contemporary photographic practice. (Spring semester)

GDDM248	ILLUSTRATION	3 CR.
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Prerequisite: GDDM231

This studio course focuses on the development of illustration for a variety of visual communication contexts. Students explore concept development, ideation processes, and the execution of illustrations using both traditional media and digital tools. Emphasis is placed on stylistic approaches, visual storytelling, and the practical considerations involved in producing illustrations for clients and specific audiences. Studio course. (Fall semester, alternating years)

GDDM265	STAINED GLASS	3 CR.
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This studio course introduces the principles and techniques of stained glass design and construction. Students learn to design, cut, assemble, and finish glass artworks while exploring composition, color relationships, and craftsmanship. (Summer semester, alternating years)

GDDM267	BOOK BINDING	3 CR.
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This studio course introduces the principles and techniques of hand bookbinding. Students design and construct bound works while learning traditional binding methods, material preparation, and the structural considerations involved in creating durable and well-crafted books. (Summer semester, alternating years)

GDDM301	GRAPHIC DESIGN III	3 CR.
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Prerequisites: GDDM235, GDDM236

This studio course explores the principles and processes of packaging design. Students develop packaging concepts that integrate branding, typography, imagery, and structural considerations while addressing the communication requirements of consumer products. Emphasis is placed on visual hierarchy, production constraints, and the development of packaging for multilingual markets. Studio course. (Fall semester)

GDDM326	TYPOGRAPHY	3 CR.
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Prerequisite: GDDM248

The history of typography is explored along with the rules to understand the styles used in letter shaping and composition. Foundation typographic skills are applied to situations involving the use of type in design and applications. (Fall semester)

GDDM327	ADVANCED TYPOGRAPHY	3 CR.
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Prerequisites: GDDM326

An advanced exploration of typography as a means of effective communication. Learn timeless principles and concepts of type as a means of conveying information that is aesthetically pleasing. The course will engage students in the process of creating original typeface designs. Synergistic effects of image and type will also be examined. Students will explore context and culture when choosing typeface in design. (Spring semester)

GDDM333	DIGITAL PAINTING	3 CR.
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Prerequisites: GDDM223

This course explores painting techniques within digital environments. Students develop skills in creating expressive digital artwork while applying principles of color, value, composition, and texture through contemporary digital painting tools. (Summer semester, alternating years)

GDDM342	DIGITAL ANIMATION	3 CR.
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This course is an introduction to animation, using digital tools. Storyboarding, character design, and basic animation techniques in 2D and 3D will be covered. (Spring semester, alternating years)

GDDM345	WEB DESIGN	3 CR.
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Prerequisites: GDDM235, GDDM242

This course is an introduction to the field of web design. Students are exposed to the foundations of website creation and use of visual design applications and tools. (Fall semester, alternating years)

GDDM348	VIDEO PRODUCTION	3 CR.
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This course introduces the principles and techniques of digital video editing. Students learn to assemble, sequence, and refine visual and audio media to produce clear and effective video content. (Spring Semester)

GDDM397	TOPICS IN ART & DESIGN	1-3CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair. (Offered periodically)

GDDM405	PRINCIPLES OF UX/UI	3 CR.
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Prerequisites: GDDM235, GDDM242

This course introduces the principles of user experience (UX) and user interface (UI) design. Students explore methods for organizing digital information and designing intuitive interfaces while applying visual hierarchy, usability, and interaction principles to digital products. (Fall Semester)

GDDM407	GENERATIVE AI IN ART	2 CR.
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Prerequisites: GDDM223, GDDM235

This course examines the use of generative artificial intelligence in visual communication and design. Students explore the capabilities and limitations of AI tools for image generation, design assistance, and concept development. Emphasis is placed on responsible integration of AI within professional creative workflows while considering questions of authorship, originality, and the impact of AI on artistic skill and creative thinking. (Fall Semester, alternating years)

GDDM442	3D MODELING AND FABRICATION	3 CR.
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This studio course introduces the fundamentals of three-dimensional modeling and rendering. Students develop digital models while exploring form, structure, and spatial relationships, and prepare selected designs for physical fabrication using 3D printing technologies. (Spring Semester, alternating years)

GDDM456	ADVERTISING DESIGN	3 CR.
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Prerequisite: GDDM236, GDDM326

This studio course examines the development of advertising campaigns from concept through final visual execution. Students apply principles of visual communication to create advertising materials based on research, strategy, and creative ideation. Emphasis is placed on communicating effective messages to specific audiences while considering cultural context, imagery, typography, and multilingual design considerations. Studio course. (Fall semester)

GDDM457	PUBLICATION DESIGN	3 CR.
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Prerequisite: GDDM236, GDDM326

In this course, students will learn how to arrange design elements on multi-page layouts in an aesthetic and logical way. Using key design principles, students will learn to create cohesive, visually appealing layouts. (Spring semester)

GDDM461	SENIOR PROJECT AND PORTFOLIO	1-4 CR.
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Prerequisite: Senior standing

This capstone course requires students to develop a professional portfolio that demonstrates the breadth and quality of their graphic design work. Students plan and complete a comprehensive design project that reflects the cumulative knowledge and skills developed throughout the program. The course also introduces fundamental professional practices including licensing, pricing, billing, and basic business considerations. Students present and defend their work before a faculty panel. (Spring semester)

GDDM466	INTERNSHIP IN GRAPHIC DESIGN	1-4 CR.
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Supervised work experience in the student's major area of graphic design. Students gain practical experience in a professional design environment while applying the skills and knowledge developed throughout the program. A minimum of 120 hours of work is required for each credit. (Summer)

GDDM468	ART IN SERVICE	2-3 CR.
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This service-learning course provides students the opportunity to apply their artistic and design skills in projects that serve community needs. Projects may include public art, visual communication materials, educational activities, or other creative initiatives developed in collaboration with community partners. This course meets the criteria for Community Engagement Course in the General Education requirements. (Summer)

HEALTH EDUCATION

HLED110	PRINCIPLES OF HEALTHFUL LIVING	2 CR.
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The basic factors contributing to holistic health and what constitutes a healthy lifestyle are considered. Principles needed to achieve and maintain good health are explored. (Fall and spring semesters)

HLED135	WELLNESS 360	3 CR.
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This course will consider the basic factors contributing to holistic health. Content will include principles needed to achieve and maintain wellbeing in physical, emotional, spiritual, social, academic, and financial aspects of life. The course will also include practical components for personal application of health principles. (Fall and spring semesters)

HLED250	INTRODUCTION TO NUTRITION	3 CR.
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This course is an introduction to the role of nutrition in human health. (Offered periodically)

ISLAMIC STUDIES

ISLM271	THE BIBLE AND THE QUR'AN	3 CR.
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An introductory course in comparative study of the Bible and the Qur'an focusing on principles of interpretation, text, inner logic, worldview and themes, and how they might be utilized when sharing faith with a Muslim.

ISLM338	CURRENT ISSUES IN THE ISLAMIC WORLD	3 CR.
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An exploration of major social, political, ethical, religious, and intellectual trends in the contemporary Islamic world towards a deeper understanding of their existential implications for the contemporary Muslim and ministering to their needs.

ISLM375	ADVENTIST FAITH IN RELATION TO ISLAM	3 CR.
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A survey of Adventist worldview and faith together with its major themes in relation to Qur'anic/Islamic worldview and its themes.

ISLM455	SPIRITUAL LIFE IN AN ARAB CULTURE	2 CR.
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An introductory course in understanding spiritual life in an Arabic context, providing personal interaction with the Arabic language Bible in terms of words, themes, phrases, nuances and implications and the power of personal spiritual life and biblical witness in proportion to one's grasp of the spiritual/moral vocabulary and expressions of the Arab soul.

ISLM485	APPROACHES TO MUSLIMS	2 CR.
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An introductory practicum, which focuses on the dynamic and vital way in which the student can interact meaningfully with an individual professing the Muslim faith. It introduces students to approaches that best meet the physical, emotional, intellectual, and spiritual needs of people as well as unique cross-cultural interactions and approaches towards living among and working with Muslims.

MATHEMATICS AND STATISTICS

MATH110	PRE-CALCULUS	3 CR.
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Integers, fractions, ratio, sets, linear equations and inequalities, integer exponents, scientific notation, polynomial equations, factoring, rational equations, absolute value, quadratic equations and inequalities, roots and radical, rational exponents, Coordinates system, lines in the plane, functions and graphs, linear and polynomial functions, rational functions, exponents and logarithms. (Fall semester)

MATH115	CALCULUS I	3 CR.
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Functions and their Graphs, trigonometric functions, limits, continuity, derivatives, differentiation, derivative as a rate of change, derivatives of trigonometric functions, the Chain Rule, Implicit differentiation, extreme values of a functions, Mean Value Theorem, Intermediate Value Theorem, optimization, linearization and differentials, and antiderivatives. (Spring semester)

MATH116	CALCULUS II	3 CR.
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Prerequisite: MATH115 or placement exam.

Indefinite integral, integration by substitution, fundamental theorem of calculus, applications of integrals, transcendental functions, techniques of integration, differential equations, vectors and the geometry of space. (Fall semester, offered periodically)

MATH217	CALCULUS III	4 CR.
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Prerequisite: MATH116 or placement exam

Techniques of integration, partial fractions, improper integrals, infinite sequences and series, power series, Taylor and Maclaurin series, applications of power series, multiple integrals, functions of two or more variables, partial derivatives, polar coordinates, and hyperbolic functions. (Spring semester)

MATH221	DISCRETE MATHEMATICS	3 CR.
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Logic and proofs, truth tables, sets, functions, sequences, matrices, application to algorithms, orders of growth, number theory, mathematical induction, counting, permutations and combinations, relations, graphs and trees, and Boolean Algebra. (Fall semester, odd years)

MATH235	LINEAR ALGEBRA	4 CR.
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Systems of linear equations, Gaussian elimination, matrices, determinants, vector spaces, subspaces, linear independence, basis, orthogonal projection, least squares, linear transformations, eigenvalues, eigenvectors, and diagonalization. (Spring semester, even years)

MATH240	STATISTICS	2 CR.
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An introduction to statistical concepts used in education and the social sciences. The course will provide a basic understanding of commonly used descriptive and inferential statistics, such as one might need for reading and understanding primary research results. It also includes basic statistical procedures and the fundamental theories behind them, including practice with statistical software in actual data analysis and the interpretation of results. (Spring semester, offered periodically)

MATH241	PROBABILITY AND STATISTICS	3 CR.
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Prerequisite: MATH217

Properties of probability, conditional probability, Independence, random variables, conditional distribution, discrete and continuous distributions, mathematical expectation, families of discrete and continuous random variables, central limit theorem, Sampling distribution, point and interval estimation, hypothesis testing, and regression and correlation. (Fall semester, even years)

MATH451	NUMERICAL METHODS AND ANALYSIS	4 CR.
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Prerequisite: MATH217

Introduces techniques of numerical analysis: number representations and round-off errors, root finding, interpolation and extrapolation, approximation of functions, numerical integration, numerical differentiation, and Monte Carlo methods. (Spring semester, odd years)

MARKETING

MKTG310	PRINCIPLES OF MARKETING	3 CR.
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This course focuses on the contribution of the functions of marketing to any business organization. The course covers topics in buyer behavior, products, channels of distribution, promotion, and pricing and social issues in marketing. Students will also learn about managing customer relationships, services, public relations, direct marketing, product life-cycle, and branding. In addition, students will be exposed to the changes that face our world today because of the digital age revolution and e-marketing. This course, along with BSAD355 Principles of Management, meets the criteria for Research Course in the General Education requirements.

MKTG320	CONSUMER BEHAVIOR	3 CR.
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Prerequisite: MKTG310

This course observes the reasons behind the way consumers act in the marketplace. Topics covered in this course include attitudes and beliefs, perception, interpretation, learning, personality, communication, cultural values and norms, social class, and cultural and gender diversity. The consumer decision-making process is evaluated from an individual and group perspective. In brief, the course describes the behavioral sciences to marketing.

MKTG335	DIGITAL MARKETING	3 CR.
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Prerequisite: MKTG310

This course explores the emerging business models, rules, tactics, and strategies associated with the Internet and its impact on the elements of marketing. As marketers operate in an ever-changing online environment, students will acquire a foundational understanding of digital marketing channels and how successful marketing campaigns use content creation and sharing, analytics, and search engine optimization to optimize social media campaigns that engage their audience.

MKTG368	ADVERTISING AND PROMOTION	3 CR.
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Prerequisite: MKTG310

A general survey of the major marketing methods, institutions, and practices examined from the viewpoint of their effects on exchange transactions linking producers with consumers. Assumes a working knowledge of micro-economics.

MKTG375	DIRECT MARKETING	3 CR.
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Prerequisite: MKTG310

Marketing goods and services directly to consumers, marketing through ecommerce, catalogs, direct-mail, telemarketing, kiosk shopping, TV and radio direct response, magazine and newspaper direct response.

MKTG397	TOPICS IN ____	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

MKTG430	SALESMANSHIP	3 CR.
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Prerequisite: MKTG310

This course enables students to grasp the negotiation strategies and skills necessary for success. Learn negotiation analysis that helps prepare them for negotiations after analyzing customers and markets. Moreover, they will understand how to design and develop the sales force while maintaining ethical sales leadership.

MKTG435	MARKETING ETHICS AND CONTEMPORARY ISSUES	3 CR.
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Prerequisite: MKTG310

Emphasizes the ethical challenges that confront the decision maker and their impact on society at large as well as ethically-based contemporary issues. Marketing ethics topics include: survey of ethical decision-making theories, organizational processes, ethics research, and case histories. Contemporary issues are constantly updated.

MKTG440	MARKETING MANAGEMENT	3 CR.
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Prerequisite: MKTG310, MKTG320, MKTG368, MKTG456, or permission of the dean.

An integrative capstone course for marketing majors. Emphasizes process by which marketing managers seek solutions to marketing problems and considers marketing opportunities. Field studies provide students with opportunities to apply knowledge gained in marketing course work to concrete situations. Assumes completion of majority of courses in marketing major.

MKTG444	NOT-FOR-PROFIT MARKETING	3 CR.
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Prerequisite: MKTG310

Examines the meaning and role of marketing concepts and tools in nonprofit institutions such as hospitals, schools, public agencies, foundations, and churches. The role of activities such as marketing research, product development, pricing, advertising, publicity, personal selling, and marketing control are examined in the non-profit sector.

MKTG450	RETAILING	3 CR.
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Prerequisite: MKTG310

Designed to help students increase awareness of the retailing process, understand the changes in customer needs, demographics, and shopping behaviors, assess the emerging technologies which have a dramatic effect on retail operations, and analyze the strategic long-term plans which retailers are using for creating advantages in this rapidly changing environment.

MKTG456	MARKETING RESEARCH	3 CR.
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Prerequisite: MKTG310, STAT285

Focuses on the systematic collection of business and marketing-related data to provide information to decision makers. Emphasis on translating management problems into research questions, developing a research design to address these questions, and analyzing research results with recommendations to management.

MKTG465	GLOBAL MARKETING	3 CR.
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Prerequisite: MKTG310

Marketing problems arising from various degrees of foreign involvement. Includes marketing research, project planning and development, pricing, promotion, distribution, and organization. Emphasis on management of these marketing functions in a multinational context where the parameters differ from those in domestic marketing.

MKTG486	INTERNSHIP IN MARKETING	0 CR.
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A program of marketing experience. Student must be a Junior and have at least a 2.33 GPA in the core and major courses. A total of 100 hours of work experience is required. The student shall make full arrangements and obtain approval by the academic advisor before the internship commences. The academic advisor is to approve the employer/student proposal as being appropriate for academic credit. The student and academic advisor shall maintain contact throughout the internship, usually in the form of the weekly timesheets. At the end of the internship the employer shall submit an evaluation of the student, and the student shall submit an evaluation of the employer.

MKTG556	TOPICS IN ____	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Student may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair.

MKTG640	SERVICES MARKETING	3 CR.
The distinct needs and problems of service organizations/industries in the area of marketing. Topics include the difference between marketing services vs. manufacturing organizations; the marketing mix for service organizations; market research in services; managing demand in services; integrated services marketing communication; services pricing; and the overlap of marketing/operations/human resources systems in service organizations.		

MKTG645	CUSTOMER RELATIONSHIP MARKETING	3 CR.
A study of various e-marketing methods such as electronic advertising, direct email, electronic commerce, and Web-based strategies used to reach customers and build individual relationships. Customer value analysis to determine the individual customer's contribution to profit; Web metrics; and analysis of customer/buyer values.		

MKTG665	BRAND MANAGEMENT	3 CR.
The elemental decisions about message design given different managerial objectives. It investigates the role of advertising in one particularly important objective, brand-building. Using a discussion of current marketing research, focuses on the importance of consumer perception in advertising/branding efficacy and integrated marketing communications (IMC) as an emerging goal in advertising efforts.		

MKTG670	STRATEGIC COMMUNICATION AND PUBLIC RELATIONS	3 CR.
The elements of message design, creation, and transmission of various modes of business communications. Forms of authoring while building communication skills for internal and external audiences. Varying formats will include document types such as marketing, crisis communication, image and mission, and social responsibility as well as customer documents, compliance auditing, digital documentation, newspaper releases, training materials, and other media and business documentation. The design of persuasive, informational, narrative, and other categories of organizational messages are studied.		

MKTG680	STRATEGIC MARKETING MANAGEMENT	3 CR.
Designed to help students think like a marketing strategist to recognize marketing problems, analytically evaluate possible alternatives, and creatively institute strategic solutions. Analysis of contemporary marketing problems, currently corporate marketing strategies and case analysis are used to achieve course objectives.		

PHYSICAL EDUCATION

PEAC101	BASIC PHYSICAL EDUCATION	1 CR.
Various methods of body development, physical fitness, and the proper way to conduct, organize, and participate in physical activities. Meets two periods per week.		

PEAC104	INDIVIDUAL ACTIVITIES-TENNIS	1 CR.
Instruction in the fundamental skills of ground strokes, serving, and team play. Basic strategy and rules. Meets two periods per week.		

PEAC105	INDIVIDUAL ACTIVITIES-BASKETBALL	1 CR.
Fundamental skills of shooting, passing, ball-handling, person-to-person defensive play, offensive strategy, basic rules, team play, and injury prevention. Meets two periods per week.		

PEAC106	INDIVIDUAL ACTIVITIES–VOLLEYBALL	1 CR.
Instruction in the basic skills of serving, setting, passing, and spiking, and the basic instruction of rules, and 2-, 3-, 4-, and 6-person team play. Meets two periods per week.		
PEAC107	INDIVIDUAL ACTIVITIES–SOCCER	1 CR.
Learning the fundamental skills of ball control, passing, blocking, and shooting goals. Meets two periods per week.		
PEAC108	INDIVIDUAL ACTIVITIES	1 CR.
Instruction in the basic skills of a chosen sport, varies from year to year. Meets two periods per week.		

PHILOSOPHY AND ETHICS

PHIL210	INTRODUCTION TO PHILOSOPHY	3 CR.
An introduction to basic philosophical issues, including the relationship of faith and reason, epistemology, the mind-body problem, determinism and free will, and ethics.		
PHIL241	ETHICS IN MODERN SOCIETY	3 CR.
A consideration of a range of moral theories and principles providing the basis for the thoughtful consideration of specific ethical issues within the biblical tradition.		
PHIL245	BIBLICAL ETHICS	3 CR.
A foundation course in moral being, decision-making, and action. Explores timeless biblical norms alongside a range of moral theories and principles providing the basis for thoughtful consideration of specific moral issues toward making basic ethical decisions across the personal, social, and professional spectrum.		
PHIL542	APPLIED AND PROFESSIONAL ETHICS	3 CR.
An introduction to the fundamental principles of a biblically informed ethical theory and their application to professional life, providing a values-based approach to ethical professionalism and method of thinking about and dealing with ethical issues in the workplace. Implications with respect to being and doing in terms of both the professional as a person and as a specialist. Ethical and professional issues of leadership. Ethical principles and values central to moral life of any professional or leader. Integrating ethical principles into everyday life and vocation. Thinking in moral/ethical terms and articulating one's thoughts on various basic moral issues (both personal and leadership) within given professions: business, education, healthcare, leadership, helping professions, public service.		

PHYSICS

PHYS103	SURVEY OF PHYSICS	3 CR.
A survey of basic physics including astronomy, matter, physical laws, electricity, magnetism, optics and atomic and nuclear science. (Spring semester)		
PHYS301	PHYSICS FOR LIFE SCIENCES I	4 CR.
This course covers the basic concepts of physics using non-calculus based mathematics and trigonometry. Topics covered include kinematics, dynamics, gravity, work, energy, momentum, angular momentum, conservation laws, thermodynamics, fluids, vibrations, and waves. Includes a 3-hour laboratory session. (Fall semester)		

PHYS302	PHYSICS FOR LIFE SCIENCES II	4 CR.
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Prerequisite: PHYS301

This is the second semester of physics which is a continuation and builds on semester I concepts. Topics covered include: practical problem-solving skills, electrostatics, magnetism, circuits, optics, relativity, atomic structure, the nucleus, and fundamental particles. Includes a 3-hour laboratory session. (Spring semester)

PHYS303	PHYSICS FOR LIFE SCIENCES I LAB	1 CR.
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A 3-hour laboratory session on topics covered in PHYS 301. PHYS 303 is intended for transfer students who lack the lab session for Physics for Life Sciences II. Taught concurrently with PHYS 301. (Fall semester)

PHYS304	PHYSICS FOR LIFE SCIENCES II LAB	1 CR.
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A 3-hour laboratory session on topics covered in PHYS 302. PHYS 304 is intended for transfer students who lack the lab session for Physics for Life Sciences II. Taught concurrently with PHYS 302. (Spring semester)

PSYCHOLOGY

PSYC201	GENERAL PSYCHOLOGY	3 CR.
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Principles of psychology including the study of growth, perception, learning, thinking, motivation, emotion, personality, and mental health. Students will understand themselves and others, and thereby be better prepared to deal with the issues of life and living. (Spring semester, odd years, Summer semester, even years)

PSYC302	DEVELOPMENTAL PSYCHOLOGY	3 CR.
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Lifespan is an integrative approach to psychological development which emphasizes the interdependency of physical, cognitive, emotional, and social development. The interrelatedness of theory, research, and application are seen throughout the entire sequence of human development from conception to death.

PSYC470	COUNSELING AND GUIDANCE	3 CR.
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Prerequisite: Senior Standing

An introduction to the theory, concepts, aims, and process of school counseling and guidance, consultation, and current trends in legal and ethical matters. Roles, functions, and identity of school counselors.

RELIGIOUS STUDIES

RLGN212	JESUS IN HIS TIME AND OURS	3 CR.
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The mission, the message, and the meaning of Jesus Christ for His day and for ours. Why the Christian story captured the attention of many. The connection between Christ's first Advent and His second.

RLGN213	OLD TESTAMENT SURVEY	3 CR.
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A survey of the content and message of the Old Testament books. The application of Old Testament truths to contemporary living.

RLGN214	NEW TESTAMENT SURVEY	3 CR.
A survey of the history, literature, and message of the New Testament's book of Acts of the Apostles and the Epistles. The story of the development of the Christian Church in the first century A.D.		
RLGN225	THE GOSPELS	3 CR.
A study of the four gospels as historical and theological documents and as sources of information on the life and teaching of Jesus.		
RLGN238	BIBLICAL SPIRITUAL LIFE	3 CR.
A study of the biblical perspective on the transforming work of the Holy Spirit, the devotional principles that guide the spiritual life, and the means of grace that foster growth in Christ.		
RLGN252	BIBLICAL HEBREW I	3 CR.
An introductory course in Biblical Hebrew grammar providing students with tools for elementary word studies, engagement with the biblical text in reading, exegesis, and theology. Vocabulary, parts of speech, tenses, and simple sentence patterns.		
RLGN253	BIBLICAL HEBREW II	3 CR.
Prerequisite: RLGN252 The development of Biblical Hebrew vocabulary together with grammatical and reading skills. World-view, syntax, exegesis, interpretation, and theology of major texts.		
RLGN255	NEW TESTAMENT GREEK I	3 CR.
An introductory course in NT Greek grammar providing students with tools for elementary word studies, engagement with the biblical text in reading, exegesis, and theology. Vocabulary, parts of speech, tenses, and simple sentence patterns.		
RLGN256	NEW TESTAMENT GREEK II	3 CR.
Prerequisite: RLGN255 The development of NT Greek vocabulary together with grammatical skills for deeper engagement with the biblical text. Worldview, syntax, exegesis, interpretation, and theology of major texts.		
RLGN257	NEW TESTAMENT GREEK III	3 CR.
Prerequisite: RLGN256 Advanced NT Greek study including selected portions from Luke, Paul, the book of Hebrews, and James, analyzed on the bases of Greek syntax and author specific vocabulary. Selections from the Septuagint and early church fathers will be considered to illustrate the development of thought within Christianity as well as sections from Philo and Josephus for further perspective.		
RLGN262	PERSONAL MINISTRY	3 CR.
The dynamics of personal Christian ministry in the neighborhood, at work, in small groups, and in the person-to-person approach of Bible studies. A study of the biblical perspective on the priesthood of all believers and the mobilization of spiritual gifts. Christ's example of witnessing is highlighted.		

RLGN268	MUSIC, WORSHIP, AND LITURGY	2-3 CR.
An introduction to the biblical theology of worship, music, and liturgy. A survey of the development of music in the church, techniques in enhancing congregational singing, different types of church service music, representative hymnology, music from a contemporary context, and engaging musicians for worship leadership and nurture.		
RLGN274	GOD AND HUMAN LIFE	3 CR.
This course explores how God confronts human beings—including the process of revelation, principles of interpreting Scripture, the nature of God and His expectations for humans, biblical themes relating to human life in response to God, and the evaluation of these concepts as presented in Scripture.		
RLGN278	BIBLICAL HERMENEUTICS	2-3 CR.
Basic principles for understanding biblical interpretation in an Adventist context—definition, history, interpretive methods and approaches, the NT use of the OT, biblical genre (narrative, prophecy, poetry, wisdom, epistle), cultural aspects of the Bible, when the Bible does not address modern questions, and the theological use of the Bible.		
RLGN281	INTRODUCTION TO WORLD RELIGIONS	2 CR.
An introductory study surveying the major religious traditions of the world: Hinduism, Buddhism, Confucianism, Shintoism, Judaism, Islam, Animism, and Christianity. Consideration is given to their origins, historical setting, their founders, worldviews, culture, their view of God and man, their moral values and ethics, and their major philosophical and theological teachings.		
RLGN290	RESEARCH METHODS IN RELIGIOUS STUDIES	2 CR.
Corequisite: ENGL212 A step-by-step study and application of basic research techniques and design used in religious studies. Students will produce a research paper on a topic in religion and defend their research product in an oral examination. This course meets the criteria for Research Course in the General Education requirements.		
RLGN295	MINISTERIAL PRAXIS I	1 CR.
Introduction to ministry with children, adolescents, and youth. Students engage with Adventurers, Pathfinders, and youth Sabbath School while developing basic skills in leadership, teaching, and ministry organization. Practical experience includes participation and leadership in local church activities and supervised reporting. This course, along with RLGN296 Ministerial Praxis II, meets the criteria for Community Engagement Course in the General Education requirements.		
RLGN296	MINISTERIAL PRAXIS II	1 CR.
Focus on adult religious instruction through Sabbath School, Bible classes, and Bible studies. Students develop teaching, evangelism, and discipleship skills, including lesson delivery and Bible study leadership. Practical work includes Sabbath School participation, lesson presentation, and conducting Bible studies. Practical experience includes participation and leadership in local church activities and supervised reporting. This course, along with RLGN295 Ministerial Praxis I, meets the criteria for Community Engagement Course in the General Education requirements.		
RLGN320	STUDIES IN DANIEL	3 CR.
The background, content, and construction of the OT apocalyptic book of Daniel. An exegetical study with emphasis upon the interpretation of prophecy, apocalyptic imagery, and symbols.		

RLGN322	STUDIES IN REVELATION	3 CR.
The background, content, and construction of NT apocalyptic book of Revelation. An exegetical study with emphasis upon the interpretation of prophecy, apocalyptic imagery, and symbols.		
RLGN325	OLD TESTAMENT STUDIES I	3 CR.
An introduction to the Pentateuch: selected passages, dominant themes, relevant historical and social backgrounds, and theological motifs in relation to Hebrew Scripture and NT backgrounds.		
RLGN326	OLD TESTAMENT STUDIES II	3 CR.
An introduction to the biblical major and minor prophets of Israel and prophetic literature (history of prophecy, pre-writing prophetic figures, books of the writing prophets to the end of the prophetic OT canon). Attention is given to literary analysis, theology and ethics of the books, and the relevance of their message to present-day issues.		
RLGN327	OLD TESTAMENT STUDIES III	3 CR.
An introduction to the OT historical books, Psalms, and wisdom literature. Selected passages and themes are studied highlighting relevant historical and social backgrounds, theological motifs, ethics and relevance to present-day issues.		
RLGN328	ACTS AND EPISTLES I	3 CR.
Studies in the background, message, and interpretation of the Book of Acts and the Epistles of the NT, with emphasis on Luke/Acts theology and Paul's letters to the Roman and the Corinthian churches.		
RLGN329	ACTS AND EPISTLES II	3 CR.
Prerequisite: RLGN328		
Studies in the background, message, and interpretation of the NT epistles, with emphasis on Paul's letters and the General Epistles.		
RLGN341	HISTORY OF THE CHRISTIAN CHURCH I	3 CR.
This course surveys the internal and external developments and conflicts that Christianity has experienced from the time of Christ up to the Reformation. Special attention is given to those developments that relate to the Seventh-day Adventist theological heritage. It aims to enable students to develop a broader historical perspective through which the outworking of the Great Controversy is seen.		
RLGN342	HISTORY OF THE CHRISTIAN CHURCH II	3 CR.
Prerequisite: RLGN341		
This course surveys the history of the church from the Protestant Reformation to the present. Attention is given to the Protestant Reformation, the Catholic Counter-Reformation, Puritanism, Rationalism, Evangelicalism, modern denominations, the worldwide mission expansion, and ecumenism.		
RLGN345	HISTORY OF SEVENTH-DAY ADVENTISM	3 CR.
A study of the historical context within which Seventh-day Adventism originated, significant points in its development, the prophetic office of Ellen G. White, and challenges facing the contemporary church.		

RLGN362	PASTORAL MINISTRY	3 CR.
The pastor as leader of worship, nurturer, church administrator, and evangelist. Adequate local church organization and administration, combining pastoral leadership with church management. The four-dimensional role of the pastor—person, administrator, church leader and priest. Principles of worship, pastoral duties, and ethics.		
RLGN366	BIBLICAL PREACHING I	2 CR.
A study of the art of preaching. The foundation for biblical sermon construction and delivery. This course addresses the crucial nature of expository preaching, stressing proper principles of interpreting and applying the text to practical life. Supervised classroom and church preaching.		
RLGN368	CONFLICT MANAGEMENT AND RECONCILIATION	1 CR.
This course examines the definition, causes, approaches, and styles of conflict management and reconciliation while emphasizing communication, forgiveness, love, and humility. It explores biblical examples of conflict management and encourages practical application in personal, family, church, workplace, and societal contexts.		
RLGN375	DOCTRINES OF THE ADVENTIST FAITH	3 CR.
The definition and clarification of the fundamental doctrines of Seventh-day Adventism. Students will understand the uniqueness of Adventism and its relevance and role as an end-time movement.		
RLGN378	PROPHETIC HERITAGE	2 CR.
A study of the prophetic manifestation in the Bible, the Church, and history: canonical and non-canonical prophets, worldview and cosmic conflict, ethics, nurture, divine character and mission, and prophecy of the future. The historical role, ministry, and writings of Ellen G. White and her influence on Adventism.		
RLGN381	INTRODUCTION TO THE RELIGION OF ISLAM	3 CR.
An introduction to and historical development of Islamic religious thought. Islamic/Muslim world-view(s), theology, culture and society, institutions, creeds, ethics, Muhammad's prophetic journey, and major qur'anic themes are surveyed in relation to the distinctives of the Adventist faith and communicating Adventist beliefs in Muslim context.		
RLGN395	MINISTERIAL PRAXIS III	1 CR.
Introduction to discipleship through small groups, Bible studies, Bible classes, and house churches. Students learn to lead basic discipleship settings and practice evangelism and teaching. Activities include leading groups, Bible studies, and house church participation.		
RLGN396	MINISTERIAL PRAXIS IV	1 CR.
Application of discipleship leadership in small groups, Bible classes, and house churches. Students strengthen practical leadership skills in ongoing ministry contexts. Requires sustained leadership of discipleship activities and supervised reporting.		
RLGN420	FOUNDATIONS OF BIBLICAL CANON	2 CR.
A consideration of the various contexts in which the biblical documents were written and how these texts have been interpreted.		

RLGN425	THE BIBLE AS LITERATURE	3 CR.
This course opens up new avenues to and background for the interpretation of the Bible. It develops an appreciation for the indebtedness of great art, music, and literature to biblical themes and types, and awakens a new awareness of the “beauty of holiness” as expressed through the literary forms of the Bible.		
RLGN428	STUDIES IN HEBREWS	3 CR.
An exegetical/expositional introduction to the Book of Hebrews—text, historical context, and style and structure towards understanding the book’s worldview, theology, ethics and eschatology (including Christology, sanctuary motif, atonement, as well as Christian identity and hope, suffering, and perseverance).		
RLGN440	BIBLICAL ARCHAEOLOGY	3 CR.
An introductory study of the archaeological and historical evidence relating to the Old and New Testament. The role of archaeology in biblical study. Field trips are required.		
RLGN462	PASTORAL COUNSELING	2 CR.
The understanding that pastoring is by definition counseling. Introduces both the actual skill of counseling and the acquisition of knowledge and insights based on reading and experience. The basic principles of pastoral counseling and ethics, pre-marital counseling, and practical counseling.		
RLGN466	BIBLICAL PREACHING II	2 CR.
Prerequisite: RLGN366 This course explores further methods of expository preaching such as narrative, induction, and great themes of the Scriptures. It addresses the needs of special preaching events such as public evangelistic campaigns and their techniques, weddings, funerals, dedications, supervised classroom and church preaching.		
RLGN471	CHRISTIAN THEOLOGY I	3 CR.
Corequisite: RLGN375 An introduction to Systematic Theology. The course studies the basic Christian doctrines of God, revelation and inspiration. The Bible, the Trinity, creation, evil, angels, man, and nature of sin. These doctrines are examined in regard to their biblical foundations, historical expressions, and practical and social implications.		
RLGN472	CHRISTIAN THEOLOGY II	3 CR.
Prerequisite: RLGN471 A study of Christian doctrines of Jesus Christ, atonement, the Holy Spirit, salvation, the Church, and eschatology. These doctrines are examined in regard to their biblical foundations, historical expressions, and practical and social implications.		
RLGN485	THEOLOGY OF MISSION	3 CR.
A survey of status and role of Christianity and mission worldwide. A brief history of Christian mission, current facts about mission needs, mission as a basic function of the church, Christian and mission relationships to world religions, political ideologies, national development, and cultures in relation to Adventist worldview and missional distinctives. The application of biblical theology in defining the concerns, priorities, structures, and methods of mission in the light of biblical eschatology and cosmic conflict motif.		

RLGN486	MISSIONAL LEADERSHIP	2 CR.
This course explores the fundamental characteristics of missional leadership, emphasizing cultural engagement, empowerment by the Spirit, alignment with biblical principles, and transformational leadership. Students examine how missional living can navigate complex cultural shifts, preparing them to lead with wisdom and grace in today's dynamic world.		
RLGN488	CHURCH PLANTING	3 CR.
The biblical rationale, theological and missional importance of church planting. Basic models and procedures for successful church planting programs and ways of implementing. Principles of gospel planting movement focus and strategy toward establishing spiritually healthy and biblically grounded self-reproducing worshipping groups (home groups) of Seventh-day Adventist believers in major cities and unreached regions, which sensitively interacts with the faith journey of those in the region serving them in a holistic way.		
RLGN491	RESEARCH IN RELIGIOUS STUDIES	1-3 CR.
Prerequisite: Senior Standing and approval of the department chairperson. An independent research in religious studies. A research paper of 15 pages per credit is required. The student will also defend the paper's findings in an oral examination.		
RLGN495	MINISTERIAL PRAXIS V	1 CR.
Introduction to pastoral ministry, including chaplaincy, visitation, communication, and community service. Students develop relational and pastoral care skills in real contexts. Practical work includes visitation, digital pastoral care, and community engagement activities.		
RLGN496	MINISTERIAL PRAXIS VI	1 CR.
Field evangelism and urban ministry focused on church planting and public evangelistic work. Students develop evangelistic leadership skills and experience contextual outreach. Includes participation in evangelistic campaigns and church planting initiatives.		
RLGN497	ISSUES IN THEOLOGY	1-3 CR.
An intensive study of selected issues, topics, or biblical books of current interest not ordinarily covered in depth in other courses.		
RLGN498	MINISTERIAL PRAXIS VII	1 CR.
Strategic pastoral planning and church program implementation. Students develop leadership and administrative skills for organizing church ministries. Practical work includes creating annual plans and implementing local church programs.		
RLGN499	MINISTERIAL PRAXIS VIII	1 CR.
Advanced pastoral ministry and church administration. Students engage in church governance, leadership, and elder training. Practical experience includes serving as trainee elder, committee participation, and departmental leadership.		

SOCIOLOGY

SOCI200	PHILOSOPHY OF SERVICE	2 CR.
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Provides a theoretical and practical basis for understanding and meeting needs of communities and individuals. Course materials include works from Christian and secular sources. Students develop an individualized practical plan to understand and meet needs.

SOCI201	WHOLE-PERSON EDUCATION	1 CR.
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This course provides an introduction to the whole-person education practiced at Middle East University. Students will explore the importance of intellectual, physical, emotional, social, and spiritual development as an individual. Topics include the role of curiosity and ignorance in learning, active learning skills, time management, the value of regular exercise, stress and mental health, diversity and cross-cultural communication, the value of service and engagement in the community and spirituality in daily life. This class includes a community service project. (Fall and spring semesters)

SOCI210	GENERAL SOCIOLOGY	3 CR.
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A survey of the development of sociology as a social science, its principles, terms, and concepts. The course focuses on the behavior patterns of different groups of society and their effects on social interaction and change. It includes the study of norms, values, processes, socialization, and culture. (Offered periodically)

SOCI315	MARRIAGE AND FAMILY RELATIONS	2-3 CR.
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The course examines the field of social relationships and preparation for marriage through the study of topics such as love vs. infatuation, courtship, premarital sex, emotional maturity, compatibility, conflict resolution, religious and cultural principles, marital relationship and adjustment, and family structure and dynamic.

SOCI397	TOPICS IN SOCIOLOGY	1-4 CR.
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Provides an opportunity to offer courses in specialized or experimental areas, not listed in the Catalog. Students may be allowed to repeat the course for credit if topics are different. Prerequisites are approved by the department chair. (Offered periodically)

STATISTICS

STAT101	SURVEY OF STATISTICS	3 CR.
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This course will give an introduction to; organizing data, frequency distributions, measures of central tendency and dispersion, probability, random variables, binomial and normal distributions, sampling, estimation, hypothesis tests, regression and correlation. (Fall semester)

STAT285	INTRODUCTION TO APPLIED STATISTICS	3 CR.
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This course introduces fundamental statistical concepts used in business and the social sciences, focusing on descriptive and inferential statistics, basic statistical methods, and the interpretation of research data. Topics include populations and samples, types of data, data organization and graphical presentation, definition of probability and probability distributions, conditional probability, independence, Bayes' rule, counting rules, discrete and continuous random variables, binomial and normal distributions, point and interval estimation, hypothesis testing, and linear regression and correlation. (Spring semester, even years)